

# City of Hagerstown, Maryland Status & Information Report No. 30 for 2016

July 29, 2016

To Mayor Gysberts and Members of the City Council:

## UPCOMING MEETINGS

<b>AUGUST 2016</b>						
<i>* For additional information and a complete list of City events, please visit our Calendar of Events on the City's website at <a href="http://www.hagerstownmd.org/calendar.aspx">http://www.hagerstownmd.org/calendar.aspx</a></i>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 4pm 98 <sup>th</sup> Special Session 4:10pm Work Session  5:30-8:30pm National Night Out @ Fairgrounds Park	3	4	5	6
7	8	9 No M&C Meeting	10 4pm Planning Commission Meeting	11 4:30pm Historic District Commission Meeting	12	13 7am-2pm Community Yard Sale @ Stables at Fairgrounds Park
14	15	16 4pm Work Session	17 7pm Board of Zoning Appeals	18	19	20 8am 4 <sup>th</sup> Annual City Championship Golf Tournament @ The Greens at Hamilton Run
21	22	23 4pm Work Session	24	25 4:30pm Historic District Commission Meeting	26	27 11am Augustoberfest @ City Center
28 11am Augustoberfest @ City Center	29	30 7pm Regular Session	31 7pm Planning Commission Meeting			

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

1. **Housing Summit:** Over a hundred participants joined local and regional community leaders as we engaged in conversations to improve housing and neighborhoods for all residents by assessing where we are, learning best practices and building strategic partnerships to shape the future. The event was 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.

2. **Wind Down Fridays:** 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

## PARKS & ENGINEERING

### ENGINEERING DIVISION

1. **Electronics Recycling.** The City has received a grant in the amount of \$5,000 to hold an electronic recycling event. The event will be held on November 19<sup>th</sup> at the Municipal Stadium parking lot. We issued an RFP for vendors to bid on hosting the event.
2. **Hagerstown Cultural Trail Update**
- Underground conduit work is \$70% complete
  - Paver Installation is 40% complete
  - Light poles and camera system to be installed in August
  - Landscaping to be installed in September
  - Mural of Unusual Size painting to begin in September
  - Trail construction will be complete in October. Public Art development will continue over the winter into 2017
  - Railroad crossing upgrade will be in 2017
  - Some photos follow:





3. **Downtown Signal Work.** State Highway continues work to make signals accessible to the handicapped.
  - US 40 AT US POST OFFICE (WESTBOUND) - two weeks of work from 08/01/thru 08/12/16. Starting at the north east sidewalk corner and continue according with the City activities
  - US 40 AT HAY'S ALLEY (EASTBOUND) – one week of work from 08/01/16 thru 08/05/16. Starting at the north east sidewalk corner and continue according with the City activities
  - US 40 AT JONATHAN & SUMMIT AVE (EASTBOUND) - two weeks of work from 08/08/16 thru 08/19/16. Starting at the north east corner and continue according with the City activities
  - US 40 AT POTOMAC ST (WESTBOUND) - two weeks of work from 08/15/16 thru 08/26/16. Starting at the north east corner and continue according with the City activities
  - US 40 AT JONATHAN ST (WESTBOUND) - two weeks of work from the 08/15/16 thru 08/26/16. Starting at the north east corner and continue according with the City activities
4. **2016 Alley Reconstruction.** Contract was advertised to rebuild all or portions of 10 different alleys. To-date, two prospective bidders have purchased bid documents. Bid opening will be August 16<sup>th</sup> and we expect construction to begin in early September.
5. **Recyclebank Report.** Been a while since we updated you on recycling incentive program. Here is a comparison of some of the statistics between this latest report and one picked early in the program (Oct 2012).

