



THE BOROUGH OF BRENTWOOD

MUNICIPAL BUILDING – 3624 BROWNSVILLE ROAD
PITTSBURGH, PA 15227-3199

Office 412-884-1500 FAX 412-884-1911

October 19, 2012

Brentwood Borough Council
3624 Brownsville Road
Pittsburgh, PA 15227

**RE: Weekly Progress Report 2012-40
Office of the Borough Manager
Period October 15 to October 19, 2012**



Honorable Members of Council:

I hope everyone had a great week. Enclosed is my weekly progress report for the periods of October 15, 2012 to October 19, 2012.



FRIENDLY REMINDERS FOR NEXT WEEK

Saturday, October 20, 2012 – REDD UP DAY

9:00 AM – Brentwood Community Room

All are welcome. We will be hosting 40 University of Pitt Students. We are typically finished by 1pm.



Tuesday, October 23, 2012

5:30 PM – Park Plan Review with J. T. Sauer

7:00 PM – Executive Session

7:30 PM – Agenda Meeting

Council Chambers

Tuesday, October 30, 2012 – Joint School Board/Borough Council Meeting

7:00 PM – Joint School Board

WHERE: Middle/High School Cafeteria

The below are some agenda Items I have received thus far. Please let me know if you wish to have anything added.

1. Joint Rec Director – M. Vickless
2. Residential/Commercial Redevelopment Program - R. Schubert– (Looking to form a committee to work on this policy and would like to have a Rep. from the school district).
3. Public Safety Awareness Plan/Policy – C. Zimmerman – (Looking to form a committee to work on this plan and would like to have a Rep. from the School District).
4. Day Camp - Lifeguard/Pool Manager costs. G. Z.

5. Opening up School for the Community. i.e. Basketball, gym, etc. – P. Carnevale
6. Delinquent Tax Collector – G. Z.
7. Park Project Schedule – G. Z.
8. Borough Wide Marketing Plan – C. Johnson - (Looking to form a committee to work on this plan and would like to have a Rep. from the School District).

The time associated with each of the below tasks are identified on my time sheet and my summary table at the end of this report.

As always, if there is anything you would like added to my weekly reports or suggestions on the format please do not hesitate to let me know. Have a nice Weekend.

COUNCIL REQUEST FOR INFORMATION

10/16/12 – Councilman P. Carnevale came to the Borough Building to review checks for the past few months.

10/18/12 – Councilman P. Carnevale came to see me. He was upset about a few things and stated that he didn't know that the Borough Code had been updated. I stated that I mentioned this to Council and actually sent everyone on Council a link to the new Borough Code. I informed him that I sent it to him again on Tuesday after the council meeting. He stated that he went to Sen. Fontana's office today and stated that nobody knew anything about the Borough Code being revised. I informed the Councilman that whoever he spoke to was mistaken that the new Borough Code was established in April or May as Act 43 of 2012. He then asked why there were not tapes from the meetings. I stated that once the meeting minutes are approved the tapes are taped over. He asked why and I informed him that is good practice. He disagreed with me. He then went on about why Rich Schubert's name wasn't on the PNC Bank Signature Card prior to him being appointed to the Chair of the Finance Committee. I informed him that once he was appointed, we started the process with PNC Bank. He then mentioned that he would like a referendum associated with the Park Redevelopment Plan. He stated that he will never approve a plan with only one basketball court. I stated that there will be two additional hoops in the Deck Hockey Rink and he said something about feeding him BS. I stated that it was true and he informed me that would not work because kids will be playing deck hockey all the time. I indicated that he can relay his concerns during the meeting with J. T. Sauers and again stressed that the plans will require Council's approval. He asked why Jim Attanucci is involved with this process. I stated that he is part of the BPI. He then went on that the BPI should not be involved either. He stated that they have only raised \$200,000 and that is nothing compared to the cost of this project. I then mentioned that we have the meeting with J.T. Sauer and Council scheduled for Tuesday, October 23, 2012 at 5:30pm. I indicated that Jim Attanucci met with J.T. Sauer on Wednesday, October 17th, 2012 and I went up to see them. P. Carnevale became very upset and asked why he wasn't called when they were up there. I stated that I was notified in the AM that they were meeting to go over some things and was not aware of the meeting prior to that. I also stated that regardless, I would never inform only one member of council about something or a meeting without everyone being given the same opportunity. He became more agitated and yelled that he specifically asked to be called when "this meeting occurred". He then went on about the way the Borough is being run and that there are a lot of employees afraid of me. I stated that I did not believe that and laughed but he again stressed the point. He then stated that **"things are going down soon."** I asked what that meant and he stated that he was not going to tell me but stated **"it will affect everybody including you!"** At that time Officer Zeppuhar came into my office to see if I was ok due to the loudness (my office door was open.) I indicated that I was ok. I tried to lighten the mood by asking Officer Zeppuhar if he was afraid of me, and he laughed and said no. Officer Mulholland then came in and asked if I was ok. At that time Mr. Carnevale left and went upstairs to see Mr. Ralph Costa.

