



Mayor and City Council of Cumberland

Mayor Raymond M. Morriss
Councilman Seth D. Bernard
Councilman Richard J. "Rock" Cioni
Councilman Eugene T. Frazier
Councilwoman Laurie P. Marchini

City Administrator Jeffrey D. Rhodes
City Solicitor Michael S. Cohen
City Clerk Marjorie A. Woodring

AGENDA

Regular M&CC Public Meeting
Via Video Conference

DATE: February 02, 2021

OPEN SESSION - 6:15 PM

The following link may be used to view the meeting live:

<https://cumberlandmd.webex.com/cumberlandmd/onstage/g.php?MTID=e561a49a00f2ea99f9432a1828acb336e>

Citizens who wish to speak at designated times during the meeting may indicate so by using the option to "raise their hand" and they will be called upon at the appropriate time.

The meeting may also be viewed live through the City's website at <http://www.ci.cumberland.md.us/>
Access the Government tab, then the Mayor and City Council Public Meetings link, then the Live Meeting Coverage link.

I. Roll Call

II. Director's Reports

(A) Administrative Services

1. Administrative Services monthly report for December, 2020

(B) Engineering

1. Engineering Division monthly report for January, 2021

III. Approval of Minutes

1. Approval of the Work Session Minutes of December 8, and the Work and Regular Session Minutes of December 15, 2020

IV. Public Hearings

1. Public Hearing to receive needs and project requests for Community Development Block Grant (CDBG) Funding

V. Unfinished Business

(A) Ordinances

1. Ordinance No. 3884 (*2nd and 3rd readings*) - accepting the bids for the purchase of 17 Waverly Terrace, 19 Waverly Terrace, and 417 Walnut Street and authorizing conveyance of the properties to the successful bidders

VI. New Business

(A) Orders (Consent Agenda)

1. Order 26,754 - approving the execution of a Deed of Gift to the MD Historical Trust authorizing transfer of 178 artifacts catalogued in the Candoc Lane Site during the NEPA archeological evaluation of the 78" Parallel Pipeline Project to the MD State Repository
2. Order 26,755 - granting a one-time Historic District Property Tax Credit to 15 Prospect Square (Wunderlick) in the amount of \$1,608.50 to be applied over the course of five (5) years; property tax assessment freeze not applicable
3. Order 26,756 - authorizing execution of a Right-of-Way Agreement with The Potomac Edison Company regarding the installation of an electric vehicle charging station, to be installed and maintained by Potomac Edison, at the Liberty Street surface parking lot

VII. Public Comments

All public comments are limited to 5 minutes per person

VIII. Adjournment

File Attachments for Item:

. Administrative Services monthly report for December, 2020

Administrative Services Monthly Report for December 2020

February 2, 2021

Honorable Mayor and City Council
City Hall
Cumberland, Maryland 21502

Dear Mayor and City Council Members:

The following report is submitted by the Department of Administrative Services for the month of December, 2020:

Information Technology Department

December 2020

Statistics

189 completed help desk requests
199 open help desk requests

Activities

Major department initiatives in the past month include:

- Continue troubleshooting/refining mobile data terminal setup in police cars
- Installed mobile data terminals in new police cars
- Continue making changes to update our network environment and improve security
- Performed network maintenance and upgrades
- Continue to assist with virtual meetings and teleworking
- Worked with vendor on Cisco phone operating system upgrade

Parks and Recreation

December 2020

Field Usage - Complete for the season – no usage

Activities Building used – for City wide COVID 19 testing – three sessions

Letters from Santa – Letter to Santa were mailed by area children using the mailbox located at the base of the Christmas tree on the Downtown Mall. 76 of the letters included return addresses. A “Letter from Santa” and his staff of elves was mailed to these children.

Meetings: Zoom Staff meetings
Zoom meeting – Proposed Willowbrook Outdoor Wellness Center
Zoom meeting – George Washington Headquarters improvement project

Other items: Request for Quotes for 2021 July 4th Fireworks
Began work on upcoming 2021 season
Seasonal Applications for Pool and Day Camp summer employees available to prospective returning employees from 2021

Upcoming: Bower Trust annual letter for funding
Pursue information related to repairs to the Baby Pool filters
Continue to receive seasonal applications for Park Pool employees and Constitution Park Day Camp Counselors.
Work related to 2022 Annual Budget
Continue Planning for 2021 Spring/Summer seasonal programs

Community Development Report

December 2020

CODE COMPLIANCE

Code Enforcement Activity:

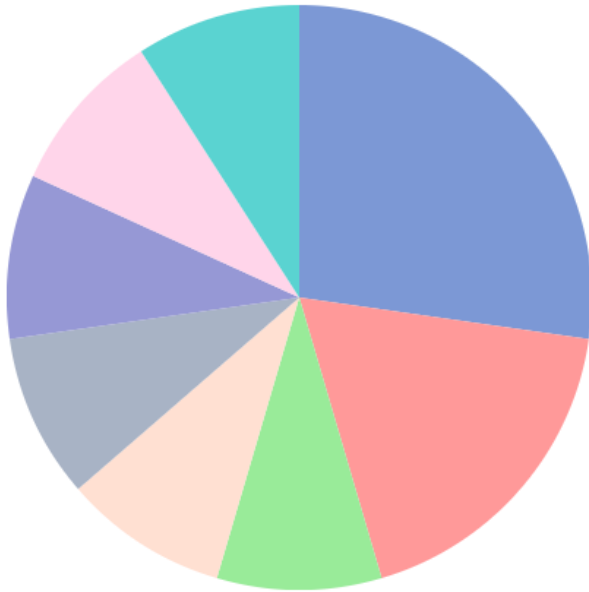
63 online complaints received this month - 43 new cases

53 complaints have been resolved - 15 cases are currently open

11 code violations were assigned

Open Date From:
Open Date To:

12/01/2020
12/31/2020



Violations by Violation Type		
Removal or trimming of trees, vegetation, etc.	3	27.3%
Dwellings, yards and lots to be kept clean	2	18.2%
Licensing of rental dwelling units	1	9.1%
Registration of agents	1	9.1%
Removal of abandoned property	1	9.1%
Requirements for unsafe buildings	1	9.1%
Standards for good repair and safe condition	1	9.1%
Cleanliness of sidewalks, alleys and gutters	1	9.1%

Issued - Permits, Reviews, and Licenses

Building

Residential..... 0
Commercial..... 7

Demolition

Residential 1
Commercial 0

Electrical

Residential 7
Commercial 1

Miscellaneous

Residential..... 3
Commercial..... 2

Occupancy

Residential..... 1
Commercial..... 1

Plumbing

Residential 1
Commercial 1

Commercial Signage

Total..... 0

Use Public ROW

Total issued..... 5

Utility

Residential..... 0
Commercial..... 0

Rental Licenses

Issued 44
(New and Renewal)

Rental Inspections.

Conducted: 48
Passed..... 48
Failed..... 0

Sign Permit

Commercial..... 1

COA

Issued 1

Plans, Reviews, Amendments and Appeals

(ZA, SPR, SR, ZMA, ZTA, SRA)
Issued....0

Revenue from Issued Permits/Reviews

Building Permits..... \$9978.00
Miscellaneous Permits..... 60.00
Occupancy Permits 45.00
Sign Permits 100.50
Utility Permits 0
Plan Reviews, Amendments & Appeals 0
Zoning Classification Determination. (info request)..... 0
Municipal Infractions/Citations 0

Rental Licenses (new & renewals)	4025.00
Paid Rental Inspection Requests	0.00
Certificates of Appropriateness	<u>30.00</u>
TOTAL	\$0.0

Demolition Permit – Bonds (partial)	\$0.00
Nuisance Abatement	0.00

Code Compliance Activity Highlights:

The first building permit to begin the Rolling Mill project has been approved.

COMMUNITY DEVELOPMENT PROGRAMS

Community Development Block Grant Program

Community Development Block Grant (CDBG) Monthly Activity	December Report	2020				
Activity	Year	Initial Fund	ERR	Contract	Spent	Remain
CHNS Closing Cost Grant	2018	\$13,403.00	x	x	\$8,000.00	\$5,403.00
						\$5,403.00
correct on 12/10/20	PRE-	Dec 20 dr	POST	Nov	20 Draw	
		Orig.			Spent	Remain
2017 Constitution Park Grove 4 Inclusive Playground	2017	Amendment	x	x	\$8,966.77	\$0.00
					Activities	\$5,403.00
					Admin(s)	\$0.00
2014-2018 Funds					Total All	\$5,403.00
Bellevue Sidewalks decreased funds Dec. 2019	2019	\$81,606.35	x	x	\$80,144.02	\$1,462.33
HRDC Emergency Housing	2019	\$35,000.00	x	x	\$25,000.00	\$10,000.00
Admin.	2019	\$121,447.70	x	na	\$84,287.10	\$37,126.57
Fair Housing	2019	\$10,000.00	x	na	\$8,062.41	\$1,937.59
AHEC Dental Access	2019	\$15,000.00	x	x	\$15,000.00	\$0.00
Assoc. Charities Long Term	2019	\$8,750.00	x	x	\$8,750.00	\$0.00
Incredible Years Parenting Fam. Junction	2019	\$10,000.00	x	x	\$10,000.00	\$0.00
PHA FCH Sidewalks	2019	\$50,000.00	x	x	\$44,877.81	\$5,122.19
Const. Park Grove 4 Inclusive Playground	2019	\$34,761.64	x	x	\$34,761.64	\$0.00
Summer @ Your Library	2019	\$2,000.00	x	x	\$2,000.00	\$0.00
Horizon Goodwill Job Training Program	2019	\$11,000.00	x	x	\$3,582.37	\$7,417.63
2019 Total Funds		\$379,565.69	ERR	Contract	Expended	\$63,066.31
Baltimore Street Redesign	2020	\$402,700.00	x	RROF out		\$402,700.00
HRDC Emergency Homeless Prevention	2020	\$25,000.00	x	x		\$25,000.00
South Penn Playground	2020	\$20,600.00	x	x		\$20,600.00
Admin	2020	\$110,065.20	x	x	\$9,129.77	\$100,935.43

Indirect Cost	2020	\$11,480.80	x	x	\$2,520.00	\$8,960.80
Fair Housing	2020	\$8,454.00	x	x	\$1,389.06	\$7,064.94
YMCA Gilchrist HVAC	2020	\$54,000.00	x	underway		\$54,000.00
AHEC Dental Access	2020	\$8,000.00	x	x		\$8,000.00
Assoc. Charities Long Term	2020	\$5,000.00	x	x		\$5,000.00
Assoc. Charities Short Term	2020	\$9,000.00	x	x		\$9,000.00
Incredible Years Parenting Fam. Junct.	2020	\$7,000.00	x	x	\$135.18	\$6,864.82
PHA FCH Sidewalks Ph. 2	2020	\$50,000.00	x	x		\$50,000.00
FCRC Domestic Violence Sex Assault Shelter/Services	2020	\$10,500.00	x	x		\$10,500.00
Targeted City PD Foot and Bike Patrols	2020	\$5,000.00	x	x		\$5,000.00
Jane's Place, Inc. Abused Children Services	2020	\$7,900.00	x	x		\$7,900.00
YMCA Gilchrist Food Program	2020	\$3,842.00	x	x		\$3,842.00
Constitution Park Inclusive Playground Ph. 2	2020	\$65,000.00	x	x	\$61,730.90	\$3,269.10
HRDC Transitional Homeless Shelter	2020	\$6,000.00	x	x		\$6,000.00
2020 Grant Totals		\$809,542.00			\$74,904.91	\$734,637.09
Program Income (Jul./Aug. draw)	2020 yr	\$6.99				
Program Income (Sep./Oct. draw)	2020 yr	\$6.99				
Program Income (Nov. draw)	2020 yr	\$3.80				
Total PI 2020		\$17.78				
Total					\$466,275.17	\$1,532,340.49
					Total All Yrs.	\$1,537,743.49
as of 12/10/21 post Nov. 2020 Draw						
Community Development Block Grant CDBG Projects					Grand Total	\$1,537,743.49

Historic Planner/Preservation Coordinator

December 2020

- Attended the Maryland Historical Trust's webinar on funding for Religious Sites
- Prepared the meeting agenda and meeting packets for the December 9th HPC meeting; Also entered the COA for the emergency repairs at George Washington's headquarters
- Submitted the third reimbursement request for the Community Parks and Playgrounds funding for the Marbles facility project
- Administrative Certificate of Appropriateness review of a fence request for Humpty Dumpty at 217 North Mechanic Street
- Completed the Section 106 review for South Penn Playground
- Assisted the HPC at their 12/9/20 meeting by hosting the Zoom meeting, posting to Facebook (the streaming function was unresponsive during the meeting), and helping to provide technical guidance
- Worked out remaining bugs with the COA AS400 migration with Citizenserve. Citizenserve will run the migration this upcoming weekend
- Provided the Maryland Historical Trust the executed MHAA funding agreement in electronic format for the emergency repairs at George Washington's Headquarters; received the executed copy back

- Provided determination letters to applicants for COAs reviewed at the December 9th HPC meeting
- Worked with Derrick at Engineering to submit the Maryland Broadband Demonstration Project funding application for Baltimore Street fiber to the State of Maryland on December 15th
- Submitted the final requests for payment for the Community Legacy-funded Leasehold Improvement Program as well as for the CBD Accessibility Improvement Program on December 16th
- Participated in the virtual meeting of the statewide Preservation Planners hosted virtually by Preservation Maryland on December 17th.
- Submitted the final request for payment for the Community Legacy-funded Allegany Museum project
- Submitted the final reports for the Community Legacy-funded Leasehold Improvement Program, the CBD Accessibility Improvement Program. and the Allegany Museum Interior Rehabilitation project

**Comptroller's Office
Financial Activity Report
December 2020**

Cash Flow:

Attached for your review is a Cash Flow Summary for the month of December 2020.

