

City of Hagerstown, Maryland Status & Information Report No. 28 for 2016

July 15, 2016

To Mayor Gysberts and Members of the City Council:

UPCOMING MEETINGS

JULY 2016

* For additional information and a complete list of City events, please visit our Calendar of Events on the City's website at <http://www.hagerstownmd.org/calendar.aspx>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3 7:30pm Hagerstown Municipal Band Concert @ Band Shell/City Park	4 HOLIDAY CITY OFFICES CLOSED 6pm Fireworks at Fairgrounds Park	5 No M&C Meeting	6	7	8 7pm Outdoor Movies at City Park	9
10 7:30pm Hagerstown Municipal Band Concert @ Band Shell/City Park	11	12 No M&C Meeting	13 4pm Planning Commission Meeting	14 4:30pm Historic District Commission Meeting	15	16
17 7:30pm Hagerstown Municipal Band Concert @ Band Shell/City Park	18	19 8am-3pm City of Hagerstown Housing Summit @ Bridge of Life Church 5pm Executive Session 6pm Work Session 7:15pm 96 th Special Session	20 7pm Board of Zoning Appeals Meeting	21	22 7pm Outdoor Movies at City Park	23
24 7:30pm Hagerstown Municipal Band Concert @ Band Shell/City Park	25	26 6pm Work Session 7pm Regular Session	27 7pm Planning Commission Meeting	28 4:30pm Historic District Commission Meeting	29	30
31 7:30pm Hagerstown Municipal Band Concert @ Band Shell/City Park						

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

1. **Business Anniversary:** Sentinel Capital Solutions celebrated its 5th anniversary on Thursday, July 14. DCED staff presented the investment firm, located at 38 South Potomac Street, a certificate of recognition and appreciation for contributing to Hagerstown's growing economy.
2. **Housing Summit:** Staff continues to coordinate details for the upcoming Housing Summit. The goal of the summit is begin a conversation with local and regional leaders to improve housing and neighborhoods for all members of our community by assessing where we are, learning best practices and building strategic partnerships to shape the future. The event will be held on Tuesday, July 19th from 8 a.m. - 3 p.m. at the Bridge of Life Church, located at 14 South Potomac Street in City Center. Lunch will be provided for registered attendees. For registration, sponsorship opportunities or more information please visit this link: <http://md-hagerstown.civicplus.com/CivicAlerts.aspx?AID=518>
3. **Event Logistics Update:** Staff coordinated an Event Logistics Team meeting to review plans with representatives from upcoming events including Korean War Memorial Event (July 27); Krumpe's Donut Alley Rally 5k for Wounded Warrior projects (August 12); and Augustoberfest (August 27 & 28). During summer months team meetings will be held twice a month if needed and monthly as needed during fall and winter months.
4. **Wind Down Fridays:** The Wind Down series continues tonight with Bike Night featuring entertainment by River Knott. Upcoming Wind Down Fridays include:
 - August 12th – Summer Lovin' featuring Made in the 80's
 - September 30th – Thunder in the Square featuring Staff Infection
 - October 21st – Freaky Friday featuring Slackwater 4

FIRE DEPARTMENT

1. **Avalon Avenue Fire/Arson Charge:** The Hagerstown Fire Marshal's Office charged Cierra White with Arson 1st Degree and other arson related charges, various counts of attempted murder and several counts of reckless endangerment for intentionally setting a fire in her Avalon Avenue home. The fire was report to the 911 Center at 2:37 a.m. on July 8th with the call indicating there was a fire with occupants trapped. There were several juveniles sleeping in the home at the time of the reported fire. A passerby assisted with removing the children from the house and keeping them safe outside the home until the Fire Department arrived. Firefighters arrived to smoke visible inside the house. The Fire Marshal's determined that accelerants were used to intentionally start the fire in a second floor bedroom. Ms. White is being held at the Washington County Detention Center.

