

# The Department of Public Works and Utilities

# *City of Petersburg* VIRGINIA

## Annual Report

Rebuilding Our Foundation for a Brighter Future



# **The Department of Public Works and Utilities Annual Report**

**Tangela U. Innis, MBA  
Director**

# Department of Public Works and Utilities

## Current Status



The Department of Public Works and Utilities is comprised of five (5) divisions :

- Administration/Engineering
- Stormwater
- Facilities Mgt./Grounds Maintenance
- Street Operations
- Public Utilities

Total Budgets:

- Operating Budget
  - \$25,519,820
- Capital Improvement Budget
  - \$7,098,000



## Employee Statistics

*There are a total of 96 employees (92 full-time and 4 part-time) in this department with 21 vacancies. We are actively recruiting for qualified workers.*

- Administration/Engineering (7 filled positions – 4 vacancies)
- Stormwater (2 filled positions – no vacancies)
- Facilities Mgt./Grounds Maintenance (30 filled positions – 3 vacancies; not including contractors)
- Street Operations (30 filled positions – 8 vacancies)
- Public Utilities (27 filled positions – 6 vacancies)

### **Critical Vacancies:**

- City Engineer
- General Manager – Street Operations
- General Manager – Public Utilities

# Engineering: Capital Improvement and Stormwater



The primary functions of the Engineering Division include: stormwater management, environmental reviews, land development, traffic engineering, GIS, right of way permits, surveying, and construction management services for the City of Petersburg.

The staff, also, provide project management for the city's capital improvement projects, including, preparing plans, specifications, bids, contracts, and inspections.



## **Temidire O. Okeowo, BA**

### **Capital Improvements Manager**



# Capital Improvement

- Contains all the individual capital projects, equipment purchases, and major studies for a local government; in conjunction with construction and completion schedules, and in consort with financing plans.
- Provides a working blueprint for sustaining and improving the community's infrastructures.
- Coordinates strategic planning, financial capacity, and physical development.
- Stands at the epicenter of a government's Planning, Public Works, and Finance departments.



# Capital Improvement

FY 18 completed projects:

- **Hustings Court House – including the Clock Tower (\$1,268,340)**

FY 19 projects:

- **Westview Early Childhood roof replacement (\$160,000)**
- **Southside Depot (\$800,580)**
- **City Hall Annex (\$80,100)**

**Southside Depot**



**Westview Early Childhood Center**





**Darryl E. Walker,  
BS - Civil Engineering  
Stormwater Program Manager**



# Stormwater Management

The Stormwater Management Program major accomplishments for FY18:

- North Park Drive drainage
- MS4 compliance – Storm Sewer Map
- Permeable Paver Project – Lakemont Elementary School

## North Park Drive Drainage





# Stormwater Management

## Plans & Goals

### **Stormwater FY19 Plan:**

- Complete “Lakemont” Drainage Study by March 2019
- Re-Start Stormwater Management CIP Program to fund studies
- Complete Neighborhood Drainage Studies (CIP Budget)

### **Other Stormwater Management FY19 goals:**

- Complete Walnut Boulevard Drainage Improvement Project (January 2019)
- Complete all remaining Stormwater Local Assistance Fund (SLAF) grant projects previously awarded by DEQ (With CIP/Operational budget funding)
  - Brickhouse Run Stream Restoration (@ Hinton Street)
  - Lieutenant Run Stream Restoration (Phase I and II)



## **William (Bill) Riggleman** **Engineering Construction Manager**



# Construction and Recycling Program

Engineering Construction Management is involved with the maintenance, design and construction of both natural and physically built environments such as roads, subdivisions, and bridges. This unit duties also includes: traffic signal projects, paving, sidewalk replacement, pavement striping, and tree maintenance.

FY 19 completed project:

- Paving of E Wythe St - between Crater Rd. and Bank St (\$411,847)
- ADA ramps (\$534,754)
  - E Washington St
  - S Jefferson St

FY19 planned projects:

- St. Andrew Street Bridge Replacement (\$123,600)
  - Preliminary engineering and design

## St. Andrew Street Bridge





# Construction and Recycling Program

## **CVWMA** – Central Virginia Waste Management Authority

The City of Petersburg is 1 of 13 local jurisdictions that is a member of the Authority.

In 2013, the City of Petersburg entered an agreement with CVWMA to provide curbside trash and recycling collection with a monthly payment of approximately \$120,000.



