



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

M&CC Regular Meeting
Video Conference

DATE: May 04, 2021

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

<https://cumberlandmd.webex.com/cumberlandmd/onstage/g.php?MTID=eba8129e0054861c7e8700a5360531c89>

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.

OPEN SESSION

Roll Call

Statement of Closed Meeting

1. Summary Statement of the closed session held April 27, 2021

Director's Reports

(A) Administrative Services

1. Administrative Services monthly report for March, 2021

(B) Engineering

1. Engineering Division monthly report for April, 2021

Approval of Minutes

1. Approval of the Closed Session and Regular Session Minutes of April 6, 2021

New Business

(A) Orders (Consent Agenda)

- [1.](#) Order 26,787 - authorizing the purchase of a new Caterpillar 430 07A Backhoe Loader from Cleveland Brothers Caterpillar for the not-to-exceed amount of \$109,858 through a cooperative purchasing agreement with Sourcewell (Agreement #032119CAT)
- [2.](#) Order 26,788 - authorizing execution of a letter of support regarding the Passages of the Western Potomac Heritage Area's request for MD Heritage Areas Authority FY22 grant funding to hire a consultant to update the 2012 PWPFA's Management Plan and approving the provision of \$25,000 in funding towards the required match for the grant
- [3.](#) Order 26,789 - authorizing the Mayor and City Council to hire a recruitment firm to support the hiring process for the City Administrator position

Public Comments

All public comments are limited to 5 minutes per person

Adjournment

File Attachments for Item:

1. Summary Statement of the closed session held April 27, 2021

Mayor and City Council of Cumberland

Closed Session Summary

April 27, 2021

Video Conference

On April 27, 2021, the Mayor and City Council met in closed session at 6:30 p.m. by video conference to receive legal advice regarding matters pertaining to CSX, as provided for by Section 3-305(b)(7) of the General Provisions Article of the Annotated Code of Maryland.

Persons in attendance included Mayor Raymond Morriss; Council Members Seth Bernard, Richard Cioni, Eugene Frazier, and Laurie Marchini; Jeff Rhodes, City Administrator; Mike Cohen, City Solicitor; Marjorie Woodring, City Clerk; Robert Smith, City Engineer

On a motion made by Council Member Frazier and seconded by Council Member Cioni, Council voted 5-0 to close the session.

No actions were voted upon and the meeting was adjourned at 7:26 p.m.



Raymond M. Morriss, Mayor

Entered into the public record on _____

File Attachments for Item:

. Administrative Services monthly report for March, 2021

Administrative Services Monthly Report for March 2021

May 4, 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 March, 2021.

Information Technology Department March 2021

Statistics

246 completed help desk requests
155 open help desk requests

Activities

Major department initiatives in the past month include:

- Continue troubleshooting/refining mobile data terminal setup
- Continue making changes to update our network environment and improve security
- Continue to assist with teleworking and virtual meetings; primarily virtual Mayor and Council meetings
- Continued working with vendor on Cisco phone operating system upgrade
- Assist with Tolemi Building Blocks project
- Assist with police CJIS audit

Parks and Recreation

March 2021

Pavilion Reservations - Annual Pavilion Reservation

Reservations for the use of Constitution Park Pavilions will resume on Monday April 12, 2021.

Use of the pavilions will begin May 1.

\$ 100.00 for the Large Pavilion and \$ 75.00 for the Small Pavilion.

Areas of work

- Work with Softball and Soccer Leagues to Coordinate Field usage for 2021 season
- July 4th Fireworks with Starfire Fireworks company – Contract and deposit
- Continue to take and review Seasonal applications for Lifeguards, Day camp, park watchman
- Work related to 2021 season for Park Pool
- Prepare for Pavilion reservation to begin
- John DiFonzo's work for the replacement of the Baby Pool Filters
- Easter Bunny Event on the Downtown Mall - Saturday April 3
- Begin to coordinate the addition of seasonal program employees to payroll with HR – Ballfield Supervisor (Mason Complex) and Pool Manager to begin work.

Meetings

- Staff Meeting
- Facility and Ballfield opening with Jason and Brooke
- 2021 Day Camp program meeting
- Allegany County Coalition Zoom meeting
- On Site proposed Splash Pad meeting
- Special Events, Parades and Facility usage meetings (2)
- Budget Zoom meeting

Upcoming

- Pool Lifeguard interviews – Sunday April 11
- Day Camp Counselor interviews
- Recreation Advisory Board meeting Monday April 12,
- Continue work with Northeast Elementary School STEM students
- Sunday in the Park Concert Series planning for 2021

Community Development Report

March 2021

CODE COMPLIANCE

Code Enforcement Activity:

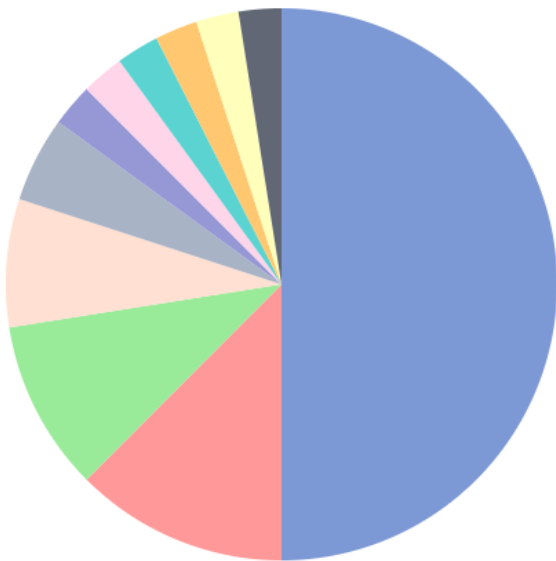
62 new complaints received this month - 30 of those are still open

36 violations were found

50 complaints have been resolved this month

Open Date From:
Open Date To:

03/01/2021
03/31/2021



Violations by Violation Type		
Dwellings, yards and lots to be kept clean	20	50.0%
Standards for good repair and safe condition	5	12.5%
Cleanliness of sidewalks, alleys and gutters	4	10.0%
Licensing of rental dwelling units	3	7.5%
Cleanliness of sidewalks, alleys, and gutters	2	5.0%
Cutting of weeds	1	2.5%
Traffic visibility across corners (a)	1	2.5%
Permits and certificates	1	2.5%
Prohibited occupancy	1	2.5%
Registration of agents	1	2.5%
(10) Truck and vehicle parking requirements	1	2.5%

ISSUED - Permits, Reviews, and Licenses, 38 issued for March

Building

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

Demolition

Residential 1
Commercial 0

Electrical

Residential 9
Commercial 0

Miscellaneous

Residential..... 8
Commercial..... 0

Occupancy

Residential..... 1
Commercial..... 3

Plumbing

Residential 1
Commercial 0

Commercial Signage

Total..... 3

Use Public ROW

Total issued..... 2

Utility

Residential..... 3
Commercial..... 0

Rental Licenses

Issued 12
(New and Renewal)

Rental Inspections.

Conducted: 16
Passed..... 15
Failed..... 1

Certificates of Appropriateness

Issued..... 3
Change Amend. 0

Plans, Reviews, Amendments and Appeals

(ZA, SPR, SR, ZMA, ZTA, SRA)

Issued 1

Revenue from Issued Permits/Reviews

Building Permits.....	\$2,295.00
Miscellaneous Permits.....	1105.00
Occupancy Permits	90.00
Sign Permits	271.00
Utility Permits	62,799.62
Plan Reviews, Amendments & Appeals	300.00
Zoning Classification Determination. (info. request).....	0
Municipal Infractions (Citation Fines)	0
Rental Licenses (new & renewals)	1,025.00
Paid Rental Inspection Requests	0.00
Certificates of Appropriateness	<u>90.00</u>
TOTAL	\$65,980.62

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

Code Compliance noted activity:

An application has been received for new housing project on Reynolds Street (former Eastside School location).

N application for a new greenhouse project for Grow West showing an investment of \$11M.

4 blight demolitions are scheduled.

COMMUNITY DEVELOPMENT PROGRAMS

March 2021

Community Development Block Grant Program

No changes from February's report. Spending is on schedule.