INFORMATION TECHNOLOGY & SUPPORT SERVICES

COMMUNICATIONS

1. **This Week's Headlines and Media Releases:**
 - Music by the Lake Series Kicks Off in City Park This Weekend
 - Advisory: Bike Night & Hagerstown Pride
2. **Channel 25:**
 - Watch the City Newsroom at the top of every hour. This week's news stories include:
 - Police Body-Worn Cameras Public Information

- Swim Lesson Promotion for Potterfield Pool
- Birdwatching Promotion
- Tommy 202 Promotion
- In Production:
 - Hagerstown Cultural Trail video update
 - Augustoberfest Preview

3. **Websites:**

- **City Website:**

- About 18,500 users visited www.hagerstownmd.org for the week of July 4 - July 10, 2016

Website traffic was nearly double for the week, likely as a result of people checking for updates regarding the fireworks and a widespread power outage. Staff posted an alert that ran on the top of each webpage on the site with information on the power outage.

- Top entrances (first page users accessed on the website):
 - ▶ Home page 7,952 users
 - ▶ Power Outage update 1,684 users
 - ▶ Fairgrounds Park page 781 users
 - ▶ Electric Division page 597 users
 - ▶ Utility Billing page 480 users
- Top Searches:
 - ▶ "fireworks"
 - ▶ "power outage"
 - ▶ "rental"
 - ▶ "bulk trash"
 - ▶ "pokemon"

PARKS & ENGINEERING

ENGINEERING DIVISION

1. **State Highway ADA/APS Work.** The State Highway Administration has two construction contracts to make sidewalk and traffic signal improvements at intersections along Route 40 (Franklin and Washington Streets) through the City. One contract, which has already started, involves modifying handicap ramps and adding pedestrian signals at the intersections in the list below. The contractor has already been working on the Washington/Winter Street and Franklin/Winter Street intersections. They plan to start work at Franklin Street/Burhans Boulevard this week, and will continue working through the list the rest of the summer. The second contract will involve replacing existing sidewalks, driveway aprons, and handicap ramps through the downtown area in order to make them compliant with ADA accessibility requirements – the work on this contract will likely begin at the end of July, and will probably continue until the end of the year. Both of these projects will be very disruptive to pedestrian traffic and businesses, as portions of these sidewalks will be closed while the work is being performed. We have been communicating with SHA about the need to coordinate the schedule for their work with special events that are already planned for the downtown area (e.g. Wind Down Friday events, Augustoberfest, Mummies' Parade, etc.).

- US 40 at Eastern Boulevard
- US 40 (EB Washington Street) at Winter Street
- US 40 (EB Washington Street) at Jonathan Street and Summit Avenue
- US 40 (WB Franklin Street) at Potomac Street
- US 40 (WB Franklin Street) at US Post Office
- US 40 (WB Franklin Street) at Jonathan Street

- US 40 (WB Franklin Street) at US 11 (Burhans Boulevard)
- US 40 (WB Franklin Street) at Winter Street
- US 40 Alt at Edgewood Drive

2. **Cultural Trail Update.** Below are some pictures of the completed construction at the Hagerstown Housing Authority.



3. **Neighborhoods 1st**

- Dewey Avenue: We mailed letters to five property owners regarding new ornamental street name signs and only had one comment related to school kids, so Public Works will proceed with installing these as soon as the materials are received.
- Oak Hill West: Jim attended their meeting to discuss drainage on Prospect Avenue. We are also preparing speed bump petitions for alleys and will send to them
- Southend: They are reviewing traffic calming ideas that we sent to them.