On December 1, 2020, the City had a cash balance of \$5.5 million. Disbursements exceeded receipts by \$1 million resulting in a cash balance of \$4.5 million at December 31, 2020.

As of December 31, 2020, the significant tax receivable balances were as reflected in the table below.

Taxes receivable (General Fund)							\$ 3,601,695
	Beg Balance	New Billings	Adjustments/ Abatements	Collections	Bad Debt	Ending Balance	
FY 2021	\$2,802,056	\$ 254,748	\$ (21,765)	953,789	\$ -	\$ 2,124,780	
FY 2020	842,584	-	(1,649)	37,165	-	807,068	
FY 2019	411,864	-	(14)	18,822	-	393,056	
FY 2018	155,348	-	-	2,263	-	153,085	
FY 2017	34,143	34	-	106	-	34,071	
FY 2016	27,852	34	-	107	-	27,779	
FY 2015	24,635	34	-	32	-	24,637	
FY 2014	15,146	59	-	314	-	14,891	
FY 2013	10,101	84	-	-	-	10,185	
FY 2012	5,658	107	-	-	-	5,765	
FY 2011	3,172	193	-	-	-	3,365	
Prior FY's	2,990	23	-	-	-	3,013	
	<u>\$ 4,335,549</u>	<u>\$ 255,316</u>	<u>\$ (23,428)</u>	<u>\$ 1,012,598</u>	<u>\$ -</u>	<u>\$ 3,601,695</u>	

The current year tax receivable balance is comprised of the following:

Real property (non-owner occupied)	\$1,037,222
Non-Corp Personal Property	5,922
Corporate Personal Property	525,243
Real Property (semiannual payments)	556,393
Real Property (Half Year)	-
	\$2,124,780

The City's liquidity position continues to be strong as illustrated in the following cash and investments table. Restricted cash and investments are comprised primarily of invested bond proceeds restricted to associated capital projects and expenditures.

Cash and Investment Summary
December 31, 2020

	Cash	Investments
Beginning Balance	\$ 5,529,283	\$ 15,928,284
Add:		
Cash Receipts	7,993,549	1,266
Investment Transfer	-	-
Less:		
Disbursements	8,997,207	24,734
Investment Transfer	-	2,000,000
Ending Balance	\$ 4,525,625	\$ 13,904,816
Restricted	\$ 233,507	\$ 6,985

The table below illustrates cash restrictions and restricted investments associated with specific expenditures and/or capital projects.

Restricted Cash

	12/1/2020	Increase	Utilization	12/31/2020
Police Seizures	\$ 75,706	\$ 1,685	\$ -	\$ 77,391
Bowers Trust	58,436	-	-	58,436
Street Improvement	44,581	-	-	44,581
Other	53,099	-	-	53,099
	\$ 231,822	\$ 1,685	\$ -	\$ 233,507

Restricted Investments

	12/1/2020	Increase	Utilization	12/31/2020
DDC	\$ 6,984	\$ 1	\$ -	\$ 6,985
	\$ 6,984	\$ 1	\$ -	\$ 6,985

The DDC restricted investment was funded through donations and is restricted for the purpose of maintenance of the Wes Han Fountain in the Downtown Mall.

Capital Projects and Associated Debt:

The tables below illustrate undrawn Maryland CDA bond proceeds as well as the accumulated debt draws and grants received associated with the Combined Sewer Overflow (CSO) projects.

Available Bond Proceeds

	12/1/2020	Issue	Utilization	12/31/2020
CDA 2014	\$ 13,342	\$ -	\$ -	\$ 13,342
CDA 2015	267,907	-	-	267,907
CDA 2017	-	-	-	-
CDA 2018	129,350	-	-	129,350
CDA 2019	2,842,756	-	-	2,842,756
	\$ 3,253,354	\$ -	\$ -	\$ 3,253,354

CSO Projects Debt Draws

	11/1/2020	Issue	Utilization	11/30/2020
Evitts Creek Debt	\$ 143,260	\$ -	\$ -	\$ 143,260
Evitts Creek Grant	-	-	-	-
WWTP Debt	2,833,866	-	-	2,833,866
WWTP Grant	22,972,562	-	-	22,972,562
	\$ 25,949,688	\$ -	\$ -	\$ 25,949,688

There were no CDA debt draws in December 2020.

The Wastewater Treatment Plant (WWTP) CSO project is complete with only system testing and closeout items required for project closeout. The debt and grant draws were held at the completion stage of 95%, therefore there will be one (1) final grant and debt draw upon project closeout. The WWTP did not have any CSO draws in BRF grants and there was no new debt. The CSO project was capitalized in fiscal year 2020 at a value of \$29.1 million.

Phase 3 of the Evitts Creek CSO project is in the engineering phase with the majority of the necessary funding in place. The City anticipates additional funding in April 2021 from MDE. Grant and loan money for Phase 4 have been requested from MDE for costs of the planning phase. MDE’s decisions on funding awards are anticipated to take place in April or May of 2021.

COVID-19:

Funding

There is CARES Act funding available to the City of Cumberland in the total amount of \$696,566. It is comprised of a Department of Justice (DOJ) grant (\$39,559), US Stimulus CARES Act Relief grant (\$54,801), Allegany County Health Department CARES Act passthrough funding (\$19,030), and Allegany County Government CARES Act passthrough funding (\$495,854). The original allocation from Allegany County was \$68,422 greater than expenditures through December 31st. **Allegany County directed the City to not incur any additional costs beyond December 31st and that these funds are no longer available.**

Funding Source	Amount	Utilization	Purpose	Available
Department of Justice	\$ 39,559	\$ 39,559	Hazard Pay	\$ -
Allegany County Health Department	24,635	24,635	PPE	-
US Stimulus Care Act Relief	54,801	54,801	Lost Revenue	-
Allegany County CARES Act Passthrough	495,854	495,854	Hazard Pay, PPE, Small Business Loan Program	-
Total:	\$614,850	\$ 614,850		\$ -

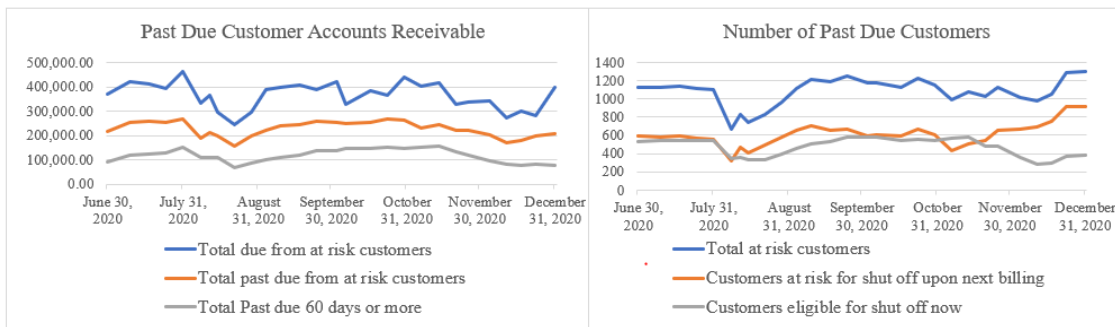
- As of December 31, 2020, the remaining Allegany County CARES Act passthrough funding is \$0.00.
- Expenses include hazard pay through 7/5, personal protective equipment, City Hall rotunda monitoring staff, improvements for telework capabilities, and COVID-19 loans.
- \$54,801 received from the US Stimulus Cares Act Relief in April 2020 was allocated for Fire Department ambulance lost revenues that are attributable to coronavirus.

Utility Collections:

The policies and procedures for service termination and customer support are achieving the desired outcomes. At the end of December, 2020, the dollar amount past due 60 days is declining. This is a result of the resumption of service termination on November 16, 2020. There are 383 customers eligible for service termination as of December 31, 2020 with a combined past due 60 days or more of \$76K. This is a \$42K decrease in the dollar amount past due 60 days or more during the month of December. Additionally, the average outstanding balance per individual is declining over the prior month. At December 31, 2020, the total past due 30 days or more is \$207K for 1,302.

The City continues to provide communications of where to seek financial assistance, collaborate with financial assistance providers and offer four (4) month payment plans. In light of the pandemic, the Community Development Block Grant (CDBG) requirements to accept emergency payments have recently been reviewed and commented upon by CDBG. The City has evaluated its financial data against the CDBG requirements to accept emergency payments and submitted for approval to receive CDBG funding toward customer water and trash utilities. If approved, this action will provide an additional financial support to eligible customers who are applying through HRDC.

The City has been experiencing delays in postal service delivery of customer payments. Each customer’s individual circumstance is considered and, in all cases, online account access, email billing, and direct payment methods through the online account are being described and recommended.



*Amounts do not include suspended or inactive accounts

General Fund Quarterly Budget Review:

The table below illustrates the differences between the Adopted FY 2021 budget and the unofficial revised budget with a following explanation for the most significant variances. The revised fiscal year 2021 General Fund budget

estimates indicate a larger net change in fund balance of \$766,000, and a \$107,000 reduced increase in restricted fund balance resulting from fiscal year 2020 timing differences in debt draws. The increase in unassigned fund balance is expected to improve from the original budget of \$2,000 to \$545,000.

**City of Cumberland
FY 2021 Adopted vs Revised Comparison**

	Adopted Budget	Revised Budget	Change Fav (Unfav)
Revenues			
Taxes	\$ 12,701,280	\$ 12,701,280	\$ -
Licenses & Permits	122,900	122,900	-
Intergovernmental	3,089,824	3,263,064	173,240
Charges for Services	1,569,450	1,509,450	(60,000)
Fines, Forfeitures & Interest	59,200	59,200	-
Miscellaneous	982,000	1,423,061	441,061
Financing Proceeds	2,240,474	1,987,172	(253,302)
Proceeds of Refunding Bonds	-	6,916,207	6,916,207
Refunded Bond Premium	-	347,198	347,198
Original Issue Premium	-	273,145	273,145
Interfund Transfers	2,651,374	2,651,374	-
Total Revenue and other financing sources	23,416,502	31,254,051	7,837,549
Expenditures			
General Government	1,786,435	1,849,142	(62,707)
Public Safety	11,684,675	11,819,135	(134,460)
Public Works	2,740,055	2,741,523	(1,468)
Recreation	708,834	711,601	(2,767)
Community Dev & Housing	1,359,178	1,389,621	(30,443)
Debt Service	3,097,380	3,062,555	34,825
Operating Transfers	1,710,223	1,826,973	(116,750)
Payment to Refunded Bond Escrow Agent	-	7,087,924	(7,087,924)
Total Expenditures and other financing uses	23,086,780	30,488,474	(7,401,694)
Surplus (Deficit)	\$ 329,722	\$ 765,577	\$ 435,855
(Creation) utilization Restricted/nonspendable fund balance	(328,067)	(221,067)	107,000
Increase in unassigned Fund balance	\$ 1,655	\$ 544,510	\$ 542,855

Revenue – Overall the revised fiscal year 2021 revenue estimate is \$554,000 (2.37%) above the original adopted budget. The overall revenue increase is driven by three main changes in estimates. Actual year-to-date results through December 2020 indicate an improvement in intergovernmental and miscellaneous revenues offset by a decline in service revenue. First, the intergovernmental revenue estimate experienced a net increase of \$173,000 due to unbudgeted COVID-19 CARES Act revenue of \$301,000 reduced by \$128,000 for an expected police department grant that was not awarded to the City. Intergovernmental CARES Act revenue includes \$30,000 of allowable funding for lost revenue in ambulance services. Second, as a result of COVID-19, the service charges revenue estimate decreased by \$60,000 in consideration of reduced ambulance service revenue. Third, miscellaneous revenue increased by \$441,000 primarily in the areas of Local Government Insurance Trust (LGIT) cooperative health care cost surplus, surplus property sales and cell tower lease revenue. The City experienced a more favorable outcome than budgeted for LGIT COOP surplus, a favorable increase in the sale of surplus property sales and a one-time payment from US Cellular to bring its lease payments current.

Expenditures – The revised fiscal year 2021 expenditure estimate is \$197,000 above the original adopted budget. This increase is a net result of the City’s budget increase for \$232,000 of cumulative CARES Act related expenditures for personal protective equipment, prevention of the spread of COVID-19, hazard pay, improvements for telework capabilities, and small business loans and budget increase of \$205,000 for bond issuance costs being partially offset by a budget reduction of \$240,000 for principal and interest payments forgone as a result of the anticipated bond refunding and timing of new debt issuance. CARES Act expenditure estimates of \$232,000 include \$63,000 to general government, \$134,000 to Public Safety, \$30,000 to Community Development and Housing, \$3,000 to Recreation, and \$2,000 to Public Works.

Other financing sources/uses – The budget revision indicates a net increase of \$79,000 to other financing sources. This net increase includes \$620,000 in bond premium resulting from the anticipated new debt issuance and bond refunding, an increase of \$6.92 million for proceeds from the anticipated bond refunding issuance; reduced by \$7.09 million for payment to the refunded bond escrow agent, \$254,000 in financing proceeds and additional transfers out of \$117,000. Additional transfers out consist of \$92,000 to the Municipal Parking Authority due to reduced parking revenue and \$25,000 to the Downtown Development Commission for additional contractual design support on the Baltimore Street Access project

Unassigned fund balance - The revised fiscal year 2021 budget reflects an increase to the City’s unassigned fund balance of \$545,000 after adjusting for the budgeted \$221,000 increase in the restricted fund balance due to unspent bond proceeds. This result is the net effect of the above discussion.

