



Gaithersburg

OCTOBER 2014 MONTHLY REPORT



City Manager's Office

Significant Departmental Actions

City Manager's Office

- CM Tomasello hosted division luncheons with Division Managers and City staff of Youth Services, Public Information Office, Kentlands Mansion, Procurement, Housing and Community Development, City Manager's Office, Engineering Services and Public Works.
- CM Tomasello attended the annual Snow Road-eo.
- CM Tomasello met with staff to discuss parking issues in the East Deer Park neighborhood.
- CM Tomasello attended the Health Insurance Portability and Accountability Act training.
- CM Tomasello participated in a conference call regarding enhanced Ebola screening at the Washington Dulles International Airport.
- CM Tomasello served as the keynote speaker for the Maryland Washington Council of Government's Institute for Regional Excellence which serves as a "forum for new ideas and uncommon ways of creatively addressing regional issues facing the Washington region."
- CM Tomasello held a follow-up meeting with staff regarding recycling at City facilities.
- CM Tomasello and staff met to plan for the Maryland City County Management Association's Annual Spring Conference being hosted this year by the City at the Kentlands Mansion on April 16 and 17.

Intergovernmental

- LAM Marquina finalized the contract with the City's State Legislative Consultant for the 2015 Legislative Session.

Mayor and Council Services

- Conducted Committee Liaison and SIRE MinutesPlus Training.

Legal Service Team

- CA Board attended the Coalition for Utility Reform meeting regarding the Exelon-Pepco merger and the State Ethics Commission meeting.
- ACA Johnson provided training to Committee Liaisons on open meetings and meeting procedures.
- Office prepared or reviewed 35 contracts and agreements, nine easements and agreements related to planning approvals, four settlements under the home ownership program, and responded to six requests for public information.

Meetings/Events/Community Involvement

City Manager Tomasello attended the following events and meetings:

- Grand Reopening of Dick's Sporting Goods with EDD Lonergan
- Maryland Washington Council of Governments Chief Administrative Officers meeting
- Ribbon cuttings with City officials and staff for First Watch, la Madeleine and Downtown Crown.
- 23rd Annual Oktoberfest
- Grand Opening of Lakelands Park Synthetic Turf Field
- Local Government Insurance Trust's annual meeting.

Legislative Affairs Manager Sanchez attended the following events and meetings:

- Employee Recognition Committee meeting
- Municipal Tax Duplication working group
- National Capital Association of Telecommunications Officers and Advisors (CAPATOA) monthly meeting
- Joint meeting of the Maryland Municipal League's Montgomery County Chapter and the Prince George's County Municipal Association

Communications

Significant Departmental Actions

- Communicated selection of new Mayor, coordinated notifications throughout Council Member selection process, and assisted with invitations and plans for Open House for Mayor Katz.
- Assisted with grand opening of Lakelands Park Synthetic Turf Field and produced Newsline feature.
- Updated winter weather template messages, coordinated plans for postings and ensured home access.
- Completed 2014 Book Festival post-event report booklet.
- Worked with Special Events team on a coordinated marketing initiative to drive radio listeners to “Explore,” a new event portal on the City’s website. Required extensive reorganization of pages.
- Web team completed redesign of RecXpress pages, reorganized City Sports listings, posted the Finance Director job opening, and posted 2015 Mayor and Council, Planning Commission, Board of Appeals and Historic District Commission meeting dates.
- Televised eight meetings of the Mayor & City Council, Planning Commission, Board of Appeals and Historic District Commission.
- Posted Newsline spot for the Snow Road-eo and Business Profile on Growlers.
- Conducted interviews and shot b-roll of Observatory Event, Robertson Park Youth Catapult Building Project, Senior Center Renovations, and Winter Lights Setup.
- Assisted with web postings, press releases, remarks, promotions and advertising and/or coordinated photography/videography for CHARACTER COUNTS! Month, Domestic Violence Empowerment Luncheon, Oktoberfest, Fall Bridal Show, Winter Lights, 2015 Book Festival, Arts on the Green (including 2015 theatre season), Gaithersburg Winter Sports, Gaithersburg Skis, Senior Newsletter, and Winter Leisure Times.