## **CFS** – Container First Services

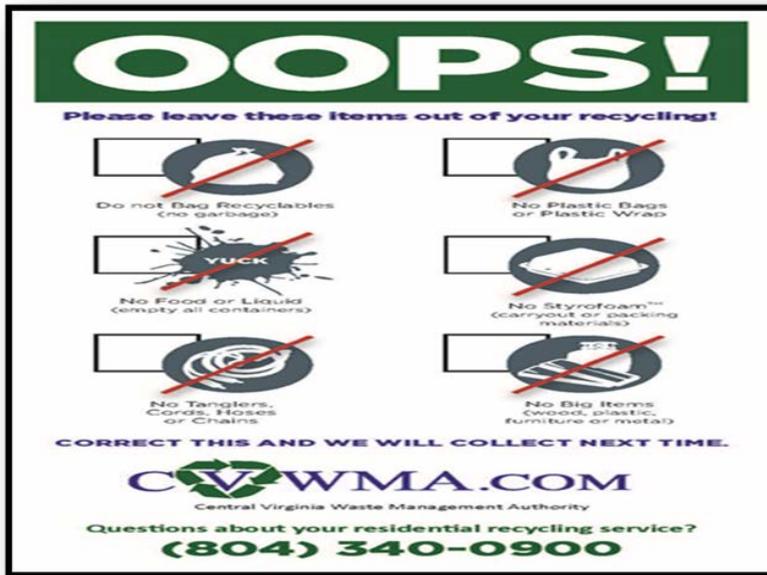
In 2009, the City sold the Landfill to the CFS group.



# Construction and Recycling Program

***Challenge: The City must decide the future direction of the Recycling Program***

*When there are repeated violations the recycling cart will be removed and the address will continue to be charged the monthly fee for the recycling cart. The cart will not be returned until the City is certain that there will not be further contamination problems.*





**Carmen Tirado**  
**(Interim Assistant General Manager**  
**Street Operations)**  
**&**  
**Right-of-Way & Permits Manager**



## *(ROW) Right-of-Way Permit Program*

ROW Permit process:

- Permit received with plans, if applicable
- Any work or use of City ROW is documented on ROW Permit for submittal
- Permit is reviewed and site inspected for approvals within 48 hours
- Permit is entered into the engineering management program
- Permittee is contacted for payment method and given approved permit
- After duration of permit (30 to 90 days), final inspection is performed for City assets and permit is closed out
- Engineering management system is updated



## *(ROW) Right-of-Way Permit Program*

### ACCOMPLISHMENTS FOR JULY 1, 2017 TO JUNE 30, 2018

CATEGORY	PERFORMANCE	RESULTS
ROW Permits	Approve, process, inspect and issue permits. Weekly Plan Review and monthly Special Event Meetings	<b>FY18 – 64 Permits issued, Revenue \$72,335.00</b>
Bulk Trash NOV's	Receive complaints (call, emails & GOV Outreach) post, mail and bill Bulk Trash Violations	<b>FY18 – Cleared Approx. 150 Signs from the ROW 219 NOV properties posted, 21 NOV properties fined and NOV's billed \$5,985.00</b>
Manage Grass Program	Receive complaints (calls, emails & GOV Outreach), post, mail and bill Vegetation Violations	<b>FY18 – Approx. 1920 NOV properties posted, 485 NOV letters mailed, 223 NOV invoices mailed and NOV billed \$71,231.45</b>

**Total - \$149,551.45**



## ***City Ordinance 50 - 63 – Detrimental or Excessively High Growths of Weeds or Other Vegetable Matter (passed/approved 09/20/2011)***

- NOV process
  - Complaint received
  - Grass exceeding 12 inches or other vegetative concerns documented
  - Inspector verifies and post complaint within 1-5 business days
  - Administrator processes and mails notice within 24 hrs of verification
  - 3 days to allow delivery of letter and violation correction
  - Re-inspection in 3 days of posting, to check compliance or non-compliance
  - Non-compliant properties released to in-house grass cutting division (FMD/Grounds)
  - Property owner is billed for cutting services
  - Administrator updates management system
  
- Challenges
  - Presently have 1 part-time employee posting violations for city
  - Backlog of posting and inspections, due to limited manpower
  - Lack of manpower to cut violations or address within 3 week timeline
  - Large amount of angry residents complaining of uncut grass daily

## High Grass/Vegetation NOV Before & After





## Acceptable and Unacceptable Items

### Recycling

- Helps the environment and reduces the amount of waste going to the landfill

### Acceptable items

- Aluminum and steel cans (no lids)
- Glass bottles and jars (no lids)
- Mixed paper and cardboard
- Plastic bottles, tubs and containers with a #1 - #7 on bottom
- Lids and caps
- Cartons
  - Milk, juice and egg substitutes