Historic Planner/Preservation Coordinator

March 2021

- Found a possible lead for architectural salvage for downtown streetscape project and have been in communication with the owners about the next steps and potential funding sources
- Prepared and issued the 3/10/21 Historic Preservation Commission meeting agenda and packet. Distributed to HPC, media, applicants, and issued the public notice; Assisted the HPC during their 3/10/21 meeting

- Met with Jeff and other City staff to discuss the project at the Creamery; attended the BOZA meeting on the matter, and provided suggestions for alternatives to the property/business owner for consideration
- participated in a planning meeting for the May preservation summit (3/4)
- Participated in the meeting to discuss the next steps for reviews for the Baltimore Street project on 3/8/21
- I was invited by the Maryland Historical Trust to participate in a meeting with Congressman Trone's office to help lobby for historic preservation funding initiatives at the federal level. This meeting took place on 3/10/21
- Participated in the FY22 budget meeting with Ken, Mark, and Melissa
- Participated in the Building Blocks meeting on 3/9/21
- Met with Ken and Dee-Dee Ritchie to discuss the potential to expand the Certified Heritage Area on 2/12/21
- Submitted the Certified Local Government sub-grant application to request funding to complete the Preservation Plan project
- Distributed determination letters to applicants following the 3/10/21 meeting
- Attended the MAHDC board of directors meeting on the 17th.
- Issued the second call for facade applications, this time for the Central Business District. The link to download the application was placed on the City's website. Applications are due by April 30th
- Helped Gino Giatras to find a solution to present to the HPC in the future for the accessory building adjacent to his restaurant
- Administratively reviewed the Certificate of Appropriateness for the project at 506 Washington Street. and sent the approval to the new owner
- Met with the Allegany Youth Enrichment Program representatives on 3/24/21 to offer guidance on the permit review process as well as federal review process for their project at 119 North Centre Street.

- Complete the draft Field Use Agreement draft for review (ACM Softball Field) and sent it to Mike, Diane and Ken for review
- Offered additional suggestions/alternatives for the Queen City Creamery service window project
- Submitted Quarterly reporting for Community Legacy funding to MD DHCD

Comptroller's Office
Financial Activity Report
 March 2021

Cash Flow:

Attached for your review is a Cash Flow Summary for the month of March 2021.

On March 1, 2021, the City had a cash balance of \$5.5 million. Receipts exceeded disbursements by \$1.7 million resulting in a cash balance of \$7.2 million at March 31, 2021.

As of March 31, 2021, the significant tax receivable balances were as reflected in the table below.

Taxes receivable (General Fund)						\$	3,475,319
	Beg Balance	New Billings	Adjustments/ Abatements	Collections	Bad Debt	Ending Balance	
FY 2021	\$2,123,604	\$ 674,524	\$ (7,473)	\$ 547,731	\$ -	\$ 2,242,924	
FY 2020	747,466	777	-	64,875	-	683,368	
FY 2019	355,133	-	-	65,525	-	289,608	
FY 2018	150,048	-	-	12,692	-	137,356	
FY 2017	34,037	-	-	241	-	33,796	
FY 2016	27,745	-	-	242	-	27,503	
FY 2015	24,602	-	-	-	-	24,602	
FY 2014	14,832	-	-	591	-	14,241	
FY 2013	10,101	-	-	-	-	10,101	
FY 2012	5,658	-	-	-	-	5,658	
FY 2011	3,172	-	-	-	-	3,172	
Prior FY's	2,990	-	-	-	-	2,990	
	\$3,499,388	\$ 675,301	\$ (7,473)	\$ 691,897	\$ -	\$ 3,475,319	

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

Real property (non-owner occupied)	\$844,998
Non-Corp Personal Property	3,622
Corporate Personal Property	951,112
Real Property (semiannual payments)	434,417
Real Property (Half Year)	8775
	<u>\$2,242,924</u>

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

March 31, 2021

	Cash	Investments
Beginning Balance	\$ 5,503,499	\$ 12,906,832
Add:		
Cash Receipts	9,651,187	711
Investment Transfer	-	-
Less:		
Disbursements	7,992,895	20,000
Investment Transfer	-	-
Ending Balance	\$ 7,161,791	\$ 12,887,543
Restricted	\$ 203,618	\$ 6,986

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

Restricted Cash

	3/1/2021	Increase	Utilization	3/31/2021
Police Seizures	\$ 80,634	\$ 11,489	\$ -	\$ 92,123
Bowers Trust	58,436	-	-	58,436
Street Improvement	-	-	-	-
Other	53,060	-	-	53,060
	\$ 192,130	\$ 11,489	\$ -	\$ 203,619

Restricted Investments

	3/1/2021	Increase	Utilization	3/31/2021
DDC	\$ 6,986	\$ -	\$ -	\$ 6,986
	\$ 6,986	\$ -	\$ -	\$ 6,986

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

	3/1/2021	Issue	Utilization	3/31/2021
CDA 2015	\$ 235,278	\$ -	\$ 10,230	\$ 225,048
CDA 2018	10,032	-	-	10,032
CDA 2019	2,476,658	-	1,710	2,474,948
	\$ 2,721,968	\$ -	\$ 11,940	\$ 2,710,028

CSO Projects Debt Draws

	3/1/2021	Issue	Utilization	3/31/2021
Evitts Creek Debt	\$ 143,260	\$ -	\$ -	\$ 143,260
Evitts Creek Grant	-	-	-	-
WWTP Debt	2,833,866	-	-	2,833,866
WWTP Grant	25,072,466	-	263,548	25,336,014
	\$ 28,049,592	\$ -	\$ 263,548	\$ 28,313,140

The CDA 2015 draw of \$10K was toward the WWTP blower building electrical switch gear. The CDA 2019 debt draw of \$2K was toward the SCADA system upgrade phase 2. The CSO project's final grant draw for \$264K was submitted in March, 2021. The CSO project and its related financing are complete.

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 planning phase costs. MDE's decisions on funding awards are anticipated in April or May of 2021.

Tax Sale:

Tax sale, in collaboration with Allegany County, will take place on May 26, 2021 through an online auction. On March 29th, we mailed 735 notices to property owners with three or more years' past due

taxes. April 30th is the last day to make payment to avoid tax sale. Starting May 1st, the entire indebtedness will be due to avoid tax sale and will be collected at the County Office.

- 4 years due - 195
- 3 years due - 360
- Prior/Multiple Years due – 180

As of April 22, 2021:

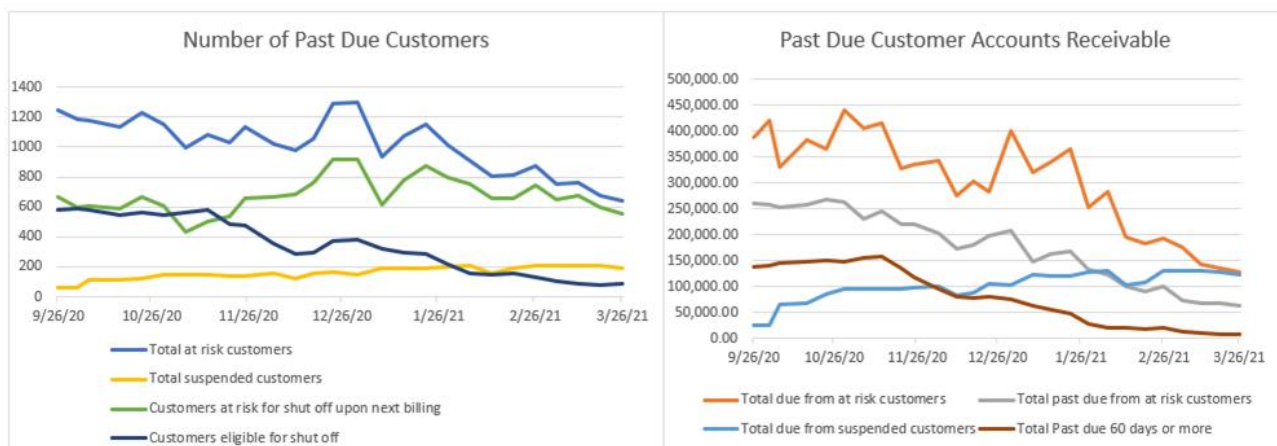
- 312 total payments were collected
 - 118 of those paid all years due and 194 paid to avoid sale
- 31 accounts were pulled from tax sale per Mike Cohen and the County Office
- Remaining Accounts - 392
 - 4 Years Due – 101, 3 Years Due – 129, Prior/Multiple Years – 162

Utility Collections:

Despite the pandemic related increases in delinquent accounts over the prior year, the policies and procedures for service termination and customer support are achieving the desired outcomes. Overall, we are experiencing incremental decreases in amounts past due for active customers at a greater rate than the increased amounts past due for suspended customers. Over the recent three months, the total past due from at risk customers has declined by \$135K while total past due from suspended accounts has increased by \$19K.

