



Gaithersburg

OCTOBER 2016 MONTHLY REPORT



City Manager's Office

Significant Departmental Actions

City Manager's Office

- CM Tomasello met with DF&A Walker to discuss the Asset Replacement Fund.
- CM Tomasello and DCM Enslinger attended the Council in the Communities meeting for Shady Grove Villages, Washingtonian Village and Reserve at Crown Pointe.
- DCM Enslinger completed resolution of items from Environmental Protection Agency audit.
- DCM Enslinger met with Rockville and Takoma Park on County Stormwater MOU.
- DCM Enslinger met with Delegate Barve regarding Stormwater Management (SWM) legislation City is submitting this session.

Mayor and Council and Legal Services

- Staff participated in weekly Accela trainings for the implementation of the new meeting management system.
- CA Board attended the International Municipal Attorneys Association annual conference.
- CA Board attended the Maryland Municipal League Fall Conference.
- CA Board and ACA Johnson participated in a webinar on Rights-of-Way Control and Compensation.
- CA Board testified at the Land Use and Ethics Subcommittee of the House Environment and Transportation Committee Work Session on standing in comprehensive rezonings.
- ACA Johnson successfully handled five municipal infraction cases.
- Staff prepared or reviewed 49 contracts and amendments; 8 grant agreements; 2 MOUs, 3 GHALP settlement; 1 plat; and 1 Economic Development Toolbox Agreement.
- Staff processed 13 requests for public information.

Environmental Services

- Hosted Environmental Affairs Committee (EAC) meeting and free Community Shredding and E-Recycling event at Bohrer Park; prepared annual update presentation for the EAC.
- Chaired a Urban Sustainability Directors Network (USDN) District Energy work group conference call; attended the USDN Annual Meeting in Toronto
- Participated in the Metropolitan Washington Council of Governments Built Environment and Energy Advisory Committee (BEEAC) meeting via conference call.
- Met with PW staff and Sean Williamson of the Environmental Finance Center regarding the Maryland Smart Energy Communities (MSEC) grant and energy/petroleum consumption reduction planning.

Meetings/Events/Community Involvement

City Manager Tomasello attended the following events and meetings:

- Metropolitan Washington Council of Governments (MWCOG) Chief Administrative Officers
- Local Government Insurance Trust Board of Trustees annual meeting
- PW Career Path Committee meeting
- Wellness Day
- Snow Road-eo with DCM Enslinger
- 25th Annual Oktoberfest with DCM Enslinger

Deputy City Manager Enslinger attended the following events and meetings:

- Summit on Financial Leadership - Governing Magazine
- Transportation Policy Board meeting
- MML Montgomery County Chapter joint meeting with Prince Georges County Municipal Association
- Gaithersburg Financial Fitness Challenge Launch