Item	Oct 2012	May 2016
Subscribed Members	3,590	4,446
Subscription Rate (of all units)	26.2%	32.3%
% subscribed members setting out	59.7%	86.7%
Points credited	846,415	621,577
Unique Logins	615	298
Total rewards ordered	299	399

6. **170 West Washington Street.** The punch list items have been completed and we expect to issue final payment next week. The final cost was \$243,267.59

7. **Engineering**

Traffic issues		
Description	Week of 7/22/16	Year to date
Traffic complaints received	7	106
Work Orders completed	7	72
Traffic counts completed	0	32
Construction Projects		
Description	Week of 7/22/16	Year to date
Projects advertised for bids	1	12
Projects under construction	7	
Projects completed	1	6

**PARKS & RECREATION DIVISION**

1. **National Road Park.** Funded by CDBG, we continue constructing the retaining wall in our newest park located at 806 West Washington Street.
2. **Garden to Table.** Free program at the Community Garden from 6:00-7:00 p.m. featuring Tammy Humberson, a Nutrition Educator with the University of Maryland Extension in Allegany County.
3. **Music by the Lake.** Series continues this Saturday featuring “Annapolis Bluegrass Coalition” at the Peter Buys Band Shell in Hagerstown City Park. Starts at 7 p.m., in partnership with the Washington County Arts Council.
4. **Staff has been preparing for upcoming events in August and September**
  - 4<sup>th</sup> Annual City Golf Championship, August 20<sup>th</sup> at 8 a.m.
  - Senior Golf Championship, August 19<sup>th</sup> at 6:30 a.m.
  - Hager House Ghost Tour Preview, August 19<sup>th</sup> at 7 p.m., 8 p.m., and 9 p.m.
  - City Park Fall Fest, September 17 from 10 a.m. – 4 p.m. (see attached flyer)

**PLANNING & CODE ADMINISTRATION**

1. **Zoning Certificates Issued**
  - 71 West Franklin Street – Talaysia’s Deli – deli and grocery store.
2. **Planning Commission:** On July 27, the Planning Commission began review of the Water Resources Element as part of the Comprehensive Plan Update. Discussion will continue at the next meeting on August 10.
3. **Weekly Activity Report:** July 18 – July 22, 2016

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
		Residential -		Commercial -		Other -		
Building	8	3	3	3	2			15
Electric	12	6	5	5	1			12
Plumbing	22	19	2	2	1			22
Mechanical	8	4	4	4	0			8
Engineering Dept.	14							14
<b>TOTAL</b>	<b>64</b>	<b>32</b>	<b>14</b>	<b>14</b>	<b>4</b>			<b>71</b>

<b>Est. Value of Issued Building Permit Projects:</b>		<b>Fiscal Year Totals:</b>
Residential	\$ 929,044.00	\$ 1,042,511.00
Commercial	\$ 137,300.00	\$ 1,172,400.00
Apartment	\$ 125,000.00	\$ 125,000.00
Sign	\$ 7,800.00	\$ 10,310.00
<b>TOTAL</b>	<b>\$ 1,199,144.00</b>	<b>\$ 2,350,221.00</b>
<b>Projects of Interest</b>		
<ul style="list-style-type: none"> <li>- Demo walls, install new drywall, drop ceilings, rubber roof and repair fire escape at 505-507 West Washington Street - \$125,000</li> <li>- Convert existing storage room into green room at 21 South Potomac Street - \$60,000</li> <li>- Install demising walls to create three future tenant spaces at 1435 Wesel Boulevard - \$46,000</li> <li>- Construct three single family townhomes in Collegiate Acres - \$647,395</li> </ul>		
<b>RENTAL LICENSING PROGRAM YEAR: JULY 1, 2015 – JUNE 30, 2016</b>		
	<b>PROPERTIES</b>	<b>UNITS</b>
Registrations received week of July 18 – July 22	64	160
New applications issued week of July 18 – July 22	10	17
Total 2016-2017 registered (includes changes since 5/1/16)	2,958	7,876
Percentage of total invoiced that have registered	85.3 %	86.5 %
<b>Notes:</b> The 2016-2017 rental license renewals for 9,102 units in 3,468 properties were printed and mailed on May 2, 2016. A past due notice was mailed to those still outstanding on July 5, 2016		
<b>PAYMENT</b>		
Weekly payment received	\$ 12,000	
Weekly adjustment/credits	\$ 1,650	
<b>INSPECTIONS</b>		
<b>TYPE</b>	<b>NUMBER CONDUCTED</b>	
Building	40	
Electrical	35	
Plumbing	18	
Mechanical	5	
Safety	64	
Neighborhood Vitality	14	
Quality of Life	11	
Preventive Maintenance	7	
Planning & Zoning	4	
<b>INSPECTIONS KEY:</b>		
<b>Categories of Conditions</b>		
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.