4. **Board of Traffic & Parking** The Board will discuss the following:

- McPherson Street closure – requested by HPD
- Intersection of Alley 2-114 and 2-115
- Professional Court update
- Red Light cameras
- Revise school zone list (remove Winter Street and add Jonathan Hager)

5. **Engineering**

Traffic issues		
Description	Week of 7/8/16	Year to date
Traffic complaints received	7	97
Work Orders completed	6	64
Traffic counts completed	2	30
Construction Projects		
Description	Week of 7/8/16	Year to date
Projects advertised for bids	1	10
Projects under construction	10	
Projects completed	0	4

PARKS & RECREATION DIVISION

- Pokemon Go.** There are Pokémon sightings all across our City Parks! Gyms have set up at the Band Shell and other places. Find rare Pokémon like Charmander at the Fairgrounds or Pikachu at City Park! Running low on Pokéballs? Plenty of Pokéstops to be found at our Parks! Come out before the showing of *Inside Out* July 22nd at the Band Shell, and fight for control of the gym there! The movie starts at dusk, and we will have a lure out periodically before the movie at nearby Poke' Stops! Come out and talk about the rare Pokémon you have found and upcoming updates to Pokémon Go before you enjoy a great movie at the Band Shell!
- Music By The Lake.** Saturdays, July 16th, 23rd & 30th, August 6th, 7 p.m. In partnership with the Washington County Arts Council, enjoy free concerts in the City Park Band Shell beginning this Saturday! Bring your lawn chairs and blankets, or enjoy the Band Shell benches. The line-up includes (in order of dates) - The Built 4 Comfort Band, Davis Bradley, Annapolis Bluegrass Coalition, and Patent Pending. For more info visit www.washingtoncountyparks.com or call (301) 791-3132.
- Christmas in July.** This weekend celebrate Christmas in July at the City Park Railroad Museum! Climb aboard an historic steam engine, take a ride on Tommy 202 our new children's train ride, complete our Scavenger Hunt to win a prize, enjoy our NEW indoor three rail layout, and see the Museum decorated for Christmas! Friday and Saturday, 10 a.m.–4 p.m.; Sunday, 12-5 p.m. Standard Museum admission rates apply.
- Bird Watching by Canoe.** July 16th, 7:30 a.m. Bring your own canoe or kayak, safety/life preservation materials and your own binoculars for an enhanced bird watching experience! No previous experience required, and all ages and ability levels are welcome! Children under 18 must be accompanied by a parent. Meets at Kiwanis Park. Cost is free.
www.hagerstownmd.org/birdwalks
- Civil War Memories Tour at Hager House** Stop by the Hager House this Friday and Saturday from 10 a.m.–4 p.m. for a special Civil War memories tour! Walk into the trading post and get a firsthand look at some Civil War artifacts excavated right on site in 1995. Standard Museum admission rates apply.
- City Park Movie.** Photos from last week's "Minion" movie in the park.



7. **Park News**

- Fairgrounds Park Indoor Recreation Center. We continue to work on the exterior, replacing metal siding.
- National Road Park. In preparation to start construction of a retaining wall in our newest park located at 806 West Washington Street, stone and block have been delivered to the site.
- New Pavilions. Electric services have been installed in both of our newest pavilions – Fairgrounds Park East and Staley Park.

PLANNING & CODE ADMINISTRATION

1. **Zoning Certificates Issued:**

- 12939 Little Elliott Drive, Apt. 6 – RM Autoworks – home work station for a mobile auto detail and repair business (no trailers will be stored at this address).
- 156 South Mulberry Street – The Corner Pub – bar/restaurant (change of address only).

2. **Planning Commission:** On July 13 the Planning Commission approved a site plan for National Road Park on West Washington Street. The discussion on the Water Resources element of the Comprehensive Plan Update was postponed until the July 27 meeting due to the absence of several commission members.