Since the prior month, 42 fewer customers are eligible for service termination, down to 86 from 128. Amounts past due 60 days or more have declined by \$13K from \$21K to \$8K. At March 26th, 2021, the total past due 30 days or more is \$63K for 641 customers, 86 customers are eligible for service termination (\$8K past due 60 days or more) and 192 customers are suspended (\$123K past due).

The City continues to provide communications of where to seek financial assistance, collaborate with financial assistance providers and offer four (4) month payment plans.



*Amounts do not include inactive accounts

COVID-19:

Funding

On March 11th, the president signed the new stimulus bill, American Rescue Plan Act. The bill includes \$350 billion for state, local and tribal government relief and is said to be more weighted to States with lower population. The City is projected to receive \$20 million (50% in the current year and the second half one (1) year after). We continue to await confirmation of the City's funding, additional use guidance from US Treasury, and receipt of funds.

CARES Act funding previously received and utilized by the City totals \$633,750 for hazard pay, COVID-19 testing events, rotunda monitoring, software, unemployment claims. Lost revenue, and personal protective equipment to guard against COVID-19.

General Fund Quarterly Budget Review:

The table below illustrates the differences between the adopted fiscal year 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 surplus of \$1.8 million. The increase in unassigned fund balance is expected to improve from the original budget of \$2,000 to \$1.25 million.

City of Cumberland
FY 2021 Adopted vs Revised Comparison

	Adopted Budget	Revised Budget	Change Fav (Unfav)
Revenues			
Taxes	\$ 12,701,280	\$ 12,946,000	244,720
Licenses & Permits	122,900	222,300	99,400
Intergovernmental	3,089,824	3,727,929	638,105
Charges for Services	1,569,450	1,587,450	18,000
Fines, Forfeitures & Interest	59,200	31,700	(27,500)
Miscellaneous	982,000	1,437,112	455,112
Financing Proceeds	2,240,474	2,138,020	(102,454)
Proceeds of Refunding Bonds	-	6,497,210	6,497,210
Refunded Bond Premium	-	314,418	314,418
Original Issue Premium	-	142,619	142,619
Interfund Transfers	2,651,374	2,589,172	(62,202)
Total Revenue and other financing sources	23,416,502	31,633,930	8,217,428
Expenditures			
General Government	1,786,435	1,664,686	121,749
Public Safety	11,684,675	11,829,282	(144,607)
Public Works	2,740,055	2,642,761	97,294
Recreation	708,834	795,552	(86,718)
Community Dev & Housing	1,359,178	1,408,976	(49,798)
Debt Service	3,097,380	3,042,252	55,128
Operating Transfers	1,710,223	1,779,835	(69,612)
Payment to Refunded Bond Escrow Agent	-	6,665,613	(6,665,613)
Total Expenditures and other financing uses	23,086,780	29,828,957	(6,742,177)
Surplus (Deficit)	\$ 329,722	\$ 1,804,973	\$ 1,475,251
(Creation) utilization Restricted/nonspendable fund balance	(328,067)	(549,991)	(221,924)
Increase in unassigned Fund balance	\$ 1,655	\$ 1,254,982	\$ 1,253,327

Revenue – Overall the revised fiscal year 2021 revenue estimate is \$1.43 million (7.71%) above the original adopted budget. Actual year-to-date results through March 2021 indicate an improvement in all revenue sources with the exception of fines, forfeitures and interest where the impact of declining and low interest rates has curtailed interest income on investments and undrawn CDA bond proceeds. The overall revenue increase is driven by taxes, licenses and permits, intergovernmental and miscellaneous revenue increases. For each increased revenue, the actual year to date and remaining fiscal year estimates exceed the expectations in the adopted budget.

First, projected tax revenue increases of \$245K are a result of improved hotel motel tax receipts, improved tax penalties and interest resulting from the delayed tax sale from fiscal year 2020 and ensuing current year tax sale result in current collections exceeding the expected rate and improved personal property corporate tax outpacing estimates. Second, licenses and permits revenue is projected to increase \$100K from an increase in building permit revenue associated with the Eastside School property redevelopment. Third, the intergovernmental revenue estimate experienced a net projected increase of \$638K due to a \$183K expected improvement in highway user revenue, \$312K improvement in income tax revenue, \$278K of unbudgeted COVID-19 CARES Act revenue reduced by \$128K for an expected police department grant that was not awarded to the City and other smaller budget variations. Intergovernmental CARES Act revenue includes

\$30K of allowable funding for lost revenue in ambulance services. Last, miscellaneous revenue estimates increased by \$455K 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 and a one-time payment from US Cellular to bring its lease payments current.

Expenditures – The revised fiscal year 2021 expenditure estimate is \$6.67 million above the original adopted budget, with \$6.67 million attributed to refunding of bonds. The remaining increases of \$232K 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, an increase of \$184K for bond issuance costs, \$39K increase to Community Development worker's compensation costs, and timing differences among capital purchasing in public safety and recreation are offset by a budget reduction of \$240K for principal and interest payments forgone as a result of the bond refunding and timing of new debt issuance, more favorable police and fire worker's compensation costs, reduced police court time and academy training costs, reduced IT Department payroll costs, reduced snow removal chemical costs, and reduced Community Development temporary employee payroll. CARES Act expenditure estimates of \$232K include \$63K to general government, \$134K to Public Safety, \$30K to Community Development and Housing, \$3K to Recreation, and \$2K to Public Works.

Other financing sources/uses – The budget revision indicates a net increase of \$6.72 million to other financing sources/uses. This net increase includes \$457K in bond premium resulting from the anticipated new debt issuance and bond refunding, and an increase of \$6.5 million for proceeds from the anticipated bond refunding issuance; reduced by \$102K less proceeds from the new debt issuance, \$62K reduction to interfund transfers revenue and additional transfers out of \$70K. Additional transfers out consist of \$31K to the Municipal

Parking Authority due to reduced parking revenue and \$39K 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 \$1.25 million after adjusting for the budgeted \$550K 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 2021 budget status through March 31, 2021.

**City of Cumberland
FY 2021 Comparison to FY 2020 General Fund**

	FY 2021			FY 2020		
	YTD Thru March 31	Adopted Budget	%age	YTD Thru March 31	Adopted Budget	%age
Revenues						
Taxes	\$ 12,640,351	\$ 12,701,280	99.5%	\$ 12,130,294	\$ 12,691,001	95.6%
Licenses & Permits	77,153	122,900	62.8%	68,739	127,600	53.9%
Intergovernmental	2,451,611	3,089,824	79.3%	2,087,399	3,643,261	57.3%
Charges for Services	1,029,204	1,569,450	65.6%	1,141,245	1,579,425	72.3%
Fines, Forfeitures & Interest	30,209	59,200	51.0%	84,330	66,100	127.6%
Miscellaneous	1,259,596	982,000	128.3%	473,335	618,800	76.5%
Financing Proceeds	-	2,240,474	0.0%	3,283,661	3,207,500	102.4%
Interfund Transfers	2,589,172	2,651,374	97.7%	1,770,567	1,976,352	89.6%
Total Revenue and other financing sources	20,077,297	23,416,502	85.7%	21,039,570	23,910,039	88.0%
Expenditures						
General Government	1,180,860	1,786,435	66.1%	1,421,223	1,850,672	76.8%
Public Safety	9,065,913	11,684,675	77.6%	8,297,287	12,717,910	65.2%
Public Works	2,048,710	2,740,055	74.8%	1,997,468	3,007,181	66.4%
Recreation	567,882	708,834	80.1%	617,698	986,579	62.6%
Community Dev & Housing	1,020,553	1,359,178	75.1%	984,814	1,372,088	71.8%
Debt Service	1,329,659	3,097,380	42.9%	1,362,629	2,801,865	48.6%
Operating Transfers	203,265	1,710,223	11.9%	938,697	1,065,431	88.1%
Total Expenditures and other financing uses	15,416,842	23,086,780	66.8%	15,619,816	23,801,726	65.6%
Surplus (Deficit)	\$ 4,660,455	\$ 329,722		\$ 5,419,754	\$ 108,313	
(Creation) utilization Restricted/nonspendable fund balance		(328,067)			(96,186)	
Increase (Decrease) in unassigned Fund balance	\$ 4,660,455	\$ 1,655		\$ 5,419,754	\$ 12,127	

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

Revenue

- Actual year-to-date results through March 2021 compared to March 2020 indicate an improvement in tax revenue, intergovernmental revenue, miscellaneous revenue and interfund transfers offset by a decline in service revenue, fines, forfeitures and interest revenue, and financing proceeds.
- Tax revenue – experiencing a net increase of \$510K over last March due to improved real property taxes, reduced property tax credits, improved tax penalties and interest and personal property corporate tax.
- Intergovernmental revenue – experiencing a net increase of \$364K due to the timing of the State Highway User Revenue, income tax and unbudgeted COVID-19 CARES Act revenue; reduced by police department grant revenue not awarded to the City, and timing of school resource officer and police protection revenues.

