



AGENDA

MAYOR

Raymond M. Morriss

CITY ADMINISTRATOR

Jeff Rhodes

CITY SOLICITOR

Michael Scott Cohen

COUNCIL

Seth D. Bernard

Richard J. "Rock" Cioni

Eugene T. Frazier

Laurie P. Marchini

CITY CLERK

Marjorie A. Woodring

DATE: April 16, 2019

I. Open Session

1. 6:15 p.m. - Convene into Open Session

II. Pledge of Allegiance

III. Roll Call

IV. Presentations

1. Comments from Burgmeier's Hauling, Inc. regarding the City's garbage and trash collection program

V. Director's Reports

(A) Public Works

1. Maintenance Division monthly report for March, 2019
2. Utilities Division Flood/Water/Sewer monthly report for March, 2019
3. Shade Tree Commission annual report for 2018

(B) Administrative Services

1. Administrative Services monthly report for March, 2019

(C) Fire

1. Fire Department monthly report for March, 2019

(D) Police

1. Approval of the Police Department monthly report for March 2019

VI. Approval of Minutes

1. Approval of the Closed Session Minutes of December 4, 2018, and January 7, 9, and 10, 2019

VII. Unfinished Business

(A) Ordinances

1. Ordinance (*2nd and 3rd readings*) - providing for the closure of a portion of a street known as Locust Alley, lying between lands owned by ARC Cumberland, LLC and First Peoples Community FCU, upon the request of First Peoples Community FCU

VIII. New Business

(A) Orders (Consent Agenda)

1. Order authorizing the Chief of Police to accept a GOCCP Sex Offender Compliance and Enforcement Grant in the amount of \$19,994.00 for the Cumberland Police Department and Allegany County Sheriff's Office for overtime support to perform compliance checks by conducting home visits of registered sex offenders to confirm residency
2. Order accepting the bid of Weimer Chevrolet for two (2) new F-550 Dump Trucks (\$161,780), one (1) new 3/4 Ton Pickup (\$31,585.25), four (4) new 3/4 Ton Service /Utility Trucks (\$167,100); American Rent All for one (1) new Skid Steer Loader (\$28,750.96); and Stephenson Equipment for one (1) new International HV507 SFA Regular Cab 4x4 Dump Truck (\$147,200)

3. Order approving the submission of a request for Community Development Block Grant (CDBG) funding to the Department of Housing and Community Development in an estimated amount of \$685,000 and authorizing that any additional funding received be directed to the Bellevue Sidewalk Improvement Project and that project amounts be decreased proportionately if less funding is received
4. Order approving the submission of a request for Community Development Block Grant (CDBG) funding to the Department of Housing and Community Development in an estimated amount of \$25,000 for the HRDC Emergency Housing Assistance project, and authorizing that any additional funding received be directed to the Bellevue Sidewalk Improvement Project and that the project amount be decreased proportionately if less funding is received
5. Order authorizing abatement of the 2016-2017 taxes for property at 454-456 Pennsylvania Ave. (Tax No. 04-021509) owned by the tax-exempt non-profit organization Archway Station, Inc.
6. Order accepting the bid from Harbel, Inc. for the Koon Dam Sidewalk Repair- Phase 2 (City Project No. 28-18-BR) in the estimated unit cost price of \$78,500
7. Order accepting the bid for Gwin, Dobson & Foreman, Inc. for the New Inlet Screen for Gate House Porject (8-19-WFP) in the not to exceed cost of \$57,000 and rejecting all other bids

IX. Public Comments

All public comments are limited to 5 minutes per person

X. Adjournment



Regular Council Agenda
April 16, 2019

Description

6:15 p.m. - Convene into Open Session

Approval, Acceptance / Recommendation

Budgeted

1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)



Regular Council Agenda
April 16, 2019

Description

Comments from Burgmeier's Hauling, Inc. regarding the City's garbage and trash collection program

Approval, Acceptance / Recommendation

Budgeted

1st Reading

2nd Reading

3rd Reading

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Regular Council Agenda
April 16, 2019

Description

Approval, Acceptance / Recommendation

Budgeted

1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)



Regular Council Agenda
April 16, 2019

Description

Maintenance Division monthly report for March, 2019

Approval, Acceptance / Recommendation

Budgeted

1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)

MAINTENANCE DIVISION REPORT
March 2019

Street Maintenance Report

Parks & Recreation Maintenance Report

Fleet Maintenance Report

**PUBLIC WORKS/MAINTENANCE
STREET BRANCH
MONTHLY REPORT
MARCH 2019**

- POTHoles AND COMPLAINTS
 - Potholed 52 Streets & 1 Alley using 13 tons of cold patch
 - Potholed 34 Streets & 1 Alley using 37 tons of hot mix asphalt

- TRAFFIC CONTROL SIGNS/STREET NAME SIGNS
 - Installed/Repaired 20 Traffic Control Signs
 - Installed 2 Handicap signs
 - Installed/Repaired 2 Street Name Signs
 - Painted 5 curbs

- STREET SWEEPING
 - 330 miles
 - 42 loads

- MISCELLANEOUS
 - Completed 102 Work Orders
 - Cleaned Underpass, McMullen Bridge, Washington St Bridge, Fayette St Bridge, Cumberland St Bridge & Welch Ave. drainage ditch 4 times.
 - Picked up 8 dead animals
 - Completed tree and brush work in 2 areas
 - Filled salt barrels city wide 1 time
 - Picked up all salt barrels/2 days
 - Salted icy spots 3 separate days
 - Plowed snow during 2 separate snow events
 - Shoveled sidewalks after 2 separate snow events
 - Received & pushed salt loads into storage dome 1 day
 - Picked up trash/discarded furniture on 2 occasions
 - Setup & tear down of traffic control for Hooley Pub Crawl
 - Hauled loads of cold patch from Waxler Rd plant 3 times
 - Started using blacktop from Belt's Waxler Rd plant on 3/26
 - Cleaned Municipal Center, inside shop, around salt dome & parking lot
 - Added topsoil to ruts in yards caused by our snow plows 2 times