3. **Heart of the Civil War Heritage Area:** When the Heart of the Civil War Heritage Area (HCWHA) was certified by the State on July 13, 2006, Hagerstown was one of the charter participating jurisdictions in this program that covers parts of three counties. In the ten years since certification, the Heritage Area has:

- Dispensed \$138,388 in mini-grants.
- Supported and secured \$1,035,966 in capital grants, \$777,743 in non-capital project grants, and \$190,000 in marketing grants from the State.
- Provided technical assistance to more than 100 non-profit tourism and history-based organizations and local government units.
- Opened and operated a regional Civil War tourism visitor center at the Newcomer House on Antietam Battlefield.
- Launched and maintained a web presence promoting regional Civil War tourism.
- Coordinated kick-off events for the annual observances of the 150th Anniversary of the Civil War in 2012, 2013 and 2014—including the event held in City Park in the spring of 2012.
- Launched a tourism-promoting educational initiative which will go live with 11 original educational lesson plans next month.

Hagerstown City government projects and other projects within the city have been primary beneficiaries of this effort. The following projects received support from the HCWHA and the Maryland Heritage Area Authority totaling \$306,100 (some rounded up to the nearest \$100 when not in \$100 increments) all of which leveraged additional investment:

- 2006 – Visitor Assistance Signage and Interpretation (\$12,500).
- 2006 and 2009 – Sidewalk café district development, bricking and widening projects on Potomac and Washington Streets (two grants totaling \$155,000).
- 2007 – Assessment/Feasibility Study – Doleman Black Heritage Collection (\$15,000).
- 2007 – Washington County Library exhibit on Civil War Journalism (\$1,200).

- 2008 – CVB – Downtown Hagerstown Walking Tour Website (\$1,300).
- 2008, 2009 and 2010 – 50-marker historic interpretive panel program (three grants totaling \$10,100).
- 2009 – Maryland Theater – *Frederick Douglass – In the Shadow of Slavery* program (\$500).
- 2009 – Discovery Station – Exhibit on the C&O Canal in the Civil War (\$1,900).
- 2009 – CVB – Digital signage in the visitor center (\$1,000).
- 2010 – Production of the Hagerstown in the Civil War book (\$600).
- 2010 – Fine Arts Museum – *Circuit of the Summer Hills* exhibit (\$1,400).
- 2010 – Discovery Station – *Civil War Music* exhibit (\$2,500).
- 2011 – Sharpsburg Historical Society – exhibition of Garnett Jex Civil War Paintings at the Washington County Arts Council (\$900).
- 2012 – Fine Arts Museum – *Valley of the Shadow* 13-month exhibit (\$47,000).
- 2013 – Fine Arts Museum – *Valley of the Shadow* exhibit catalog (\$1,800).
- 2014 – Fine Arts Museum – *For Us the Living* exhibit of Civil War art (\$2,000).
- 2015 – Rose Hill Cemetery – Update/reprint the Hagerstown in the Civil War/Rose Hill Cemetery tour map. (\$1,400).
- 2015 - Signage for the Cultural Trail (\$50,000).

Also, there have been grant-funded county-wide projects initiated by the CVB for which City sites and projects have benefitted.

4. **Weekly Activity Report:** July 5 – July 8, 2016

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>						<u>NUMBER ISSUED</u>	
Building	15	Residential -	10	Commercial -	3	Other -	2	8
Electric	14	Residential -	9	Commercial -	4	Other -	1	15
Plumbing	6	Residential -	5	Commercial -	1	Other -	0	6
Mechanical	1	Residential -	1	Commercial -	0	Other -	0	1
Engineering Dept.	8							7
TOTAL	44		25		8		3	37
Est. Value of Issued Building Permit Projects:				Fiscal Year Totals:				
Residential				\$ 45,973.00				\$ 45,973.00
Commercial				\$ 848,100.00				\$ 866,100.00
Apartment				\$ 0.00				\$ 0.00
Sign				\$ 2,510.00				\$ 2,510.00
TOTAL				\$ 896,583.00				\$ 914,583.00
PROJECTS OF INTEREST								
- Remove roof structure and replace, repairs to block wall at 613 West Washington Street - \$48,000								
- 1,012 sq. ft. addition to existing Sheetz, remodel interior, new signs/awnings at 1396 South Potomac Street - \$800,000								