The table below depicts the general fund FY 2020 budget status through Dec 31, 2020.

City of Cumberland

FY 2021 Comparison to FY 2020 General Fund

	FY 2021			FY 2020		
	YTD Thru Dec 31	Adopted Budget	%age	YTD Thru Dec 31	Adopted Budget	%age
Revenues						
Taxes	\$ 11,539,435	\$ 12,701,280	90.9%	\$ 11,593,213	\$ 12,691,001	91.3%
Licenses & Permits	32,641	122,900	26.6%	20,956	127,600	16.4%
Intergovernmental	1,564,264	3,089,824	50.6%	1,281,498	3,643,261	35.2%
Charges for Services	670,314	1,569,450	42.7%	783,248	1,579,425	49.6%
Fines, Forfeitures & Interest	26,908	59,200	45.5%	50,300	66,100	76.1%
Miscellaneous	335,215	982,000	34.1%	232,718	618,800	37.6%
Financing Proceeds	-	2,240,474	0.0%	3,283,661	3,207,500	102.4%
Interfund Transfers	2,539,172	2,651,374	95.8%	1,770,567	1,976,352	89.6%
Total Revenue and other financing sources	16,707,949	23,416,502	71.4%	19,016,161	23,910,039	79.5%
Expenditures						
General Government	993,891	1,786,435	55.6%	1,035,315	1,850,672	55.9%
Public Safety	6,570,325	11,684,675	56.2%	5,866,147	12,717,910	46.1%
Public Works	1,358,952	2,740,055	49.6%	1,294,689	3,007,181	43.1%
Recreation	473,184	708,834	66.8%	521,214	986,579	52.8%
Community Dev & Housing	662,107	1,359,178	48.7%	626,376	1,372,088	45.7%
Debt Service	874,602	3,097,380	28.2%	909,972	2,801,865	32.5%
Operating Transfers	132,562	1,710,223	7.8%	794,697	1,065,431	74.6%
Total Expenditures and other financing uses	11,065,621	23,086,780	47.9%	11,048,410	23,801,726	46.4%
Surplus (Deficit)	\$ 5,642,327	\$ 329,722		\$ 7,967,751	\$ 108,313	
(Creation) utilization Restricted/nonspendable fund balance		(328,067)		(2,112,399)	(96,186)	
Increase (Decrease) in unassigned Fund balance	\$ 5,642,327	\$ 1,655		\$ 5,855,352	\$ 12,127	

We are not overly concerned about any of the variances at this point, but we are noting the following:

Revenue

- Actual year-to-date results through December 2020 indicate an improvement in intergovernmental and miscellaneous revenues and interfund transfers offset by a decline in service revenue.
- Intergovernmental revenue experienced a net increase of \$283,000 due to due to the timing of the State Highway User Revenue and unbudgeted COVID-19 CARES Act revenue of \$301,000 reduced by police department grant revenue not awarded to the City.
- Financing proceeds – the new FY 21 debt issuance is expected for early Spring 2021.
- Interfund transfers – Sewer Fund Pilot is up by \$769K over the prior year primarily due to the completion of the CSO facility and air blower system.
- As a result of COVID-19, the service charges revenue decreased as a result of reduced ambulance service revenue and reduced recreation revenue.
- Miscellaneous revenue increases over the prior year to date are attributed to surplus property sales and cell tower lease revenue.

Expenditures

- General government expenditures are on par with FY 20 year to date in FY 21.
- Public Works expenditures are higher by \$704K due to the timing of capital expenditures over the prior year, CPD academy training and CFD overtime. Capital expenditures include eight police department SUVs and CFD personal protective equipment.
- Recreation expenditures represent 66.8% of the annual budget compared to 65.7% thru December FY 20. Swimming pool expenses and revenue have exceeded expectation for the year as we allowed a 50% reduction in activity due to COVID. The pool was open much more than anticipated, costs were higher than FY 20 costs. We can expect an overage of around \$36,000 in expenses. The unfavorable personnel variance should be partially offset by a \$12,500 favorable pool revenue variance.
- Operating transfer expenditures are lower in the first half of FY 21 compared to FY 20 due to the general fund capital project activity level.

Health Care Claims Analysis

The table below compares our FY 21 YTD health care plan status compared to FY 20. Key points are as follows:

- Through Nov 30 we have a \$225K surplus compared to \$610K last year. It is fairly early in the year and this can still change drastically.
- A key figure to watch is our performance ratio. The annual rates are established by estimating claims and adding a 15% "corridor" as a cushion for overages. A performance ratio of 100% indicates that we are at the expected claims rate.
- We are members in LGIT health insurance group. Each group member pledges a "cross-share" that can be used to cover deficits of other members. Our "potential refund" represents a surplus less any anticipated cross-share.
- Our health care rates are set by looking back 18 months. The full year results from FY 2020 have a greater impact than the partial FY 2021 results. Sometime around March we may have an indication of the increase for FY 2022.

Month	Total Deposits	Reinsurance Reimbursement		Net Monthly Claims Paid	CIGNA Refunds	Surplus (Deficit)	Performance Ratio	Pledged Cross Share		Anticipated Cross Share Needed	Potential Refund
		Received	Pending					%age	Dollars		
Nov-20	1,709,973	13,470	99,686	1,569,864	12,193	265,458	97.2%	22.5%	(59,934)	(40,290)	225,168
Nov-19	1,672,494	-	480,258	1,558,390	39,795	634,157	71.4%	22.5%	(142,685)	(23,251)	610,906

Respectfully submitted,

Jeff Rhodes
City Administrator

sln

File Attachments for Item:

. Engineering Division monthly report for January, 2021

City of Cumberland, Maryland
Engineering Division - Monthly Report

Capital Projects						January 31, 2021	
Order	Project No.	Project Name	Description	Phase	Comments	Updated By	Date of Update
2008	05-08-S	Evitts Creek CSO Upgrades Phase III (gravity sewer under railroad)	Replacement of CSO line connecting Evitts Creek Pump Station effluent with gravity line that parallels the Canal Towpath. Said gravity line is being replaced under project 17-03-S(1).	Design	UPDATE - WRA has developed a preliminary schedule for the project. WRA obtained the ROE permit from CSX on 1/12/21. WRA will not begin preliminary investigation, including test pitting, surveying, etc. Field work to begin in February.	MDI	1/19/2021
2010	01-10-WWTP	CSO Storage Facility At WWTP	CSO storage and handling facility in accordance with LTCP	Construction	UPDATE Contractor has reached final completion on the project. The final inspection will occur on 1/28/21. The project will be formally closed out on our final reimbursement is received.	RLS	1/20/2021
2013	1-13-FPM	Flood Control System Concrete Repairs	Repairs to various points of FCS system per USACOE inspection	Design	UPDATE - MDE issued Dam Safety Permit on 1/13/21. City is now awaiting final Clearinghouse approval prior to advertising project for bids.	MDI	1/19/2021
2014	04-14-WWTP	Sludge Screening Study/Design	Study to select the best alternative to keep rags out of the recently cleaned and modified digester because the modifications will make it impossible to revive rags in the future.	Design	NO CHANGE Need/Benefit of the project is being reevaluated, and for now the project is on hold. Design is complete and the project will remain on this report for the time being.	RLS	4/2/2018
2014	13-14-M	Mechanic Street Access Road Improvement Project	Repaving and ADA ramp improvements to the section Mechanic Street from I-68 to Bedford Street. Includes improvements to the block of Bedford Street from N. Centre to N. Mechanic Street and Baltimore Street to the Bridge.	Construction	NO CHANGE - Final reimbursement request was submitted to SHA District #6 for review.	JRD	10/30/2020
2014	19-14-M	Greene Street Complete Street Plan	Planning Study for Greene Street	Planning	NO CHANGE - The Design Report from Alta Planning + Design was submitted and presented to the Mayor and City Council. The plan to start work on Construction Funding Applications has been delayed because of the Baltimore Street Project, which would have been competing for the same funds. This project still needs to be done and should be a priority in the future.	RLS	6/1/2017
2015	9-15-M	Potomac River Walk	The Study Phase of this project is being done through the Cumberland MPO and consists of a Walk / Trail for pedestrians and bikes along the Potomac River between Wills Creek and the YMCA	Study	NO CHANGE -This project has been turned over to Canal Place. Engineering Services for Design were received. Recommendation from the committee was to award to CEC.	RLS	8/9/2019
2015	18-15-S	CSO Water Quality Analysis	Base line data collection for analysis of future CSO needs after CSO Storage is on line.	Planning	No CHANGE Project continues. Health Department Lab is back up to full hours and coverage, so we are taking regular scheduled stream samples for analysis at this time. Rainy days are the target for sampling at this time.	RJK	1/22/2021
2015	19-15-M	WWTP & Collection System Asset Management Plan	Development of an Asset Management Plan	Planning	NO CHANGE Asset Management Program/Capital Improvement implementation. Working on Survey 123 and Collector with Sewer & Water Staff. Work is ongoing.	RJK	1/22/2021

City of Cumberland, Maryland
Engineering Division - Monthly Report

Capital Projects						January 31, 2021	
Order	Project No.	Project Name	Description	Phase	Comments	Updated By	Date of Update
2016	12-16-M	Baltimore Street Access Improvement - Final Design	The purpose of the New Baltimore Street Town Center project is to reopen and improve Baltimore Street, which is currently configured as a pedestrian mall, to vehicular traffic while maintaining elements of the mall.	Design	UPDATED - EADS is preparing the 99% Invitation for Bid documents for review by the City and MDOT SHA, Cochrane Studios is working on the plan for the plantings within the project area, and the City's Engineering Dept. is working on reducing the number of proprietary items listed in the project specifications (by preparing generic specification for the items, or by listing at least 3 compatible items in the specification).The Engineering Dept. continues to coordinate the flow of information between all parties involved in the project, and to ensure that changes to the project comply with State and Federal funding requirements.	JRD	12/21/2020
2016	17-16-M	Stage Renovations at Liberty Street Stage	Replace wood stage with Concrete	Design	NO CHANGE - This project would be unnecessary if the Baltimore Street Access project is executed. The project will remain on this list until the Baltimore Street project moves to construction.	RLS	5/15/2019
2016	18-16-BR	John J. McMullen, Bridge No. A-C-01 Repairs	Bridge Repair	Planning	NO CHANGE - This project is expected to move forward in FY21 with State Aid Funds.	RLS	1/28/2020
2016	19-16-S	78" Parallel Pipeline from Mill Race to CSO	78" Pipeline to CSO tank in accordance with Consent Decree	Design	NO CHANGE - Design work is nearly complete, as City staff works on property acquisition. The consultant is acquiring the final permits to allow the project to bid in the Spring	RLS	12/21/2020
2017	2-17-FPM	Flood Control Encroachment removal Project	The City as the Local Sponsor of the Flood Control Project is expected to maintain the easements along the Flood Control Project, however the area along Wills Creek and other areas were never given any comments until the Corps of Engineers standards changed. Completion of this project is necessary to allow the City to get a Satisfactory rating on its annual Flood Control Inspections.	Planning	NO CHANGE - This project has been delayed because of other work, but must be done. A tree removal project has been bid out and a contractor selected to do the work of removing trees in the encroachment area.	RLS	7/11/2018
2017	3-17-M	Route 51 Bridge 12" Waterline Replacement	Replace water line on bridge as part of SHA Bridge Deck Project	Construction	UPDATE - The water line will be replaced in Phase 2 of the project which slated to begin in March/April 2021, pending MDOT approval to begin work	RLS	1/20/2021
2017	18-17-M	Maryland Avenue Development	This is not and Engineering Project, but included here to cover future department work with the development.	Design	UPDATE - Phase 1 of the Cumberland Gateway project has moved into construction. The Department will support future phases for stormwater management reviews and traffic design support.	RLS	5/15/2019
2017	29-17-UTIL	VOID See 19-15-M	VOID				
2017	31-17-W	Decatur Street 24" Crosstown Water Main Replacement	Prior to designing the water main replacement a more detailed Water Model analysis of the City's system will be done to make sure the issues are being properly addressed. Design will follow.	Design	NO CHANGE - The project is currently being reviewed by MDE for a construction permit. Bidding expected to occur in February 2021.	RLS	1/20/2021