STREET MAINTENANCE - MARCH 2019		3/1	3/4-3/8	3/11-3/15	3/18-3/22	3/25-3/29	TOTAL
SERVICE REQUEST COMPLETED		0	16	28	24	34	102
PAVING PERFORMED	TONS						0
CONCRETE WORK	CY						0
UTILITY HOLES REPAIRED	WATER				1		1
	SEWER						0
	CY				1.25 y		1.25 y
	TONS						0
POTHOLE FILLING	STREETS		16	21	15	34	86
	ALLEYS			1		1	2
	DAYS						0
	Cold Mix		16	22	15	7	60
	TONS					37.0	37
PERMANENT PATCH	CY						0
	TONS						0
COMPLAINTS COMPLETED							0
	CY						0
	TONS						0
TRAFFIC CONTROL SIGNS REPAIRED/INSTALLED				13	7		20
STREET NAME SIGNS REPAIRED/INSTALLED				2			2
							0
HANDICAPPED SIGNS REPAIRED/INSTALLED/REMOVED					2		2
							0
PAINTING PERFORMED	BLUE				2		2
	YELLOW						0
	RED				3		3
PAVEMENT MARKINGS INSTALLED	No.						0
STREET CLEANING	LOADS			14	17	11	42
	Miles			111	107	112	330
SWEEPER DUMPS HAULED TO LANDFILL	TONS			33.0			33
SALT BARRELS - PICK UP, FILL	DAYS		2		1	1	4
CLEANED BALTIMORE ST. UNDERPASS			1	1	1	1	4
CLEAN SNOW EQUIPMENT	Days		2				2
BRUSH REMOVAL/TREE WORK	Areas			1	2		3
Check Drains/Clean Debris	DAYS			3		1	4
LEAF PICK UP	Loads						0
Salted icy spots on 3 separate days							
Plowed snow during 2 snow events							
Shoveled sidewalks after 2 snow storms							
Picked up 8 dead animals							
Picked up trash/discarded furniture on 2 different occasions							
Received & pushed salt loads into storage dome 1 day							
Cut & removed trees 2 times							
Setup & tear down traffic control for Hooley Pub Crawl							
Hauled loads of cold patch from Waxler Rd plant on 3 occasions							
Added topsoil to ruts in yards caused by snow plows 2 times							
Cleaned Municipal Center, inside shop, around salt dome, parking lot							
Started using blacktop on 3/26 from Belt's Waxler Rd plant							

**PUBLIC WORKS/MAINTENANCE
PARKS & RECREATION
MONTHLY REPORT
MARCH 2019**

- Constitution Park and Area Parklets
 - Cleaned up garbage 2 times a week
 - Removed several fallen trees & brush in the Park

- Ball Fields
 - Drug & spiked Cavanaugh Field 2 times
 - Lined Cavanaugh Field 4 times for games
 - Cleaned up Cavanaugh Field & surrounding area
 - Drug & spiked JC Field 1 time
 - Lined JC Field 1 time
 - Cleaned up JC Field & surrounding area

- Miscellaneous Work
 - Assisted in snow removal on 2 occasions
 - Shoveled & salted sidewalks after 2 snow events
 - Performed basic housekeeping @ Municipal Building
 - Cleaned the Craft House & Activities Building
 - Prepared Activities Building for rentals
 - Performed preventative maintenance on trimmers & blowers
 - Prepared feed & bedding for ducks & geese @ the Duck Pond
 - Cleaned & performed preventative maintenance on Park & Rec vehicles
 - Turned water on for Bathrooms @ Mason's Complex, JC Field & Cavanaugh Field
 - Made repairs to bathrooms @ Mason's Complex & JC Field
 - Repaired roofs of dugouts @ JC Field
 - Dropped off & picked up trash barrels for Hooley Plunge

Fleet Maintenance

March 2019

Total Fleet Maintenance Projects	132
Central Services	0
Code Enforcement	1
DDC	1
Engineering	6
Fire	8
Flood	7
Municipal Parking	0
P & R Maintenance	16
Police	22
Public Works	4
Sewer	6
Snow Removal	0
Street Maintenance	23
Vehicle Maintenance	9
Water Distribution	4
Water Filtration	0
WWTP	0
Scheduled Preventive Maintenance	22
Field Service Calls	3
Total Work Orders Submitted	48
Risk Management Claims	0
Fork Lift Inspections	0



Regular Council Agenda
April 16, 2019

Description

Utilities Division Flood/Water/Sewer monthly report for March, 2019

Approval, Acceptance / Recommendation

Budgeted

1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)

Utilities Division Activity Report for Mar 19

REQUEST	W/E 3/8/19	W/E 3/15/19	W/E 3/22/19	W/E 3/31/19	MONTHLY TOTALS
Service Technicians					
NON READS/MDM go backs	147	68	62	16	293
VACANT Accounts report					0
FINAL READS/TURN ONS/SHUT OFFS		4	4		8
CURB/METER BOX MAINTENANCE					0
LEAK INVESTIGATIONS/turn off-on	5	1		2	8
STOP LOCATES/MAINTENANCE					0
METER/STOP INVESTIGATIONS	13	7	21	7	48
REPAIR WIRING/GET READING	2		1		3
ORANGE TAG FOR REPAIRS	36	18	27	8	89
YELLOW TAG FOR H/L USAGE/APPT					0
RED/PINK TAG FOR SHUT OFF	1				1
TURN WATER ON	13	53	69	45	180
TURN WATER OFF	2				2
NONPMT/BAD CK/AGREE SHUT OFFS		64	84	57	205
SHUT OFF RECHECKS		80	49	37	166
PULL METERS - READS/SPAC/WR OFF	2	4	3	1	10
PUT METERS BACK ON LINE/READS		1			1
REPLACE/REPAIR METER/LID/VALVE					0
DIRTY WATER/ODOR					0
SVC SEPARATIONS/INVESTIGATIONS					0
INSTALL COUPLERS/PLUGS/LOCK		2	2		4
NEW METER/DIAL	13	6	4	3	26
METER FIELD TESTS-Residential		3	4		7
METER TESTS - Industrial					0
Ind - Register/Chamber Chg Out			1		1
Industrial - Chamber Cleaning					0
Industrial - Strainer Cleaning					0
HYDRANTS FLUSHED		69			69
PRESSURE CHECK/NO WATER			1		1
MOVE METERS OUTSIDE/READINGS	1	5	6	4	16
SP Change Outs/Repairs/Reactivates/Move	64	23	29	11	127
Replace/Reattach smartpoint antenna	2		1		3
INSULATE METER BOXES					0
FREEZE UPS/METERS & LINES					0
CCP - BACKFLOW/RETRO	1	6	6	4	17
HYDRANT/IRRIGATION METER					0
Total					1285