Meetings/Events/Community Involvement

- Participated in meetings and a press conference with County and other municipalities for October 15 Alert system launch and participated in internal meetings for subsequent Gaithersburg employee notification system launch.
- Participated in Advisory Committee Liaison Training.
- Attended reopening of Bohrer Parent Resource Center.
- Attended Council of Governments RESF-15 Regional Crisis Communications Summit for Media and Government Communicators.
- Participated in Wellness@Work meeting and assisted with Wellness Day.
- With Mayor, met with representatives of Cheers MD to discuss health/wellness outreach opportunities.
- Met with Deputy City Manager and Project Coordinator to discuss construction fence marketing graphics and photography/video needs for Constitution Gardens.

Key Performance Data

Public Information	October 2014	FY YTD 2015	FY YTD 2014	YTD Comparison
Press Releases Issued	29	103	109	-5.5%
inGaithersburg Subscribers (cumulative)	15	2,219	2,409	-7.9%
*Alert Gaithersburg Subscribers (cumulative)	N/A	4,562	10,046	-54.6%
Facebook Likes (cumulative)	41	2,232	1,822	22.5%
Facebook Posts	58	204	195	4.6%
Twitter Followers	28	224	N/A	N/A
Twitter Posts	6	16	N/A	N/A
YouTube Posts	3	21	17	23.5%
Non-Meeting Programming (number)	3	21	18	16.7%

*Alert System Conversion 10/15/14 - Required Enrollees to Re-subscribe

Community Services

Significant Division Actions

Community Services (CS)

- Staff coordinated the month long CHARACTER COUNTS! celebration involving 12 community-based events attended by more than 2,400 people. New this year were the grand reopening of the Bohrer Parent Resource Center and a Family Fun Night coordinated with Youth Services staff.
- Ten comprehensive site visits were conducted by staff and Community Advisory Committee members with nonprofit RFP partner agencies.
- Staff attended two national conferences about Bank On and financial wellness programs and best practices from organizations around the country.
- The new Gaithersburg Holiday Giving Task Force coordinated by Community Services staff was launched.

Homeless Services (HS)

- The Homeless Services Division was selected as the “Team of the Quarter” for the second quarter of FY15.
- The City Manager signed the FY13 HUD contract, which will be implemented beginning December 1, 2014. Staff submitted the FY14 HUD grant on October 31, 2014.

Meetings /Events/Community Involvement

Community Services

- Community Advisory Committee and Educational Enrichment Committee meetings were held to develop drafts of FY16 RFP and grant programs.
- Staff participated in the countywide “Children Fleeing Violence” workgroup and will be coordinating a presentation and discussion for area nonprofits and Gaithersburg elected officials.
- Staff participated in planning meetings for Homeless Resource Day in November and City and County Holiday Giving Committees.
- Staff gave a presentation to the Gaithersburg Rotary Club and attended the Judy Center monthly meeting.
- The Division hosted a quarterly Coalition of Providers meeting with 80+ representative in attendance. The meeting focused on the Youth Fleeing Violence issue.

Homeless Services

- The Homeless Services Division Manager, a current Wells/Robertson House resident and a graduate joined Rosemont Elementary School for its Walk-for-the-Homeless event on October 30, 2014.
- The Wells/Robertson House resident volunteer group, “Gratitude in Action,” joined the Community Services Division for the Mall-a-ween event on October 25, 2014, giving out candy, CHARACTER COUNTS! literature and other resource information to 1,000+ youth at Lakeforest Mall.
- The Division Manager and Clinical Supervisor attended monthly meetings with the Montgomery County Special Needs Housing.