PHASE I & II PARK REDEVELOPMENT

BPI – Phase I and Phase II RFP

Status Update: On Wednesday, October 17, 2012, I received a call from Jim Sauer. He had received my emails from the previous evenings council meeting about presenting to Council. He stated that he and Jim Attanucci have never actually “met” but that they have been working closely via emails and phone calls on the ball fields. He stated that he is actually on his way that morning to meet with Jim Attanucci to paint off the ball fields. I drove up to the park to meet with Jim Attanucci and Jim Sauer. Jim Sauer “laid out” with ground paint where home plate would be and the backstop and dugouts. J. Attanucci was satisfied. He asked what the final plans would show. J. Sauer stated that the plans will show both the new larger field along with a smaller T-Ball field. He stated that due to the larger field, the Borough should bid out the smaller fields as an “alternate bid” as well as include lighting design and light installation for the new larger field also as an “alternate bid”. If the bids come in lower than expected, then Council can decide how much of the alternates to include. We then discussed the location of the proposed new additional four (4) ADA Parking spaces. He stated that they will be next to the pool ada entrance. A question for the Borough will be whether or not to put in a wider access road to this ADA lot or keep the existing access road but repave it and add a “bump out” if there is ever two vehicles approaching each other. (considering a new wider roadway will take away from the park entrance as well as possibly encourage vehicle traffic we all agreed that the bumpout would have the least amount of impact). J. Sauer stated that some sort of vehicular barrier should be considered to prevent vehicles from entering the park after hours.

Jim Sauer indicated that he would like to present these plans to Borough Council and include Jim Attanucci there on Tuesday, October 23, 2012 at 5:30pm. Jim Attanucci stated that Dr. Capetta should be invited since he is the President of the BPI. Another decision Council will need to consider is whether or not to include the resurfacing/overlaying of the asphalt path/road.

Also, due to the size required for a regulation in-line deck hockey rink for leagues, the size had to be increased. This would thus result in the elimination of one basketball court. However, it was suggested to put four additional hoops inside the deck hockey rink for basketball when nobody is using the courts. Jim Sauer agreed this would be a good idea especially for the School District since gym classes typically involve basketball and not deck hockey. This item will be discussed.

Action Items	Due	Responsible Party
Project Kickoff Meeting	06/19/12	J.T. Sauer & Associates
Progress Meeting	07/10/12 Council Mtg	J.T. Sauer
Submittal to Borough	09/21/12	J. T. Sauer
Initial Engineering Review	09/21/12	G. Zboyovsky
Submittal to Planning Commission	TBD	J. T. Sauer
Progress Report No. 2	TBD	J.T.Sauer/Borough Council/BPI
Engineering Review	TBD	Gateway Engineers
Planning Commission	October 2012	J.T. Sauer

The survey is complete.