Pipe Technicians					
LINE LOCATOR	57	84	120	84	345
TAPS SERVICED	1	9	6	8	24
LEAKS REPAIRED		3			3
ABANDON SERVICE - KIGHT'S FUNERAL HOME	5				5
SHOVELED SNOW FROM HYDRANTS	4				4
CLEANED TRUCKS #320, #321, #389, #312-HOE	4				4
CHECKED JOBS-GREENE/FAYETTE/N ALLEG	4				4
CLEANED 306 & HYDRANT ROOM	3				3
ASSIST 330 MARKING MAIN - POT IND PARK	3				3
ASSIST 379 W/ LEAK - BEDFORD RD	3				3
REPLACED BX & LID - 111 MASS AVE	4				4
TOPSOILED & COLD MIXED - HYD #729T	4				4
FILLED WASHED OUT HOLE - 640 GREENE	4				4
REPLACED LID - 448 SEYMOUR	4				4
PULLED METER - 12812 BEDFORD RD (FIRE)		2			2
NEW BOX @ 547 GREENE		2			2
SPRINGS PA - COLD MIX FOR STREET DEPT		1			1
NEW BOX @ 306 PIEDMONT		3			3
CHECKED METER BOX & LEAK HOLES		3			3
REPLACED VALVE BX - 66-72 PERSHING		3			3
REPLACED HYD #809			5		5
REPLACED HYD #529			6		6
318 DAVIDSON - RAISED BX FOR STREET DEPT			6		6
REPLACED HYD #308T			5		5
HAULED DEBRIS TO LANDFILL			4		4

March 2019 Monthly Report

FLOOD MAINTENANCE

Test run pumps and run gates

Check sewage regulators

Run gate operators

Plow snow for street dept.

Safety meeting

Clean ditches

SEWER BRANCH

Calls answered	20
Service lines opened	3
Owner's trouble	17
Traced lines/main	347
Mains Repairs/ Replace	0
Sewer taps installed/replaced	0
Cleaned catch basins	20
Cleanouts installed	3
Televised sewer mains	1,769 FEET
Televised sewer lines	0
Call outs/ overtime	5 callouts/ 24 hours overtime
Weekly check of overflows, pits	4
Catch basin repair/rebuild	3
Flushed mains	4,880 Feet
Gallons of water used	15,000 Gals.
608 Flush truck	9,000 Gals.

605 Vac-con truck 6,000 Gals.

Avondale Ave. Remove and replace storm grate.

Smallwood @ Cumb. St. Remove and replace catch basin top.

715 Leiper St. Replace service line from cleanout to main.

618 Shriver Ave. Remove sewer trap.

416 Walnut St. Repair service line and install cleanout, Hit by water dept.

424 – 428 Columbia St. Remove two sewer traps and at 424 installed clean out.

125 New Hampshire Ave. Clean service line and install clean out.

Bridge St. Repair curb on inlet.

Water clean drains

W.W.T.P. Scum wells and clean pit.

Sewer clean tow manholes.

Hydro 6 sites for water

Hydro 6 sites for sewer

Plow snow for street dept.

Safety meeting



Regular Council Agenda
April 16, 2019

Description

Shade Tree Commission annual report for 2018

Approval, Acceptance / Recommendation

Budgeted

1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)

December 31, 2018

Dear Mayor and City Council,

Attached is the Annual Report for the year 2018 pertaining to the maintenance of the forest resources within the City of Cumberland

If you have any questions or require any additional information, please feel free to contact me at (301) 759-6607 or paul.eriksson@cumberlandmd.gov.

Sincerely,

Paul T. Eriksson
Natural Resources Specialist

Cc: Jeffrey Rhodes, City Administrator
Robert Smith, Director of Engineering
Brooke Cassell, Public Works Operations Manager
Rich Mellotte, Street and Parks Maintenance Director
Shade Tree Commission Members
Becky Wilson, Western Urban and Community Forester, MD DNR Forest Service
Dan Hedderick, Allegany Project, MD DNR Forest Service
Raquel Ketterman, Environmental Specialist, City of Cumberland

SHADE TREE COMMISSION REPORT

The Cumberland Shade Tree Commission met 12 times in 2018 (January, February, March, April, May, June, July, August, September, November, and December). Most of the meetings lasted approximately an hour. One commissioner was reappointed (Bridges).

Our major project was the Arbor Day Festival at Lighthouse Christian Academy on April 26, 2018. Other projects that the Commission participated in are detailed in this report.

The Commission continues to work with partners such as the Maryland Department of Natural Resources Forest Service, the Allegany County Forestry Board and Let's Beautify Cumberland to raise awareness of the added value that plants bring to our community.

The Commission appreciates the opportunity to report on its activities for 2018.

TREE GROWING PROGRAM

Sites used for tree planting are identified by staff or are requested by an adjoining property owner. City staff review the planting site to determine the size of the planting material that could be planted and recommend a species that would be suitable for planting. Most trees are in the 1 1/2 inch to 2 1/2 inch caliper range. Tree species selected are put into three categories: Trees that get large at maturity (greater than 45 feet), medium at maturity (25 to 45 feet in height) and small at maturity (10 to 25 feet). Plants that reach a maximum height of less than 10 feet are classified as shrubs and not subject to the same height regulations as trees. To share in the ownership of the tree, the adjacent property owner can select from species recommended or chose a tree that is appropriate for the planting site.