### Unacceptable items

- Plastic bags
- Styrofoam
- Food contaminated (items with food in them)
- Wood
- Swimming pools (kiddy pools)
- Garden hoses
- Bottles which contains motor oil or gasoline

*In an effort to improve the quality of material collected in the curbside recycling program, CFS has begun rejecting contaminated loads. Each recycling cart with contaminated material will not be emptied and will have attached to it the tag shown below.*



**Scott Flaherty General Manager  
&  
Kevin Mullis  
Assistant General Manager**

**Facilities Management/Grounds  
Maintenance Division**

# Facilities Management Division/Grounds Maintenance



- Responsible for all city-owned facilities including the construction, preventative maintenance, repairs, and custodial services of city buildings and historically significant structures.
- Responsible for more than 92 City-owned buildings comprising of more than 1,080,000 sq. ft.
- Provides collaborative support to other divisions and City agencies to facilitate the City's mission and goals including emergency response and recovery activities.
- Responsible for the maintenance & upkeep of the City's parks, playgrounds, greenways; and for the landscape maintenance/vegetation management of other City properties including, fire stations, street islands, riparian corridors, and vacant City properties.

## City Hall



## FMD/Grounds Maintenance projects:

- Social Services Lobby Renovation
- Elevator at Hustings Court House
- City Hall Annex – Exterior Renovations
- City Hall – Interior Renovations

## Hustings Court House





## FMD/Grounds Maintenance Staff

### *Facilities Management Division Staff*

- 19 Employees
- Responsible for the maintenance, repairs and up-keep of all City-owned facilities

### *Grounds Maintenance*

- 21 Employees [including nine (9) budgeted contractors]
- Responsible for cutting grass for the NOV program, City owned properties; to include cemeteries.

# Facilities Management Division/Grounds Maintenance



## Vacant City-owned properties (22) – with twenty-one (21) staff members:

- 2902 Nivram Ave. - Rental
- 29 South Union St. - Old School Bd. Warehouse
- 41 Union Street - Old School Bd. Warehouse
- 38 Union Street - Warehouse Storage
- 42 Union Street - Warehouse
- AP Hill Comm. Center
- City Jail Farm / Annex
- Cook Building (Old School Building)
- Henry Williams Building
- Historic Resources
- Homeless Shelter (Salvation Army)
- Police Annex - Halifax St.
- Police Annex - S. West St.
- Roper Bros. Property
- School of Nursing - Old, Ions Hall Bldg. # 1
- Wilcox Lake Grounds Keeper's House
- Wilcox Lake Storage Building
- Zeiss Optical, Carl
- School of Nursing (Titmus Bldg #2)
- School of Nursing (Grizzard Bldg #3)
- Harding Street Center
- Wilcox Lake Boat House (Storage)

## Virginia Avenue Elementary School



## Peabody Middle School



# Facilities Management Division/Grounds Maintenance



## City-owned Occupied Properties (58) - with twenty-one (21) staff members

- Animal Shelter
- Blandford Cemetery Admn. Office
- Blandford Cemetery Maintenance Shop
- Blandford Church
- Blandford Reception Center
- Cameron Field Concession Stand
- Cameron Field Locker Rooms
- Centre Hill Museum
- Circuit Court-I / Hustings Court
- Circuit Court-II
- City Hall
- City Hall Annex
- City Jail
- Code Compliance
- Commonwealth Attorney
- Dogwood Trace - Club House
- DPW - Operations Admn.
- DPW - Ops. Fleet Maint. Building
- DPW -Ops. Signal & Sign Office
- Facility Management Div. - Admn. Office
- Facility Management Div. - Shop
- Farmer Street Pool Facility
- Farmer's Market
- Ferndale Park Office
- Fire & Police Training Center
- Fire Administration
- Fire Station # 2
- Fire Station # 3
- Fire Station # 4



## **City-owned Occupied Properties (58) - with twenty-one (21) staff members**

- Police Trailer
- Treatment Plant
- Pump Station
- Pump Station
- Sheriff's Office
- Siege Museum
- Social Services
- Southside Depot
- Southside Depot Warehouse
- Sports Complex Club House
- Sports Complex Bldgs.
- Traffic Signal Shop
- Union Station
- Utilities Facility
- Voter Registration Office
- Fire Station #5
- General District Court
- General District Court Annex
- Health Department
- Juvenile & Domestic Relations Court
- Lee Park - Bathrooms
- Magistrate's Office
- IT Office
- Parks & Leisure Office
- Petersburg Area Transit
- Petersburg Area Transit - Bus Barn
- Petersburg Public Library
- Police Department
- Police Investigative Division