RENTAL LICENSING PROGRAM YEAR: JULY 1, 2015 – JUNE 30, 2016		
	PROPERTIES	UNITS
Registrations received week of July 5 – July 8	210	430
New applications issued week of July 5 – July 8	8	17
Total 2016-2017 registered (includes changes since 5/1/16)	2,837	7,617
Percentage of total invoiced that have registered	81.8 %	83.7 %
Notes: The 2016-2017 rental license renewals for 9,102 units in 3,468 properties were printed and mailed on May 2, 2016.		
PAYMENT		
Weekly payment received	\$ 32,250	
Weekly adjustment/credits	\$ 2,325	
INSPECTIONS		
TYPE	NUMBER CONDUCTED	
Building	24	
Electrical	30	
Plumbing	18	
Mechanical	4	
Safety	31	
Neighborhood Vitality	82	
Quality of Life	4	
Preventive Maintenance	12	
Planning & Zoning	31	
INSPECTIONS KEY:		
Categories of Conditions		
Safety	Conditions which are or reasonably present a hazard to occupant or public. <u>Example:</u> No smoke alarms, improper wiring, handrails	
Neighborhood Vitality	Conditions which cause or tend to cause diminution to property <u>Example:</u> Weeds, trash, debris, junk vehicles, deterioration of a structure. '	
Quality of Life	Conditions which negatively impact occupants. <u>Example:</u> Damaged surfaces, damages elements, missing screens	
Preventive Maintenance	Conditions which are technical violations and need addressed to prevent deterioration. <u>Example:</u> Mortar deterioration, clogged gutters, minor rotting wood	
Planning & Zoning	Conditions which violate Land Management Code requirements (zoning, forest conservation, floodplain, historic district and other requirements) and progress inspections of development projects for site plan compliance. <u>Examples:</u> Uses not permitted in property's zone, construction of new facilities, follow up inspections on open violations.	

POLICE DEPARTMENT

1. **STATS**

Calls for Service:	1,628	Field Interviews:	Unavailable*
Arrests/Warrants Served:	20	Moving Violations:	Unavailable*
Domestic Violence Calls:	Unavailable*	Parking Violations:	148
DUI Arrests:	Unavailable*	Safety Repair Orders:	Unavailable*
Reports Filed:	Unavailable*	Warnings:	Unavailable*

*Systems were down at HPD and the above information is currently not available.

2. **REPORTS**

07/07/16: Officer Ault responded to the area of Jefferson Street for a possible shots fired call. However, upon arrival other victims were reporting rocks being thrown at their vehicles. The officer located a patch of pavement that was dug up in a nearby construction site. The damage found to the driver side rear door would be consistent with a thrown rock and not a gunshot. No possible suspects were located.

07/08/16: Officer R. Dean was dispatched to Marshall Street for a motor vehicle theft. The victim stated that he was fairly certain who took the vehicle. The officer was unable to locate the suspect or the vehicle. The 2003 Ford Crown Victoria was entered in NCIC as a stolen vehicle. No further information is available.

07/09/16: Officer Main responded to Alexander Street for a report of found property. The caller stated he found a handgun with a 31 round magazine. The citizen did not touch the gun and waited for the police to arrive. A check was conducted on the handgun and found it was not stolen. Officer Eichelberger advised that he believed (and Dispatch confirmed) that a police chase went directly through that same area the previous night. The investigation is continuing.

07/11/16: Officer White was dispatched to Elizabeth Street for a report of a male with a knife. The police had spoken with the man earlier in the day and advised that he was to stop making threats and needed to leave the area. Unfortunately the man later returned the area and police were called. When police arrived, the man was standing in the street with a trash bag on his head making threats to the neighbors. There were four calls to Dispatch on this day for this individual. He was arrested and charged with Fail to Obey and Disorderly Conduct. No knife was found.