Communications

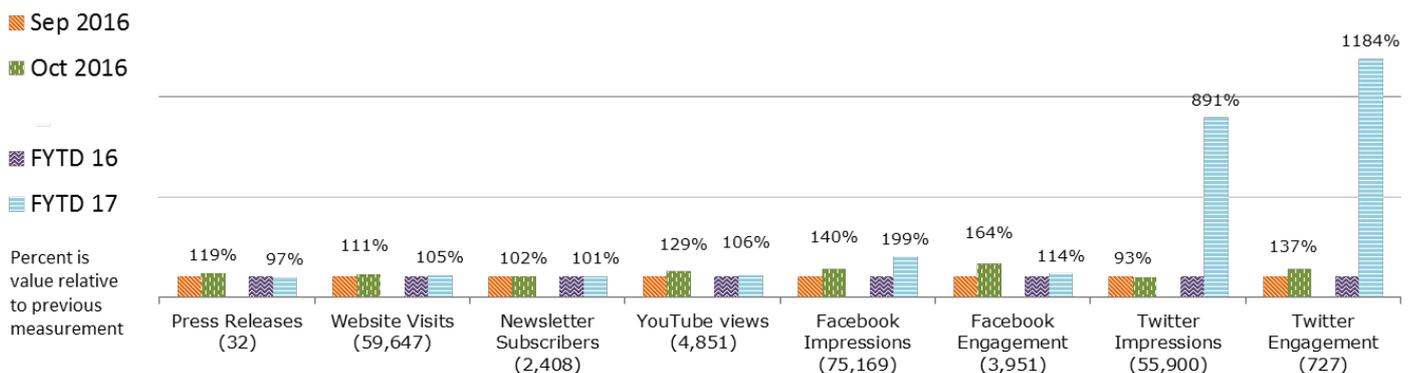
Significant Departmental Actions

- Assisted with announcements and notifications of the passing of Henry Marraffa; assisted with memorial service.
- Supported Oktoberfest with website content, advertising, social media postings and video spots. Created Snapchat filter for event. It enjoyed 391 uses in 6 hours, with nearly 20,000 views.
- Finalized design, determined printing specs and, with IT, began MailMerge process for new business cards.
- Finalized plans for snow removal procedures and communications, revised website [content page](#), and sent memo to the Mayor and City Council.
- Promoted and covered the Snow Road-eo live on social media.
- Assisted with coordination of WHAG-TV [feature piece](#) on Wells/Robertson House volunteer clean-up of peony gardens at Seneca Creek State Park.
- Created custom newsletter for the Olde Towne Youth Center.
- For Financial Fitness Challenge, created English/Spanish Passports, signage, and promoted event.
- Created a [Healthy Selfie](#) photo booth and video for Employee Wellness Day.
- Created website Project Pages for Carvana Automobile Center, Kentlands Apartments SDP, and Code amendments for Amusement Centers/Recreational Facilities.
- Televised six meetings of the Mayor & City Council, Planning Commission and Board of Appeals; live Tweeted the regular Council meeting.
- Produced Go! Gaithersburg pieces: [Outdoor Fire Safety](#), [After Hours Series](#), [Holiday Giving](#). Produced promotional spots: [Gaithersburg Shreds](#), [Winter Lights Event Nights](#), [Veterans Day](#). Produced Cultural Arts spots: [The Wizard of Oz](#), [Postmortem](#).
- PIO Projects: Boo! at the Barn, CAFR Audit Report Graphics, All Aboard with Santa, Community Museum Discovery Day, Winter Lights, CHARACTER COUNTS!, Winter Sports, Gaithersburg Shreds, Gaithersburg Chorus, Tot Time/Casey Logos, 2017 Public Meeting Calendar, Benjamin Gaither Center Newsletter, Arts on the Green events.
- Most visited webpages: Oktoberfest and Marraffa statement from the Mayor.

Meetings/Events/Community Involvement

- Meetings: Cybersecurity and IT Staff Meet & Greet; Arts Barn staff re: custom newsletters for arts and events; vendors for digital signage and cinema slide advertising for Winter Lights.
- Met with Educational Enrichment Committee chair to discuss ideas for additional involvement of Junior Mayor.
- Participated in COG/WMATA conference call to discuss messaging for SafeTrack Surge #10 impacting the Metro Red Line.

Key Performance Data



Community Services

Significant Departmental Actions

Community Services (CS)

- Staff coordinated the launch of the Gaithersburg [Financial Fitness Challenge](#) at La Casita Restaurant. The Mayor and a representative from Corporation for Enterprise Development (CFED), the grantor, were in attendance.
- Staff presented CHARACTER COUNTS! & Financial Wellness information at Employee Wellness Day.
- Wells and Community Services staff attended a team building retreat at Terrapin Adventures.
- Resource information distributed to 200 drivers at the Gaithersburg Shreds event and 600 children at Lakeforest’s Mall-o-ween.
- Community Services and IT staff met with a vendor to learn more about options/costs for a grant portal for FY19.

Homeless Services (HS)

- Participated in the Montgomery County Outreach Blitz to engage and count street homeless on October 19 & 20. The effort sought to identify/count chronic homeless individuals on the streets for the 2016 Ending Chronic Homeless campaign.
- Division Manager and Clinical Supervisor completed training on the new Vulnerability Index-Service Prioritization Decision Assistance Tool (VI -SPDAT) to assess vulnerability of homeless individuals.
- Wells/Robertson House was featured in an Emerging Local Government Leaders [online](#) article.

Meetings/Events/Community Involvement

Community Services (CS)

- Attended Rotary Club outreach meetings to raise funds for the CHARACTER COUNTS! scholarship fund.
- Assisted with the annual Community Advisory and Educational Enrichment Committee presentations to the M&CC.
- Attended annual School Community United in Partnership Conference and coordinated quarterly Coalition of Providers meeting with 80 in attendance.