Key Performance Data

Service	October 2014	FY YTD 2015	FY YTD 2014	YTD comparison
Case Coordination (households)	20	91	91	0.0%
School and CC! Contests (youth participants)	0	0	0	0.0%
Educational/Outreach Events (individuals)	2,400	2,998	2,336	28.3%
Housing Assistance (households)	4	15	11	36.4%
Wells/Robertson House (bed nights)	406	1,658	1,707	-2.9%
DeSillum House (bed nights)	150	610	615	-0.8%
Street Outreach (direct service hours)	32	98	123	-20.3%
Housing Initiative Program (individuals)	5	5	3	66.7%

Economic Development

Significant Division Actions

- Co-sponsored an “ABC’s of Starting a Business” seminar on October 2 at the Hampton Inn, in conjunction with the Maryland Women’s Business Center.
- Met with representatives of DRS (700 Quince Orchard) to discuss potential future uses for the site.
- Met with representatives from the Maryland Department of Business and Economic Development, Montgomery County Department of Economic Development, and Vtesse Pharma to discuss a potential location for the company in Gaithersburg.
- Attended the Launch Workplaces Open House at 9841 Washingtonian Boulevard on October 9.
- Attended ribbon cuttings for Ruth’s Chris Steakhouse, LaMadeline, Hand & Stone Massage, First Watch, and Downtown Crown.
- Attended the Montgomery County Hall of Fame luncheon at the Universities of Shady Grove on October 29.
- Attended the Montgomery Housing Partnership annual breakfast at the Silver Spring Civic Center on October 29.

Meetings/Events/Community Involvement

- **Economic & Business Development Committee** - Met on October 17 to review and discuss the City’s E-1 and I-3 zones.
- **Olde Towne Advisory Committee** - Met on October 9 to discuss the pending Maryland Tourist Area and Corridor Signing program and application.
- **Olde Towne Park Plaza Ad Hoc Committee** - Members participated in a place making exercise for the proposed park plaza on October 14.

Key Performance Data

Category	October 2014	September 2014	August 2014	July 2014
Class A & B Vacancy	10.8%	10.4%	10.3%	10.6%

Finance & Administration

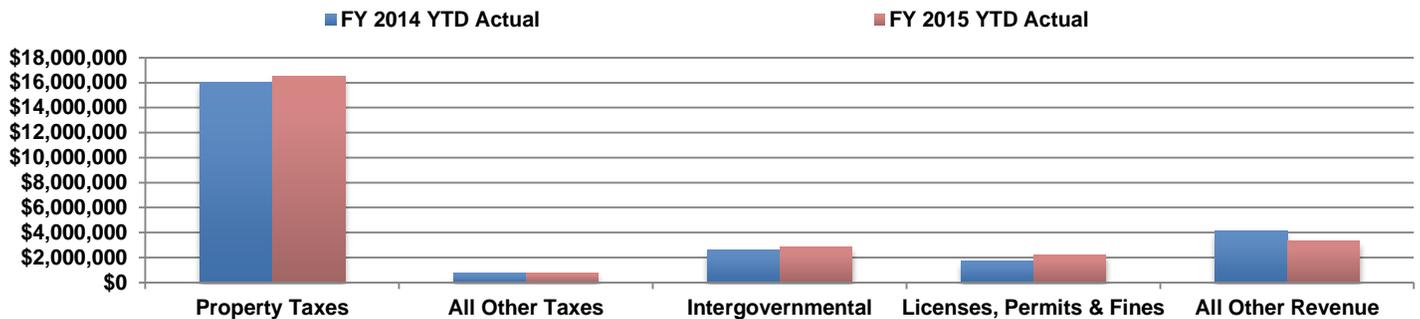
Significant Departmental Actions

None

Key Performance Data

Revenues

General Fund Revenue	FY14 YTD Actual	FY15 YTD Budgeted	FY15 YTD Actual	Percent Collected
Property Taxes:	\$16,028,336	\$24,192,500	\$16,544,217	68%
All Other Taxes:	\$722,231	\$2,200,000	\$796,718	36%
Intergovernmental:	\$2,643,096	\$13,709,630	\$2,837,155	21%
Licenses, Permits and Fines:	\$1,762,461	\$6,058,700	\$2,244,598	37%
All Other Revenue:	\$4,101,250	\$13,155,672	\$3,329,656	25%
Total General Fund Revenues:	\$25,257,374	\$59,316,502	\$25,752,344	43%