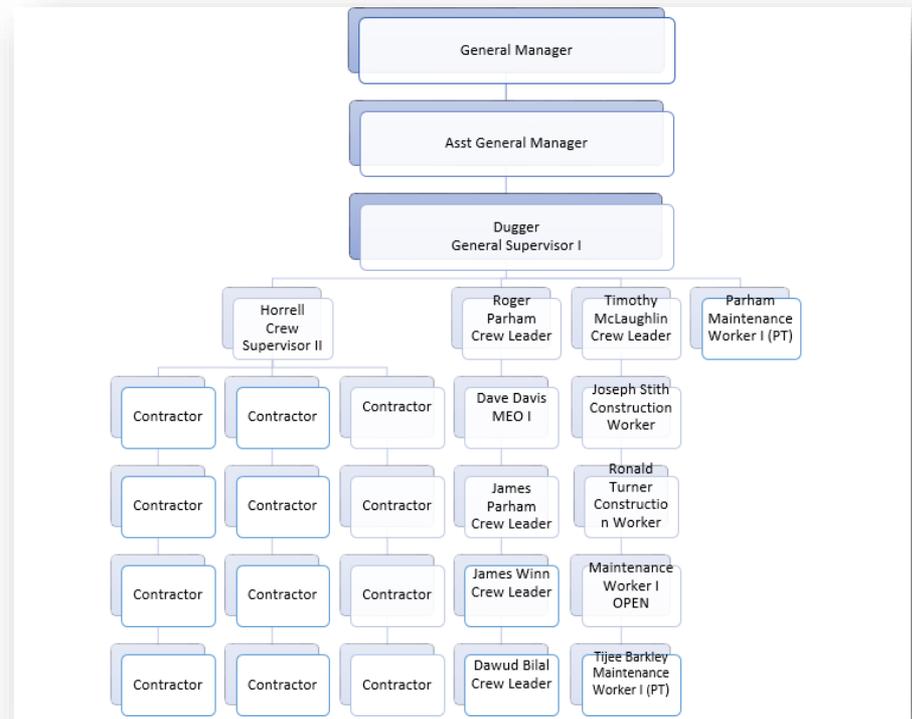
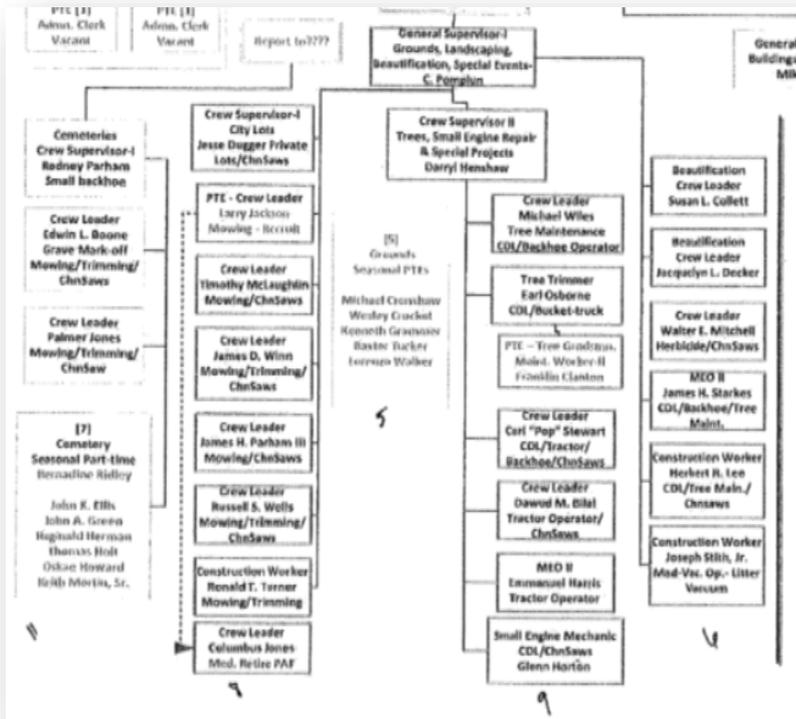


# Facilities Management Division/Grounds Maintenance

Previous Grounds workers - **32**  
**Personnel Budget - \$859,328**

Current Grounds workers - **12**  
*Please note: all budgeted contracted positions DO NOT report to the work site regularly*

**Personnel Budget - \$361,092**



## Grass Cutting Schedule

- Blandford Cemetery
  - Every 3 weeks
  
- City Buildings (26)
  - Every 2 ½ weeks
  
- Parks and Playgrounds (22)
  - Every 2 ½ weeks
  
- City Lots (44)
  - Monthly

### Poplar Lawn Park



*Challenge: The maintenance, upkeep, and schedule of the Blandford Cemetery (over 189 acres) and all other properties the City is responsible for cannot be maintained with the limited amount of staff, increased amount of NOV's and unusual amount of rain.*