Homeless Services (HS)

- Residents: “Gratitude in Action” Corps participated in a meeting about caring for a Peony Garden and participated in the subsequent clean-up. The effort was featured on [WHAG-TV](#). Residents stuffed bags with Community Service fliers for the shredding event, handed out the bags, and directed customers.
- Resident Team Building Activity included a night at the movies to see “A Generation Found,” a film that addresses some social issues.
- Division Manger and Clinical Supervisor/Discharge Coordinator attended Montgomery County Continuum of Care, Education and Outreach Committee meetings, Singles Teaming meetings, and Housing Priority Committee meetings.

Key Performance Data

Service	October 2016	FY YTD 2017	FY YTD 2016	YTD comparison
Case Coordination (households)	10	79	80	-1.3%
School and CC! Contests(youth participants)	0	100	452	0.0%
Educational/Outreach Events (individuals)	1,000	1,193	2,591	-54.0%
Housing Assistance (households)	5	9	6	50.0%
Wells/Robertson House (bed nights)	455	1,545	1,617	-4.5%
DeSillum House (bed nights)	155	610	615	-0.8%
Street Outreach (direct service hours)	12	28	123	N/A
Housing Initiative Program (individuals)	5	5	5	0.0%

Economic Development

Significant Division Actions

- EDD Lonergan and BSC Disque met with a prospective biotech tenant for 6,700 sq. ft. of recently renovated office and lab space at 45 West Watkins Mill Road.
- EDD Lonergan attended the Chamber of Commerce’s annual Upcounty Business Breakfast at Hughes Network Systems in Germantown.
- EDD Lonergan and BSC Disque met with representatives from Renaud Consulting to discuss site selection criteria for a regional retail store seeking a location in Gaithersburg.
- EDD Lonergan and BSC Disque attended the ribbon cutting ceremony for Saint Gobain’s newly-leased office and production facility at 50 West Watkins Mill Road.
- EDD Lonergan and BSC Disque met with representatives from Jones Lang LaSalle to discuss the King family property listings along East Diamond and North Summit Avenues.
- Staff attended a meeting of the Montgomery County Governmental Operations Committee to monitor proposed changes to the Enterprise Zone program.
- Staff met with Bill Magruder and his team to discuss potential concepts for the recently acquired “Amatucci site” at 15 Fulks Corner Avenue.

Meetings/Events/Community Involvement

- Economic & Business Development Committee hosted Paul Zielinski, Director of NIST’s Technology Partnerships Office, to discuss efforts by NIST to support commercialization efforts.
- Olde Towne Advisory Subcommittee hosted Officer Dan Lane from the Gaithersburg Police Department to discuss crime activity and trends in Olde Towne.

Key Performance Data

Category	September 2016	September 2016	August 2016	July 2016
Class A & B Vacancy	9.0%	9.2%	8.6%	8.6%