Expenditures

General Fund Expenditures	FY14 YTD Actual	FY15 YTD Budgeted	FY15 YTD Actual	Percent Expended
City Manager's Office:	\$245,614	\$1,633,969	\$286,757	18%
Community & Public Relations:	\$758,344	\$3,012,978	\$924,756	31%
Finance & Administration:	\$407,293	\$2,209,557	\$809,458	37%
Human Resources:	\$219,405	\$923,444	\$207,906	23%
Information Technology:	\$525,620	\$1,771,999	\$570,595	32%
Mayor & City Council:	\$99,194	\$304,179	\$97,194	32%
Parks & Recreation:	\$2,472,831	\$8,466,555	\$2,736,701	32%
Planning & Code:	\$1,377,728	\$5,163,843	\$1,532,952	30%
Police:	\$3,351,044	\$9,229,056	\$3,375,411	37%
Public Works:	\$3,563,897	\$12,586,396	\$3,645,508	29%
Non-Departmental & Transfers:	\$8,162,889	\$14,014,526	\$11,027,088	79%
Total General Fund Expenditures:	\$21,183,859	\$59,316,502	\$25,214,326	43%

Human Resources

Significant Departmental Actions

- The following full-time job announcements were posted in October: Recreation Support Assistant (PR&C); Code Administration Officer (P&CA).
- The following part-time job announcements were posted in October: Instructor- Youth Soccer (PR&C); Recreation Program Sports Coordinator (PR&C); Lifeguard/ Swim Instructor (PR&C); Cashier (PR&C); Sports Staff- Basketball Officials.
- 207 employment applications were received in the month of October.
- Staff attended a webinar by Benecon on SBC's (related to PPACA) on October 14.
- Staff attended a CIGNA PPACA webinar on October 15.
- Staff conducted HR Program coordinator phone interviews on October 21, 22, 27, 28 & 29. In person interviews will be scheduled for mid- November.

Meetings/Events/Employee Involvement

- Staff conducted two new hire orientations and two exit interviews.
- On October 1 staff participated, as judges, in Public Works Snow Road-eo.
- The Ergonomic Committee evaluated the office spaces of Homeless Services staff on October 9.
- On October 21 the Wellness Team met to finalize Wellness Day plans.
- On October 24 Wellness Day was held at the Activity Center. Among this years vendors were representatives from the City's benefit providers; massages and reflexology; furniture/ office supply vendors; MCEFCU; and biometric screening. Employees were also able to complete an online Health Assessment at Wellness Day. Over 165 flu vaccines were administered and approximately 220 employees attended.

Key Performance Data

Category	October FY 2015	October FY 2014	Year-to-Date FY 2015	Year-to-Date FY 2014
Workers Compensation	4	8	28	24
New Hires	2	3	9	10
Terminations	2	3	4	6
Retirements	0	1	0	1