Large caliper bare root trees, containerized trees as well as ball and burlap planting stock are used. Trees are purchased from local as well as wholesale nurseries throughout the Mid-Atlantic region. Plantings were carried out by city staff, volunteers, and the Maryland Conservation Corps (MCC). The MCC crews as well as the volunteers are given instruction on planting techniques. Prior to each planting Miss Utility was contacted to mark utilities at each planting site; this allows time to make any necessary adjustments in the final tree planting location.

During the spring and fall 2018 planting seasons, 58 trees were planted along Cumberland's streets and on publicly owned properties.

Initial tree maintenance of street trees is conducted by the City personnel one year after planting. During the period from December to June, City of Cumberland personnel remove stakes from trees planted previous years, inspect each tree, and give the trees an initial training pruning. This also allows the City to remove the tree and schedule a replanting if it has been severely damaged by string trimmers, deer, or other activity.

Arbor Day was held on April 26, 2018 at the Lighthouse Christian Academy. Redbud seedlings were distributed to the children that attended. A 'Rising Sun' redbud was planted near the main entrance of the school. This year was the 21st year that the City has been honored to be a Tree City USA. We also received the National Arbor Day Foundation Growth Award for the 13th year. We have been awarded the People Loving and Nurturing Trees award (PLANT) for 25 years. PLANT is sponsored by the Maryland DNR Forest Service and the Maryland Community Forestry Council.

Our other focus in tree planting and growing includes using the local high schools and the Western Correctional Institute (WCI) as "grow-out" stations for seedlings.

We used trees grown at the WCI for giving to individuals and community groups to encourage tree planting in the City and the surrounding area. Seeds given to

the Commission by the American Chestnut Foundation, Maryland Chapter, as well as collected by commissioners and staff are used by the inmates to grow into trees and shrubs. Extra redbud seedlings purchased from the MD state nursery but not given away at Arbor Day events are potted and allow to continue to grow at WCI. The seedlings can then be given out other events during the summer and fall. This is how the Commission encourages tree planting on private property.

Finally, the Commission has given support to the Allegany County Forestry Board's Liberty Tree project. The project has a goal of getting a seedling from Maryland's Liberty Tree to all that want one in the state. There are two Liberty Trees planted in two of the City's parks.

PLANTING COSTS

Spring/Fall 2018 (58 Trees)	\$ 9,000.98
Additional Tree Planting Opportunity Costs	\$ 0.00
Materials (Mulch, Stakes, Shovels, etc.)	<u>\$ 1,116.28</u>
 TREE PLANTING TOTAL	 \$ 10,117.26

TREE MAINTENANCE PROGRAM

City personnel, at the receipt of either a complaint or a request, evaluate trees to determine if a tree risk condition exists that needs mitigation. An effort is made to correct a risk condition by pruning but, in most cases, the tree has deteriorated to a point beyond simple pruning. City crews remove trees that are not beyond available equipment. It is hoped that an aerial lift can be purchased in the future to care for taller trees. The City of Cumberland also has contracted the removal of high to extreme risk trees, using both contractors directly available to the City as well as contractors working for the various utilities that service the region. A total of 11 trees were removed by contractors. A total of 91 trees were removed by City crews.

An effort is also made to attend to the needs of trees in parks and on other City owned properties.

Tree removal by City crews creates stumps. Stumps are removed for several reasons. They include erasing a visual unsightly mess, facilitating tree planting to mitigate the loss of a shade tree, and removing a liability for the adjoining property owner and the City. If the adjoining property owner does not wish to replant a tree, a waiver can be obtained. Contractors removed 7 stumps.

The maintenance program established during 1997 required the City to prune newly planted trees every other year for the first six years. The purpose of this was to improve the branching pattern in an attempt to reduce future maintenance needs and extend the useful life of the tree. Unfortunately, staff has gotten away from this ideal and is trying to get this pruning back onto the schedule. Adjoining property owners are encouraged to contact local arborist/tree care companies, or City staff for future maintenance recommendations. Contractors prune trees that are beyond the capability of the City. City personnel also pruned trees that needed crown or stem adjustment. A total of 0 trees were pruned by contractors. An additional 40 trees were pruned by City crews or by the Maryland Conservation Corps working with the City's Natural Resources Specialist.

The maintenance program also monitors for disease and insect problems.

Emerald ash borer (EAB) (*Agrilus planipennis*) infested trees continue to be identified in the City. The Shade Tree Commission continues to remove dead ash trees when they are in an area that poses a hazard to the public. Ash trees that have not been infested more than 30% can be treated using a pesticide (Emamectin benzoate) that the City has used in the past, but most of the ash trees in the city have succumbed to the insect infestation if they have not been

treated. The stumps from felled trees can be removed by either backhoe or by grinding if it is needed.

Treatments of Emamectin benzoate was again made on ash street trees this year. This upcoming year will see continued treatment of some ash trees that were treated in 2015 and 2017 with continued removal of dead and dying ash trees around the City. Future application of the pesticide will need to be made on those trees to be retained. The treating of ash trees has helped with staggering the removal cost of the ash trees along City right-of-ways while still removing other large tree species that have declined and are dying (i.e. oaks and sycamores). City staff continues to work with cooperating county, state, and federal agencies to monitor for this and other exotic pests that could potentially attack trees in the parks and along the streets and cause considerable damage.

MAINTENANCE COSTS

TREE PRUNING	\$ 0.00
TREE REMOVAL	\$ 21,205.00
STUMP REMOVAL	\$ 2,250.00
OTHER TREE CARE (Pesticide, root pruning, etc)	\$ 1,140.00
INFRASTRUCTURE RELATED	\$ 0.00
EQUIPMENT PURCHASES	\$ 2,164.10
TREE MAINTENANCE TOTAL	<u>\$ 26,759.10</u>

RECYCLING

City maintenance crews spend several weeks in the fall gathering leaves along Cumberland's streets. The project intent is to reduce the amount of leaves that flow into the storm sewer system causing blockages. The project has been successful in reducing the number of man-hours spent unclogging the sewer system and at the same time recycling a respectable volume of leaves. Property owners are asked to participate by raking the leaves from their yards to the curb to be collected. A total of 61 tons of leaves were collected and taken to the county yard waste and mulch site at Mexico Farms. At this time, it does not cost anything for the City to drop the leaves at the Mexico Farms site.