Finance & Administration

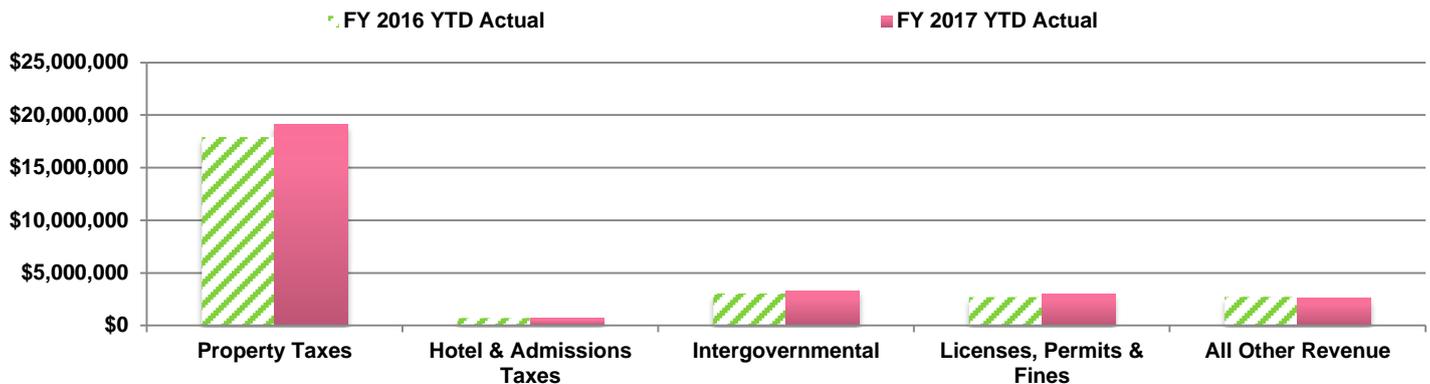
Significant Departmental Actions

- Finance worked with the City’s External Financial Auditors to complete the audit and publish the City’s Comprehensive Annual Financial Report. The report was filed with Maryland and is published on the City’s website.
- Procurement worked with other City departments to publish two major solicitations online: City Hall Roof Replacement and A&E Services for the Property on 16 S. Summit Avenue.

Key Performance Data

Revenues

General Fund Revenue	FY16 YTD Actual	FY17 Budgeted	FY17 YTD Actual	Percent Collected
Property Taxes	\$17,894,093	\$25,987,700	\$19,091,368	73%
Hotel & Admissions Taxes	\$716,674	\$2,370,000	\$692,578	29%
Intergovernmental	\$3,032,010	\$14,471,893	\$3,300,227	23%
Licenses, Permits & Fines	\$2,711,209	\$6,589,183	\$3,010,299	46%
All Other Revenue	\$2,727,293	\$17,213,781	\$2,568,686	15%
Total General Fund Revenues:	\$27,081,279	\$66,632,557	\$28,663,158	43%



Expenditures

General Fund Expenditures	FY16 YTD Actual	FY17 Budgeted	FY17 YTD Actual	Percent Expended
City Manager's Office	\$576,931	\$1,878,680	\$606,914	32%
Community & Public Relations	\$962,988	\$3,123,154	\$873,578	28%
Finance & Administration	\$518,836	\$1,543,157	\$386,730	25%
Human Resources	\$297,372	\$948,019	\$296,340	31%
Information Technology	\$704,346	\$1,876,173	\$550,338	29%
Mayor & City Council	\$100,822	\$310,280	\$90,137	29%
Parks & Recreation	\$3,119,855	\$8,478,898	\$3,001,973	35%
Planning & Code	\$1,547,285	\$6,002,534	\$1,578,342	26%
Police	\$3,309,766	\$9,123,925	\$2,768,595	30%
Public Works	\$4,131,945	\$13,082,128	\$3,184,099	24%
Non-Departmental & Transfers	\$16,219,416	\$20,265,609	\$15,888,011	78%
Total General Fund Expenditures	\$31,489,562	\$66,632,557	\$29,225,057	44%



Human Resources

Significant Departmental Actions

- The following full-time job announcements were posted: Procurement Division Chief (F&A); Equipment Operator II (PW); Project Manager/Systems Analyst III (IT); Equipment Operator I (PW).
- The following part-time job announcements were posted: Program Coordinator (PR&C); Receptionist (PR&C); Parking Enforcement Official (Police); Administrative Aid (C&PR).
- 355 employment applications were received.
- Staff from HR, Finance and IT worked together to implement the Kronos Timekeeping system upgrade; the new version went Live on October 31. Leading up to the go-live date the team held 12 training for both managers and staff to ease the transition to the updated version. Demo’s were held on October 12, 13, 14 and 20.

Meetings/Events/Community Involvement

- Staff attended the Local Government Insurance Trust meeting in Annapolis.
- Staff attended a Montgomery County Safety Insurance Program (MCSIP) meeting.
- Staff conducted three new hire orientations and two exit interviews.
- Sexual Harassment Training was held at the Activity Center.
- The 10-week Supervisor Training Course started on October 4; this is the third session the City has offered.
- A Heart Health workshop was offered to Public Works.
- Staff assisted PW with interviews.
- Staff attended the ADA (Americans’ with Disabilities Act) conference in Baltimore.
- The Employee Recognition Committee met on October 18 to select the winners of the third quarter. The Employee of the Quarter was awarded to Frank Johnson (CMO) and the Team of the Quarter was awarded to the Fourth of July Celebration Team. The awards will be presented at the November 21 M&CC meeting.
- Staff volunteered to judge in PW Snow Road-eo.
- Wellness Day was held at the Activity Center on October 21. The City provided flu vaccines to 180 employees, retirees and their eligible dependents. There were also over 30 vendors in attendance providing information and resources on a wide variety of Wellness topic, and lunch was provided.
- Director Yocklin and a Public Works employee provided a video testimonial for his health success; the employee used a health coach via a City benefit provider -Connect Care 3.
- A Mental Health workshop was offer to all employee at the Robertson Park Youth Center on October 28.