Information Technology

Significant Departmental Actions

- Alert Gaithersburg Replacement - Completed the implementation and launch of the public alerting system, replacing the old system which had been in place for approximately ten years. Continued work on the implementation and launch of an internal version of the system for City employees, with all City-issued cell phones being automatically registered. Implemented a process to download alerts from the public system which then posts them to the City website, Cable TV and Facebook.
- Class Hosted Payment Server - Completed a project to transition credit card transactions for the Class system to a hosted payment server. As part of the project, the Class system itself was moved from a City server to a hosted environment.
- New File Servers for Secure Data - Completed a project to set up new file servers to hold large data sets and secure data sets. Moving these data sets to the new servers increases their manageability and frees up space on the City's general purpose files servers.
- Energov 9.7.3 Upgrade - Began the 9.7.3 upgrade process for Energov, the City's planning, permitting and licensing system. Completed the initial round of staff testing and identified a number of issues which were reported back to the vendor.
- Adobe Cloud - Adobe is moving many of their products "to the cloud", i.e. instead of having software installed on their desktop system, users will access the product from Adobe servers across the Internet. Created a new Creative Cloud VIP account and ordered the first set of Creative Cloud licenses.
- Facilities CMMS System - Conducted product demonstrations for multiple vendors of CMMS (Computerized Maintenance Management System) software.
- Utility Billing System for Facilities - Conducted product demonstrations for multiple vendors of Utility/Energy tracking software.
- The City and GIS Manager Kim hosted the annual meeting of the Maryland State Geographic Information Committee (MSGIC) at the Arts Barn on October 22.
- New GIS data layers published: Permit Parking, Snow Emergency No Parking layer (Oct 6), Bus Shelter layer (Oct 6), Water and Sewer data update (13 layers total, Oct 21), 2014 Aerial data layer (Oct 30), New TaxMap raster layer (Oct 31)
- GIS Maps produced: Gaithersburg Middle School Map for Dorthy Winder (Oct 7), Permit Parking map to Sarah Paxton (Oct 9), Arts Barn Parking Map for MSGIC meeting (Oct 14), Street Annotation Map to Michael Johnson (Oct 31), "Where does your Thanksgiving dinner come from?" (outreach/education map)
- Special events supported by the Helpdesk included: Oktoberfest, Snow Rodeo, Community Museum Tuesday Talk, Kentlands Bridal Show, MSGIC Annual Meeting, and Wellness Day. Began support and setup work for Winter Lights.

Key Performance Data

Category	August 2014	Spetember 2014	October 2014
Number of Commercial Applications Supported	120	121	121
Number of In-House Applications Supported	51	51	51
Number of Desktop/Laptop Systems Supported	318	321	321
Number of Helpdesk Tickets Closed	146	248	262

Planning & Code Administration

Significant Departmental Actions

- Commercial building permits have been reviewed, approved and issued for businesses looking to renovate their existing spaces including The Corner Bakery at 1 Grand Corner Avenue and Goradino's Pizza at 560 N. Frederick Avenue.
- Colossal Contractors, located at 442 E. Diamond Avenue, has obtained building permits for a renovation and addition to their existing space and Il Porto has been issued permits for an expansion, their second in recent years.

Meetings/Events/Community Involvement

- Environmental Services hosted the Maryland Multi-City Environmental Boards and Commissions Group.
- Environmental Services also attended the biennial MD/DE Conference in Newark, DE and the Keep Montgomery County Beautiful task force meeting in Rockville.
- Planning Commissioners Kauffmann and Winborne attended the Maryland Planning Commissioners Association 2014 Annual Conference in Solomons, MD.

Key Performance Data

Category	August 2014	September 2014	October 2014
Planning Applications Approved	18	31	36
Permits Issued	246	239	205
Licenses Issued	396	582	360
Construction Inspections Performed	918	974	1176
Property Inspections Performed	718	755	728
Notices of Violations Issued	178	186	193
Municipal Infractions Issued	11	15	8
Service Requests Investigated	182	159	207
Passports Processed	226	176	228
TOTAL REVENUES COLLECTED	\$297,768	\$372,728	\$254,078

Police

Significant Departmental Actions

Office of the Chief

- Officer Alex Pockett was selected as the Officer of the Month.
- EMC Lanham assisted with the new Gaithersburg Alert system going live.

Administrative Bureau

- Conducted recruitment physical fitness and written tests for over 40 applicants.
- The written exam as part of the promotional process for corporals and sergeants was administered.

Special Operations Bureau

- The Traffic Section planned and executed traffic and security plans for Oktoberfest.
- The Street Crimes Unit assisted in the coordination and administration of the new applicant fitness testing.