## Grass Cutting

Currently, the Grounds Maintenance Unit consist of the following:

- Twelve (12) City employees
- Nine (9) workers from Contractual Services
- Several pieces of equipment:
  - Chainsaws
  - Weed eaters
  - Riding mowers
  - Push mowers
  - Tree trimmers
  - Tractors
  - Bush hogs



**To ensure the City is provide grass cutting services in timely manner (including the NOV citations) would require to double staffing and purchase additional equipment.**



## **Richard K. Harris III (Interim General Manager) Street Operations**



Street Operations is responsible for the maintenance of 395 lane miles of the city's street system. Some of the maintenance functions performed are pothole repair, pavement preservation, street sweeping, and responding to hazardous material spills.

Street Operations programs/projects implemented:

- Storm drain program
- Pothole blitz
- Street paving
- Purchase of equipment and vehicles
- Street signals and roadway signs replacement
- Leaf Collection



## **Street Operations accomplishments:**

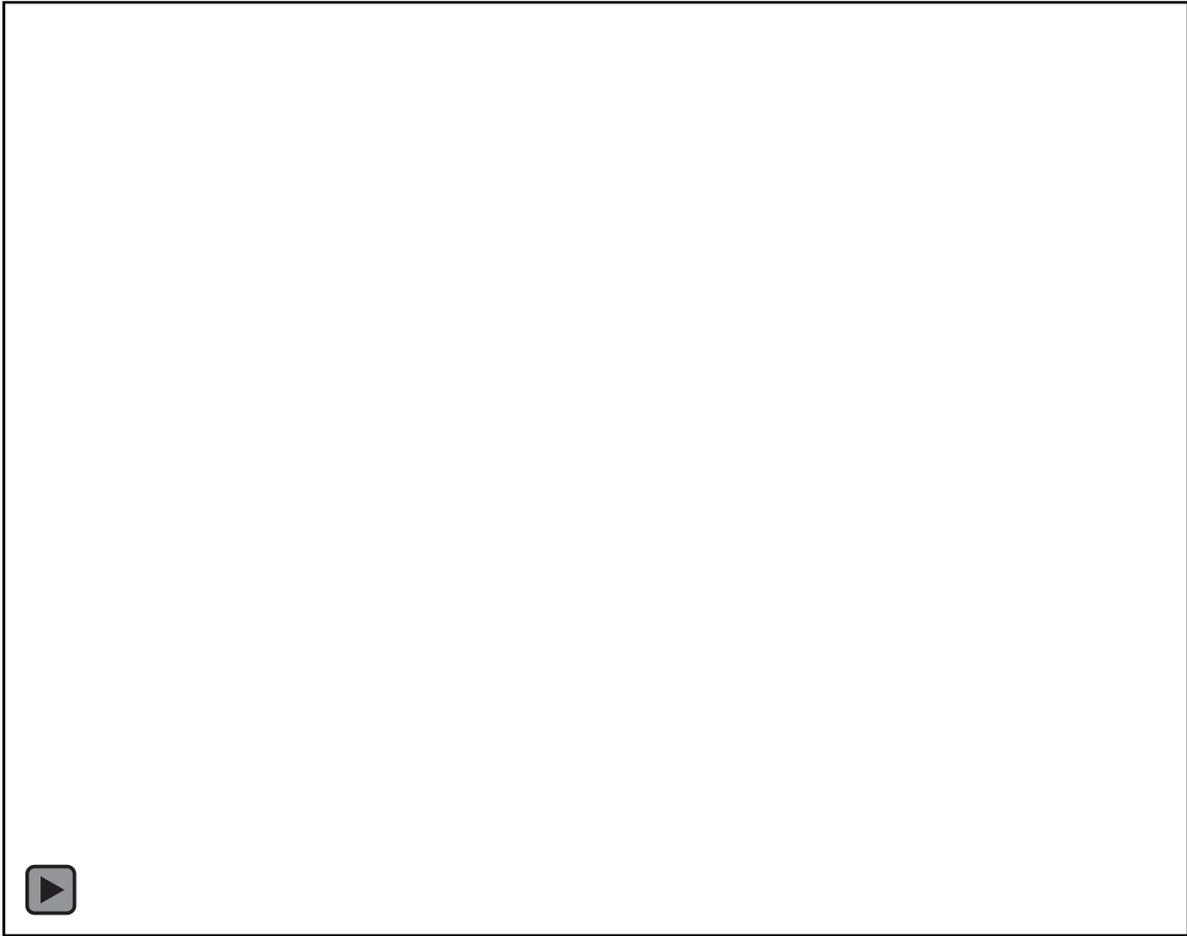
- Completed 5 major storm drain projects and upgrades ( Slagle Ave, Culpeper Ave, N+S Whitehill, Colston St and Warren St)
- Significant repairs and upgrades to vehicles and equipment
- The disposal of surplus vehicles and equipment through government auction (\$105,000)
- Currently, implementing a city-wide streets condition assessment report to evaluate the condition of the City's streets
- Purchased/received new Pothole Truck and Case Alamo Tractor
- Completed the dry run of snow equipment and vehicles in preparation for the winter season.