City of Cumberland, Maryland
Engineering Division - Monthly Report

Capital Projects						January 31, 2021	
Order	Project No.	Project Name	Description	Phase	Comments	Updated By	Date of Update
2018	08-18-BR	Cumberland Street Bridge Replacement	This project will replace the bridge structure.	Design	NO CHANGE - EBA and the City presented the TS&L package to MDOT. Waiting on environmental clearance prior to getting permission to move forward with Final Engineering.	RLS	12/21/2020
2018	09-18-BR	Baltimore Street Bridge Replacement	This project will replace the bridge structure.	Design	NO CHANGE - Project has been approved to begin Final Engineering. Expecting the project to be bid in March 2021.	RLS	4/29/2020
2018	19-18-M	ADA Improvements at 218 Washington Street	Construct an ADA compliant parking space in the 200 block of Washington Street, and reset the brick sidewalk adjacent to parking area.	Complete	NO CHANGE - The final inspection was held, and the final invoices have been submitted to the Finance Department for payment. The final cost is under budget.	JAT	10/30/2020
2018	22-18-M	Solid Waste and Recycling Collection	Contract documents for the FY20 garbage and recycling collection bid process	Planning	NO CHANGE Burgmeier's sent out annual recycling info flyer to all City residents in Aug/September. Generating calls and new recyclers.	RJK	1/22/2021
2018	25-18-BR	SHA Project: Replacement of MD 51 Bridge Deck	Replace the water line under the industrial blvd bridge under a MDOT bridge rehabilitation project	Construction	Refer to project 3-17-W	RLS	10/11/2018
2018	26-18-M	Ridgeley Levee System Certification					
2018	31-18-WFP	Pine Ridge Water & PUC Rate Issues	Project involves determining a path forward regarding the supplying of PA residents with water	N/A	NO CHANGE - City staff continues to work through issues with PA regulators about water issues	RLS	1/28/2020
2018	32-18-FPM	Rehabilitation Assistance for Flood Damages to Flood Risk Management Projects	Request USACE to make repairs or provide funding to address flood control issues	Planning	NO CHANGE - The USACE has denied financial support due to the flood control being in an unacceptable condition. The City is looking to enter the SWIF program to receive aid to get financial support for construction.	RLS	10/12/2018
2018	33-18-RE	Constitution Park Marble Courts	Installation of marble courts, adjoining pavilion, and upgrades to nearby comfort station in Constitution Park	Complete	NO CHANGE - This project is now complete, and final invoices have been submitted to Finance for payment. The final cost was slightly under budget.	JAT	12/18/2020
2018	43-18-BR	Fayette Street Bridge Replacement	This project will replace the bridge structure.	Planning	NO CHANGE - The bridge has been opened for one lane of traffic. The bridge will be replaced in the future.	RLS	2/26/2020
2018	44-18-BR	Washington Street Bridge Replacement	This project will replace the bridge structure.	Planning	NO CHANGE - Studies have been returned and subject to CSX negotiations.	RLS	8/5/2019
2019	5-19-M	Virginia Ave Lot Demolition	Remove two structures and retaining walls at 6, 8 and 10 Virginia Ave.	Construction Bidding	NO CHANGE - The grading plan has been approved by ASCD and the project has been turned over to Code Enforcement for demolition	RLS	8/5/2019
2019	7-19-WFP	Filter Building Pilot Study	Perform a study to evaluate the potential to replace current filter building with a new membrane/GAC building in the future. The City is required to perform a pilot study to validate the technology we are proposing to use.	Study	NO CHANGE - The pilot study continues with only a few more weeks remaining in the Study. The final report will be provided in early spring which will outline the City's options for future filtering operations.	RLS	12/21/2020
2019	8-19-WFP	New Inlet Screens for Gate House		Construction	UPDATE - All major components of project have been installed. Initial startup of the airburst system will be on 1/20/21. After startup, I will develop a punch list. Project still scheduled for final completion in February.	MDI	1/19/2021
2019	10-19-M	Residential Grass Mowing	Contract for mowing the residential properties within the City Limits which include blighted properties and recent demos.	Construction	NO CHANGE - Contract underway (No work through winter months)	DTG	1/25/2021

City of Cumberland, Maryland
Engineering Division - Monthly Report

Capital Projects						January 31, 2021	
Order	Project No.	Project Name	Description	Phase	Comments	Updated By	Date of Update
2019	11-19-M	Non Residential Grass Mowing	Contract for mowing the Commercial and Public Owned Properties within the City Limits. To include water tanks, City Hall, Public Safety and several others.	Construction	NO CHANGE - Contract underway (No work through winter months)	DTG	1/25/2021
2019	13-19-M	Center City Parking Garage Improvements	Various improvements to the Center City Parking Garage including ADA improvements, wayfinding and signage upgrades, and painting	Construction	NO CHANGE -Kiosks and Gate system are installed and functioning. New system will not be put into service until new cameras are installed. Artwork has been installed.	JAT	3/19/2020
2019	14-19-M	WWTP RMP Compliance Services	RMP Compliance for OSHA 29 CFR 1910	Planning	UPDATE Compliance work continues. TIER II report, Annual LEPC updates both due in March 2021. RMP program updated to comply with OSHA 29 CFR 1910 for chlorine and sulfur dioxide storage on site. Annual RMP review took place August 12, 2020	RJK	1/22/2021
2019	36-19-WWTP	Blower Building Switchgear Replacement	This project replaced the existing Blower Building Switchgear to reduce the 4160V down to 480V to improve the safety of the building and to adequately protect our equipment.	Design	UPDATE - Contractor (S&S) is still in the procurement stage and a NTP will not be issued until a construction timeline has been established. Contractor has obtained 5 approved material submittals to date, with the switchgear submittal expected to arrive for review this week. On-site construction not anticipated to begin until Spring '21.	MDI	1/19/2021
2020	2-20-M	Frederick St Parking Garage Repairs	Repairing a spalled section of slab on grade in Frederick St parking garage, as well as looking into sealing all concrete driving surfaces	Planning	NO CHANGE - Researching proper repair systems for spalled concrete in parking garages. Working with Street Dept. to determine if city forces can make repairs.	MDI	1/24/2020
2020	6-20-S	Sanitary Sewer Lining Assessment	Performing a cost assessment on relining (CIPP) all sanitary sewer lines within city.	Planning	NO CHANGE - Based on list of "high risk" lines provided by sewer dept, have developed a preliminary cost estimate. Awaiting updated list from most recent cleaning and cameraing prior to moving forward with project.	MDI	3/30/2020
2020	9-20-M	Constitution Park Fill Disposal	Assessing potential clean fill dump sites for Public Works	Planning	UPDATE - Grading plan has been finalized and approved by Allegany SCD and MDE, and stakes have been placed to delineate approximate locations of fill slopes and control devices. City has started initial tree clearing at the site.	MDI	1/19/2021
2020	10-20-M	2020 ECWC Watershed Timber Sale	This project will hold a timber sale at the EC watershed as part of our watershed management plan	Planning	UPDATE - The contractor to began working on the timber sale on 2/1/21	RLS	1/20/2021
2020	11-20-WFP	Koon Dam Repairs	Concrete repairs to the dam structure (spillway and downstream face) per the annual dam inspection recommendations.	Planning	NO CHANGE - Project is budgeted for FY21. Currently developing bid specs and spillway repair "map." Updated scope of spillway repairs based on recommendation from EADS during annual dam inspection. Bid docs should be finalized by 2/21	MDI	12/21/2020
2020	12-20-RE	Long Field Upgrades - Phase 1	Improvements to Long Field Concession and Restroom area. Upgrades include electrical improvements.	Planning	NO CHANGE - Received POS funding for upgrades to Long Field on 5/20. Received quote for electrical upgrades for S&S Electric on 6/9. Developed a list of other needed improvements with help from Dapper Dan rep. Awaiting SourceWell quote (Belt) for these upgrades.	MDI	9/23/2020
2020	13-20-WWTP	CSO Nine Minimum Controls Annual Review	A requirement of our LTCP and NPDES Report to look at these controls annually		NO CHANGE - The next NMC report due spring 2021. Meeting scheduled for Feb 19 with WRF & Sewer to review the 2021 report requirements under the NPDES & LTCP.	RJK	1/22/2021
2020	14-20-M	Carver Building Repairs	Project to repair damage to the Carver Building				

**City of Cumberland, Maryland
Engineering Division - Monthly Report**

Capital Projects						January 31, 2021	
Order	Project No.	Project Name	Description	Phase	Comments	Updated By	Date of Update
2020	15-20-P	South Street Pavement Repairs	Paving the length of South Street while also making ADA and sidewalk improvements	Design	NO CHANGE - Belt Paving has completed the permanent trench repairs, and mill & overlay of the western 1/2 of the street. Additionally the portion of Third Street between South Street and Pennsylvania Ave. was overlaid.	JRD	12/21/2020
2020	16-20-M	Queen City Drive ADA Improvements	Project will include upgrading sidewalk for ADA compliance along Queen City Drive at corners of Bedford and Frederick Streets, below McMullen Bridge.	Design	NO CHANGE - Part of CDBG 5-year plan. Developing a set of bid specifications to put to bid around March 2021. Bid documents ready for final internal review.	MDI	12/21/2020
2020	17-20-WWTP	CSO Long-Term Control Plan Projects/Schedule Review	Correspondences with MDE regarding the LTCP Projects and the Consent Decree end date: October 1, 2023.	N/A	UPDATE - Future meetings expected upon request of update LTCP project schedules. Annual CSO Report submitted to MDE with draft major projects schedules listed. Letter mailed to MDE as notification that the current CSO projects may be completed after the Oct 1, 2023 date. Call to update MDE on City projects and next steps took place Sept 1.	RJK	1/22/2021
2020	20-20-W	General Permit 17HT Discharges from Tanks Pipes Other	Potable water system general permit for chlorinated discharge regulations regarding streams.	Planning	UPDATE Water Departments (Distribution & Filtration) NOI was submitted to MDE on 11/30/2020. Pollution Prevention Plan complete and sent with NOI. NOI's due by Feb 2021. Next step is to receive notification from MDE that the City's NOI was accepted and will then be active.	RJK	1/22/2021
2020	22-20-M	Fall Tree Removal Project	Project to remove various hazardous street trees throughout the City.	Construction	UPDATE - Project work is complete. Received final invoice and is being processed by Finance.	DTG	1/25/2021
2020	28-20-M	Fall Tree Pruning Project	Project to prune various hazardous street trees throughout the City.	Construction	UPDATE - Project is now underway, and PO has been issued to the contractor.	DTG	1/25/2021
	29-20-S	Locust Grove Force Main & LaVale Water Main Replacement	Joint project between Allegany County Public Works & LaVale Sanitary Commission to replace the force main from the new Locust Grove Pump Station and replace water main to LaVale.		NEW -		
	30-20-SWM	Grow West Facility Expansion	SWM Review for proposed expansion of Grow West MD Facility @ the industrial park.		NO CHANGE - Earthwork has begun on site prior to final SWM plan submittal. In lieu of final plan, City temporarily approved Site Development Phase submittal to allow for construction permitting. Still awaiting Final Plan set.	MDI	12/21/2020

File Attachments for Item:

1. Approval of the Work Session Minutes of December 8, and the Work and Regular Session Minutes of December 15, 2020

Mayor and City Council of Cumberland

WORK SESSION

City Hall Council Chambers
57 N. Liberty Street
Cumberland, MD 21502

Tuesday, December 8, 2020
4:30 p.m.

This meeting was held via Video-Conference

PRESENT: Raymond M. Morriss, President; Council Members: Seth Bernard, Richard Cioni, and Eugene Frazier. Councilwoman Laurie Marchini was absent.

ALSO PRESENT: Jeffrey D. Rhodes, City Administrator; Marjorie Woodring, City Clerk; Matt Miller, Executive Director-CEDC; Stu Czapski, Economic Development Specialist; Lee Borrer, Senior Community Development Specialist; Ken Tressler, Director of Administrative Services; Mark Gandolfi, City Comptroller; Robert Smith, City Engineer, and Greg Hildreth, Allegany County

I. UPDATE ON EASTSIDE SCHOOL SITE DEVELOPMENT

Mr. Rhodes advised that he emailed Tom Simmons from WODA this afternoon, and discussed terms of the PILOT (Payment in Lieu of Taxes), but said they need to talk about life after the PILOT, and said he wants to firm that up and have some continuing discussions. Mr. Rhodes also advised that there's a 30 day extension on agenda next week so that can be wrapped up.

Mr. Miller asked to be forwarded the language of the PILOT program to know how it works, saying he's interested in getting a summary of how it's applied to a project like this. Mr. Rhodes advised he will forward it as soon as it's finished, and discussed the details of the PILOT tax program, which ensures a certain revenue to the City which it otherwise may not see due to the fact that it's a subsidized housing project. In answer to a question, Mr. Rhodes advised there is no freeze on tax assessment, and said the developer is allowed to appeal their assessment to the state because the development is income-restricted, and the developer cannot charge just what they want. Because the City cannot challenge, the PILOT agreement is used.

Mr. Rhodes clarified that "subsidized" in this instance does not refer to Section 8 subsidized housing; rather it means there will be rent structures designed around work-force housing.

II. UPDATE ON CUMBERLAND GATEWAY PROJECT @ MARYLAND AVE.

Mr. Miller advised that the MD Avenue Gateway Project groundbreaking ceremony is scheduled for Friday, December 18th at 1:30 p.m., and said invitations have been sent via email. He stated that he thinks it will become a successful project and said it will meet the

original goals, which are; 1) to fill a void of private sector investment; 2) address a growing blight issue; 3) right-sizing the community; 4) will spur economic growth, and 5) can be a development space for additional entities. Mr. Miller stated that this project has dragged out a little longer than anticipated, but said a project of this size does not happen overnight. The Mayor said a good thing for the community, glad it's coming to fruition, and said if it can get done successfully, will show that Cumberland is ready for growth and that we have people that want to work together to get things done.

III. UPDATE ON BALTIMORE STREET ACCESS PROJECT

Mr. Miller provided an update on the project, saying that the work group continues to meet on a weekly basis, and said they have been heavily involved in alternates to design elements, helping to set criteria in the spec portion of the package, and advising the redesign of new elements for the Liberty Street waterfall. Mr. Miller advised that test samples have been taken below the building around the Liberty Street parklet, so they have an idea of what foundations look like. He stated that a significant footer will need to be built below grade for support of the waterfall feature. He said they need to take everything into consideration and make sure all loads are being accounted for to adequately plan for construction.