*Resources Element as part of the Comprehensive Plan update.*

<b>POLICE DEPARTMENT</b>
--------------------------

**1. STATS**

Calls for Service:	1,571	Field Interviews:	31
Arrests/Warrants Served:	19	Moving Violations:	24
Domestic Violence Calls:	15	Parking Violations:	170
DUI Arrests:	2	Safety Repair Orders:	3
Reports Filed:	164	Warnings:	24

**2. REPORTS**

07/21/16: Officer Koontz was dispatched to Summit Avenue for a reported theft. The victim advised he was to have a government issued phone shipped to him and when it didn't arrive he contacted the United States Post Office. The USPS confirmed the phone was delivered to his address on June 10, 2016. The officer checked to see if perhaps the phone was delivered to a neighbor's residence by mistake, however no neighbors were home at the time. No additional information is available.

07/22/16: Officer Hill was dispatched to Reynolds Avenue for a report of a burglary. The victim stated that a neighbor advised him that they noticed two men walking around his garage the night before. The victim then went to his garage to find the lock had been cut off and power tools had been stolen. The victim had a suspicion as to who may have stolen the items. The officer did a follow up on that information and the tools were recovered. Charges are forth coming on the two suspects.

07/23/16: Officer Eichelberger was dispatched to North Locust Street for an assist to EMS for an overdose. The caller stated the victim had used heroin and became unresponsive. Community Rescue Service was able to administer Narcan and the individual became responsive. She was transported to Meritus Medical Center for further medical care. The Narcotics Task Force arrived at Meritus and will investigate the incident.

07/24/16: Officer Bricker responded to Key Circle for a reported burglary. The victim advised that the door to his shed was open and upon further investigation noticed his red Troy-Bilt lawn mower was gone. The mower was purchased last year and had an approximately value of \$275. The officer will be checking local pawn shops. No further information is available.

**3. PRESS RELEASES**

On 07/26/16 at 9:23 p.m., officers responded to the 100 block of Tulip Court for a report of shots fired. Upon arrival officers located a 40 year old black male with a single stab wound to the leg. The male was transported to Meritus Medical Center with non-life threatening injuries. Officers were advised of an altercation that occurred between the male victim and two to three black males. During the course of the physical altercation the male victim was stabbed and shots were fired. Upon the shots being fired, the black males fled on foot. Detectives are investigating the incident. Anyone who may have information regarding this incident is asked to call the Criminal Investigations Department at 301-790-3700, x234.

**\*\*UPDATE\*\*** On 07/27/16, detectives from the Hagerstown City Police Department arrested and charged 36 year old Rasheen Nathan Henry of 242 Winter Street in connection with the stabbing that occurred at 111 Tulip Court. Henry is charged with 1st Degree Assault, 2nd Degree Assault and Reckless Endangerment. The investigation is on-going at this time and may lead to other subjects being charged in the future. Anyone who may have information regarding this incident is asked to call the Criminal Investigations Department at 301-790-3700, x234.