- Miscellaneous revenue increases over the prior year to date are attributed to surplus property sales, cell tower lease revenue and greater Local Government Insurance Trust (LGIT) cooperative health care cost surplus.
- Service revenue – decreases in police overtime and overtime reimbursements, rental registration revenue due to beginning of the year timing differences, and COVID-19 impacted recreation program revenues.
- Fines, forfeitures and interest – impacted by declining and low interest rates reducing interest income on investments and undrawn CDA bond proceeds.
- Financing proceeds –FY 21 debt issuance is expected to close on April 29th.
- 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.

Expenditures

- General government expenditures represent 66.1% of the annual budget compared to 76.8% through March, 2020. This is attributed to lower costs among City Solicitor, IT, Vehicle Maintenance, Central Services Departments and smaller areas, offset by higher costs among Comptroller, City Hall, Municipal Service Center Departments and smaller areas. The IT department makes up the largest component with reduced personnel costs associated with one fewer employee on payroll following the retirement of Jon Daddysman in October 2020.
- Public Works expenditures are higher by \$769K due to the timing of capital expenditures over the prior year, CPD academy training and CFD overtime. Capital expenditures include eight police SUVs and CFD personal protective equipment.
- Recreation expenditures represent 80.1% of the annual budget compared to 62.6% thru March, 2020. Swimming pool expenses and revenue have exceeded expectation for the year as we allowed a 50% reduction in activity due to COVID-19. The pool was open much more than anticipated, costs were higher than FY 20 costs. We can expect an overage of around \$25K 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 third of FY 21 compared to FY 20 due to the general fund capital project timing and 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 February 28th, we have a \$653K surplus compared to \$629K last year. It is still 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 20 have a greater impact than the partial FY 21 results.
- FY 22 health insurance rates are increasing 2.5%.

Month	Total Deposits	Reinsurance		Net Monthly Claims Paid	CIGNA Refunds	Surplus (Deficit)	Performance Ratio	Pledged Cross Share		Anticipated Cross Share Needed	Potential Refund
		Received	Pending					%age	Dollars		
Feb-21	2,741,958	113,148	104,599	2,281,450	29,041	707,296	85.34%	22.5%	(159,142)	(54,513)	652,783
Feb-20	2,662,940	101,926	506,979	2,729,586	118,770	661,029	86.45%	22.5%	(148,732)	(32,469)	628,560

Respectfully submitted,

Jeff Rhodes
City Administrator

sln

File Attachments for Item:

. Engineering Division monthly report for April, 2021

City of Cumberland, Maryland

Engineering Division - Monthly Report

Capital Projects						April 30, 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 obtained the ROE permit from CSX on 1/12/21. WRA and City met with CSX and AECOM reps @ railyard on 4/15 to discuss access for geotech investigation. Access plans were tentatively approved and WRA now working to schedule dates for access.	MDI	4/19/2021
2013	1-13-FPM	Flood Control System Concrete Repairs	Repairs to various points of FCS system per USACOE inspection	Construction	NO CHANGE - Project was advertised for bid on 2/8/21. Bid opening was held on 3/17/21, with Carl Belt as the apparent lowest bidder @ \$148,650. Derrik and I will be preparing the procurement packet for MDE to review prior to construction.	MDI	3/22/2021
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	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	4/22/2021
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	4/22/2021

City of Cumberland, Maryland

Engineering Division - Monthly Report

Capital Projects						April 30, 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 - The 100% Plans, Specifications, and Estimate (PS&E) packet has been recieved from EADS and Robert Smith forward the packet on April 16th to the Maryland State Highway Administration for review. While the packet is being reviewed the Engineering Department will continue to prepare and submit additional project documentation to the SHA including: "Justification of Patented & Proprietary Product" forms for each name brand product included in the bid package; any ADA Waivers that are need where a sidewalk or curb ramp does not meet SHA Pedestrian Guidelines, but does meet Federal guidelines; and other necessary documentation. It is anticipated the the SHA review will take several months, and following that review, comments and concerns will need to be addressed and the PS&E package resubmitted to SHA for final approval and for Federal Highway Administration Approval.	JRD	4/21/2021
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	UPDATED - This project is expected to move forward in FY22 with State Aid Funds.	RLS	4/21/2021
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. Per discussions with MDE, this project cannot move forward until property acquisition is complete. There is no schedule for completing the acquisitions at this time.	RLS	3/26/2021
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	NO CHANGE - The water line will be replaced in Phase 2 of the project which slated to begin in in early April.	RLS	3/26/2021
2017	18-17-M	Maryland Avenue Development	This is not an Engineering Project, but included here to cover future department work with the development.	Design	NO CHANGE - Phases 1 & 2 of the Cumberland Gateway project has moved into construction. The Department will support future phases for stormwater management reviews and traffic design support.	RLS	3/26/2021
2017	29-17-UTIL	VOID See 19-15-M	VOID				

City of Cumberland, Maryland

Engineering Division - Monthly Report

Capital Projects						April 30, 2021	
Order	Project No.	Project Name	Description	Phase	Comments	Updated By	Date of Update
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	UPDATE - The project has been awarded to Carl Belt Inc, pending approval from MDE. Construction is slated to begin in August.	RLS	4/21/2021
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 - This project is in the final engineering stages. The PS&E package is expected to be submitted in May	RLS	4/21/2021
2018	22-18-M	Solid Waste and Recycling Collection	Contract documents for the FY20 garbage and recycling collection bid process	Planning	NO CHANGE	RJK	4/22/2021
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	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	UPDATED - The pilot study is testing is complete. The final report will be provided in early spring which will outline the City's options for future filtering operations.	RLS	4/21/2021
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	4/26/2021
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	4/26/2021

City of Cumberland, Maryland

Engineering Division - Monthly Report

Capital Projects						April 30, 2021	
Order	Project No.	Project Name	Description	Phase	Comments	Updated By	Date of Update
2019	14-19-M	WWTP RMP Compliance Services	RMP Compliance for OSHA 29 CFR 1910	Planning	NOCHANGE Compliance work continues. TIER II reports completed, Annual LEPC update conducted March 9. RMP program updated to comply with OSHA 29 CFR 1910 for chlorine and sulfur dioxide storage on site.	RJK	4/22/2021
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.	Construction	UPDATE - Contractor (S&S) is still in the procurement stage and a NTP will not be issued until a construction timeline has been established. Key equipment is expected to arrive on site in early June, and construction shall commence then. Progress meeting to kickoff construction scheduled for May 17.	MDI	4/19/2021
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	Construction	UPDATE - Public works has installed all erosion controls and begun placement of fill @ Long Field site. A topo survey has been conducted at site #2 behind the pool. I will be developing a site plan for this site in the near future.	MDI	4/19/2021
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	Complete	UPDATE - The project is complete and will be removed from this list next month	RLS	4/21/2021
2020	11-20-WFP	Koon Dam Repairs	Concrete repairs to the dam structure (spillway and downstream face) per the annual dam inspection recommendations.	Construction Bidding	UPDATE - Project was advertised for bid on 2/1/21. Bids were opened on 3/3/21, and Carl Belt was the low apparent bidder @ \$571,330. Contract was approved by M&CC and is in the process of being executed by all parties.	MDI	4/19/2021
2020	12-20-RE	Long Field Upgrades - Phase 1	Improvements to Long Field Concession and Restroom area. Upgrades include electrical improvements.	Planning	UPDATE - Received POS funding for upgrades to Long Field on 5/20/20 for \$90k. Received Sourcewell quotes for electrical and general construction work on 4/15/21. Overall quote was \$129k. Currently working on reducing scope of work to meet funding amount.	MDI	4/19/2021
2020	13-20-WWTP	CSO Nine Minimum Controls Annual Review	A requirement of our LTCP and NPDES Report to look at these controls annually		UPDATE - The next NMC report in progress spring 2021; should be finalized in May. Met with Public Works (WW and Sewer) to update NMC language.	RJK	4/22/2021
2020	14-20-M	Carver Building Repairs	Project to repair damage to the Carver Building				
2020	15-20-P	South Street Pavement Repairs	Paving the length of South Street while also making ADA and sidewalk improvements	Design	UPDATE - The trench repair and paving has been completed by Belt Paving. ADA Improvements are being designed.	JRD	4/21/2021
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