Mr. Smith advised that this will be a different water feature than was originally proposed, but said it will end up being a better product. He advised that this happens with all projects, and it's not unusual for tweaks. He said it won't be a tall water feature – around 14 feet – which he advised will be proportionately better for the project. He stated that at the end of the day it will still deliver the same impact to the project, and said there were obstacles they needed to work around. Mr. Smith added that the Engineering staff continues to work on a daily basis with the consultant, and said they are hoping to get the package out to the State Highway Authority (SHA) soon. He advised that they will submit 95% of the drawings to SHA next week, and after whatever comments the SHA makes are addressed, the package will go out to bid. Mr. Smith further added that the concept proposed to M&CC in 2019 is still what they're planning to deliver. He explained there have been some changes to parklets due to unknown obstacles, but said they have worked through that and they believe the M&CC will like the final project.

Mr. Miller agreed and stated that all changes made are necessary and are being fully vetted by the committee and Cochran. He said certain inevitable obstacles will arise, and a prime example is the waterfall of not being able to plan for every single element up front. He added that it's been a very informative and open process.

Mayor Morriss stated that the DDC workgroup has done a lot of tedious work, and said they are a dedicated group that has worked to keep the concept of the project as close to it was originally supposed to be. He stated that the project has taken a while, but it's getting near to fruition. Councilman Cioni reminded everyone that Senator Edwards was very clear about offering any help he may be able to give with moving the SHA along. Mr. Miller said the Western Maryland Delegation has been increasingly informed on where the project stands, and stated they are large partners with funding and political support. Mr. Miller

added that he fully commends Mr. Smith and his staff for how they've handled everything and said they've done a professional job.

Mr. Miller advised that the recently-formed subcommittee marketing group has been charged with establishing a budget to address future stakeholder communications, construction impacts, and community outreach. He also mentioned that they have secured a grant through the Arts Council with which they will procure renderings portraying the final product. He advised that those drawings should be available in a few weeks.

IV. REVIEW OF DRAFT AGENDA FOR DECEMBER 15, 2020 PUBLIC MEETING

Mayor Morriss quickly went through the Departmental Reports and Minutes up for approval on the agenda, and Mr. Rhodes advised that Lee Borrer was in attendance to discuss the Public Hearing on regarding the 2019 Consolidated Annual Performance & Evaluation Report (CAPER). Ms. Borrer advised that the CAPER is a little late this year, and provided a background on the report. She advised that there are some narratives in the report, but stated it's mostly numbers, facts and figures through HUD's reporting software system. Mayor Morriss said he appreciated what Ms. Borrer has done, noting that it is very tedious work.

Mr. Rhodes advised that in Unfinished Business there is Ordinance No. 3880, up for its second and third readings, and said this ordinance will authorize a Zoning Map amendment to correct a mistake by rezoning five parcels at the intersection of Maple Street and East Oldtown Road. He advised that a public hearing was held and the Planning Commission did recommend the change.

Mr. Rhodes advised that in New Business there is Resolution R2020-07 which authorizes certain businesses located in the Gateway Enterprise Zone to receive tax credits for the 2021-2022 tax year. Mr. Rhodes introduced Greg Hildreth from Allegany County, who provided background on the Gateway Enterprise Zone. Mr. Hildreth advised that the Enterprise Zone program is a state program that is administered locally to incentivize local businesses to invest privately in a certain geographical area. He stated that the zone that overlaps with a fair amount of Cumberland is called the Gateway Enterprise Zone, of which he is the administrator. He stated that the program is designed to use property taxes as the incentive mechanism for private investment, and added that if all criteria are met and real estate is improved, you can get up to 80% break on property taxes on the improved value. He stated that another incentive with the program relates to new hires, which can garner a small tax credit for each employee hired.

Mr. Hildreth advised that there are local guidelines that determine who is and isn't eligible, and stated that retail, restaurants and bars are typically excluded. He explained, however, that in Cumberland there is an exception for retail in the downtown area. He advised that he will need to get with Mr. Miller about this, to attract more business and private investment to the downtown.

Mr. Hildreth explained that if a business wants to locate within the zone, there's a local committee that meets to determine the eligibility, then the City and County need to approve. He stated that this year there are 17 businesses approved by the committee, and of those, 9 are within the City limits. Mayor Morriss agreed it's a very good program, and said that it's critical that Mr. Hildreth have a conversation with Mr. Miller, to make sure the program is getting marketed to people.

In answer to a question from Council, Mr. Hildreth advised that this program is an ongoing thing with no timeframe, and said zones are approved by the state for a 10-year period. Mr. Hildreth explained further about the 10-year period and about renewing designations, and said as an example, the Gateway Zone expires in 2022, and so as administrator he will undertake the renewal process. Mr. Hildreth encouraged those already in the program for 10 years to maintain their eligibility so they will have the chance to get credits if they have a new eligible investment.

Mr. Rhodes continued with New Business, stating there were 2 new Bond Ordinances up for their first readings. He advised Ordinance No. 3881, which authorizes the issuance and sale of general obligation bonds and bond anticipation notes, each in an aggregate principal amount not to exceed \$4.5M. He stated that this Ordinance involves items approved in the budget process. He explained that they were initially looking to the CDA for financing, but had the opportunity for refunding some existing debt, and decided this was the better way to go.

Mr. Tressler advised that interest rates are at an all-time low, so they want to take advantage of refinancing some existing debt. He stated that they are looking at refinancing about \$16M worth of debt, and advised that they expect estimates from Davenport to show that they should save \$1.5M in debt service by refinancing. He said the bond resolution mentions \$30M in debt service; however, he explained that they are getting authorization to refinance debt that they are not actually financing right now as it's not outstanding enough yet. He added that new debt was approved in the FY21 budget to finance FY21 capital expenditures. Mr. Tressler explained further about CDA debt, saying the City is approaching 10% of the total outstanding CDA debt. He said the bottom line is they are planning on refinancing debt, saving \$1.5M, and bundling previous FY21 debt with this.

Mr. Rhodes stated that what Mr. Tressler discussed pretty much covers Ordinance 3882 as well, which authorizes the issuance and sale of general obligation refunding bonds in an aggregate principal amount not to exceed \$30M, and explained in further detail the City's reasons for dealing with CDA. He explained that when smaller amounts are borrowed, the more cost prohibitive it is to borrow on your own as opposed to working through CDA.

Mr. Rhodes reviewed the Consent Agenda Orders:

Order 26,739, approving an amendment to the CDBG Program to reduce funding to the 2020 Targeted City Foot and Bike Patrol Project by \$84.00, bringing the total 2020 CDBG allocation to \$809,458.00.

Ms. Borrer advised that this is a minor amendment, saying that formula calculations provided by HUD were off, so there ended up being \$84 more than they were supposed to have.

Order 26,740, declaring 884 Sperry Terrace to be surplus property and declaring the City intent to transfer the property to Harold P. and Ann V. Atkins for the amount of \$9,200.00.

Mr. Rhodes advised that this was a former blighted property, and the adjoining property owners (the Atkins') were interested, so they are purchasing the property for the cost of the City's demolition. He stated it's a good deal for the City, and gets it back on the tax roll.

Order 26,741, approving budget appropriations and transfers for fiscal year 2019-2020.

Mr. Tressler advised that this is a typical year-end mop-up, and stated we need to transfer money into debt service. He added bond issue costs were a little higher than anticipated when the budget was prepared, and we need to cover general fund transfers. He explained that it's due to timing differences, saying budgets are estimates, and so reality causes the need for transfers. Mr. Tressler added that they are transferring out of the Public Works snow budget, since last year was a mild winter and there's a favorable variance in that department. He said they're also transferring out of Public Safety related to favorable variances in in the Police Department healthcare and Workers Comp.

Order 26,742, accepting the Sole Source proposal from SADA Systems, Inc. to provide a G Suite Enterprise Account for the City's use of Google Mail and Google applications for a term of three (3) years, effective December 6, 2020 through December 6, 2023, in the amount not-to-exceed \$65,512.20.

Order 26,743, authorizing execution of a third Amendment to Purchase Agreement with Allegany Junction Limited Partnership regarding the sale of land at 100 Reynolds Street, to allow for two (2) additional 30-day closing extensions.

Mr. Rhodes advised that this is the East Side School site that was discussed earlier in the meeting, saying this is regarding trying to finish off the PILOT and get that behind us.

Mr. Rhodes asked Mark Gandolfi to give an update on the Audit. Mr. Gandolfi advised that things have gone well to this point, and said they are working well with THK and their staff. He stated there have been favorable outcomes in every area, and there are no deficiencies to report. Mr. Gandolfi said there have been a couple of adjustments, but nothing out of the ordinary. He advised that they have the draft financials and have reviewed them, and are in the process of finalizing the draft Management Discussion of Analysis (MDA). He said the auditors are looking to date the report December 17th, so they're wrapping up and are in the home stretch.

V. ADJOURNMENT

With no further business at hand, the meeting adjourned at 5:30 p.m.

Respectfully submitted,

Marjorie A. Woodring
City Clerk

Minutes approved _____

Mayor and City Council of Cumberland

WORK SESSION

City Hall Council Chambers
57 N. Liberty Street
Cumberland, MD 21502

Tuesday, December 15, 2020
5:45 p.m.

This meeting was held via Video-Conference

PRESENT: Raymond M. Morriss, President; Council Members: Richard Cioni, Eugene Frazier, and Laurie Marchini. Council Member Bernard was absent.

ALSO PRESENT: Jeffrey D. Rhodes, City Administrator; Margie Woodring, Sherri Nicol, City Clerk; Ken Tressler, Director of Administrative Services

I. PUBLIC MEETING AGENDA REVIEW – DECEMBER 15, 2020

Mayor Morriss reviewed the agenda for December 15, 2020, which he stated was also reviewed during the December 8, 2020 Work Session.

Mr. Rhodes provided background on 4 new time-sensitive Consent Agenda items that were added since the December 8th Work Session:

Order 26,744 – authorizing execution of a Certificate of Satisfaction acknowledging that the Deed of Trust made by Rebecca Dorothy D. Jackson to the City, dated March 10, 2008 pertaining to 10 Decatur Street, has been fully paid and the lien is therefore released.

Mr. Rhodes advised that this was a rehabilitation loan that has now been satisfied.

Order 26,745 – authorizing execution of a Grant Agreement on behalf of the DDC with Maryland Heritage Areas Authority to accept \$20K in grant funding for the Baltimore Street Access Project, with the condition that the City provides matching funding for the full cost of the grant.

Mr. Rhodes advised that this grant will provide for the purchase of items that other funding hasn't been able to; specifically, planters for dining areas as buffers for the roadway.

Order 26,746 – accepting the Sole Source proposal from Stryker Medical to provide 3 LUCAS Mechanical CPR devices with annual service agreement and 2 Life-Pak 1500 cardiac monitor/defibrillators with annual service agreement for a cost not-to-exceed \$107,476.94.

Mr. Rhodes stated that the 3 CPR devices provide mechanical chest compression, and advised that the CARES Act funding will cover these items.

Order 26,746 – authorizing the Fire Chief to accept a MD Institute for Emergency Medical Services Systems (MIEMSS) grant in the amount of up to \$17,120.86 tow 2 Life-Pak 1500 cardiac monitor/defibrillators, to be purchased on a Sole Source basis from Stryker Medical, with the intent that UPMC Western MD will be gifting/reimbursing the City for approximately \$20,373.38, which is the balance of the cost.

Mr. Rhodes advised that this is unique in that the City will be partnering with UPMC Western MD, who will provide funds over what is received from the grant. He added that these are 2 additional cardiac defibrillator units that the City had the opportunity to acquire with help from UPMC WMHS, and this equipment is tied to their quality standards. Mr. Rhodes added that these 2 Orders are good news, as the City is updating emergency medical equipment with no cost to taxpayers.

Mr. Tressler discussed finances, and advised Council that they had originally planned to issue debt through CDA, and said normally that would have been issued by now. He added that also normally the City waits to order equipment for the debt until the debt is closed on. He stated that police cars ordered every year usually take a year to be delivered, however, Chief Ternent had gotten notice that 3 vehicles and 1 SUV are ready for delivery now, and explained that he spoke to bond counsel at Funk and Bolton. He advised that they need to do a Declaration of Official Intent to use the bond debt to purchase the vehicles after the fact. He said this would be formally requested the first meeting in January 2021.

Mr. Tressler also discussed with Council the change in numbers on the principal amounts of refunding, and stated that last week it showed \$30M. He advised that the number moved up to \$42M after discussing with Funk and Bolton to add in everything they think they may refinance in the future. He added that they are not likely to need to refinance all of that, and said the initial hope is to close in March with around \$16M. Mr. Rhodes stated this is projected to save the City about \$1.5M. Mr. Tressler advised, though, that the bad news is the interest earned on the investments is basically zero.

There was discussion about the new medical equipment, how great it is to get money for life-saving devices, but also how incredibly expensive they are. Mr. Tressler stated that there will be one in every ambulance, and it was discussed that the LUCAS CPR equipment allows the procedure to be performed contactless. Mr. Rhodes stated that the fact that UPMC Western MD is helping says a lot about the relationship between the City's EMS personnel and the hospital.

II. ADJOURNMENT

With no further business at hand, the meeting adjourned at 6:05 p.m.