**PUBLIC WORKS**

**PARKING SYSTEM DATA**

		Current Week	Previous Week
<b>Number of Permit Holders</b>	A & E Deck	272	272
	University District Deck	251	250
	Downtown Parking Lots	588	588
<b>Number of Patrons Using Decks</b>	A & E Deck	1,531	1,729
	University District Deck	1,552	1,672
<b>Sales of Discount Coupons</b>		0	0
<b>Number of Citations Issued</b>	(Includes Warnings)	169	95
<b>Number of Late Payment Notifications</b>		43	53
<b>Number of Cars Booted</b>		0	0
<b>Peak Occupancy (%)</b>	A & E Deck	75% Tue @ Noon	84% Sat @ 10 PM
	University District Deck	52% Wed @ Noon	51% Wed @ Noon

**CENTRAL MAINTENANCE GARAGE REPAIR DATA**

	Current Week	Previous Week
<b>DCED</b>	2	2
<b>Fire</b>	2	3
<b>Human Resources</b>	0	0
<b>Light</b>	3	1
<b>Parks &amp; Engineering</b>	1	3
<b>Police</b>	8	9
<b>Public Works</b>	8	11
<b>Wastewater</b>	2	0
<b>Water</b>	3	4
<b>Weekly Totals</b>	29	33

**UTILITIES DEPARTMENT**

**ELECTRIC DIVISION**

**Problem Areas.** Recent call-outs included:

- Thur. 7/21 - 351 Devonshire Road- lines down; lines were found to belong to Verizon.  
Time Out: 17.4-17.5
  
- Sat. 7/23 - 820 Summit Avenue- total outage; customer's main breaker was found to be bad.  
Time Out: 4.1-4.6
  
- 429 North Locust Street- partial outage; problem was found to be internal.  
Time Out: 18.2-18.9
  
- Sun. 7/24 - 820 Richmond Street- total outage; squirrel caused transformer fuse to operate.  
Time Out: 8.0-8.6

- 312 Vale Street- total outage; bird caused a line fuse to operate. Time Out: 10.9-11.4
- Mon. 7/25 - 124 Wellers Alley-partial outage; meter was struck by a vehicle knocking it loose from socket. Time Out: 18.3-19.0
- 26 South Mulberry Street- total outage; squirrel caused transformer fuse to operate. Time Out: 19.0-19.6

**Distribution**

- Metering Staff received no high bill complaints this week.
- Line Department has resumed our project to replaced outdated underground facilities that have since reached the expected life span.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
6	0	2	2

**Engineering**

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Staff Engineer prepared and reviewed bids for stock materials used by HLD on its electric system.
- Engineering staff specified and obtained quotes for various elements of HLD's substation equipment to be upgraded.

**Administration**

- Staff met with the company contracted to repair, clean, and paint the exterior of our building. The project should begin in August and, depending on the weather conditions, is expected to take a month to complete.

**WATER DIVISION**

**Plant Flows - System Demand (MGD)**

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
07/21/16	12.56		12.56
07/22/16	13.39		13.39
07/23/16	11.71		11.71
07/24/16	11.85		11.85
07/25/16	12.24		12.24
07/26/16	12.46		12.46
07/27/16	12.43		12.43
Average:			12.38

**Water Production at R. C. Willson**

- Staff continues to work with Hazen and Sawyer on the Tank Mixing and Traveling Screen Replacement Project. Staff is completing the review of the engineering proposals for improvements to Edgemont, Replacement of the Traveling Screens and the Installation of Tank Mixing Systems.
- 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.
  - Repairs were made to the Trac-Vac system located in the sedimentation basins.

- Instrumentation
  - RC Willson – Working on the CL2 scale installation.
  - Pump Stations – Installing new four-way function valves on several pumps.

**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. Coordination continues with MDE to ensure compliance with all applicable requirements. Engineering service for final evaluation and design 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, restores and routine meter testing. Repairs were made to the water main on South Mulberry Street and South Potomac Street, as well as a repair to a 10" fire line on Mougans Avenue. Work still continues on the Frederick Street water main replacement project.