Most of the brush gathered during pruning work or tree removal goes to the county's compost site at Mexico Farms. It is estimated that approximately 1512 cubic feet (or a cube that is about 11 feet by 11 feet by 11 feet.) of brush created from pruning and tree removal was taken to the county compost site by the Natural Resources Specialist and the Natural Resources Intern. Material that is larger than 6 inches diameter is often set aside for firewood. Wood that is not used for firewood gets disposed of by other means, including landfill material. Staff continually looks for ways to get this unwanted material used so that it does not end up in the county's waste stream.

The City no longer collects Christmas trees for recycling. Trees are collected with other trash or brought down by individuals to the county yard waste site.

RECYCLING COSTS

City Employees Labor	\$ 25,760.00
Equipment	\$ 8,800.00

RECYCLING TOTAL	<u>\$ 34,592.00</u>
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PLANNING AND EDUCATION

The Commission and staff see planning as a great tool, especially in identifying communities within the city limits that could benefit from additional tree establishment and care. A strategic plan was adopted to create some short term but mostly long term goals to work toward. A short term goal was to develop an inventory of road side trees, including identifying low risk, high risk, or extreme risk trees. This was accomplished in 2013. The next step would be an analysis of the inventory data. Following the inventory and analysis, the next step would be to update the Community Forestry Plan (the resource management plan), which has not been updated since 1995. The update would identify activities that should be included on an annual work plan as well as give a picture on a smaller scale of how neighborhoods could maintain or improve their tree canopy.

The Commission feels that training and learning are valuable tools in the maintenance of credentials and specifications for tree care. Commissioners did attend a workshops in 2018 in Mont Alto, PA, Laurel, MD, and Waynesboro, VA. A Commissioner also attended training for the Road Side Tree Expert test. Two crew members of the Street Department, the Natural Resources Intern, and the Commissioner all passed the Road Side Tree Expert exam.

An intern from Frostburg State was hired in April and worked from May until August. Having an intern to assist the NRS helps accomplish many tasks that need to get done over the course of the summer. At the same time, the intern gets valuable job experience working in a municipal setting. Also, the City was successful in applying for a Chesapeake Conservation Corps member position. The CCC is a program managed by the Chesapeake Bay Trust and is an annual grant application. The CCC member works with staff and is given some projects to oversee to get experience working in the natural resources field.

Staff attended the following: Alleghany Society of American Foresters meetings in Gettysburg, PA and Bradford, PA; pesticide recertification training by Maryland Department of Natural Resources in Keedysville, MD; Bartlett Plant Health Seminar in Mont Alto, PA; the annual meeting of the Mid-Atlantic chapter of International Society of Arboriculture (MAC-ISA) held in Frederick, MD; MAC-ISA annual Day of Safety in Sterling, VA; attended the Saluting Branches event at Rocky Gap Veterans Cemetery, Flintstone, MD; various internet based trainings from organizations such as Pennsylvania State University. Staff has maintained certifications for Maryland fertilizer applicators license, International Society of Arboriculture Certified Arborist program, Maryland foresters license, pesticide applicators licenses for both Maryland and West Virginia, as well as the required permits for Maryland Roadside Tree law compliance.

PLANNING AND EDUCATION COSTS	
Training/Continuing Education	\$ 1,827.00
Software/Hardware	\$ 0.00
Contractual Work (Inventory, Analysis, etc)	\$ 0.00
Other (Books, Shirts, Trees, and Other Promotional Materials)	\$ 222.63
 PLANNING TOTAL	 <u>\$ 2,049.63</u>

REVENUES

The City of Cumberland funds the Shade Tree Program from the Special Purpose Funds. The amount requested for Fiscal Year (FY) 2018 was \$72,593 and for FY 2019 was \$72,593. The Shade Tree Program received an allocation of \$75,700 for FY 2018 and \$73,816 for FY 2019. Gifts and donations are also given on occasion to the Shade Tree program which is used towards tree purchases. Grants are usually used to fund specific projects. The Commission received a reimbursement grant from MD DNR Forest Service for \$738.

Appendix A
Trees Removed, Pruned, or Planted in 2018

Date worked	Site	Species	Treatment	Contractor	Notes	Class?
6/14/2018	Oak Street	Crabapple	Pruned	Shade Tree		Roadside Tree
6/14/2018	Oak Street	Crabapple	Pruned	Shade Tree		Roadside Tree
6/14/2018	Oak Street	Crabapple	Pruned	Shade Tree		Roadside Tree
6/14/2018	Oak Street	Serviceberry	Pruned	Shade Tree		Roadside Tree
6/14/2018	Oak Street	Kwanzan	Pruned	Shade Tree		Roadside Tree
6/14/2018	Oak Street	Kwanzan	Pruned	Shade Tree		Roadside Tree
6/14/2018	Oak Street	Kwanzan	Pruned	Shade Tree		Roadside Tree
6/14/2018	Oak Street	Redbud	Pruned	Shade Tree		Roadside Tree
6/26/2018	402 Tilman Ave	Crabapple	Pruned	Shade Tree		Roadside Tree
6/26/2018	402 Tilman Ave	Hawthorn	Pruned	Shade Tree		Roadside Tree
6/14/2018	Alleway off of Fairfax St	Bradford Pear	Pruned	Shade Tree		Roadside Tree
6/14/2018	York Place	Bradford Pear	Pruned	Shade Tree		Roadside Tree
6/14/2018	York Place	Pear	Pruned	Shade Tree		Roadside Tree
7/3/2018	Bedford St	Pine	Pruned	Shade Tree		Roadside Tree
7/3/2018	Bedford St	Pine	Pruned	Shade Tree		Roadside Tree
7/3/2018	Bedford St	Hornbeam	Pruned	Shade Tree		Roadside Tree
7/3/2018	Bedford St	Red Maple	Pruned	Shade Tree		Roadside Tree
7/3/2018	Bedford St	Red Maple	Pruned	Shade Tree		Roadside Tree
7/3/2018	Bedford St	Black Alder	Pruned	Shade Tree		Roadside Tree
7/3/2018	Queen City Dr at Frontage Street	Cherry	Pruned	Shade Tree		Roadside Tree
7/3/2018	Queen City Dr at Frontage Street	Cherry	Pruned	Shade Tree		Roadside Tree
7/3/2018	Queen City Dr at Frontage Street	Cherry	Pruned	Shade Tree		Roadside Tree