Respectfully submitted,

Marjorie A. Woodring

City Clerk

Minutes approved _____



Mayor and City Council of Cumberland

Mayor Raymond M. Morriss
Councilman Seth D. Bernard
Councilman Richard J. "Rock" Cioni
Councilman Eugene T. Frazier
Councilwoman Laurie P. Marchini

City Administrator Jeffrey D. Rhodes
City Solicitor Michael S. Cohen
City Clerk Marjorie A. Woodring

MINUTES

M&CC Public Meeting
Via Video-conference

DATE: December 15, 2020

I. OPEN SESSION - 6:15 PM – Convene in Open Session

II. Roll Call

PRESENT:

Councilman Richard J. "Rock" Cioni
Councilman Eugene T. Frazier
Councilwoman Laurie P. Marchini
President Raymond M. Morriss

Councilman Seth Bernard was absent

Also Present: Jeffrey D. Rhodes, City Administrator; Marjorie A. Woodring, City Clerk; Lee Borrer, Senior Community Development Specialist

III. Director's Reports

Motion to approve the reports was made by Councilman Frazier, seconded by Councilman Cioni, and was passed on a vote of 4-0.

(A) Public Works

1. Maintenance Division monthly report for November, 2020

(B) Police

1. Police Department monthly report for November, 2020

(C) Utilities - Flood, Water, Sewer

1. Utilities Division Flood/Water/Sewer monthly report for November, 2020

IV. Approval of Minutes

Motion to approve the minutes was made by Councilwoman Marchini, seconded by Councilman Cioni, and was passed on a vote of 4-0.

1. Approval of the Closed Session Minutes of September 22 and October 6, 2020

V. Public Hearings

1. Public Hearing to receive comments on the 2019 Consolidated Annual Performance and Evaluation Report (CAPER) for the City's Community Development Block Grant (CDBG) Program.

Convened: 6:38 p.m.

Lee Borrer provided background on the Report and advised that the CAPER time period was July 1, 2019 – June 30, 2020, and stated that it was published November 30th to provide a 30-day comment period for the public regarding accomplishments. She stated that the allocation for 2019 was over \$700K in program income, and provided background on the projects which included housing programs and public services. Mayor Morriss and Council thanked Ms. Borrer and said that it's obvious the CDBG program does so much for the community. Ms. Borrer stated that these funds are an integral part of providing for citizens, and said she's lucky to have the full support of the M&CC, and also thanked community partners.

Adjourned 6:48 p.m.

VI. Unfinished Business

(A) Ordinances

Mr. Rhodes reviewed Ordinance 3880, saying that this will allow for the rezoning of 5 parcels at the intersection of Maple St. and Oldtown Rd, which will correct a mistake on the zoning map that was intended to be addressed in the last update.

1. **Ordinance No. 3880** (*2nd and 3rd readings*) - authorizing a Zoning Map Amendment (ZMA #20-02) to rezone five (5) parcels at the intersection of Maple Street and East Oldtown Road to correct a mistake in their zoning designation. The subject tracts are currently zoned "Local Business" and the correct designation should be "Urban Residential."

SECOND READING: The Ordinance was presented in title only for its second reading.

Motion to accept the second reading and move to the third after comment was made by Councilman Frazier, seconded by Councilman Cioni, and was passed on a vote of 4-0.

Mayor Morriss called for questions or comments. Being none, the Ordinance moved to its third reading.

THIRD READING: The Ordinance was presented in title only for its third reading and was passed on a vote of 4-0.

VII. New Business

(A) Resolutions

Mr. Rhodes provided background on the Resolution, which authorizes certain businesses located in the Gateway Enterprise Zone to receive tax credits for the 2021-2022 tax year.

1. **Resolution R2020-07** - authorizing certain businesses located in the Gateway Enterprise Zone to receive tax credits for the 2021-2022 tax year.

The Resolution was submitted in title only. **Motion** to accept the Resolution was made by Councilwoman Marchini, seconded by Councilman Frazier, and was passed on a vote of 4-0

(B) Ordinances

Mr. Rhodes reviewed the Ordinance, which will authorize the sale of general obligation bonds and bond anticipation notes, each not to exceed \$4, 525,000, and stated this is part of the City's normal borrowing. Mr. Tressler advised that borrowing will be done differently this time to take advantage of low interest rates by refinancing old bonds, and stated that this is expected to save the City \$1.5M.

1. **Ordinance 3881** (*1st reading*) - authorizing the issuance and sale of general obligation bonds and bond anticipation notes each in an aggregate principal amount not to exceed \$4,525,000, and general obligation refunding bonds to finance or refinance costs of projects authorized for debt funding in the FY 2021 budget.

The Ordinance was presented in title only for its first reading. **Motion** to accept the first reading and table until next meeting was made by Councilman Frazier, seconded by Councilwoman Marchini, and was passed on a vote of 4-0.

Mr. Rhodes reviewed the Ordinance, which will authorize the sale of general obligation refunding bonds in an amount not to exceed \$42,260,000, and said this is existing debt that M&CC will be authorized in refunding, and added that at this time only \$16M will be refinanced, but said it does pave the way to additional financing if conditions are right. Mr. Tressler stated that they are passing a resolution that enables the City to refinance every bond that is outstanding, though it's doubtful they will refinance all \$42M. Mr. Rhodes reiterated that this is not new debt.

2. **Ordinance No. 3882** (*1st reading*) - authorizing the issuance and sale of (1) general obligation refunding bonds in an aggregate principal amount not to exceed \$42,260,000 to refund in whole or in part (A) the City's outstanding 2011 through 2019 Community Development Administration (CDA) loans and (B) certain other outstanding general obligation bonds, and (2) general obligation bonds to subsequently refund any general obligation refunding bonds identified in (1) that are actually issued

The Ordinance was presented in title only for its first reading. **Motion** to accept the first reading and table until next meeting was made by Councilman Cioni, seconded by Councilwoman Marchini, and was passed on a vote of 4-0.

(C) Orders (Consent Agenda)

Mr. Rhodes reviewed each item on the Consent Agenda, and Mayor Morriss called for questions or comments. **Motion** to approve the Consent Agenda was made by Councilwoman Marchini, seconded by Councilman Cioni, and was passed on a vote of 4-0.

Order 26,739 - approving an amendment to the Community Development Block Grant (CDBG) Program to reduce funding to the 2020 Targeted City Foot and Bike Patrol Project by \$84.00, bringing the total 2020 CDBG allocation to \$809,458.

Lee Borrer advised that this adjustment is just a calculation error on the part of HUD, and had nothing to do with anything the City did or didn't do.

Order 26,740 - declaring 884 Sperry Terrace to be surplus property and stating the City's intent to transfer the property to Harold P. and Ann V. Atkins for the amount of \$9,200.

Mr. Rhodes advised that this is a former blighted property, and the neighbors are purchasing it by paying the cost for demolition, which has not occurred yet.

Order 26,741 - approving budget appropriations and transfers for fiscal year 2019-2020.

Mr. Tressler reviewed the appropriations, saying there were two for FY2020 that needed to be increased.

Order 26,742 - accepting the sole source proposal from SADA Systems, Inc., to provide a G Suite Enterprise Account for the City's use of Google mail and Google applications for a term of three (3) years, effective December 6, 2020 through December 6, 2023, in the amount not-to-exceed \$65,512.20.

Mr. Rhodes advised that this is an ongoing vendor relationship for the City's Gmail system and Google applications.

Order 26,743 - authorizing execution of a third Amendment to Purchase Agreement with Allegany Junction Limited Partnership regarding the sale of land located at 100 Reynolds Street, to allow for two (2) additional 30-day closing extensions.

Mr. Rhodes advised that these extensions allow for the finalization of the PILOT with Allegany Junction.

Order 26,744 - authorizing execution of a Certificate of Satisfaction acknowledging that the Deed of Trust made by Rebecca Dorothy D. Jackson to the City, dated March 10, 2008 (Deed Book 1478, Page 139) pertaining to 10 Decatur Street has been fully paid and the lien is therefore released.

Order 26,745 - authorizing execution of a Grant Agreement on behalf of the Downtown Development Commission with Maryland Heritage Areas Authority to accept \$20,000 in grant funding for the Baltimore Street Access Project (12-16-M), with the condition that the City provides matching funding for the full cost of the grant.

Mr. Rhodes advised that this funding will provide for planters between the dining areas and roadway on the downtown mall, which the City was previously unable to find funding for.

Order 26,746 - accepting the sole source proposal from Stryker Medical to provide three (3) LUCAS mechanical CPR devices w/ annual service agreement and two (2) Life-Pak 1500 cardiac monitor/defibrillators with annual service agreement for a cost not-to-exceed \$107,476.94. Funding for this equipment will be provided through CARES Act funding.

Mr. Rhodes advised that this is a sole source because the City typically buys these devices through Stryker Medical, and reminded everyone that funding for this equipment will be provided through the CARES Act funding, not through City tax dollars. He added that these need to be ordered and received by the end of the year.

Order 26,747 - authorizing the Fire Chief to accept a MD Institute for Emergency Medical Services Systems (MIEMSS) Grant in the amount of up to \$17,120.86 for two (2) Life-Pak 1500 cardiac monitor/defibrillators, to be purchased on a sole source basis from Stryker Medical, with the intent that UPMC Western MD will be gifting/reimbursing the City for approximately \$20,373.38, which is the balance of the cost

Mr. Rhodes said these units are being purchased at half-price and the health system is helping with their cost.

Mayor Morriss stated this is the last meeting of 2020, and said that this having been a very unique year with Covid, and all the things it has done to our community and way of life, he wanted to commend all employees, staff, police, fire, EMTs, public works, etc. for all the hard work they've done in trying to keep the community safe. Mayor Morriss extended his wishes to everyone for a wonderful holiday season, and his hope that everyone is prepared for the impending snow storm tomorrow. He also asked folks that have off-street parking to take advantage of that to make it easier for snow plows to keep the roads cleared.

Council promoted shopping local, and wished everyone a happy and safe holiday season, to please be considerate to family members and neighbors, and remember to wear masks, wash hands, and socially distance.

VIII. Public Comments

No public comments

All public comments are limited to 5 minutes per person

IX. Adjournment

With no further business at hand, the meeting adjourned at 7:20 p.m.

Minutes approved on _____

Raymond M. Morriss, Mayor _____

ATTEST: Marjorie A. Woodring, City Clerk _____

File Attachments for Item:

1. Ordinance No. 3884 (*2nd and 3rd readings*) - accepting the bids for the purchase of 17 Waverly Terrace, 19 Waverly Terrace, and 417 Walnut Street and authorizing conveyance of the properties to the successful bidders

ORDINANCE NO. _____

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF CUMBERLAND ENTITLED "AN ORDINANCE TO ACCEPT BIDS FOR THE PURCHASE OF THREE (3) PARCELS OF REAL PROPERTY IN THE CITY OF CUMBERLAND AND TO AUTHORIZE THE CONVEYANCE OF THOSE PROPERTIES TO THE SUCCESSFUL BIDDERS, SUBJECT TO THE TERMS SET FORTH HEREINAFTER."

WHEREAS, Mayor and City Council of Cumberland is the fee simple owner of the properties listed in the Exhibit A attached hereto (individually, a "Property" and, collectively, the "Properties");

WHEREAS, the Properties were declared surplus under the terms of Order No. 26,675, passed by the Mayor and City Council on July 21, 2020;

WHEREAS, bids for the purchase of the Properties and other parcels of real property were solicited by means of the 2020 Request for Bids for Surplus Properties;

WHEREAS, the City received bids for nine (9) of the Properties and Ordinance No. 3877 was passed on November 4, 2020, to accept the bids and authorize conveyance to the successful bidders;

WHEREAS, bids for three (3) of the remaining properties have been received and staff is recommending that the Mayor and City Council award the bids for each of the Properties as provided for in the Exhibit A attached hereto; and

WHEREAS, subject to the hereinafter set forth terms, the Mayor and City Council deem the acceptance of those bids to be in the City's best interests.

NOW, THEREFORE

SECTION 1: BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF CUMBERLAND, MARYLAND, that the Mayor and City Council accept the bids set forth in the Exhibit A attached hereto subject to the following terms:

- A. Each purchaser shall pay all recordation and transfer taxes required to record the deed effecting the conveyance of the Property successfully bid upon; although it is expected that no such taxes will be due.
- B. Each purchaser will pay the \$60.00 deed recordation fee charged by the court.
- C. Each purchaser will pay the City and County real estate taxes due from the date of the deed through the remainder of the tax year and will assume responsibility for the payment of those taxes thereafter.
- D. The Properties will be conveyed to the purchasers by means of quitclaim deeds containing no warranties or representations of any kind, the form of which is set forth in the Exhibit B attached hereto;
- E. The City will record the deeds and the City's \$100.00 recording fee shall be paid by cashiers check or money order made payable to "City of Cumberland" and shall be hand-delivered or mailed to:

City Clerk
City Hall
57 N. Liberty Street
Cumberland, MD 21502

A purchaser's deed shall be released upon the payment of these sums.

- F. The purchaser shall also provide the City Solicitor with a check or money order made payable to "Circuit Court for Allegany County" in the amount of \$60.00 for the court's deed recordation fee, and, as advised by the City Solicitor, they shall provide him with checks made payable to "Allegany County" and "City of Cumberland" for their share of the current year taxes. Checks to be presented to the City Solicitor shall be mailed (but not hand-delivered) to:

Michael Scott Cohen
City of Cumberland City Solicitor
213 Washington Street
Cumberland, MD 215902

- G. Failure to remit the aforesaid payments to the City Clerk and City Solicitor, as applicable, within sixty (60) days from the date of the passage of this Ordinance shall result in the rejection of a purchaser's bid, unless said deadline is extended by the City Administrator or City Solicitor for good cause shown.