3. **PRESS RELEASES:** On 07/14/16 at 1:07 a.m. officers responded to City Park, 501 Virginia Avenue, for a report of a gunshot wound. Upon arrival officers made contact with several individuals who directed them to a vehicle where officers located a 46 year old male with a self-inflicted gunshot wound to the chest. The male was transported to Meritus Medical Center and is listed in critical condition.

4. **OTHER NEWS/INFORMATION:**

Congratulations: Officers of the Month. Officers William Spigler and Christopher Mikash have been selected as Officers of the Month for June 2016. Officer Spigler has been employed by the City of Hagerstown for 10 years and is currently assigned to the Patrol Division as one of the Department's K-9 officers. Officer Mikash has been employed by the City of Hagerstown for almost 10 years and is also assigned to the Patrol Division.

On June 10, 2016, Officers Spigler and Mikash were conducting a special check at a motorcycle show in Hagerstown when they were alerted that a female had just fallen over and was unresponsive. Officers Spigler and Mikash located the female who did not appear to be breathing and did not have a pulse. Officer Mikash immediately went to retrieve an Automated External Defibrillator (AED) from his patrol car. Meanwhile Officer Spigler checked to insure that the female was not choking and opened her airway while a bystander began giving Cardiopulmonary Resuscitation (CPR) to the female. Officer Mikash returned with the AED which was used in an attempt to restore the female's regular heart rhythm. After several applications of the AED, ambulance personnel arrived and took over the primary care of the female while Officer Spigler continued to provide rescue breathing utilizing a "breathing bag." By the time the female was transported to the hospital, she had regained a pulse. It was later learned that the female had suffered from a medical condition which caused her to become unresponsive. Due to the quick reaction of Officers Spigler and Mikash and several bystanders, the female was revived and transported to the hospital to recover.

Based on their quick actions and application of proper emergency medical techniques, Officer William Spigler and Officer Christopher Mikash have been selected as the Hagerstown Police Department Officers of the Month for June 2016. The Hagerstown Police Department is proud to have dedicated officers such as Officer Spigler and Officer Mikash as some of its own and congratulates them for a job well done.

A Special Thank You to the Citizens of Hagerstown. In light of the tragedy in Dallas, Texas, the citizens of Hagerstown and local businesses have rallied to support the Hagerstown City Police Department. They have sent cards, notes and letters voicing their appreciation and support the HPD. HPD has received posters from children and visits and food from local church youth groups. There has been a constant flow of cookies, pizza, chicken, desserts and other acts of kindness and appreciation to the Hagerstown City Police Department.

One such note read, "I know often times it seems that you have a thankless job, but my family would like you to know that you are appreciated! There are people who value you and pray for your safety! Thank you for all you do to keep our community safe."

The Hagerstown Police Department feels honored by this over-whelming support. The entire agency wants the citizens and businesses of Hagerstown to know they feel privileged to serve this community.

PUBLIC WORKS

PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	272	284
	University District Deck	250	244
	Downtown Parking Lots	588	580
Number of Patrons Using Decks	A & E Deck	1,146	1,212
	University District Deck	1,237	1,538
Sales of Discount Coupons		0	95
Number of Citations Issued	(Includes Warnings)	182	212
Number of Late Payment Notifications		54	45
Number of Cars Booted		0	0
Peak Occupancy (%)	A & E Deck	49% Thu @ Noon	50% Wed @ Noon
	University District Deck	49% Wed @ Noon	52% Wed @ Noon

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	2	0
Fire	5	2
Human Resources	0	0
Light	3	0
Parks & Engineering	0	0
Police	6	13
Public Works	4	1
Wastewater	2	0
Water	1	1
Weekly Totals	23	17

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Problem Areas. Recent call-outs included:

7/8 - Corner, East Avenue and North Mulberry Street- pole damaged; vehicle struck utility pole in accident. No damage was found to HLD facilities. Time Out: 18.3-18.8

- 7/9 - Area of, South End Shopping Center, Maryland Avenue- arcing transformer; belonging to Potomac Edison Company. Time Out: 8.0-8.3
- 638 Frederick Street- pole damaged; Pole belonged to Verizon Phone Company. Time Out: 20.9-21.4
- 7/14 - 313 South Cleveland Avenue- total outage; bird caused transformer fuse to operate. Time Out: 6.7-7.1

Distribution: Recent activity included:

- Metering Staff received one high bill complaint this week. Upon testing, meter was found to have met all Public Service Commission requirements.
- Crews continue feeder inspections for Zayre's substation.
- Line Department has resumed our project to replaced outdated underground facilities that have since reached the expected life span.
- HLD Lineman completed the roadside tree care expert class, passing the exam and are now certified with the State of Maryland Forest Service.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
9	0	3	0

Engineering:

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- Engineering and Distribution Staff completed the fiber optic cable installation on our utility poles for HLD SCADA communications to Wesel Substation. HLD will be contracting for splicing and termination of the fiber.
- Engineering staff continued identifying and treating areas of HLD overhead electrical facilities that need herbicide treatments to prevent vegetation from causing outages from overgrowth.
- The Staff Engineer prepared and reviewed bids for materials and facilities used by HLD on its electric system. One such bid is for wildlife guard, custom made for HLD overhead switches often compromised by squirrels and birds.
- The Staff Engineer submitted applications to CSX Railroad for vegetation management activities of HLD overhead electric lines along CSX owned properties and facilities.
- The Staff Engineer investigated multiple power quality issues from various HLD customers using a recording device placed at the customer service point. None of the issues were found to have been caused by HLD at this time.

Administration:

- Net Metering Data Request No. 1 for the Maryland Public Service Commission has been completed and submitted.
- A specification was composed to bid an upgrade to our existing SCADA system.
- Staff continues to monitor the wholesale power market and is in constant communication with our consultant as we come closer to final pricing and contract negotiations.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
07/07/16	12.21		12.21
07/08/16	12.02		12.02
07/09/16	11.94		11.94
07/10/16	11.58		11.58
07/11/16	12.37		12.37
07/12/16	12.30		12.30
07/13/16	12.54		12.54
Average			12.13

Water Production at R. C. Willson.

- Staff continues to work with Hazen and Sawyer on the Tank Mixing and Traveling Screen Replacement Project. The tank appears to be leaking around the ring-wall. The tank inspection is scheduled for July 19th – if possible, the contractor will make spot repairs immediately following the inspection.
- Operations: Operations were routine this week – staff worked on facility maintenance and routine preventative maintenance.
- Maintenance: Staff worked on routine plant maintenance and preventative maintenance on equipment.
- Instrumentation:
 - RC Willson – Completed repair to flocculator chain on basin wash.
 - Pump Stations – Installing new 4-way function valves on several pumps.
 - Tanks – Installing the instrumentation for the new West End Tank level.

Water Production at Breichner/Edgemont Reservoir. The Edgemont Reservoir has been drained and staff will maintain the reservoir in a dry condition utilizing the 24" sluice gate which is open 60 turns. MDE was on-site for an inspection and was generally satisfied with site conditions. Staff had a conference call with Hazen and Sawyer to complete the Scope of Services for final evaluation as well as the subsequent design for repairs. This proposal will be presented to Mayor and Council in August.

Water Distribution. Water Distribution crews performed routine customer service work throughout the water service area. Crews also worked on residential meter replacements and routine meter testing. The hydrant flushing program is ongoing with crews flushing in the Pennsylvania Avenue area north towards the Airport. Work continues on the Frederick Street water main replacement project.