City of Cumberland, Maryland

Engineering Division - Monthly Report

Capital Projects						April 30, 2021	
Order	Project No.	Project Name	Description	Phase	Comments	Updated By	Date of Update
2020	17-20-WWTP	CSO Long-Term Control Plan Projects/Schedule Review	Correspondences with MDE regarding the LTCP Projects and the Consent Decree (CO) end date: October 1, 2023.	N/A	<p>UPDATE - Another meeting with the all the Jurisdictions occurred on April 7 with consultation with AquaLaw regarding drafting the official consent decree extension letter to MDE.</p> <p>Each jurisdiction is supplying information related to CSO project schedules/financial need for inclusion in the official extension request letter.</p> <p>Two meetings occurred in March; one with the CO partners (Allegany County, Frostburg & LaVale) and one meeting with CO partners and MDE.</p> <p>Result of the meeting with MDE in March was to send an official letter detailing a request for extension and include supporting information on project schedules and financial need.</p>	RJK	4/22/2021
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 Notification from MDE accepting the City's NOI received. Compliance with the new General Permit now underway.	RJK	4/22/2021
2020	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 -		
2020	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
2020	39-20-M	Chesapeake Conservation Corps Volunteer	Opportunity to have a Corps Volunteer should the City get matched up successfully (positions are conservation work related)	Planning	NEW Application for Cumberland to Host a volunteer for August 2021 to July 2022 accepted by the CBT. In the process of interviewing interested young adults to work in the Engineering Division - conservation related tasks. Volunteers and host sites get matched based on the interview process.	RJK	4/22/2021
2021	2-21-WWTP	Influent Screening System Upgrade	Design and replacement of a new influent screening system at the headworks of the WWTP.	Design	NO CHANGE - Engineering and design services were advertised for bid on 3/22/21. Bids will be due on 4/21/21.	MDI	3/22/2021
2021	3-21-WFP	2021 ECWC Watershed Timber Sale			NEW -		
2021	4-21-W	Route 220 20" Water Main Replacement	Project to replace the 20" water main in Route 220. The water line from I-68 to the State Prison is currently owned by the City. Discussion are being held between the City and County to partner on the project or transfer the asset to the County.	Planning	NEW - This project is in the planning stages in conjunction with Allegany County.	RLS	4/21/2021
2021	6-21-RE	Constitution Park Wading Pool Filter Renovation	Replace the cracked filter and other improvements to the mechanical building equipment for the wading pool.		NEW -		

City of Cumberland, Maryland

Engineering Division - Monthly Report

Capital Projects						April 30, 2021	
Order	Project No.	Project Name	Description	Phase	Comments	Updated By	Date of Update
2021	7-21-WFP	2021 ECWC Watershed Timber Sale	2021 ECWC Watershed Timber Sale		NEW -		
2021	8-21-WWTP	SCADA System Integration	Solicit bids for a qualified Industrial Control System Integrator to complete the Water/Wastewater SCADA System integration.		NEW - This is a project to secure integrator services to support both the Water Filtration Plant and Water Reclamation Facilities	RLS	4/21/2021
2021	9-21-M	Municipal Service Center Security Fence	Installation of a security fence at the Municipal Service Center		NEW -		
2021	10-21-M	Undocumented Rights-of-Way	Decide how undocumented rights-of-way should be dedicated and what form of dedication is need to prevent the rights-of-ways from accidentally being sold.	Study	NEW - During research for for projects and information requests it was discovered that there are multiple parces of land throughout Cumberland that were purchased for use as a right-of-way, or are being used as right-of-way, that have not been dedicated as right-of-way. For example, land was purchased for the widening of Baltimore Avenue, but a few years after the construcion the land was sold as surplus without reserving the portion being used as right-of-way. In this case, luckily the entire parcel of land was reacquired by the City.	JRD	4/21/2021

File Attachments for Item:

1. Approval of the Closed Session and Regular Session Minutes of April 6, 2021



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

Regular M&CC Public Meeting
Via Video-conference

DATE: April 06, 2021

I. CLOSED SESSION

1. 5:00 PM - Convene in open session for the purpose of closing the meeting to discuss issues pertaining to negotiations with the UFCW Local 1994 representing members of the Cumberland Police Department, pursuant to Section 3-305(b)(9) of the General Provisions Article of the Annotated Code of Maryland
2. Closed session

II. OPEN SESSION - 6:15 PM

1. 6:15 PM - Reconvene into open session

III. Roll Call

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

Councilman Bernard was Absent

Also Present: Jeffrey D. Rhodes, City Administrator; Marjorie A. Woodring, City Clerk; Robert Smith, City Engineer; Lee Borrer, Community Development Specialist; Melinda Kelleher, Downtown Manager; Renee Kniseley, Human Relations Commission; Renee Mason, Allegany County Library

IV. Statement of Closed Meeting

1. Statement of closed meetings held March 23 and April 6, 2021

Mayor Morriss announced that Closed Sessions had been held on March 23, 2021 at 4:40 p.m., and on April 6, 2021 at 5:00 p.m. and read into the record summaries of those

sessions, which are attached hereto and made a part of these minutes as required under Section 3-306 (c) (2) of the General Provisions Article of the Annotated Code of Maryland.

V. Proclamations

1. Proclaiming the month of April as Fair Housing Month in Cumberland

Mayor Morriss read the Proclamation, and presented it (virtually) to Renee Kniseley, Human Relations Commission member. Ms. Kniseley thanked M&CC for acknowledging Fair Housing Month.

2. Proclaiming April 8, 2021 as Day of Civility in the City of Cumberland, with the proclamation being accepted by Renee Mason from the Allegany County Library

Mayor Morriss read the Proclamation and presented it (virtually) to Renee Mason of the Allegany County Library. Ms. Mason thanked M&CC on behalf of Choose Civility of Allegany County, and advised that this will be their 4th Annual Day of Civility. She said that their success in keeping the chapter alive is due to their partnerships in the community, and talked about some of the events for Day of Civility on the library's website, including Food for Fines; gifts of cards, treat-bags and cookie trays to the City's Police & Fire Department officers and 911 dispatchers; Braver Angels Debate, and a Choose Civility podcast coming up on April 8th.

VI. Director's Reports

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

(A) Administrative Services

1. Administrative Services monthly report for February, 2021

(B) Engineering

1. Engineering Division monthly report for March, 2021

VII. Approval of Minutes

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

1. Approval of the Work Session and Regular Session Minutes of March 16, 2021

VIII. Public Hearings

1. Public Hearing - presentation of the Community Development Block Grant (CDBG) 2021 Annual Action Plan proposed projects for funding and proposed changes for the FY 2019 CDBG Annual Action Plan.

Hearing Convened: 6:47 p.m.

Ms. Borrer shared a PowerPoint presentation, provided background on Community Development Block Grants and reviewed the 2021 application process, involving

three different types of funding this year, totaling \$957,280, which includes \$119,910 in funding from the CARES Act. She reviewed the 5-Year Plan, which the process for CDBG funding falls under, and advised that there are 18 projects recommended for funding this year, which include housing, public facilities/infrastructure, and public services. Ms. Borrer provided a breakdown of the projects per funding category, and reviewed the Amendment process involving surplus allocations. She also provided information on the different comment periods for each funding.

- CARES Act Funding: AYEPS Youth Center, \$113,150; YMCA Transitional Homeless Shelter Sanitation Equip., \$6,750
- CDBG Surplus Allocations: 2020 S. Penn playground, \$37,500; FCH Sidewalk project, \$73,237.67 (Order considered at this meeting)
- Public Facilities (bulk): Balt. St. Redesign, \$232,721; Constitution Park Imps., \$76,000; YMCA Riverside Rehab. De-humid System, \$200,368; YMCA Gilcrist Facility Rehab. HVAC Ph. 2, \$48,520
- Public Services: Allegany Co. Health Right Dental, \$4,000; Assoc. Charities, \$9,000; CPD Foot & Bike Patrols, \$3,961; Abuse Prevention, \$9,500; Jane's Place, Inc.- Abused Children Services, \$4,000; YMCA Food-Transitional Housing, \$5,000

Ms. Borrer advised that more information was available on the City's website at www.cumberlandmd.gov. Mayor and Council thanked Ms. Borrer for all the hard work put into CDBG funding, stated that this program is a valuable asset to the community, and added that all the projects were viable and worthy of funding. Ms. Borrer advised that they would not be able to do this without the participation from community partners. She also advised of the two proposed projects at Constitution Park, which includes a splash pad, and improvements to signage and to other existing sites within the park.