SECTION 2: AND BE IT FURTHER ORDAINED, that the Mayor and City Clerk be and they are hereby authorized to execute and deliver deeds effecting the aforesaid conveyances subject to the aforesaid requirements;

SECTION 3: AND BE IT FURTHER ORDAINED, that this Ordinance shall take effect from the date of its passage.

Passed this ____ day of _____, 2021.

Raymond M. Morriss, Mayor

ATTEST:

Marjorie A. Woodring, City Clerk

EXHIBIT A

<i>Address</i>	<i>Tax ID No.</i>	<i>Deed References – Book/Page</i>	<i>Successful Bidder</i>	<i>Bid Amount</i>
417 Walnut Street	05-018358	2294 / 355	Martha Rollins	\$ 2,000.00
17 Waverly Terrace	22-010379	2085 / 40	Dennis Pelcynski, Sr.	\$ 145.00
19 Waverly Terrace	22-003046	2289 / 334	Dennis Pelcynski, Sr.	\$ 125.00

EXHIBIT B

QUITCLAIM DEED

THIS QUITCLAIM DEED, made this ___ day of November, 2020, by and between **Mayor and City Council of Cumberland** (the “Grantor”), a Maryland municipal corporation, and _____ (the “Grantee”), _____, party of the second part.

WITNESSETH:

That for and in consideration of the sum of Ten Dollars (\$10.00) cash in hand paid and for other good and valuable considerations, the receipt of all of which is hereby acknowledged, the Grantor does hereby grant, bargain and sell, release, confirm and convey unto the Grantee, _____ [personal representatives, administrators, heirs or successors] and assigns, forever in fee simple:

IT BEING the same property which was conveyed from _____ to the Grantor by deed dated _____ and recorded among the Land Records of Allegany County, Maryland in Book _____, Page _____.

TOGETHER with the buildings and improvements thereon, and the rights, roads, ways, waters, privileges and appurtenances thereunto belonging or in anywise appertaining.

TO HAVE AND TO HOLD the above-described property unto the Grantee, _____ [personal representatives, administrators, heirs or successors] and assigns in fee simple forever.

PROVIDED, HOWEVER, that this deed shall be null and void and of no force and effect if it is not recorded within ninety (90) days of its date.

WITNESS/ATTEST:

MAYOR AND CITY COUNCIL
OF CUMBERLAND

Marjorie A. Woodring, City Clerk

By: _____ (SEAL)
Raymond M. Morriss, Mayor

STATE OF MARYLAND,
ALLEGANY COUNTY, TO WIT:

I **HEREBY CERTIFY**, that on this ____ day of November, 2020, before me, the subscriber, a Notary Public of the State and County aforesaid, personally appeared **Raymond M. Morriss**, known to me or satisfactorily identified to be the person whose name is subscribed to the within instrument, the Mayor of Mayor and City Council of Cumberland, a municipal corporation of the State of Maryland, and acknowledged the foregoing to be the act and deed of the said Mayor and City Council of Cumberland; and at the same time made oath he is duly authorized by it to make this acknowledgment; and he further certified under the penalties of perjury that the actual consideration for the foregoing conveyance is \$ _____ and he further made oath in due form of law that this transaction is not subject to the provisions of Section 10-912 of the Tax General Article of the Maryland Annotated Code as the grantor is a resident entity of the State of Maryland.

WITNESS my hand and Notarial Seal.

NOTARY PUBLIC

My Commission Expires: _____

I **HEREBY CERTIFY** that the within and foregoing document was prepared by, or under the supervision of, the undersigned, a Maryland attorney, and that no title search was performed in connection with its preparation.

MICHAEL SCOTT COHEN

File Attachments for Item:

. Order 26,754 - approving the execution of a Deed of Gift to the MD Historical Trust authorizing transfer of 178 artifacts catalogued in the Candoc Lane Site during the NEPA archeological evaluation of the 78" Parallel Pipeline Project to the MD State Repository

- Order -
of the
Mayor and City Council of Cumberland
MARYLAND

ORDER NO. 26,754

DATE: February 2, 2021

ORDERED, By the Mayor and City Council of Cumberland, Maryland

THAT, the Mayor be and is hereby authorized to execute a Deed of Gift to the Maryland Historical Trust authorizing transfer of 178 artifacts cataloged in the Candoc Lane Site during the NEPA archeological evaluation of the 78" Parallel Pipeline Project to the Maryland State Repository.

Raymond M. Morriss, Mayor

Deed of Gift to
THE MARYLAND HISTORICAL TRUST

By these presents I (we) irrevocably and unconditionally give, transfer, and assign to the Maryland Historical Trust and any successor or assign with similar aims and objectives, by way of gift, all right, title, and interests (including all copyright, trademark and related interests and all rights to copyright), permanently and forever, in, to, and associated with the object(s) described below. I (we) affirm that I (we) own said object(s) and that, to the best of my (our) knowledge, I (we) have good and complete right, title, and interest (including all transferred copyright, trademark and related interests) in the object to give, and that right, title and interest is free and clear of all liens, encumbrances, and restrictions.

Descriptions of object(s):

One hundred seventy-eight artifacts were cataloged in the Candoc Lane Site. On the eastern side of the Western Maryland Railway berm, (STPs 25-33), archeologist recovered mostly coal and two colorless glass fragments. West of the railroad berm, however, the artifacts reflect a wider range of domestic debris with bottle glass, ceramic dishware fragments, coal, roof shingles, and window glass. The South End Dump rises just beyond Candoc Lane Site's western boundaries, which complicates identifying the Candoc Lane Site structures on this side of the railroad berm. Subsurface investigations did not encounter any foundation remnants nor a concentration of distinct mid-20th to late 20th century artifacts. The collected artifacts from west of the railroad berm generally associate with manufacturing dates from the early 20th century more than they reflect the mid-20th century, though many artifacts (i.e., coal) were in use for such a long period that they are unhelpful in refining distinct occupations that occurred within fifty to a hundred years of each other. Immediately adjacent to the railroad berm, STP 34 included three bottles embossed with "Thomas A Edison REG. U.S. MARK PAT. OFF. 4 oz. Special Battery Oil Thomas A Edison Inc. Grange, N.J. U.S.A." One of the bottles was broken post-excavation, which contributes to the high number of glass fragments in STP 34. These battery oil bottles found in ashen soils may relate to the railroad activity more than the domestic structures.

I (we) wish that the gift be identified to the public and in the records of the Trust as:

Gift in

Donor Name(s):

Address:

Telephone:

Signature: _____ Date: _____

Witness: _____ Date: _____

The Maryland Historical Trust hereby acknowledges receipt of the above Deed of Gift.

Signature: _____ Date: _____

Director

Witness: _____ Date: _____

PJD/mw/710/meh/37(110191) (2)

MDP06/MHT22

Site	Lot #	STP #	Material	Functional Category	Count	Item
18AG299	1.01		25 coal	heating	9	coal
18AG299	2.01		26 coal	heating	4	coal
18AG299	3.01		29 coal	heating	1	coal
18AG299	4.01		30 coal	heating	1	coal
18AG299	4.02		30 glass	kitchen	2	colorless jar
18AG299	5.01		31 coal	heating	8	coal
18AG299	6.01		32 coal	heating	23	coal
18AG299	6.02		32 glass	kitchen	3	purpled bottle
18AG299	6.03		32 glass	kitchen	3	colorless bottle
18AG299	6.04		32 glass	architecture	1	window glass
18AG299	7.01		34 ceramic	kitchen	1	stoneware
18AG299	7.02		34 ceramic	kitchen	1	redware
18AG299	7.03		34 ceramic	architecture	1	brick
18AG299	7.04		34 ceramic	kitchen	8	whiteware
18AG299	7.05		34 glass	kitchen	1	brown bottle
18AG299	7.06		34 glass	kitchen	22	colorless bottle
18AG299	7.07		34 glass	kitchen	1	colorless pressed glass
18AG299	7.08		34 glass	machinery	1	light blue bottle
18AG299	7.09		34 glass	kitchen	1	blue jar
18AG299	7.1		34 glass	kitchen	2	green bottle
18AG299	7.11		34 glass	art	1	black glass fragment
18AG299	7.12		34 glass	kitchen	2	purpled bottle
18AG299	7.13		34 glass	machinery	47	light blue bottle
18AG299	7.14		34 glass	machinery	1	light blue bottle
18AG299	7.15		34 granite	machinery	1	unidentified, rectangular rod, probably graphite
18AG299	8.01		35 ceramic	kitchen	1	whiteware
18AG299	8.02		35 ceramic	kitchen	5	whiteware
18AG299	8.03		35 composite	architecture	3	shingle
18AG299	8.04		35 glass	kitchen	1	colorless bottle
18AG299	8.05		35 glass	kitchen	1	purpled bottle
18AG299	8.06		35 glass	kitchen	2	colorless bottle
18AG299	8.07		35 glass	kitchen	1	colorless bottle
18AG299	8.08		35 glass	kitchen	9	colorless bottle
18AG299	8.09		35 glass	kitchen	1	colorless bottle
18AG299	9.01		36 ceramic	kitchen	1	whiteware
18AG299	9.02		36 glass	architecture	1	window glass
18AG299	9.03		36 glass	kitchen	3	light blue bottle
18AG299	9.04		36 glass	kitchen	2	colorless bottle
18AG299	9.05		36 metal	architecture	1	nail

Council Agenda Summary

Meeting Date: 2/2/2021

Key Staff Contact: Robert Smith

Item Title: 19-16-S - 78" Parallel Pipeline from Mill Race to CSO Storage Deed of Gift

Summary of project/issue/purchase/contract, etc for Council:

During the NEPA evaluation of the 78" Parallel Pipeline project, an archeological site was required to identified and studied within the project limits. The results of that study identified 39 specimens ranging from coal, glass and household ceramics. The owners of the property, from which the specimen was discovered, reserve the right to keep the specimen or donate them to a state repository for future study. The specimens related to this order were found on City property near the Mason Recreation and Sports Complex. This order grants the Mayor permission to execute documents to transfer the 39 specimens to the Maryland State Repository. The cost for curating the specimens is \$5,700.

Amount of Award: \$5,700.00

Budget number: \$5,700.00

Grant, bond, etc. reference: N/A

File Attachments for Item:

. Order 26,755 - granting a one-time Historic District Property Tax Credit to 15 Prospect Square (Wunderlick) in the amount of \$1,608.50 to be applied over the course of five (5) years; property tax assessment freeze not applicable

- Order -
of the
Mayor and City Council of Cumberland
MARYLAND

ORDER NO. 26,755

DATE: February 2, 2021

ORDERED, By the Mayor and City Council of Cumberland, Maryland

THAT, the property located at 15 Prospect Square, owned by John C. and Janet C. Wunderlick, be and is hereby granted a one-time Historic District Property Tax Credit commencing with the 2022-2021 tax year as follows:

1. Property tax credit in the amount of \$1,608.60 applied to real estate property taxes for a total of five (5) years, with any credit remaining expiring after that time;
2. Property tax assessment freeze - not applicable

Raymond M. Morriss, Mayor

Historic District Tax Incentive Program

By Kathy McKenney

15 Prospect Square

John C. Wunderlick/Janet C. Wunderlick

Contact: Janet Wunderlick

Tax Account #: 06-032656

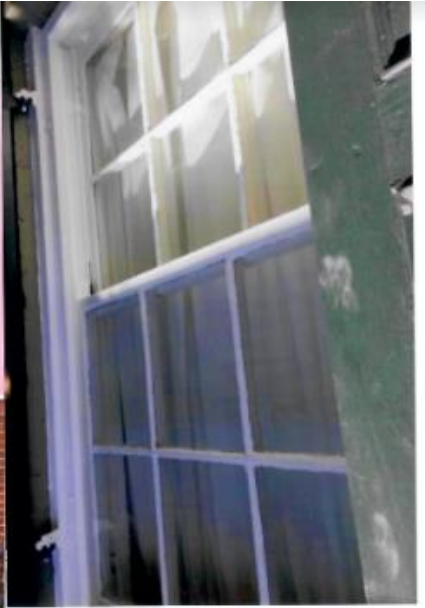
A Historic District Tax Incentive Application has been received from the owners of the property located at 15 Prospect Square. Based on research, calculations (within the allowable two-year project time period), and materials received, I would like to make the following recommendation:

- ❖ City of Cumberland property tax credit recommended in the amount of \$1,608.60 (10% of total eligible project costs of \$16,086.00). The credit will be applied to real estate property taxes and is valid for a total of five years unless exhausted. Any credits remaining after that time will expire.
- ❖ Property tax assessment freeze is not applicable for this project since the ratio of the project investment versus the pre-improvement value of \$259,867.00 is 6%. The minimum investment that qualifies for a tax assessment freeze is 10%.

Improvement cost as percentage of market	Available tax exempt status of improvement
10 percent	1 year
20 percent	2 years
30 percent	2 years
40 percent	3 years
50 percent	3 years
60 percent	4 years
70 percent	4 years
80 percent	5 years
90 percent	6 years
100 percent	7 years
200 percent	8 years
300 percent	9 years
400 percent	9 years
500 percent	10 years

The expenses for this project relate to COA 845 from August 2018 and include an in-kind roof replacement as well as in-kind replacement of the exterior storm windows.