Surveying Budget

Work Authorization Submitted (Aug. 15, 2012):	\$ 20,000.00
<u>Work to Date:</u>	<u>\$ 20,000.00</u>
Remaining:	\$ 0.00

NEW MUNICIPAL COMPLEX PROJECT

Borough Building

Nothing new to report.

DPW FACILITY PROJECT

There has been around eight (8) firms who have picked up the RFP package with more who called indicating they were going to pick one up. The Mandatory Pre-Submittal Meeting is scheduled for Monday, October 22, 2012 at 10:00 AM.

Surveying Budget

Work Authorization Approved (3/27/12):	\$ 9,000.00
<u>Work to Date:</u>	<u>\$ 786.75</u>
Remaining:	\$ 8,213.25

Civil Engineering Budget

Work Authorization Approved (3/27/12):	\$23,000.00
<u>Work to Date:</u>	<u>\$ 2,421.05</u>
Remaining:	\$20,578.95

ZONING CODE REVISIONS PROJECT

Project Update

Next Project Update meeting is scheduled for Thursday, October 25, 2012.

2013 BUDGET

Will continue to work on the other fund accounts as well as the General Fund given the new requirement that the Borough can only keep 5% of their anticipated revenues in an Operating Reserve Fund. Remember the next Budget Meeting is scheduled for Wednesday, November 14, 2012 at 5:00 PM.

RFP – Auditing Services

Started the preparation of the Request for Proposals for Borough Auditing Services.

ADMINISTRATIVE

Meeting with the Interns to review their project schedules and work process.
Weekly Planning of Schedule and Priorities
Reviewed Finance Director's Time Sheets
Reviewed Voicemail Messages
Reviewed regular mail and scanned and filed accordingly
Returned all voicemail calls
Reviewed Emails and replied accordingly

ALCOSAN – Consent Decree/Sanitary Sewers Related

3 Rivers Wet Weather

Nothing new to report.

Consent Order Feasibility Study & 3 Rivers Wet Weather

Nothing new to report.

Saw Mill Run Basin Planning

Nothing new to report.

Upper Monongehela Basin Planning

Nothing new to report.

BBOA

BBOA Meeting

Nothing new to report.



Brentwood Park Initiative

Nothing new to report.

Brentwood, Baldwin, Whitehall Chamber of Commerce

Brentwood Baldwin Whitehall Chamber of Commerce Meeting

Next luncheon and general meeting November 1 at Salvatore's

Building Maintenance

Nothing new to report.

Code Enforcement/Building Inspection

Nothing new to report.

CONNECT

Nothing new to report.

COUNCIL RELATED

Replied to emails

Returned calls to Council members

Received calls from Council members

Met with a couple members of Council on a variety of items this week.

COUNCIL PACKETS

Compiled the various documents associated with this week's council mail.
Printed out hard copies and emailed out scanned version.

COUNCIL MEETING & PREPARATIONS

Reviewed the Regular Meeting Agenda and Fact Sheet for the October 23rd Regular Meeting.

Economic Development South (EDS)

Spoke with Executive Director Greg Jones on various Economic Development items.

RT. 51 Overlay Project

Nothing new to report.

Engineering

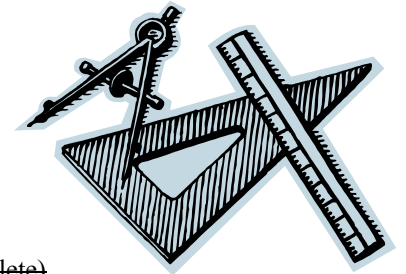
Consent Order Alternatives Analysis (Feasibility Study) 08.429.313

Project Milestones:

C-17749-1202 Consent Order Alternatives Analysis (Feasibility Study) 08.429.313

Project Milestones:

Draft POC Feasibility Study Report to ALCOSAN	July 31, 2012	(complete)
ALCOSAN Draft Report to Municipalities	July 2012	(complete)
Comment Period on ALCOSAN Report	October 19, 2012	
Final Feasibility Study Report to ALCOSAN	July 31, 2013	



Engineering Budget (including sub-consultant fees)

Work Authorization Approved (01/24/12):	\$ 58,000.00
<u>Work to Date:</u>	<u>\$ 35,190.78</u>
Remaining:	\$ 22,809.22

POC's M-42 and MH-89 Draft Feasibility Study Reports were submitted to ALCOSAN on July 31, 2012.