7/3/2018	Queen City Dr at Frontage Street	Cherry	Pruned	Shade Tree		Roadside Tree
7/13/2018	205 Fayette	Kwanzan	Pruned	Shade Tree		Roadside Tree
8/1/2018	818 Windsor Dr	Maple	Pruned	Shade Tree	Storm Damag e	Roadside Tree
8/29/18	Laings Ln.	Black Walnut	Pruned	Shade Tree		Private Roadside Tree
9/6/18	55 Browning	Cherry	Pruned	Shade Tree		Roadside Tree
9/6/18	55 Browning	Kwanzan Cherry	Pruned	Shade Tree		Roadside Tree
9/6/18	55 Browning	Kwanzan Cherry	Pruned	Shade Tree		Roadside Tree
9/14/18	South St.	Crabapple Kwanzan	Pruned	Shade Tree		Roadside Tree
9/21/18	Pershing St.	Cherry	Pruned	Shade Tree		Park Roadside Tree
9/21/18	Liberty St 1915	American Holly	Pruned	Shade Tree		Roadside Tree
10/2/18	Frederick St	Kwanzan Cherry	Pruned	Shade Tree		Roadside Tree
10/3/18	7 Decatur St	Redbud	Pruned	Shade Tree		Roadside Tree
10/3/18	17 Decatur St	Hawthorn	Pruned	Shade Tree		Roadside Tree
10/3/18	12 Decatur St	Bradford Pear	Pruned	Shade Tree		Roadside Tree
10/22/18	811 Fayette St	Sycamore	Pruned	Shade Tree		Roadside Tree
11/16/18	217 Washington	Bradford pear	Pruned	Shade Tree	Storm Damag e	Roadside Tree
1/31/2018	8 Johnson St 46 Humbird	Bradford Pear	Removed	Skyview		Roadside Tree
1/31/2018	St 572	Sycamore	Removed	Skyview		Roadside Tree
Summer 2018	Cromwell Terr	Mullberry	Removed	Kiddy	Storm Damag e	Park Roadside Tree
1/26/2018	119 Decatur St 635	Kwanzan Cherry	Removed	Shade Tree		Roadside Tree
1/10/2018	Washington St	Red Maple	Removed	Street Dept.		Roadside Tree
2/20/2018	36 Queen City Drive	Kwanzan Cherry	Removed	Street Dept.		Roadside Tree
1/31/2018	256 Elder St 8	Sycamore	Removed	Skyview		Roadside Tree
1/31/2018	Pennsylvania Ave	Bradford Pear	Removed	Skyview		Roadside Tree
1/31/2018	8	Bradford	Removed	Skyview		Roadside

	Pennsylvania Ave 1332 Shades Lane	Pear			e Tree
6/1/2018		Mullberry	Removed	Shade Tree	City Owned Roadside Tree
1/26/2018	Frederick St 1154	Cherry	Removed	Street Dept.	Roadside Tree
1/26/2018	Frederick St 1502 Holland St	Cherry	Removed	Street Dept.	Roadside Tree
3/21/2018		Ash	Removed	Kiddy	Park Roadside Tree
Spring 2018	Butler Alley 105 N Chase St	Zelkova	Removed	Street Dept.	Roadside Tree
10/1/2018	High Bedford Road	Redbud	Removed	Shade Tree	Roadside Tree
8/1/2018	801 Virginia Ave.	Siberian Elm Bradford	Removed	Shade Tree	Roadside Tree
8/23/18	821 Memorial Ave.	Pear	Removed	Shade Tree	Roadside Tree
8/27/18	Alley Behind 500 Greene St. (Children's Medical)	Crabapple	Removed	Shade Tree	Roadside Tree
9/11/18	Queen City Dr.	Unknown	Removed	Shade Tree	City Owned Roadside Tree
9/14/18	Queen City Dr.	Hawthorn	Removed	Shade Tree	Roadside Tree
9/14/18	308-310 South St.	Oak	Removed	Shade Tree	Roadside Tree
9/14/18		Dogwood	Removed	Shade Tree	Roadside Tree
9/21/18	Buckingham	Katsura	Removed	Shade Tree	Roadside Tree
9/26/18	14 Race 36/38	Crabapple	Removed	Shade Tree	Roadside Tree
10/2/18	Pennsylvania Ave 215 Grand Ave	Crabapple	Removed	Shade Tree	Roadside Tree
10/2/18	12	Serviceberry	Removed	Shade Tree	Roadside Tree
10/2/18	Pennsylvania Ave	Japanese Lilac Honey	Removed	Shade Tree	Roadside Tree City Owned
11/7/18	Eastern Ave Liberty Gardens	Locust	Removed	Skyview	City Owned
11/8/18		Hemlock	Removed	Shade Tree	Park
11/16/18	Essex Place	Arborvitae	Removed	Shade Tree	Private
11/16/18	Essex Place	Arborvitae	Removed	Shade Tree	Private
11/16/18	Essex Place 804	Arborvitae	Removed	Shade Tree	Private
10/29/18	Kentucky Ave	Tatarian Maple	Planted	Shade Tree	Roadside Tree