## **Street Operations Challenges:**

- Lack of available funding to execute large scale maintenance and paving projects.
- Due to the antiquated infrastructure, it has become challenging to fix an issue since it has been neglected for multiple years.

# Street Operations Leaf Collections





## CITY OF PETERSBURG 2018 FALL LEAF PICK UP PROGRAM AND SCHEDULE

Leaf Pick up program will begin on Monday, **November 19, 2018**. The City will provide one round of leaf vacuuming in each ward. Vacuum of leave dates are as follows (dates are subject to change with weather conditions):

Ward 2	November 19-26 (excluding Thanksgiving Holiday, November 22 -23)
Ward 7	November 27 – 30
Wards 1 & 4	December 3 – 7
Ward 6	December 10 – 14
Ward 3	December 17 – 21
Ward 5	December 26 – 31

During the vacuum dates, residents should rake leaves into a pile between the sidewalk and curb or shoulder of the road and not into the streets or ditches. Bulky materials such as brush and tree limbs should not be mixed in with leaves.

Citizens who miss their scheduled vacuum dates should bag their leaves. Central Virginia Waste Management Authority will pick up 60 bags of leaves per property these leaves may be placed on the curb on the regular trash collection day. For additional information about bagged leaf collection, please call the Central Virginia Waste Management Authority at (804) 425-0500.

Citizens who miss their scheduled vacuum dates may also purchase individual vacuum leaf services at a cost of \$75 per load. However, residents who pay for individual vacuum services will have to still rake their leaves into a pile between the sidewalk and curb. For information about this service, please call the City's Street Operations Division at (804) 733-2415.

# Street Operations Projects



**Sidewalk repair**



**Storm drain repair**



**Signal Lights & Traffic Signs  
replacement**



**Storm drain (before)**



**Storm drain (after)**





**Ronell M. Johnson**  
**Assistant General Manager**  
**Public Utilities**



- The Public Utilities Division is charged with the task of providing water delivery, wastewater collection and conveyance.
  
- Budget
  - \$13,478,695
  
- Staff
  - Water
    - 16 filled positions and 3 vacancies
  
  - Wastewater
    - 7 filled positions and no vacancies
  
  - Meter Reading
    - 4 filled positions and 3 vacancies



## **Public Utilities Division accomplishments FY 19:**

- Tri-Annual Water System Inspection with VDH – Successful
- Maintained 100% compliance with Safe Drinking Water Act
- Installed new 20” gate valve at the Locks Pump Station
- Repaired 101 water main and service leaks
- Installed 600 feet of 6” water line and 150 feet 2” water line
- Installed 35 fire hydrants
- Completed major repairs on Guarantee Street



## **Public Utilities Division Accomplishments FY 19:**

- Installed 18” gate valve and 8” gate valve
- Installed over 100 feet of 20” on Locks Water Main
- Replaced (12) 6” valves which allows us to isolate lines more efficiently and allows crews to isolate leaks and minimizes customer impact
- Repaired 126 sewer collapses
- Maintained continuous operation of all sewer pump station
- Installed 500 feet of 6” sewer lines



## **Public Utilities Division Accomplishments FY 19:**

- Repaired 126 sewer collapses
- Maintained continuous operation of all sewer pump station
- Installed 500 feet of 6” sewer lines
- Grinder pump replacement at the main pump station
- Upgraded and installed new pumps at the main station



## Winter Preparation projects:

- Provide on-the-job training, as well as, enrolled staff in safety trainings to obtain certifications.
  - With the additional staff members and rigorous training, the reliance on outside contractors was significantly reduced.
- Executing weatherization procedures for fire hydrants.
- Weatherizing all heavy equipment (ie.... Back hoes, excavators, dump trucks and suction pumps, etc.)
- Performing an inventory of all parts to ensure the possession of the required parts are on hand.