Key Performance Data

Category	October FY 2017	October FY 2016	Year-to-Date FY 2017	Year-to-Date FY 2016
Workers Compensation	0	2	12	24
New Hires	3	2	7	8
Terminations	2	2	7	6
Retirements	0	0	1	1

Information Technology

Significant Departmental Actions

- Additional Camera Placements - Completed projects to install additional facility cameras at four facilities: Community Museum, Wells Robertson House, the Police Station, and the Benjamin Gaither Center. Wiring and installation of the cameras was done in association with the wiring work for the phone system project. Work at the first three facilities mentioned included external cameras, providing staff with better security and awareness of actions outside the respective buildings.
- Storm Water Program Fee 2016 - Completed a project to support the Storm Water Fee program for 2016. Fees were calculated and submitted to Montgomery County last June, and an updated Storm Water Fee lookup page went live on June 30th. The last phase was to calculate the credits due to people and entities which have made improvements to reduce their over all fees. The credit information was provided to the Finance Department for processing.
- Support Oktoberfest - Helpdesk staff provided computer and Point-of-Sale equipment to support activities at the Kentlands Mansion as part of the 2016 Oktoberfest celebration.
- Activity Center Improvements. The Helpdesk team completed a series of efforts in support of the facility improvements at the Activity Center. For each phase of the project, computers and users were relocated and provided alternate work space, and then moved back at the end of the phase. Helpdesk staff used the effort as an opportunity to upgrade computers which were due to be replaced.
- New Hires - The information Technology Department welcomed two new members to its Help Desk staff. Dwight Davenport and Marco Alvarado joined the team on October 7th.
- At the request of the Finance Department, set up the budget systems in preparation for Fiscal Year 2018.
- Upgraded the System Center Configuration Manager (SCCM) from version 2012 to version 1606. SCCM is used to manage and distribute system software and applications from a central repository to a fleet of servers and desktop computers. The new version adds the ability to manage and deploy Windows 10.
- Finalized pricing negotiations for the new Recreation Management system. Implementation will begin in 2017.

Meetings/Events/Community Involvement

- Attended with City Police Department staff, a meeting with Montgomery County to learn more about the County's planned deployment of a new Computer-Aided Dispatch (CAD) system. This project, which has been delayed multiple times, now appears to be slated for deployment in early 2017. On the IT side, the new system will require the installation of a new system image on all of the City's mobile data computers in police vehicles.

Key Performance Data

Category	August 2016	September 2016	October 2016
Number of Commercial Applications Supported	153	153	153
Number of In-House Applications Supported	55	55	55
Number of Desktop/Laptop Systems Supported	350	351	351
Number of Helpdesk Tickets Closed	261	281	304



Parks, Recreation & Culture

Significant Departmental Actions

- Staff attended the National Recreation and Parks Association Conference; DPRC Potter served on a panel as the City was highlighted as one of five Park Champions in the U.S.
- A final inspection of the Bohrer Park Smoke House refurbishment was held on October 10.
- Staff had a “Lunch and Learn” with Kompan Playground Company.
- Staff toured a Sensory Room in the South Bowie Community Center used for therapeutic recreation, speech therapy and people with dementia and/or anxiety; and staff toured the new LifeTime Fitness facility.
- Staff met with IT and Finance to address cash management options with the new recreation management software.
- Interviews were conducted for the Administrative Assistant III position.
- Committees supported by PR&C staff presented their annual reports to the Mayor and City Council on October 24.
- Staff hosted an interagency summer camp round table with multiple jurisdictions to discuss industry trends, best practices and to share ideas for future programming.