Hearing Adjourned: 6:59 p.m.

IX. New Business

(A) Resolutions

1. **Resolution R2021-03** (*one reading only*) - to authorize the City to issue (i) a tax-exempt series of general obligation bonds in order to finance or reimburse the costs of projects authorized for debt funding in the FY 2021 budget and to refinance an outstanding general obligation bond issued to Community Development Administration ("CDA") in 2011, and (ii) a taxable series of general obligation bonds in order to refinance certain outstanding general obligation bonds issued to CDA in 2012 and 2014 and certain City general obligation bonds issued in 2013, together with related costs; and providing that any such general obligation bonds will be sold by negotiated underwriting

Mr. Rhodes reviewed the Resolution, saying that this is basically a financing resolution, which allows the City to borrow debt for this fiscal budget and refinance past debt issues. He added that this will save the City approximately \$1.5M.

READING: The resolution was presented in title only for the reading. **Motion** to approve the Resolution was made by Councilman Frazier, seconded by Councilwoman Marchini, and was passed on a vote of 4-0.

(B) Ordinances

1. **Ordinance No. 3885** (*1st reading*) - granting Shenandoah Cable Television, LLC the non-exclusive right to use the city's public rights-of-way for the delivery of high-speed internet service to Frostburg State University.

Mr. Rhodes provided background on the ordinance, and said this will allow Shenandoah Cable to use our rights-of-way to get fiber to FSU. Mr. Smith advised on the route that the fiber will take to get to Frostburg, and said that in exchange, Shenandoah Cable is giving the City of Cumberland access to 12 strands of fiber, which will be used for traffic control and cameras for the CPD.

FIRST READING: The Ordinance was presented in title only for its first reading. **Motion** to approve 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 Morris called for questions or comments. **Motion** to approve all items was made by Councilman Frazier, seconded by Councilwoman Marchini, and was passed on a vote of 4-0.

Order 26,768 - accepting the bid from Carl Belt, Inc. for Koon Dam Concrete Repairs (11-20-WFP) in the estimated lump sum cost of \$571,330.00, for necessary repairs at the Koon Dam structure to include patching large spalls on the spillway and replacing approx. 5,000 sq. ft. of deteriorated sidewalk along the bridge.

Mr. Smith advised that the dam is an old structure, and well beyond the need for some care. He stated that it's inspected with the Federal Bridge Program through the state of PA, with repairs done on the City's dime. He advised that they've had to do 3 phases of emergency sidewalk repair, and said this will replace the remainder of the sidewalk and part of the dam structure, which will extend the useful life of this asset.

Order 26,769 - accepting the bid from Carl Belt, Inc. for the "Flood Control System Concrete Repairs Project" (01-13-FPM) in the estimated lump sum cost of \$148,650.00 for repairing or replacing existing concrete structures related to the Flood Control System in Cumberland and Ridgeley, with the work occurring across 6 locations of the City, requiring separate mobilizations.

Mr. Smith advised that the system is in need of some repairs, and stated that they received a grant for \$188K, with a 25% match required. He advised that these repairs will be in 2 phases, with this being the first, and the second occurring in Ridgeley at the scenic railroad yard. Mr. Smith added that they have had

discussions with MDE to do additional work to exhaust the grant funds, and stated that the work will probably begin around July of this year.

Order 26,770 - authorizing the City Administrator to execute a letter of agreement with Verizon Maryland, LLC acknowledging Verizon's intent to renew for one (1) year its lease of 3 (three) parking spaces in the George St. Parking Garage for a cost of \$75/each per month, and granting the option to renew for one additional year under the same terms and conditions.

Mr. Rhodes advised that this is an ongoing year-to-year parking lease with Verizon.

Order 26,771 - approving an amendment to the 2020 CDBG Annual Plan to allocate CDBG CARES Act Funds in the amount of \$113,160 to the Allegany Youth Enrichment Program and \$6,750 to the YMCA Transitional Homeless Sanitizer Project.

Ms. Borrer advised that this Order approves 2 projects, and said the comment period will end on April 6th, with no comments being received to date. She said she will notify M&CC when those funds are to be allocated to those agencies.

Order 26,772 - authorizing the Mayor's execution of a letter of engagement with Saxton & Stump and the Evitts Creek Water Company outlining terms for the provision of professional legal services in connection with compliance with the laws and regulations of the PA Public Utilities Commission and the PA Department of Environmental Protection relative to the operations of the Evitts Creek Water Company.

Mr. Cohen advised that an important part of the City's water resources are located in PA, and said this law firm has helped in the past with regulatory matters, and is willing to continue to help the City and the ECWC in the future.

Order 26,773 - authorizing the execution of Change Order No. 8 with Leonard S. Fiore, Inc. for City Project "Phase I CSO Storage Facility - WWTP" in the decreased amount of (\$7,240.00) due to unused contingent items, bringing the current contract price to \$26,357,616.88.

Mr. Smith explained that this is really just an administrative item, and said that the way the MDE works their contracts, you can't have unused items at the end of it.

Order 26,774 - accepting the sole source proposal from Robinson Pipe Cleaning to clean the Evitts Creek sewer main at a cost not-to-exceed \$50,000.

Mr. Smith advised that this job is primarily to address the Linderville Outfall, which is the sewer line that run along Willowbrook Road and run parallel with Messick Road. He stated that this is an area with tree root intrusion into the lines, and said the Sewer Department had been working with finding other providers of this service, when it finally became an emergency with more backup that goes to the Evitts Creek Pump Station. He added that the not-to-exceed cost is based on the charge per foot of pipe that is cleaned out.

Order 26,775 - authorizing execution of a Facility Encroachment Agreement with CSX Transportation, Inc. for an area near the Gene Mason Sports Complex, relative to the project to install a 78" Parallel Pipeline from Mill Race to CSO Storage Tank (19-16-S).

Order 26,776 - authorizing execution of a Facility Encroachment Agreement with CSX Transportation, Inc. for an area near the CSX Bridge near the Western MD Scenic Railroad, relative to the project to install a 78" Parallel Pipeline from Mill Race to the CSO Storage Tank (19-16-S).

Mr. Smith said both of these orders (Order 26,755 & 26,776) are essentially the same, and stated that they permit the City to locate the pipeline in property controlled by CSX. He added that this type of agreement is very typical when going underneath the railroad with pipeline.

Order 26,777 - authorizing execution of a grant agreement between the Downtown Development Commission and the MD Department of Housing and Community Development for the receipt of \$55,461 through the DHCD Maryland Strong Economic Recovery Initiative to be used to award downtown businesses with Covid economic relief funds.

Mr. Rhodes advised that the DDC pursued this funding which will be used to help 25 businesses downtown with grants, and added that the money can be spent on rent, mortgage, utilities, payroll, and any other Covid-related matters. Ms. Kelleher advised that the grant agreement for \$55,461 for awards for 25 businesses downtown. She said she's hoping they receive the money by the end of the week, and said she will hand-deliver the checks.

Order 26,778 - authorizing the execution of an Arts and Entertainment Districts Operating Support Letter of Agreement for the period July 1, 2021 - June 30, 2022, defining the City's role and estimated in-kind support of \$500 for the Cumberland Arts and Entertainment District.

Mr. Rhodes advised that this is something the City does from time to time, that lets the state know that the City is on board with the Arts & Entertainment district and is supportive of that effort.

X. Public Comments

No public comments

All public comments are limited to 5 minutes per person.

XI. Adjournment

With no further business at hand, the meeting adjourned at 7:24 p.m.

Minutes approved on _____

Raymond M. Morriss, Mayor _____

ATTEST: Marjorie A. Woodring, City Clerk _____

Mayor and City Council of Cumberland

Closed Session Minutes

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

Council Chambers

Tuesday, April 6, 2021, 5:00 p.m.

The Mayor and City Council convened in open session at 5:00 p.m. for the purpose of closing the meeting for an executive session pursuant to Section 3-305 (b) (9) of the General Provisions Article of the Annotated Code of Maryland to discuss issues pertaining to negotiations with the UFCW Local 1994 representing members of the Cumberland Police Department.

MOTION: Motion to enter into Closed Session was made by Council Member Cioni, seconded by Council Member Marchini, and was passed on a vote of 4-0.