Comments to ALCOSAN's Draft Wet Weather Plan (DWWP) are due by October 19, 2012. We will be providing a draft to the Borough Manager for review.

ALCOSAN Wet Weather Plan

On July 31, ALCOSAN released its draft long-term Wet Weather Plan (WWP) for public review and comment. ALCOSAN’s consultant, CDM Smith, will give a presentation about the plan at the next 3 Rivers Wet Weather Feasibility Study Work Group (FSWG) meeting in August. After discussion, the FSWG may provide ALCOSAN with comments. In addition, we recommend that municipal managers and elected officials also review the WWP for the work proposed by ALCOSAN that may impact your municipality. The comment period will extend until October 19. Check the ALCOSAN website, www.alcosan.org for plan details and a complete schedule of related public meetings.

Sewer Rate Survey

3 Rivers has completed its 2012 update of sewer rates in the ALCOSAN service area. Visit www.3riverswetweather.org/resources/educational-reference-materials/sewer-rate-study

C-40048-2012 Paving Program

A work authorization to do preliminary work for the paving program is attached.

C-40113-2012 Stormwater Phase II Compliance 01.408.313

Gateway submitted to DEP the NOI (Notice of Intent) permit application for the 2013-2018 permit on September 14, 2012. Along with the NOI Gateway submitted a narrative explaining the strategy for reducing the amounts of phosphates, nitrates, and sediment being discharged into Saw Mill Run which DEP has identified as an approved TMDL (Total Mass Daily Load) waterway.

DEP has returned the NOI packet to Brentwood with comments. Gateway will address these comments and re-submit the packet to DEP. Gateway would like the Borough to mail the packet back to our Green Tree Office. Through conversations with DEP, it is our understanding that DEP is crediting Gateway and the Borough with submitting the NOI packet on time.

Engineering Budget

Work Authorization Approved (01/24/12):	\$ 11,000.00
<u>Work to Date:</u>	<u>\$ 4,052.00</u>
Remaining:	\$ 6,948.00

SHACOG CD 38 2012 Pool ADA Upgrades Project

The Contractor has been contacted and should be beginning work in the next week or two.

Brentwood Swimming Pool ADA - \$15,851

Swimming Pool ADA Upgrades

Total Project Cost	=	\$42,390.00
<u>Grant Awarded</u>	=	<u>\$15,851.00</u>
Borough’s Share	=	\$26,539.00

Scope of Work

The Borough is proposing to make the following ADA upgrades at its swimming pool and pool restroom:

- 1) Installation of a new lift to ensure primary ADA access to the pool, designed to be used without assistance.
- 2) Repairs to the ramp connecting the concession stand to the pool area to correct slope issues was **eliminated due to costs.**
- 3) Removal and replacement of urinal, commode, partition and partition door in the pool bathroom to correct clearance issues.

Project Summary

Contractor Awarded (07/24/12) Investment and Enterprise

Project Costs	\$ 31,390.00
Change Orders	\$
<u>Work to Date:</u>	<u>\$ 0.00</u>
Remaining:	\$31,390.00

Engineering Budget

Work Authorization Approved (01/24/12):	\$ 11,000.00
<u>Work to Date:</u>	<u>\$ 4,000.00</u>
Remaining:	\$ 6,948.00

Consent Order Operation and Maintenance 08.429.372

General

Gateway continues to follow up with the County regarding drainage issues on East Willock Road.