Operations Bureau

- Lt. Wilkes attended “Intelligence Led Policing: A Proactive Strategy” hosted by Mount St. Mary’s Criminal Justice Society.
- Four new officers started at the Police Academy.

Meetings/Events/Community Involvement

- Chief Sroka attended 27 meetings on various issues.
- The Community Services Office or GPD representative has attended/participated in 16 details/meetings.

Key Performance Data

Category	OCTOBER FY14	OCTOBER FY15	YTD FY 14	YTD FY 15
Calls for Service/Officer as Primary	1,531/1,028	1,543/791	6,382/3,670	6,510/3,368
Training Hours	1,460	1,794	4,603	5,514
Traffic Violations	797	508	3,483	2,278
Parking Violations	193	283	869	1,035
DUI Arrests	19	25	68	82
Adult Felony Arrests	8	7	34	37
Juvenile Felony Arrests	1	3	3	3
Street Crimes Unit Arrests	7	11	52	67
Detective Arrests	6	1	12	12
New Cases Assigned to Detectives	23	12	65	45
Cases Closed by Detectives	14	7	37	25
Check on Patrols	83.15	24.85	229.06	69.22

Frederick Beat

Street Robberies – 3
 Commercial Robberies – 0
 Aggravated Assault – 2
 Residential Burglaries - 6
 Commercial Burglaries – 2
 Theft from Vehicles/Theft of Vehicle Parts – 3

Seneca Beat

Street Robberies - 3
 Commercial Robberies – 0
 Aggravated Assaults – 6
 Residential Burglaries – 5
 Commercial Burglaries – 2
 Theft from Vehicles/Theft of Vehicle Parts – 11

*The above data was gathered from a CAD extraction of Calls for Service that has not had data verification for Uniform Crime Reporting (UCR) submission so all information is to be considered “preliminary”.

Parks, Recreation & Culture

Significant Departmental Actions

- DPR&C Potter and staff attended the National Recreation and Parks Association’s Annual Congress.
- The processing of all credit card payments changed from self-hosted servers to Hosted Internet Registration (HIR) and Hosted Payment Server (HPS), effective Oct. 1.
- Construction of the Senior Center renovations commenced Oct. 27.
- Sale of Maryland Recreation and Parks Association Amusement Park Tickets concluded with 2,891 tickets sold (\$109,021).

Meetings/Events/Community Involvement

- DPR&C Potter met with Diamond Square Apartment/HOC and Montgomery Women
- PRC staff met with the following groups/individuals:
 - P&CA and PW staff met at Malcolm King Park to walk proposed trails and stream restoration work
 - Maryland Recreation & Parks Association Fall General Membership Meeting & Workshop, “Heritage Tourism: Economic Impacts & Opportunities for Parks and Recreation”
- Run Under the Lights registration opened on Oct. 1, selling out in 34 hours.
- Montgomery County Council and staff of M-NCPPC and Montgomery County toured Lakelands Park.
- Oktoberfest had record attendance of 30,000; was listed by Conde Nast in “10 Oktoberfests to Visit If You Can’t Make it to Munich.”
- Activity Center served as a site for Early Voting, ranking 4th in attendance of the nine early voting sites in the County.
- A Grand Opening & Ribbon Cutting Ceremony of the new synthetic turf at Lakelands Park was held Oct. 25.
- Public reception for new exhibits at the Mansion and Arts Barn was attended by over 200 people.
- Maryland Surveyors Association held their annual meeting in Gaithersburg; attendees visited the Latitude Observatory and enjoyed demonstrations with the original telescope.
- City hosted the Annual Recreation Workshop Roundtable for Recreation Classes; City staff, City of Rockville, Takoma Park, Montgomery County, and the Montgomery Village Foundation were in attendance.