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

ALSO PRESENT: Jeffrey D. Rhodes, City Administrator; Marjorie Woodring, City Clerk; Charles Ternent, Chief of Police; Ken Tressler, Director of Administrative Services

File Attachments for Item:

. Order 26,787 - authorizing the purchase of a new Caterpillar 430 07A Backhoe Loader from Cleveland Brothers Caterpillar for the not-to-exceed amount of \$109,858 through a cooperative purchasing agreement with Sourcewell (Agreement #032119CAT)

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

ORDER NO. 26,787

DATE: May 4, 2021

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

THAT, the Sole Source purchase from Cleveland Brothers CAT, 4565 William Penn Highway, Murrysville, PA, 15668 for a new Caterpillar 430 07A Backhoe Loader in the not-to-exceed amount of One Hundred Nine Thousand, Eight Hundred Fifty-eight Dollars and No Cents (\$109,858.00) be and is hereby accepted; and

BE IT FURTHER ORDERED, that this equipment will be purchased as part of Sourcewell Contract #032119-CAT, in accordance with City Code Section 2-171 (c) (iv).

Raymond M. Morriss, Mayor

Budget: FY21
Water Department 002.220.64000



Brian Broadwater <brian.broadwater@cumberlandmd.gov>

Sole Source Approval Request FY2021 Water Department Backhoe

6 messages

Brian Broadwater <brian.broadwater@cumberlandmd.gov>

Mon, Mar 29, 2021 at 3:13 PM

To: Jeff Rhodes <jeff.rhodes@cumberlandmd.gov>

Cc: Ken Tressler <ken.tressler@cumberlandmd.gov>, Mark Gandolfi <mark.gandolfi@cumberlandmd.gov>, Brooke Cassell <brooke.cassell@cumberlandmd.gov>

Jeff,

Hope all is well. The Water Department budgeted \$110,000 for a new backhoe in fiscal year 2021. I have attached a SOURCEWELL quote from Cleveland Brothers Caterpillar, Contract #032119CAT. The quote includes a trade in of a 1990 Case 580K backhoe that is currently in the Parks and Recreation Department. The total cost is \$117,358.00, minus the trade in of \$7,500.00, for a total invoiced price of \$109,858.00.

I recommend that we move forward with this sole source purchase, which is in accordance with Section 2-171 (c) (iv) of the City Code (through joint efforts with other agencies, such as those of the state, county and board of education, the city is able to take advantage of bulk purchase pricing and special sales opportunities). The ETA on this backhoe would be 16-19 weeks.

Please consider this sole source request.

Thanks,
Brian

David Brian Broadwater Jr*Fleet Manager*

City of Cumberland, MD

W: (301) 759-6627 | C: (240) 920-2079

215 Bowen St. | Cumberland, MD 21502

**Cumberland***Where it's all about***FY2021 Water Department Backhoe Quote.docx**

143K

Jeff Rhodes <jeff.rhodes@cumberlandmd.gov>

Mon, Mar 29, 2021 at 4:53 PM

To: Brian Broadwater <brian.broadwater@cumberlandmd.gov>

Cc: Ken Tressler <ken.tressler@cumberlandmd.gov>, Mark Gandolfi <mark.gandolfi@cumberlandmd.gov>, Brooke Cassell <brooke.cassell@cumberlandmd.gov>

What did we have budgeted for this?

Jeffrey D. Rhodes
City Administrator
City of Cumberland, Maryland
301-759-6424

[Quoted text hidden]

Brian Broadwater <brian.broadwater@cumberlandmd.gov>
To: Jeff Rhodes <jeff.rhodes@cumberlandmd.gov>

Mon, Mar 29, 2021 at 4:54 PM

\$110,000

[Quoted text hidden]

Brian Broadwater <brian.broadwater@cumberlandmd.gov>
To: Jeff Rhodes <jeff.rhodes@cumberlandmd.gov>
Cc: Brooke Cassell <brooke.cassell@cumberlandmd.gov>, Ken Tressler <ken.tressler@cumberlandmd.gov>, Mark Gandolfi <mark.gandolfi@cumberlandmd.gov>

Mon, Mar 29, 2021 at 4:55 PM

Meant to reply all, we have \$110,000 budgeted for this.

Brian

On Mon, Mar 29, 2021 at 4:53 PM Jeff Rhodes <jeff.rhodes@cumberlandmd.gov> wrote:

[Quoted text hidden]

[Quoted text hidden]

Jeff Rhodes <jeff.rhodes@cumberlandmd.gov>
To: Brian Broadwater <brian.broadwater@cumberlandmd.gov>
Cc: Brooke Cassell <brooke.cassell@cumberlandmd.gov>, Ken Tressler <ken.tressler@cumberlandmd.gov>, Mark Gandolfi <mark.gandolfi@cumberlandmd.gov>

Mon, Mar 29, 2021 at 4:59 PM

Approved

[Quoted text hidden]

[Quoted text hidden]

Brian Broadwater <brian.broadwater@cumberlandmd.gov>
To: Jeff Rhodes <jeff.rhodes@cumberlandmd.gov>
Cc: Brooke Cassell <brooke.cassell@cumberlandmd.gov>, Ken Tressler <ken.tressler@cumberlandmd.gov>, Mark Gandolfi <mark.gandolfi@cumberlandmd.gov>

Mon, Mar 29, 2021 at 5:00 PM

Thanks.

[Quoted text hidden]

TO: CITY OF CUMBERLAND
57 N LIBERTY ST
CUMBERLAND, MD 21502-2312

DATE: March 29, 2021

ATTENTION:

ONE (1) NEW CATERPILLAR 430 DCA1 430 07A BACKHOE LOADER DCA1 S/N N/A

430 07A BACKHOE LOADER CFG2
COUNTERWEIGHT, 1015 LBS
ENGINE, 86KW, C3.6 DITA, T5
STICK, EXTENDABLE, 16FT
RIDE CONTROL
CAB, DELUXE
AIR CONDITIONER, T5
SEAT, DELUXE FABRIC
HYDRAULICS, MP, 6FCN/8BNK, ST
PT, 4WD/2WS, POWERSHIFT
COLD WEATHER PACKAGE, 120V
BUCKET-HD, 24", 6.2 FT3

LINES, COMBINED AUX, E-STICK
PRODUCT LINK, CELLULAR, PLE643
LOADER BUCKET PINS
AUTO-UP STABILIZERS
BUCKET, HOE, (NONE)
BELT, SEAT, 2" SUSPENSION
TIRES, 340 80-18/500 70-24, MX
INSTRUCTIONS, ANSI
CUTTING EDGE, TWO PIECE, WIDE
STABILIZER PADS, FLIP-OVER
BUCKET-GP, 1.3 YD3, PO
COUPLER, PG, MAN.D.LOCK, BHL

Selling Price:

\$117,358.00

Warranty:

STANDARD WARRANTY: 12 MONTH/UNLIMITED HOUR (6 MONTH TRAVEL TIME & MILES INCLUDED)
3 YEAR/3,000 HOUR EXTENDED POWERTRAIN + HYD WARRANTY + TECH WARRANTY

Trades:

Model	Serial Number	Amount
1990 Case 580K	JJG0028571	\$7,500.00
Total Trades:		\$7,500.00

Finance Summary:

Selling Price	\$117,358.00
Total Trades	(\$7,500.00)
Net Selling Price	\$109,858.00

Remarks: AVAILABLE UNDER SOURCEWELL AGREEMENT #032119CAT

THE FOREGOING QUOTATION IS EFFECTIVE FOR 30 DAYS.

STANDARD TERMS: SUBJECT TO CREDIT APPROVAL: NET 10 DAYS. UCC-1 FINANCING STATEMENT WILL BE FILED AND A \$400.00 DOCUMENTATION FEE WILL BE CHARGED IF NOT PAID IN FULL ON OR BEFORE 15 DAYS FROM DELIVERY DATE UNLESS OTHERWISE NOTED ON THE SALES CONTRACT.

BY: Jason N Harper QN: S000120939

DELIVERY:

LEAD TIME: To be determined at the time of order

ATTENTION: THE TERMS AND CONDITIONS ON THE FACE AND REVERSE SIDE OF THIS QUOTATION/OFFER TO SELL - INCLUDING DISCLAIMERS OF WARRANTIES (INCLUDING MERCHANTABILITY), DISCLAIMERS OF TORT LIABILITY (INCLUDING NEGLIGENCE AND STRICT LIABILITY), LIMITATION OF REMEDIES AND EXCLUSIONS OF AND ANY ATTACHMENTS INCORPORATED HEREIN CONSTITUTE THE TERMS, CONDITIONS AND COVENANTS OF THIS QUOTATION/OFFER TO SELL.