Engineering Budget

Work Authorization Approved (01/24/12):	\$ 2,500.00
<u>Work to Date:</u>	<u>\$ 325.75</u>
Remaining:	\$ 2,174.25

Manhole Inspections

Gateway has received the inspection data for 2011 and 2012.

Nothing new to report.

Engineering Budget

Work Authorization Approved (01/24/12):	\$ 12,500.00
<u>Work to Date:</u>	<u>\$ 902.00</u>
Remaining:	\$ 11,598.00

CCTV and Preventative Maintenance

Bids were recently opened for the 2012 Preventative Maintenance contract. The lowest responsible bidder is Jet Jack, Inc. The Borough's portion would be estimated at \$6,335.87. The total contract is \$158,025.00. SHACOG is waiting for responses from several municipalities before the contract can be awarded and a schedule can be developed.

Engineering Budget

Work Authorization Approved (01/24/12):	\$ 28,900.00
<u>Work to Date:</u>	<u>\$ 9,604.57</u>
Remaining:	\$ 19,295.43

2012 Defect and Emergency Repairs

Only 2 excavation defect repairs remain to be completed. One repair is on Tyrol, with issues regarding settlement. Gateway and the Borough are exploring alternatives to excavation. State Pipe would like to make a second visit to the site to determine if pipe bursting is an alternative. An easement exists for the sewer. In addition to these items, Gateway and the Borough need to determine what precautionary activities are necessary to document the existing settlement issues at 109 Tyrol Drive.

A work authorization is attached for the permitting work that will be required to fix the exposed line off of East Willock Road.

Lining is complete.

Munsey Way is complete.

The contractors have not yet supplied the CCTV necessary for payment verification.

Viking Drive sewer line repairs are on hold until more information is known about the Feasibility Study with regards to decisions that the regulators need to make.

Engineering Budget

Work Authorization Approved (01/24/12):	\$ 93,900.00
<u>Work to Date:</u>	<u>\$ 61,087.12</u>
Remaining:	\$ 32,812.88

Contract 'A' – Excavation Repairs

Original Contract:	\$175,865.00
<u>Work to Date:</u>	<u>\$</u>
Remaining:	\$175,865.00

Contract 'B' – Lining Repairs

Original Contract:	\$261,957.00
<u>Work to Date:</u>	<u>\$</u>
Remaining:	\$261,957.00

Contract 'C' – Munsey Way

Original Contract:	\$ 58,846.00
Change Order #1:	\$ 11,822.00
Current Contract:	\$ 70,668.00
<u>Work to Date:</u>	<u>\$</u>
Remaining:	\$ 70,688.00

2012 Reporting and Mapping

Gateway prepared and submitted the Semi-Annual Consent Order Progress Report.

Engineering Budget

Work Authorization Approved (01/24/12):	\$ 6,500.00
<u>Work to Date:</u>	<u>\$ 2,870.75</u>
Remaining:	\$ 3,629.25

Pinkney Way Project

Pinkney Way is complete. One change order was issued due to soft spots encountered during excavation.

One resident complaint was received with regards to landscaping. Gateway and the Borough should coordinate with the contractor. Gateway forwarded the complaint and a photograph to the contractor. Gateway can assist the Borough in resolving this.

Engineering Budget (2011 Carryover)

Revised Work Authorization Submitted (06/15/12):	\$ 21,500.00
<u>Work to Date:</u>	<u>\$ 21,150.91</u>
Remaining:	\$ 349.09

Hillson Avenue/Daub Way

Contractor is scheduled to begin on Monday, September 24, 2012.

Engineering Budget (2011 Carryover)

Work Authorization Submitted (10/14/11):	\$ 21,000.00
Revised Work Authorization (06/15/12):	\$ 4,500.00
<u>Work to Date:</u>	<u>\$ 24,174.21</u>
Remaining:	\$ 1,325.79

School Crossing Signals/ARLE Grant Awards

The contractor was notified of their award.