**Laboratory**

- Collected Distribution System samples for monitoring for nitrification.
- Checked West-End Tank for bacteria and disinfectant residual.
- 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**

- Staff met with State Highway Administration representatives, a consultant and contractor on a water service for a commercial expansion project.
- Staff met with representatives of a church and Water Division staff regarding options for modification of a service.
- Staff continues to monitor the Edgemont Reservoir site.
- Staff attended a progress meeting for the Yale Drive Extension project.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, July 20, 2016	5.68	0.00
Thursday, July 21, 2016	5.61	0.00
Friday, July 22, 2016	5.52	0.00
Saturday, July 23, 2016	5.89	0.10
Sunday, July 24, 2016	5.40	0.00
Monday, July 25, 2016	5.81	0.03
Tuesday, July 26, 2016	5.97	0.00
Weekly – Avg. Flow / Total Rainfall	5.70	0.13
July - Avg. Flow/Total Rainfall	5.75	1.55

**Miscellaneous**

- Removed UV bulbs from all three channels and cleaned.

- Installed new ferric pump on Synagro's day tank.
- Rebuilt Auma actuator on UV channel #3.
- Removed existing caustic pumps, piping and wiring to allow for new ferric pump installation.
- Routine maintenance (MP2 Program) and Corrective Work orders.

### **Engineering**

- Staff met with an apartment building owner regarding a service blockage resulting from a defective lateral.
- Staff attended a progress meeting for the Yale Drive Extension project.

### **Wastewater Collection**

#### **Collection System Maintenance Task**

- Grinder Pump call at 20002 Boxwood Circle, replaced pump, and pigtailed.
- Grinder Pump call at 11026 Eastwood Drive, replaced pump.
- Grinder Pump call at 11131 Eastwood Drive, replaced pump and repaired leak in airline.
- Odor complaint from 1056 Kasinoff Avenue; no odor present, spoke with homeowner about keeping traps in home full, and ran water thru her cleanout.
- Pump Station #2; pulled pumps and inspected impeller(s), found both to be worn and needed replaced.
- Pump Station #8; installed new Muffin Monster.
- Pump Station #11; replaced alternating relay.
- Pump Station #19; setup and tested the bypass pump for upcoming shut down while upgrades are completed to station.
- Pump Station #22; installed new RTU.
- Cleaned storm drain for public works at 521 West Washington Street.
- Raised manhole frame & cover at Suns Stadium and flushed out line from there to manhole #09044.
- Exercised all generators.
- Collected Newgate flow data.
- Cut a tree down at WWTP.
- Burnt debris with assistance of Hagerstown/ Funkstown Fire Departments in fields behind WWTP.
- 500 Block of Dunn Irvin Drive; replaced 156' of lateral from cleanout to Summit Avenue, upsized pipe from 4" to 6" to service the apartment complex better.



Respectfully submitted,

Valerie Means, City Administrator



*Where arts, entertainment,  
fitness and history collide!*

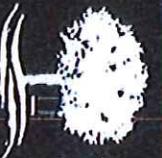
**SATURDAY, SEPTEMBER 17, 2016**

*Free Activities* **10AM - 4PM**  
**FEATURING:**

- Band Shell - Performances by Dancing Time Studios, Evolution Rock School & Shakespeare in the Park; Hager House - Living History, Music on the Porch & Free Tours; Hagerstown Railroad Museum - Rock Climbing Wall, Tommy 202 Children's Train Ride & Free Admission; Mansion House - Artists on the Porch, Clay Painting & Children's Activities; Themed Pavilions - Puppet Shows, Fitness Demos & Community Art Project; Washington County Museum of Fine Arts - Artist Vendors, Face Painting, Storyteller, Crafts & Tours.
- PLUS** Food Vendors in the Park; Take a ride through City Park on a Barrel Cart; Haywagon or by Pedicab; and WIN A GO PRO CAMERA by completing our Activities Quest Passport!

**A RAIN OR SHINE EVENT!**

sponsored in part by **FedEx**  
Ground



**PARKS & RECREATION**  
CITY OF HAGERSTOWN

501 Virginia Ave. Hagerstown, MD 21740

For more information, visit [www.hagerstownmd.org/fallfest](http://www.hagerstownmd.org/fallfest)  
All event activities and times subject to change.