CITY OF CUMBERLAND MARYLAND

DEPARTMENT OF PUBLIC WORKS

April 13, 2021

Mayor and City Council of
Cumberland, MD
57 N. Liberty St.
Cumberland, MD 21502

Dear Mayor and City Council,

I recommend that we move forward with the sole source purchase of a New Caterpillar 430 07A Backhoe Loader from Cleveland Brothers CAT. This Backhoe shall be purchased as a part of Sourcewell cooperative purchasing contract #032119CAT, in accordance with section 2-171 (c) (iv) (through joint efforts with other agencies, such as those of the state, county and board of education, the city is able to take advantage of bulk purchase pricing and special sales opportunities) of the City Code. The Backhoe was budgeted by the Water Department for \$110,000.00. The total cost for the Backhoe will be \$109,858.00 after a trade in of our 1990 Case 580K Backhoe. The backhoe is replacing a 2002 Caterpillar Backhoe which will be transferred to the Parks and Recreation Department to replace the 1990 Case Backhoe that we are trading in. This New Backhoe will be used for daily excavation operations in the Water Department.

MAYOR

RAYMOND M. MORRISS

COUNCIL

SETH D. BERNARD
RICHARD J. CIONI, JR.
EUGENE T. FRAZIER
LAURIE P. MARCHINI


CITY ADMINISTRATOR

JEFFREY D. RHODES

**PW OPERATIONS
MANAGER**

BROOKE CASSELL

Sincerely,



David Broadwater Jr
Fleet Maintenance Coordinator



MEMBER MARYLAND
MUNICIPAL LEAGUE (MML)

215 BOWEN STREET, CUMBERLAND, MD 21502 www.cumberlandmd.gov
VOICE (301)759-6620 • FAX (301)759-6632 • TDD (800)735-2258

Council Agenda Summary

Meeting Date: May 4, 2021

Key Staff Contact: Brian Broadwater

Item Title:

Order Accepting the Sole Source Purchase of One (1) New Caterpillar 430 07A Backhoe Loader from Cleveland Brothers Caterpillar, 4565 William Penn Hwy Murrysville, PA 15668 for an amount not to exceed \$109,858.00.

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

Requesting an order to accept the sole source purchase of a New Caterpillar 430 07A Backhoe Loader from Cleveland Brothers Caterpillar for an amount not to exceed \$109,858.00. Cleveland Brothers Caterpillar is offering us Sourcewell pricing under Sourcewell Agreement #032119CAT, which is in accordance with the City Code Sec. 2-171 (c) (iv) – sole source purchase through joint efforts with other agencies. This backhoe is budgeted for fiscal year 2021 from 002.220.64000 (Water Distribution). This backhoe will be used in daily operations in the Water Department for excavation. The ETA on this unit is 16-19 weeks.

Amount of Award:

Total \$109,858.00

Budget number:

002.220.64000 (Water Distribution)

Grant, bond, etc. reference:

N/A

File Attachments for Item:

. Order 26,788 - authorizing execution of a letter of support regarding the Passages of the Western Potomac Heritage Area's request for MD Heritage Areas Authority FY22 grant funding to hire a consultant to update the 2012 PWPFA's Management Plan and approving the provision of \$25,000 in funding towards the required match for the grant

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

ORDER NO. 26,788

DATE: May 04, 2021

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

THAT, the Mayor be and is hereby authorized to execute a letter of support regarding the Passages of the Western Potomac Heritage Area's (PWPHA) request for Maryland Heritage Areas Authority (MHAA) FY22 grant funding to hire a consultant to update the 2012 PWPHA's Management Plan; and

BE IT FURTHER ORDERED, that the City shall provide Twenty-five Thousand Dollar (\$25,000) toward the match required for the grant.

Raymond M. Morriss, Mayor

Lawrence J. Hogan, Jr.
Governor

Boyd K. Rutherford
Lt. Governor

Authority Members

Janice Keene
*Evergreen Heritage
Center,
Chair*

Jeremy Bender
*ServiceMaster of
Allegany County*

Tina Cappetta
*U.S. Department of the
Interior, NPS*

Stuart Czapski
*Allegany County
Chamber of Commerce*

Al Feldstein
*Maryland
Historical Trust*

Leanne Mazer
Tri County Council

Ray Morriss
*Mayor, City of
Cumberland*

Rebecca Ruppert
*Allegany College
of Maryland,
Vice-Chair*

Robert Smith
Allegany Aggregates

Deidra Ritchie
Executive Director



April 13, 2021

The Honorable Raymond Morriss
Mayor and City Council
City of Cumberland
57 North Liberty St
Cumberland, Maryland 21502

Dear Mayor Morriss:

In January, Kathy McKenney, along with other partners and potential stakeholders, attended a meeting to discuss the possibility of a boundary expansion for the Passages of the Western Potomac Heritage Area (PWPHA). This meeting was organized as a result of inquiries to my office requesting the process to become part of the heritage area. In addition, the city's of Frostburg and Cumberland were also interested in extending their current boundaries.

Just a little history, in 2012, the city of Cumberland and Canal Place initiated a combined heritage area management plan update study. That plan included expansion of the heritage area boundaries further into Allegany County and the city of Cumberland, and it also included a study for improvements to the Cumberland Pedestrian Mall for the DDC. That plan was completed, but was never officially approved. Now in FY 22, the Maryland Heritage Areas Authority (MHAA) is requiring all 13 heritage areas to update their current management plans. Since we already have an existing study we are proposing to update that study and also expand some additional areas into the boundary.

Therefore, I am asking for a Letter of Support from the city of Cumberland as well as a monetary request in the amount of \$25,000 to apply for FY22 MHAA funding to update the 2012 plan. The update would address the expanded areas to be included in the heritage area, reflect the re-brand of the heritage area from the Canal Place Heritage Area to the PWPHA, and provide matching funds to hire a consultant to update the plan. Please note we have requested funding from Allegany County as well to assist in the match for the grant. The application for FY22 MHAA funding is due in to the MHAA at the beginning of May, 2021.

Western Maryland Railway Station, 13 Canal Street, Suite 301
Cumberland, Maryland 21502
Phone: (301) 724-3655 Fax: (301) 724-3659

Currently, Allegany County has the smallest heritage area. As you will see by the attached economic impact statement created just for the PWPHA, there are so many benefits in expanding the existing heritage area boundaries. Economically, the PWPHA had an overall impact of \$19 million in our county alone. Expanding the boundaries will generate millions of extra dollars for Allegany County. Details of those numbers can be found in the state wide economic impact study that was just completed by the MHAA for the 13 heritage areas in the state of Maryland. That plan is available on the PWPHA website.

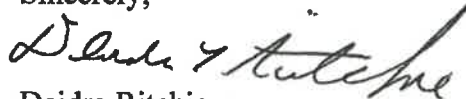
Other benefits include the availability of non-historic tax credits for structures within the heritage area, allowing businesses to purchase buildings in the heritage area and utilize the tax credits to improve their investments. This could encourage the establishment of heritage tourism businesses located in the heritage area boundaries. Additionally, qualified entities will be able to apply annually for both capital and non-capital grants. Although these grants require a one to one match, 50 percent of the match can be in kind service. During the time of COVID, MHAA allowed grant recipients to utilize their funding for COVID relief. These opportunities will be available for the FY 22 mini grants that are granted to each heritage area and then awarded to qualifying applicants. It is important to recognize that becoming part of a heritage area does not place any land use restrictions or additional layers of zoning on the buildings or lands within the heritage area. The heritage area designation is simply a funding program, but only available to qualified entities within the heritage boundary.

I am hopeful the city of Cumberland will support the FY 22 Management Plan Update for FY 22. If you could please send the Letter of Support to:

Jennifer Ruffner
Administrator
Maryland Heritage Areas Authority
100 Community Place
Crownsville, Maryland 21032

A letter of commitment for funding can be sent to my office here in Cumberland. Please contact me with any questions. I look forward to your support.

Sincerely,



Deidra Ritchie
Executive Director
CPPDA/PWPHA

CC: Kathy McKenney
Ken Tressler
Margie Woodring

Western Maryland Railway Station, 13 Canal Street, Suite 301
Cumberland, Maryland 21502
Phone: (301) 724-3655 Fax: (301) 724-3659

File Attachments for Item:

. Order 26,789 - authorizing the Mayor and City Council to hire a recruitment firm to support the hiring process for the City Administrator position

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

ORDER NO. 26,789

DATE: May 04, 2021

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

THAT, the Mayor and City Council are hereby authorized to hire a recruitment firm to support the hiring process for the City Administrator position.

Raymond M. Morriss, Mayor