Amount: \$6,000

Funding Source: ARLE – Automatic Red Light Enforcement

Grant Description: Traffic Signal Upgrades & Safety Improvements

Purpose: Upgrade school warning flashers

Project Amount: \$7,000

Any Matching Required: Borough will pay traffic engineer to modify permit plans.

Finance

- Reviewed Invoices and signed off on checks
 - Reviewed Purchase Orders
 - Reviewed monthly budget report.
-

Grants

BPI Project Grants

Nothing new to report.

“NEW” FEMA Brick and Morter Grant - \$

Nothing new to report.

2011 DCNR Community Conservation Partnership Program Grant - \$400,000.00

Nothing new to report.

Healthcare

Nothing new to report.



Information Technology/Web Page

Web Page

Setting up a meeting with our web designer to see the status of this project and when it will be completed.

Insurances

Nothing new to report.

Legal

Ordinance No. 2012-120x – Blighted Property

Draft Completed and sent to Borough Solicitor to Review.



Ordinance No. 2012-120x – Property Registration

Draft Completed and sent to Borough Solicitor to Review.

Ordinance No. 2012-120x – Pan Handling

Reviewed draft Pan Handling Ordinance.

Ordinance No. 2012-120x – Surplus Property

Started to do research on a Surplus Property Ordinance.

Civil Service Commission

Nothing new to report.

Library

Nothing new to report.

Manager's Report

Prepared weekly Manager's report.

Newsletter/IN Community [Briefly Brentwood]

Status:

IN Community Magazine

Please note the following deadline for the SUMMER edition.

2012 Production Schedule

Winter 2012

Content Due: October 26, 2012

Mails: November 26, 2012

2012 Schedule

Content Due	Mail Date
Spring 2/15	3/15
Summer 5/18	6/15
Fall 8/20	9/17
Winter 10/29	11/26



Parks & Recreation

Nothing new to report.

Pension

Brentwood Pension Board Meeting

Next Pension Board meeting is scheduled for Thursday, October 25, 2012.

Personnel

Employee Evaluations

Working with HR Director to prepare and set up Employee Evaluations.

Planning

Nothing new to report.

Pool

Will have the 2012 Pool Summary Report completed and included in next week's packet.

Professional Development

Nothing new to report.

Public Relations

Resident Issues

Met with Robert Shwartz regarding an Arrest Warrant he received pertaining to an outstanding citation he received from the Borough. He stated that he never received the Notice of Violation Letter from the Borough nor the Citation from Bova's office (which is also sent Certified Mail). He asked what the nature of the violation was. I stated I will find out and let him know.

R. Costa indicated that it was for the inoperable vehicle in his driveway. (it has four flat tires.). The Borough sent him a copy of this letter.

Public Safety

Nothing new to report.

Public Works

Weekly Reports are attached.



Safety Committee

Employee Safety Committee Meeting

The next monthly Employee Safety Committee Meeting will be held on Tuesday, November 6, 2012 at 11:30AM.

School District

Nothing new to report.

SHACOG

Nothing new to report.

Taxes

2012 Reassessments

Nothing new to report.

Review of Meetings and Priorities accomplished during the Week ending October 19th, 2012

		Proposed Hours	Actual Hours
Priority No. 1 – 2013 Budget	=	12	5.75
Priority No. 2 – DPW Project - RFP	=	4	0.83
Priority No. 3 – BPI Project	=	4	3
Priority No. 4 - Auditor - RFP	=	6	0
Priority No. 5 - Council Mtg. (Agenda & Reg.)	=	8	6.5
Priority No. 6 -	=	0	0
DPW Facility Project	=	0	0
IN Community/Newsletter	=	0	0
Administrative Items	=	4	3.5
BBOA	=	0	0
BPI Project	=	0	0
Code Enforcment	=	0	0.5
CONNECT	=	0	0
EDS	=	0	1.5
Engineering	=	2	2.5
Finances	=	1	2
Council Related (phone calls, meetings, etc.)	=	2	5.25
Council Packets	=	3	2.42
Manager’s Report	=	3	3.25
Grants (FEMA Grant)	=	0	0
Healthcare	=	0	0
Legal	=	0	2.25
Pensions	=	0	0
Personnel	=	2	0.25
Pool	=	0	0
Public Relations	=	2	3.25
Public Safety	=	0	0.75
Public Works	=	0	0.5
Safety Committee Meeting	=	0	0
Sewage Related	=	0	0
IT	=	1	0
Zoning Updates Project	=	0	0
Vacation/Personnel Days	=	0	0
Holiday	=	0	0
Totals	=	54	44