10/29/18	133 Potomac St	Hawthorn	Planted	Shade Tree	Roadside Tree
10/29/18	105 N. Chase St	Redbud	Planted	Shade Tree	Roadside Tree
10/29/18	1100 Michigan Ave	Carolina Silverbell	Planted	Shade Tree	Roadside Tree
10/29/18	821 Memorial Ave	Pink Dogwood	Planted	Shade Tree	Roadside Tree
10/29/18	511 Hilltop Dr	Dogwood	Planted	Shade Tree	Roadside Tree
10/31/18	801 Virginia Ave	Serviceberry	Planted	Shade Tree	Roadside Tree
10/31/18	121 South Allegany	Pink Flair Cherry	Planted	Shade Tree	Roadside Tree
10/31/18	121 South Allegany	Redbud	Planted	Shade Tree	Roadside Tree
10/31/18	510 Rose Hill Ave	Smoke Bush	Planted	Shade Tree	Roadside Tree
10/31/18	205 Grand Ave	Crabapple	Planted	Shade Tree	Roadside Tree
10/31/18	205 Grand Ave	Crabapple	Planted	Shade Tree	Roadside Tree
10/31/18	903 Fayette St	Pink Flair Cherry	Planted	Shade Tree	Roadside Tree
10/31/18	603 Louisiana Ave	Kentucky Coffee var.	Planted	Shade Tree	Roadside Tree
10/31/18	604 Louisiana Ave	Maakia	Planted	Shade Tree	Roadside Tree
10/31/18	8 Pennsylvania Ave	Tree Lilac	Planted	Shade Tree	Roadside Tree
10/31/18	8 Pennsylvania Ave	Tree Lilac	Planted	Shade Tree	Roadside Tree
10/31/18	3 Fayette St	Katsura	Planted	Shade Tree	Roadside Tree
10/31/18	308 South St	Dogwood	Planted	Shade Tree	Roadside Tree
10/31/18	809 Buckingham Dr	Katsura	Planted	Shade Tree	Roadside Tree
10/31/18	522 N. Centre St	Serviceberry	Planted	Shade Tree	Roadside Tree
11/1/18	Cavanaugh Field	Yellow Wood	Planted	Shade Tree	Park
4/26/18	Lighthouse Christ. Acad.	Red Bud	Planted	Shade Tree	Arbor Day Tree Private
4/28/18	Constitution Park	White Oak	Planted	Shade Tree	Park
4/28/18	Constitution Park	White Oak	Planted	Shade Tree	Park

4/28/18	Constitution Park	White Oak	Planted	Shade Tree	Park
4/28/18	Constitution Park	White Oak	Planted	Shade Tree	Park
4/28/18	Constitution Park	Black Oak	Planted	Shade Tree	Park
4/28/18	Constitution Park	Black Oak	Planted	Shade Tree	Park
4/28/18	Constitution Park	Black Oak	Planted	Shade Tree	Park
4/28/18	Constitution Park	Sourwood	Planted	Shade Tree	Park
4/28/18	Constitution Park	Sourwood	Planted	Shade Tree	Park
4/28/18	Constitution Park	Sourwood	Planted	Shade Tree	Park
4/28/18	Constitution Park	Chinkapin Oak	Planted	Shade Tree	Park
4/28/18	Constitution Park	Chinkapin Oak	Planted	Shade Tree	Park
4/28/18	Constitution Park	Chinkapin Oak	Planted	Shade Tree	Park
4/28/18	Constitution Park	Red Bud	Planted	Shade Tree	Park
4/28/18	Constitution Park	Red Bud	Planted	Shade Tree	Park
4/28/18	Constitution Park	Red Bud	Planted	Shade Tree	Park
4/28/18	Constitution Park	Sweetgum	Planted	Shade Tree	Park
4/28/18	Constitution Park	Sweetgum	Planted	Shade Tree	Park
4/28/18	Constitution Park	Sweetgum	Planted	Shade Tree	Park
5/15/18	615 Piedmont Ave	Snow Goose Cherry	Planted	Shade Tree	Roadside Tree
5/15/18	100 Arch St 538	Snow Goose Cherry	Planted	Shade Tree	Roadside Tree
5/15/18	Maryland Ave 1031	Degroots Spire Arbor Canadian	Planted	Shade Tree	Roadside Tree
5/15/18	Frederick St	Red Cherry Japanese	Planted	Shade Tree	Roadside Tree
5/15/18	316 Emily St	Snow Bell	Planted	Shade Tree	Roadside Tree
5/15/18	316 Emily St	Pagoda Tree Paperbark	Planted	Shade Tree	Roadside Tree
5/15/18	316 Emily St	Maple	Planted	Shade Tree	Roadside Tree
5/15/18	Fayette St (behind 111 Wash. St)	Japanese Tree Lilac	Planted	Shade Tree	Roadside Tree
5/15/18	Fayette St (behind 111 Wash. St)	Japanese Tree Lilac	Planted	Shade Tree	Roadside Tree