Key Performance Data

Attendance	Oct FY 14	Oct FY 15	Year-to-Date FY 14	Year-to-Date FY 15
Activity Center	11,410	14,311	40,115	38,602
Picnic Pavilions	5,608	5,300	12,663	13,159
Miniature Golf	468	432	15,054	14,451
Youth/Adult Sports	7,805	7,309	16,225	14,817
Casey Community Center	7,929	9,296	25,545	30,782
Aquatic Center	N/A	1,578	86,283	76,228
Youth Centers	2,526	3,411	6,233	8,195
Senior Center	2,413	2,506	9,225	9,439
Skate Park	199	N/A	1,524	N/A
Arts Barn	12,660	17,346	20,232	23,948
Community Museum	374	498	1404	1848
Kentlands Mansion	11,945	15,923	14,845	19,352

Public Works

Significant Departmental Actions

- **Public Works Maintenance Teams** – Executed the contract for renovations at Constitution Gardens and construction will begin in late November; City crews completed snow readiness activities for the upcoming winter; completed fall Department of Natural Resources tree planting at Morris Park; began curbside loose leaf collection on October 27, 2014; completed monthly bulk pick up as scheduled.
- **Facilities and Facilities Projects** – Completed A/C repair in the media room and replaced packing in the fire pump at City Hall; completed brick tuck and point at the Arts Barn storage shed; completed both generator and gutter maintenance City wide; completed fire suppression system maintenance at the Senior Center; completed one flag service; completed October’s backflow testing; and staff completed 149 work orders.
- **Engineering Administration** – Staff attended meetings regarding various watershed studies, the Olde Towne Park Plaza Ad HOC Committee as well as Public Works and Planning and Code’s coordination in the planning process. Staff reviewed developer plans for various projects; continued implementation of the Bicycle Master Plan and sought guidance from M&CC regarding the Tourist Area Corridor (TAC) program.

Meetings / Events / Community Involvement

- **Transportation Committee** – Discussion topics included updates regarding the Bicycle Master Plan, the Rio Boulevard pathway project and the Izaak Walton Culvert/Trail project. The November 24, 2014 Committee presentation as well as the Committee’s role in plan review were also discussed.

Key Performance Data

CIP Design Phase

CIP #	CIP Description	% Complete	Comments
82-1	2013 Muddy Branch Watershed Assessment	80%	Draft of final report received.
82-1	West Deer Park – Muddy Branch Stream Stabilization	60%	90% draft in progress.
04-1	Smoke House Repairs	90%	Construction documents delivered on Oct. 21. Construction solicitation will follow.
83-2	Water Park Roof and Bathhouse Floor Replacement	100%	Design completed; construction documents prepared. Project advertised to solicit bids for construction.
98-1	Golf Park Renovations	30%	Staff received A/E cost proposal; began preparing resolution documents for Mayor and City Council approval.
98-1	Casey Community Center Interior Renovations	20%	A/E task order has been issued. A/E surveyed site to propose design and specifications prep cost.

CIP Construction Phase

CIP #	CIP Description	% Complete	Comments
07-2	Teachers Way	98%	SHA documentation closeout process on hold until warranty period ends in Dec. 2014. Final inspection punch list presented to contractor.
09-3	Senior Center Phase II	40%	Construction permits received. Contractor immobilization completed. Submittals approval in progress.
82-1	Izaak Walton Path – Culvert Repair	95%	Project in punch out phase. WSSC on site.
82-1	Green Streets	50%	Awaiting planting by Public Works.
83-1	2013 Street Resurfacing	95%	Project in punch out phase.
83-1	2014 Street Resurfacing	70%	Continued work on Municipal Lot 5.
91-3	2013 Street Reconstruction	95%	Project in punch out phase.
91-3	2014 Street Reconstruction	90%	Continued work on Travis Avenue.
98-1	Gaithersburg Aquatic Center Pool and Facilities Repairs	100%	Project is complete.
98-1	City Hall Front Entrance Doors Replacement	35%	MK Development received Notice to Proceed. Tentative construction schedule by the end of November.