October 16, 2012

12:00 PM – 1:00 PM -- MTG/South Hills Manager’s Meeting
6:00 PM – 7:00 PM -- MTG/Annual Gateway Engineers Presentation
7:00 PM – 7:30 PM -- MTG/Executive Session
7:30 PM – 9:00 PM -- MTG/Council Agenda Meeting

October 18, 2012

1:00 PM – 2:30 PM -- MTG/with R. Schubert RE. Finances

October 19, 2012

1:30 PM – 2:30 PM -- MTG/CONFERENCE CALL/N. Rudiak Re. Carrick

Meetings and Priorities Planned for the Week ending October 26th, 2012

		Proposed Hours	Actual Hours
Priority No. 1 – 2013 Budget	=	4	
Priority No. 2 – DPW Project - RFP	=	4	
Priority No. 3 – BPI Project	=	3	
Priority No. 4 - Auditor - RFP	=	3	
Priority No. 5 - Council Mtg. (Agenda & Reg.)	=	4	
Priority No. 6 -	=	0	
DPW Facility Project	=	0	
IN Community/Newsletter	=	4	
Administrative Items	=	4	
BBOA	=	0	
BPI Project	=	0	
Code Enforcement	=	0	
CONNECT	=	0	
EDS	=	1	
Engineering	=	6	
Finances	=	1	
Council Related (phone calls, meetings, etc.)	=	2	
Council Packets	=	3	
Manager’s Report	=	2	
Grants (FEMA Grant)	=	0	
Healthcare	=	0	
Legal	=	0	
Pensions	=	1.5	
Personnel	=	1	
Pool	=	0	
Public Relations	=	3	
Public Safety	=	0	
Public Works	=	0	
Safety Committee Meeting	=	0	
Sewage Related	=	0	
IT	=	2	
Zoning Updates Project	=	1.5	
Vacation/Personnel Days	=	0	
Holiday	=	0	
Totals	=	50	0

October 22, 2012

10:00 AM – 12:00 PM -- MTG/DPW Pre-Submittal Meeting

October 23, 2012

5:30 PM – 7:00 PM -- MTG/J.T. Sauer Presentation

7:00 PM – 7:30 PM -- MTG/Executive Session

7:30 PM – 9:00 PM -- MTG/Council Regular Meeting

October 24, 2012

4:00 PM – 9:00 PM -- MTG/ASHE Monthly Meeting

October 25, 2012

9:30 AM – 11:00 AM -- MTG/Zoning Project Progress Meeting

10:30 AM – 11:00 AM -- MTG/Pre-Pension Meeting with R. Rhoades

11:00 AM – 12:00 PM -- MTG/Pension Board Meeting

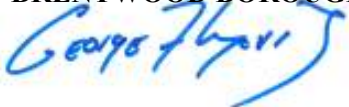
2:00 PM – 3:00 PM -- MTG/Greg Jones - EDS

October 26, 2012

8:00 AM – 11:00 AM -- MTG/LGA – Programing Meeting

If you have any questions or comments or would like additional information, please do not hesitate to give me a call.

Very truly yours,
BRENTWOOD BOROUGH



George Zboyovsky, PE
Borough Manager

cc: K. Lockhart – Mayor via Email
R. Butelli – Chief
Staff