Laboratory

- Collected Distribution System samples for monitoring nitrification.
- Submitted Water Quality Parameters report to MDE.
- Collected monthly THMs.
- Checked West-End Tank for water quality.
- Spoke with MDE regarding Smithsburg CCR requirements.
- Collected weekly TOC on Potomac River.
- Collected weekly THM/TOC samples on the Willson Plant.
- Process and regulatory testing was routine for the week.

Engineering

Reviews:	City	County
Site Plans	-	6
Preliminary Plats	-	-
Final Plats	-	-
Building Permits	21	-

- Staff attended a development review meeting at the County Planning Office.
- Staff met with a consultant regarding extending water service to a proposed medium-sized residential development near Colonial Park East.
- Staff met with a consultant regarding final approval of a commercial expansion site plan.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, July 6, 2016	6.15	0.00
Thursday, July 7, 2016	6.04	0.00
Friday, July 8, 2016	5.95	0.00
Saturday, July 9, 2016	5.63	0.00
Sunday, July 10, 2016	5.61	0.00
Monday, July 11, 2016	5.64	0.00
Tuesday, July 12, 2016	5.72	0.00
Weekly – Avg. Flow / Total Rainfall	5.82	0.00
July - Avg. Flow/Total Rainfall	5.85	0.51

Miscellaneous

- Replaced contactors and reversing relay on EIM actuator.
- Repaired wiring and defective power distribution block connector on UV Channel #3.
- Cleaned the Velodyne polymer system and installed new HMI.
- Replaced the ferric pump that serves Final Clarifier No. 1.
- Routine maintenance (MP2 Program) and Corrective Work orders.

Wastewater CollectionSSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	21	0	53'	1
Flushing	5	7,365'		

Collection System Maintenance Task

- Pump Station 2; pulled and cleaned both pumps, hydro-excavated force main and cleaned 50' with Jetter.
- Pump Station 15; scrubbed and disinfected basement floor.
- Pump Station 19; working on upgrades to station panel work, installed ultrasonic tube, scheduled bypass date is 7-18.

- Pump Station 25; weed whipped and replaced pump-off float.
- Inspected lateral for 617 Chestnut Street; backup on private side over the weekend, line is clear.
- Cleaned wet well for AR&E.
- Exercised emergency generators.
- Collected Newgate flow data.
- Excavated, concreted, and blacktopped final patches at 1302 The Terrace, 814 Forrest Drive, 847 Woodland Way, 1025 Florida Avenue, and 325 Central Avenue.

Administration

Wastewater Division – Customer Call Log Summary 2015/2016							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	0	1	0	0	0	3	4
YTD 2016	30	41	5	0	2	70	147

** Other - consist of calls that may be directed to other City Departments or the County Department of Water Quality*

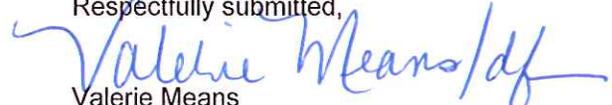
Engineering

- Staff attended a meeting with Wastewater staff to discuss a consultant's report detailing the proposed Synagro operated sludge pellitizer renovation.
- Staff attended a development review meeting at the County Planning Office.
- Staff met with a consultant regarding sewer service extension to a medium size residential development near Colonial Park East.
- Staff met with a consultant regarding final approval of a commercial expansion site plan.

Wastewater Laboratory

- Continued Biochemical Oxygen Demand trial using various concentrations of seed and standard.
- Discussed analysis of wastewater sludge samples with ALS and requested quotes.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.



Respectfully submitted,

 Valerie Means
 City Administrator

MUSIC

by the Lake

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Saturday, July 16, 2016
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The Built 4 Comfort Band



Saturday, July 23, 2016
7:00 p.m. to 8:30 p.m.
DAVIS BRADLEY BAND



Saturday, July 30, 2016
7:00 p.m. to 8:30 p.m.
ANNAPOLIS BLUEGRASS COALITION



Saturday, August 06, 2016
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