## Challenges:

- I & I (Interconnection and Infiltration) in the downtown area

# Public Utilities Infrastructure Work - Water



**St. Andrews St. (before)**



**Guarantee St. (before)**



**Guarantee St. (before)**



**St. Andrews St. (after)**



**Guarantee St. (after)**



# Public Utilities Infrastructure Work – Waste Water



## Main Pump Station Emergency Grinder Pump Repair



- Capital Improvement Plans – the funded projects in water/wastewater for FY19:
  - Water
    - Supervisory Control and Data Acquisition (SCADA) System replacement
    - Implement Cityworks
      - Cityworks is a GIS-centric asset management system. Designed to help local government and utilities manage public assets and their associated data, work activities, and business processes
    - Locks Water Line Replacement

## Lock Water Line Replacement



# Public Utilities Capital Improvements



- Capital Improvement Plans – the funded projects in water/wastewater for FY19:
  - Mount Vernon Pump Station Rehab and Upgrade
  - Replace Distribution Mains
  - Replace Water Transmission Mains
  - Water & Sewer Master Plan, Engineering and Modeling
  - Large Water & Sewer Meter Replacement
- Wastewater
  - Poor Creek – Force Main
  - SCADA Control System Replacement
  - Flow Monitoring
  - Infiltration and Inflow Study

## Lock Water Line Replacement





## **Janell D. Sinclair, MPA Operations Manager**

# Meter Reading Unit



In 2013, the City of Petersburg entered into a contract with Johnson Control to purchase and install gallons meters. Former city officials, provided Johnson Controls the data concerning the number of meters according to size to be replaced. The meter replacement process began in 2013 and ended in 2015. It was discovered that 1,100 cubic ft. meters were not replaced and the majority of the those meters serviced commercial and industrial accounts.

With the implementation of the gallon meters, new technology was required so that the equipment could communicate with the meters. The City purchased the Itron software to read the gallon meters electronically.

As this meter replacement program was to reduce the amount of full time employees dedicated to meter reading, recapture revenue and re-invest back into the City; however, this was not the City's or the residents experience. The residents was charged exorbitant fees and the City employees were mistreated by the customers.

These events occurred due to the lack of planning, training, and strategic execution of a new product. The process was rushed and applied in blanket fashion. The former workers did not test a sample group to determine what were the do's and don'ts; therefore, the citizens lost trust in the City Administration.

# Meter Reading Unit



- Today, the meter reading unit consists of 6 meters readers and 1 interim supervisor who are responsible for reading the entire City.
- We have 11,662 active residential (10,530) and commercial/industrial (1,132) water accounts.
- Meter readers record data using a handheld device – FC300 (a small, electronic computer-like device that stores all the readings) or mobile collectors (drive-by data collection device).



***\*\*Please note: there are 329 inactive service accounts.\*\****



## Goals 2018/2019

- Exchange cubic ft. meters with gallons meters using current inventory.
- Replace the remaining cubic ft. meters over the next two (2) fiscal years.
- Purchase security lids to deter theft of unauthorized water and stolen meters.
- Cross train meter staff with water repair staff for continuity of services.

# Meter Reading Unit

## Cubic Ft. Meters



Currently, there are **414** cubic ft. meters in the City. **(To replace these meters will cost approximately \$94,000)** This type of meter requires a technician to manually read the meter.

At the present time, **172** cubic ft. meters have been replaced by gallons meters. This pace has been slow (but continuous) due to the following factors:

- Rocks and gravel in the meter boxes
- Broken yokes (provides durable setting for meters)
- Clogging of the customer lines
- Cannot locate the meter box
- Snakes

***\*\*These meters will be replaced over a period of 2 years at a replacement rate of 50 meters per month. Meters cannot be changed during the winter months to ensure the lines do not freeze and cause the service lines to burst.\*\****



# Meter Reading Unit Gallon Meters



- Presently, there are **10,690** gallon meters in the city. This type of meter can be read electronically with the assistance of an ERT (Electronic Reading Transmitter) and this type of meter does not require the technician to physically read the meter.
- Meter technicians' vehicle have an antenna on the roof. The technician can drive on a street and gather the usage data using the mobile collector for all customers (10,690) with a gallon meter and ERT.



# Meter Reading Unit

## Base Rate – Meter Maintenance



- The Base Rate of each customer account consists of the cost to replace the meter and maintenance of the equipment, as well as, the collection and delivery of water.
- When a meter, ERT or register no longer works (due to normal wear and tear); there is no cost to the customer to replace the faulty equipment.
- The size of the meter determines the purchase price of the equipment and all necessary and required accessories.