Before storm
windows -
lower level



After 6
framed
storm i
installed

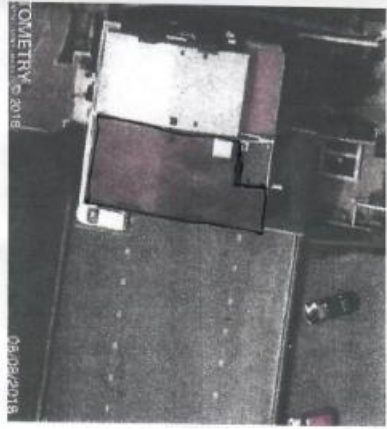
After wood
framed storm
windows
installed on lower
windows



After wood
framed
storm windows
installed on 1 $\frac{1}{2}$ FL.



Red roof —
Before re-roofing



OF NEW GREY
ROOF

St. Michaels
Hospital
Gutter



Council Agenda Summary

Meeting Date: February 2, 2021

Key Staff Contact: Kathy McKenney, Historic Planner/Preservation Coordinator

Item Title: 15 Prospect Square Historic District Tax Incentive Recommendation from the HPC

Summary of project/issue/purchase/contract, etc for Council:

The Historic Preservation Commission voted unanimously during their 1/20/2021 meeting to recommend a tax credit equal to \$1,608.60 from the Historic District Tax Incentive Program to the owners of 15 Prospect Square, John C. Wunderlick and Janet C. Wunderlick. The minimum required investment was not met to recommend a tax incentive freeze for this project.

Amount of Award:

Budget number:

Grant, bond, etc. reference:

File Attachments for Item:

. Order 26,756 - authorizing execution of a Right-of-Way Agreement with The Potomac Edison Company regarding the installation of an electric vehicle charging station, to be installed and maintained by Potomac Edison, at the Liberty Street surface parking lot

- Order -
of the
Mayor and City Council of Cumberland
MARYLAND

ORDER NO. 26,756

DATE: February 2, 2021

ORDERED, By the Mayor and City Council of Cumberland, Maryland

THAT, the Mayor be and is hereby authorized to execute a Right-of-Way Agreement for Electric Vehicle Charging Stations between the Mayor and City Council of Cumberland and The Potomac Edison Company, regarding the installation of an electric vehicle charging station at the Liberty Street surface parking lot, which is to be installed and maintained by Potomac Edison.

Raymond M. Morriss, Mayor

The Potomac Edison Company™
RIGHT-OF-WAY AGREEMENT FOR ELECTRIC VEHICLE CHARGING STATIONS – MARYLAND ONLY
 FORM X-4216-EV (10-19) Page 1 of 2

For good and valuable consideration, the receipt of which is acknowledged, and of the covenants and agreements herein contained, I/we, MAYOR AND CITY COUNCIL OF CUMBERLAND the undersigned Grantors, grant unto THE POTOMAC EDISON COMPANY™, a Maryland and Virginia corporation, its successors and assigns, (the "Company") a right-of-way TEN feet (10') wide for the purpose of constructing, reconstructing, inspecting, repairing, operating, maintaining, replacing, and removing an overhead and/or underground electric and communication system including all necessary poles, anchors, wires, trenches, conduits, cables, concrete pads, electric vehicle charging supply equipment or appurtenances, and any other facilities as Grantee deems necessary under, over and upon the property which I/we own or in which I/we have any interest, situated in ALLEGANY District of ALLEGANY County, State of MARYLAND, acquired by me/us from MAYOR AND CITY COUNCIL OF CUMBERLAND by deed dated the 28TH day of MARCH, 1979, of record in DEED Book No. 506 Page No. 578 of the land records of ALLEGANY County, State of MARYLAND together with right of ingress to and egress from said right-of-way at all times over the lands of Grantors; said system and easement to be located as indicated on Company's Drawing No. 60680957, which is incorporated herein by reference and is either attached hereto or filed in Company office, said right-of-way being more particularly described as follows:

TO BE ON GRANTOR'S PROPERTY LOCATED ON THE WEST SIDE OF LIBERTY ST, APPROXIMATELY 200 FEET SOUTH OF FREDERICK STREET IN THE MUNICIPAL PARKING LOT.
THIS RIGHT OF WAY COVERS THE INSTALLATION OF OVERHEAD LINES FROM EXISTING POLE C1965-PE18 AND RUNNING IN A NORTHERLY DIRECTION FOR APPROXIMATELY 80 FEET TO EXISTING POLE C16828-PE18, THEN FROM C16828-PE18 INSTALLATION OF UNDERGROUND CABLE IN AN EASTERLY DIRECTION FOR APPROXIMATELY 120 FEET TO THE NEW LEVEL 2 ELECTRICAL VEHICLE CHARGER. THIS IS ALL ILLUSTRATED ON EXHIBIT "A".

and to permit the installation of wires, cable, conduit or other facilities of any Company or persons. The Grantors, and their successors in ownership of the property, shall not, and shall not permit others to, plant any trees or erect or place any buildings or other structures on said property, except usual fences, nor alter the surface elevation of said property from the elevation existing upon completion of construction and/or burial of facilities hereunder. The Company shall have the right to install, maintain, operate and replace its underground and overhead facilities without responsibility for any damage caused thereby to trees, shrubs, flowers or any other obstruction grown, constructed or placed on said right-of-way and shall at all times have the right to clear and keep clear the right-of-way and to control, cut down, trim and remove trees, limbs and brush under and alongside of said facilities sufficiently for the safe and proper operation and maintenance thereof; said sum being in full payment therefor.

The Company shall pay for or repair all damages to fences, crops, and livestock caused by the construction, operation, maintenance, rebuilding and removal of said facilities, if notice in writing is given within thirty days after such damages are suffered, otherwise it is understood that such damages are waived.

Witness the following signatures and seals this _____ day of _____ in the year _____.

WITNESS: _____ _____ _____	GRANTOR(S):	_____ / <u>RAYMOND M. MORRISS (MAYOR)</u>
		(SIGNATURE) (NAME-Please Print)
		_____ / _____
		(SIGNATURE) (NAME-Please Print)
		_____ / _____
		(SIGNATURE) (NAME-Please Print)

State of _____ County of _____ to-wit:

I hereby certify that on this _____ day of _____ (MONTH/YEAR) before me, a

Notary Public in and for the State and County aforesaid, personally appeared _____

known to me to be the person(s) whose name(s) is/are signed to the written instrument hereto annexed and acknowledged before me in my said County that he/she/they executed the same for the purposes therein contained, and that the actual consideration paid, including amounts assumed by the Grantee, is in the sum total of _____.

My Commission Expires _____ (NOTARY PUBLIC)

State of _____ County of _____ to-wit:
I hereby certify that on this _____ day of _____ before me, a
(MONTH/YEAR)
Notary Public in and for the State and County aforesaid, personally appeared _____

known to me to be the person(s) whose name(s) is/are signed to the written instrument hereto annexed and acknowledged before me in my said County that he/she/they executed the same for the purposes therein contained, and that the actual consideration paid, including amounts assumed by the Grantee, is in the sum total of _____.

My Commission Expires _____
(NOTARY PUBLIC)

MARYLAND CERTIFICATION

This instrument was prepared by the undersigned, an employee of The Potomac Edison Company, a party to the above instrument.

Marty A. Dunnington
(EMPLOYEE)

Distribution Tech IV- Design Services
(TITLE)

DECLARATION OF CONSIDERATION (West Virginia)

The undersigned does hereby declare that the transfer involved in the document to which this declaration is appended is not subject to State Excise Tax upon the privilege of transferring the right-of-way for the reason designated as follows

The cost being less than One Hundred Dollars (\$100).

Executed this _____ day of _____.

By _____
(RIGHT-OF-WAY SOLICITOR)

This instrument prepared by Brandon L. Warrenfeltz under the direction of Gary A. Jack, Attorney at Law for The Potomac Edison Company.

RIGHT-OF-WAY

Name MAYOR AND CITY COUNCIL OF CUMBERLAND
Line TO ELECTRIC VEHICLE CHARGER
Project ID 60680957
Company POTOMAC EDISON
Service MD
Center County ALLEGANY
State 01/06/2021
Date

COUNTY LAND RECORDS

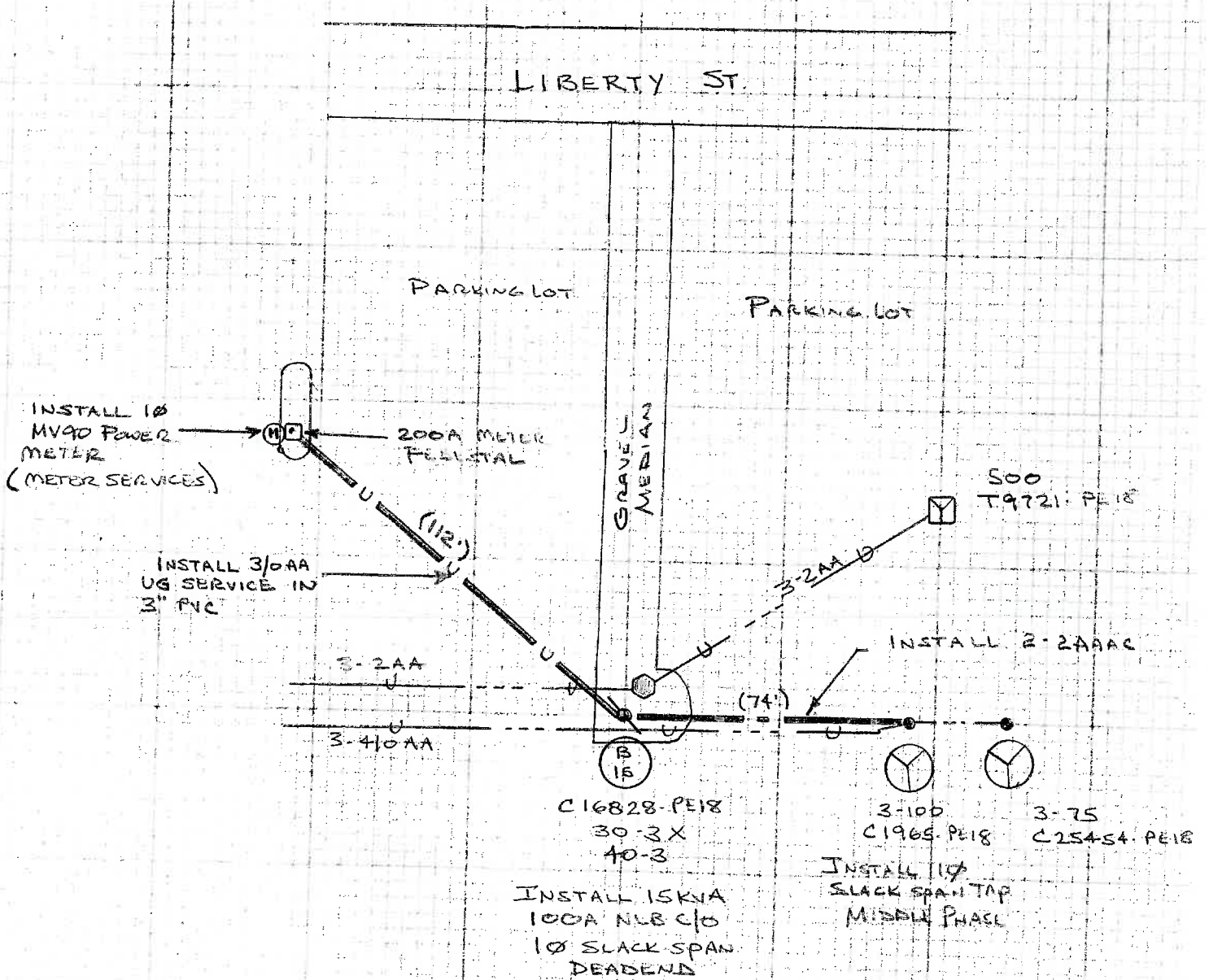
CONSTRUCTION SKETCH
FORM 30-794 REV. 1

MD VA WV



TITLE: 120/240V UG SERVICE TO POTOMAC EDISON LEVEL 2 EV						PAGE: 1 OF 1
CHARGER: LIBERTY ST. CUMBERLAND, MD						EST. NO.: 60680957
SUBSTATION: THOMAS ST		FEEDER: HOWARD ST		SCALE: 1" = 40'		W.O. NO.: 16552939
PANEL NO.	PANEL NO.	TAX CODE: 1001	COUNTY: ALLEGANY	PAGE	GRID NO.	
DRAWN BY: MAD	DATE: 10-7-20	APPROVED BY:	DATE:	COMPLETED BY:	DATE:	DWG. NO.

EXHIBIT "A"



Council Agenda Summary

Meeting Date: January 19, 2021

Key Staff Contact: Raquel Ketterman, Engineering Division

Item Title: Right-of-Way agreement for Electric Vehicle Charging Stations

Summary of project/issue/purchase/contract, etc for Council:

Consider describing in detail 1) what the project / purchase / contract/ presentation, etc. entails; 2) what funding will be used; 3) whether the project, etc. is budgeted for this fiscal year or what other funding will apply; 4) if sole source, how the purchase qualifies under the code provisions; 5) benefits to City; 6) timeline, etc.

The execution of the Right-of-Way agreement between the Mayor and City Council of Cumberland and the Potomac Edison Company for Electric Vehicle Charging Stations for the Liberty surface parking lot installed and maintained by The Potomac Edison Company.

The Level 2 Electric Vehicle Charger was installed on December 31, 2020 upon the Liberty Street surface parking lot. The ROW covers the installation of overhead lines from existing pole C1965-PE18 and running in a northerly direction for approximately 80 feet to existing pole C16828-PE18, then from C16828-PE18 installation of underground cable in an easterly direction for approximately 120 feet to the new Level 2 Electric Vehicle Charger.

Amount of Award: NA

Budget number: NA

Grant, bond, etc. reference: NA