Meetings/Events/Community Involvement

- The Silver Anniversary of Oktoberfest included demonstrations by professional pumpkin carvers, Tap & Taste (five local micro-breweries), Sip & Paint, and a Wine Terrace on the Mansion lawn; 35,000 in attendance.
- DPRC Potter presented a proposal to combine Celebrate Gaithersburg Day and July 4, to be held on the Saturday prior to the Holiday; the Mayor and City Council approved a pilot event for July 1, 2017.
- A pre-bid meeting for playground replacement equipment at Griffith Park was held on October 12.
- DPRC Potter attended the Maryland Municipal League Fall Conference Board of Directors Meeting.
- On Halloween, members of the Benjamin Gaither Center paraded in costume through various City facilities; staff dressed in costume and handed out candy.
- Hosted the Montgomery County Cross Country Championships at Bohrer Park.
- Staff assisted the Community Services Division with their Launch Party event, hosted by Bank On Gaithersburg, to announce the kick-off of the Financial Fitness Challenge.
- Staff presented information at the Council in Communities meeting on Youth Services programs to residents from Shady Grove Village (I, II, III), Community Council Corporation, Reserve at Crown Pointe, and Washingtonian Village.

Key Performance Data

Attendance	October FY 16	October FY 17	Year-to-Date FY 16	Year-to-Date FY 17
Activity Center	9,623	20,392	32,660	49,538
Miniature Golf	322	143	14,237	10,986
Picnic Pavilions	3,090	2,550	17,652	12,895
Youth/Adult Sports	11,521	13,219	19,382	23,823
Casey Community Center	10,140	9,592	36,954	37,969
Water Park/Aquatic Center	3,422	2,606	93,744	73,687
Youth Centers	2,768	3,182	7,451	8,851
On-line Registration	1,086	1,436	3,212	3,702
Benjamin Gaither Center	2,844	2,463	11,087	10,685
Arts Barn	18,099	21,415	28,239	32,860
Kentlands Mansion	18,450	18,734	21,001	21,189
Community Museum	826	974	3,925	4,126

Planning & Code Administration

Significant Departmental Actions

- Planning staff attended the Maryland Department of Transportation presentation of its CIP program, the MWCOG Planning Director Technical Advisory Committee meeting, the MD 355 North BRT Community Action Committee meeting, the Great Seneca Science Corridor Master Plan Implementation Committee meeting, and the DC Housing Finance Agency Local Real Estate Trends and Market Conditions presentation.

Meetings/Events/Community Involvement

- Neighborhood Services staff attended a meeting with the Lakelands HOA Board of Directors on October 1st and with the Lakelands Property Manager and KIMCO Realty on October 20th.
- Code Enforcement Officer Emilio Curbelo attended the American Association of Code Enforcement annual conference in New Orleans.
- Planning Division Chief Trudy Schwarz attended the Maryland Association of Floodplain and Stormwater Managers Conference.
- On October 18 Planning staff briefed residents of The Colonnade on the planning and approval processes for the neighboring Kentlands Apartments on the site formerly occupied by Famous Dave's. The residents indicated that they intend to have a large contingent at the Mayor and City Council Public Hearing scheduled for November 7.
- A Council in the Communities meeting for the neighborhoods of Shady Grove Villages, Washingtonian Village and the Reserve at Crown Pointe was held on October 19 at Fields Road Elementary School.
- The Commission on Landlord-Tenant Affairs met on October 24 to formalize its rules of procedure.

Key Performance Data

Category	August 2016	September 2016	October 2016
Planning Applications Approved	30	13	19
Permits Issued	332	263	298
Licenses Issued	324	392	257
Construction Inspections Performed	632	664	707
Property Inspections Performed	1254	1007	1139
Notices of Violations Issued	372	191	303
Municipal Infractions Issued	15	20	26
Service Requests Investigated	217	168	171
Passports Processed	247	154	203
TOTAL REVENUES COLLECTED	\$328,803	\$774,625	\$334,804



Police

Significant Departmental Actions

Office of the Chief

- Officer Stuart Jackson was selected as Officer of the Month.
- Congratulations to the top finishers in the Department’s annual Pistol Competition on October 3: 1st Place – Officer Chris Leach, 2nd Place – Officer Larbi Dakkouni, 3rd Place – Officer Doug Seek.