**5/8 inch meter**



**1 inch meter**



**1 1/2 inch meter**



**2 inch meter**



# Meter Reading Unit

## Base Rate – Meter Maintenance



### MONTHLY CAPACITY CHARGES

METER SIZE	WATER	SEWER
5/8 OR .625 INCH	\$8.84	\$20.05
3/4 INCH and 1 INCH	\$22.12	\$50.11
1.5 INCH	\$38.67	\$87.74
2 INCH	\$70.68	\$160.31
3 INCH	\$141.34	\$325.35
4 INCH	\$220.86	\$501.01
6 INCH	\$441.76	\$1,002.01
8 INCH	\$883.52	\$2,004.03
10 INCH	\$1,369.44	\$3,106.24
12 INCH	\$1,767.02	\$4,008.01

6 inch meter



# Meter Reading Unit Quality Control



## Meter Reading Monthly Schedule:

- Week 1 – Trade out cubic ft. meters to gallon meters, replace broken and faulty equipment, update all changes in the system.
- Week 2 – Citywide reading of meters
- Week 3 – generation of five (5) error reports, investigating errors, updating the detail read report, forwarding reads to the Information Technology department
- Week 4 – planning for the next month.

## Tamper Error Report

Meter #	ER	T/CAT	Reading	HMI	Tamper	
ERT_ID#			TIME			
-----	-----	-----	-----	-----	-----	-----
53097570		11 W	361030	H	Leak	
69303756			8:39			
53097561		11 W	260400	H	Leak	
69494080			8:41			
53097559		11 W	196880	H	Leak	
69494110			8:40			
60860739		11 W	7545	H	Last Good	Read
69303745			8:39		Cut Cable	

# Meter Reading Unit Theft and Proposed Deterrent



## Major Challenges

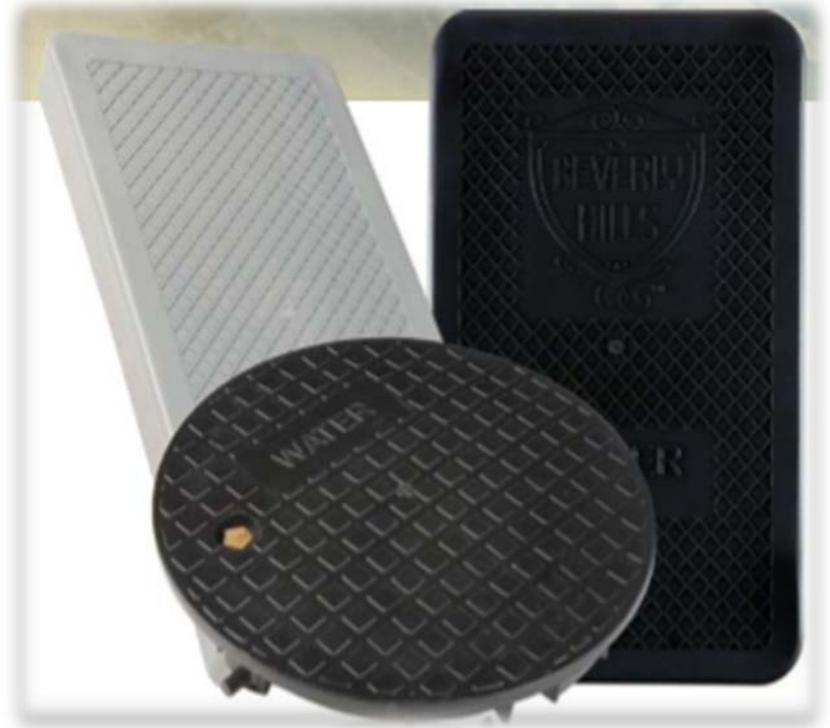
Stolen meter – empty box



Pulled meter – direct connection to City line



Approx. \$25.67 per lid x 11,000 = \$282,370





# **Snow Removal Preparations, Upcoming Cleanup Initiatives**

# Snow Removal Program



Snow removal is a year round activity for the Department of Public Works & Utilities which includes all divisions.

Before the cold winds blow and flakes fall, we have cleaned, greased, tested and maintained all of our snow removal equipment. We have trained all of our employees on their snow duties, plowing/salting, maps, and equipment. We are prepared to hire outside contractors with specialized equipment, if needed. We are stocked with salt, sand and chemicals used during snow and ice events.



# Clean-Up Initiatives - 2018

- Ward Sweep beginning October 5<sup>th</sup> and every Friday (seven weeks weather permitting)
- Pre-Clean Up of White Goods October 29<sup>th</sup> – November 2<sup>nd</sup>
- Document Shredding on November 2, 2018
- 2018 Fall Leaf Pick Up beginning November 19 – December 31<sup>st</sup>

# Questions