Special Operations Bureau

- Officer Chad Eastman and his canine partner, Max, won the Triple Crown Award. It is presented to the Region Three member in good standing who achieves certification in “Patrol Dog (PD) I, Tracking and Detector” in a calendar year (January to December). This is the seventh year in a row that Officer Eastman and Max have received this award.
- “Coffee with a Cop” event was held at Java Junction, located at 5 S. Summit Avenue.

Administrative Bureau

- Lt. Vance attended training on House Bill 1016 and Web Emergency Operations Center (WebEOC)training.
- The Internet Exchange Purchase Location program started.

Meetings/Events/Community Involvement

- Chief Sroka attended 36 meetings on various issues.
- The CSO or GPD representative attended/participated in 20 details/meetings.

Key Performance Data

Category	October FY16	October FY17	YTD FY16	YTD FY 17
*Calls for Service/Officer as Primary	1,717/968	1,831/1,146	6,962/3,972	7,165/4,674
Training Hours	978	677	5,600	3,273
Traffic Violations	504	580	2,359	2,225
Parking Violations	350	159	1,056	873
DUI Arrests	24	28	64	106
Adult Felony Arrests	11	11	48	47
Juvenile Felony Arrests	1	0	3	6
Street Crimes Unit Arrests	8	14	44	53
Detective Arrests	0	4	15	36
New Cases Assigned to Detectives	10	6	58	45
Cases Closed by Detectives	5	5	37	36
Check on Patrols	Hours TBD 5 COP issued and checked by Patrol Officers	Officers had no COP and 5 CC	82.21	Officers checked on 8 COP and 15 CC

Frederick Beat

Street Robberies – 2
 Commercial Robberies – 0
 Aggravated Assault – 2
 Residential Burglaries – 2
 Commercial Burglaries – 1
 Theft from Vehicles/Theft of Vehicle Parts – 17

Seneca Beat

Street Robberies - 1
 Commercial Robberies – 0
 Aggravated Assaults – 3
 Residential Burglaries – 9
 Commercial Burglaries – 0
 Theft from Vehicles/Theft of Vehicle Parts – 29

*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”.

** Number of Check On Patrol (COP) and Community Complaints (CC) since November of 2015.

Public Works

Significant Departmental Actions

- Public Works Maintenance Teams – Provided support for Oktoberfest; replaced 1,100 square feet of sidewalk in the Quince Orchard Park Community; completed Bulk Pick Up for the month of October; and completed repairs to 84 fleet vehicles.
- Facilities and Facilities Projects – Staff completed burglary system testing at the Activity Center; completed roof maintenance at the Olde Towne Youth Center; completed Citywide monthly safety testing; completed water heater replacement at City Hall; completed backflow testing for the month of October; completed fire alarm panel installation at the former Consumer Product Safety Commission facility; completed sprinkler system maintenance at City Hall; completed third quarter Citywide HVAC maintenance; and completed seven flag services. During this month, staff completed 221 work orders.
- Engineering Administration – A contract employee for SWM plan review has been hired to review plans until this position can be refilled. Staff attended a Council in the Communities meeting for the School/Story Drive area and the monthly Transportation Committee meeting. The RFP for the Olde Towne Plaza project has been submitted to Procurement.

Meetings/Events/Community Involvement

- Transportation Committee – Major topics of discussion included the upcoming committee presentation to the Mayor and City Council, and a presentation by the Deputy City Manager regarding the Bicycle CIP plan.

Key Performance Data

CIP Design Phase

CIP #	CIP Description	% Complete	Comments
82-1	Victory Farm SWM and Stream	30%	Draft MOU with comments received from WSSC.

CIP Construction Phase

CIP #	CIP Description	% Complete	Comments
83-1	2014 Street Resurfacing	98%	Work complete. In warranty phase.
83-1	2016 Street Resurfacing	98%	Work complete. In warranty phase.
91-3	2014 Street Reconstruction	98%	Work complete. In warranty phase.
98-1	Casey Community Center Renovation	100%	Project complete. Final payment processed.
04-1	Smoke House Preservation	100%	Project complete. Final payment processed.
83-2	Golf Park Caddy Shack Renovation	10%	Contract awarded and permits received. Mobilization in progress.
70-2	City Hall Roof Replacement	5%	Solicitation advertised.
82-1	Rabbitt Road Culvert Repairs	10%	Construction began October 17, 2016.