5/15/18	Queen City Dr	Parrotia	Planted	Shade Tree	Park
5/15/18	Queen City Dr	Parrotia	Planted	Shade Tree	Roadside Tree
5/15/18	700 Holland St	Japanese Tree Lilac	Planted	Shade Tree	Roadside Tree
5/15/18	862 Gephart Dr	Japanese Tree Lilac	Planted	Shade Tree	Roadside Tree
5/15/18	819 Buckingham Dr	Kentucky Coffee	Planted	Shade Tree	Roadside Tree
5/15/18	Buckingham Dr	Stewartia Paperbark	Planted	Shade Tree	Roadside Tree
5/15/18	256 Elder St 635	Maple	Planted	Shade Tree	Roadside Tree
5/15/18	Washington Ave	Japanese Snow Bell	Planted	Shade Tree	Roadside Tree
5/15/18	515 Dunbar Ave	Japanese Tree Lilac	Planted	Shade Tree	Roadside Tree
5/15/18	311 Columbia St	Snow Goose Cherry	Planted	Shade Tree	Roadside Tree
5/15/18	1500 Holland St	Yellow Poplar	Planted	Shade Tree	Park
3/13/2018	Queen City Dr	Elm	Removed	Street Dept.	Roadside Tree
3/13/2018	Queen City Dr	Elm	Removed	Street Dept.	Roadside Tree
3/7/2018	836 Greene St	Ailanthus	Removed	Kiddy	Roadside Tree
3/7/2018	836 Greene St	Ailanthus	Removed	Kiddy	Roadside Tree
3/7/2018	836 Greene St	Ailanthus	Removed	Kiddy	Roadside Tree
2/15/2018	843 Mount Royal Ave	Silver Maple	Removed	Street Dept.	Roadside Tree
6/1/2018	Queen City Dr	Crabapple	Removed	Street Dept.	Roadside Tree
4/5/2018	Williams St	Ash	Removed	Street Dept.	Roadside Tree
4/5/2018	Williams St	Ash	Removed	Street Dept.	Roadside Tree
4/5/2018	Williams St	Ash	Removed	Street Dept.	Roadside Tree
4/5/2018	Williams St Braddock	Black Locust	Removed	Street Dept.	Roadside Tree
4/30/2018	Road Braddock	Ash	Removed	Street Dept.	Roadside Tree
4/30/2018	Road Braddock	Ash	Removed	Street Dept.	Roadside Tree
4/30/2018	Road Braddock	Ash	Removed	Street Dept.	Roadside Tree
4/30/2018	Road Braddock	Ash	Removed	Street Dept.	Roadside Tree

4/30/2018	Braddock Road	Ash	Removed	Street Dept.		Private
4/30/2018	Braddock Road	Ash	Removed	Street Dept.		Private
4/30/2018	Braddock Road	Ash	Removed	Street Dept.		Private
4/30/2018	Braddock Road	Ash	Removed	Street Dept.		Private
4/30/2018	Braddock Road	Ash	Removed	Street Dept.		Private
4/30/2018	Braddock Road	Ash	Removed	Street Dept.		Private
4/30/2018	Braddock Road	Ash	Removed	Street Dept.		Private
4/30/2018	Braddock Road	Ash	Removed	Street Dept.		Private
4/30/2018	Braddock Road	Ash	Removed	Street Dept.		Private
4/30/2018	Braddock Road	Ash	Removed	Street Dept.		Private
4/30/2018	527 Pearre St	Kwanzan Cherry	Removed	Street Dept.		Private
4/10/2018	Thompson Ave	Black Cherry	Removed	Shade Tree		Private Roadside Tree
4/10/2018	Constitution Park	Scotts Pine	Removed	Street Dept.		Shade Tree
1/10/2018	1076 Bradock Road	Ash	Removed	Street Dept.		Park
2/7/2018	626 Washinton St	Ash	Removed	Fire Dept	Storm Damag e	Roadside Tree
10/16/2018	731 Washington St	Stump	Removed	Rick's Stump Removal		Roadside Tree
10/16/2018	743 Washington St	Stump	Removed	Rick's Stump Removal		Roadside Tree
10/16/2018	1031 Frederick St	Stump	Removed	Rick's Stump Removal		Roadside Tree
10/16/2018	818 Buckingham Road	Stump	Removed	Rick's Stump Removal		Roadside Tree
10/16/2018	806 Buckingham Road	Stump	Removed	Rick's Stump Removal		Roadside Tree
10/26/2018	827 Windsor Road	Stump	Removed	Rick's Stump Removal		Roadside Tree
10/26/2018	220 US South	Virginia Pine	Removed	Fire Dept	Storm Damag e	Roadside Tree
2/7/2018	1216 Lafayette St	Elm	Removed	Fire Dept	Storm Damag e	Private
2/7/2018	Williams St at Avondale	Ash	Removed	Fire Dept	Storm Damag e	Private

2/7/2018	Ave 1042 Longwood Dr	Maple	Removed	Street Dept.	e Storm Damag e	Private
2/7/2018	Greene St at I-68	Unknown	Removed	Street Dept.	Storm Damag e	Roadsid e Tree
2/7/2028	Seton Drive at Braddock Road	Oak	Removed	Street Dept.	Storm Damag e	Roadsid e Tree
2/8/2018	811 Fayette St 27/29 Prospect Square	Sycamore	Pruned	Shade Tree	Storm Damag e	Roadsid e Tree
2/10/2018	514 Washington St	Sugar Maple	Pruned	Fire Dept	House Fire Storm Damag e	Roadsid e Tree
2/13/2018		River Birch	Pruned	Shade Tree	Storm Damag e	Roadsid e Tree
4/17/2018	Dent Ave	Red Maple	Removed	Shade Tree	Storm Damag e	Roadsid e Tree
4/17/2018	Dent Ave	Red Maple	Removed	Shade Tree	Storm Damag e	Roadsid e Tree

Other Actions:

Activity	Location	When Done?	By Whom?	What?
EAB Treatment	4 locations/ 5 trees: South St, Louisiana Ave, Cumberland St, Washington St,	June 2018	Bartlett Tree	Ash trees treated with Emamectin Benzoate



Regular Council Agenda
April 16, 2019

Description

Administrative Services monthly report for March, 2019

Approval, Acceptance / Recommendation

Budgeted

1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)

Administrative Services Monthly Report for March, 2019

April 16, 2019

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 2019:

Management Information Systems (MIS) Department

March 2019

Statistics

146 completed help desk requests
221 open help desk requests

Activities

Major department initiatives in the past month include:

- Continued working with Community Development software vendor on system replacement
- Continued working on network security audit
- Continued working with vendor on agenda system replacement
- Reconfigure city internal wireless network
- Deploy new antivirus endpoint protection
- Assist Finance with tax sale

Parks and Recreation

March 2019

Reservations for the six covered Pavilions at Constitution Park continue to be taken for the 2019 season. Rental Fees are \$ 100.00 for the Large Pavilion and \$ 75.00 for the Small Pavilion.

Reservations made in the month of March – 15

Pavilion usage is scheduled to begin April 1

Co-ed Volleyball League - 8 teams, 64 participants, games are played weekly on Wednesday nights at South Penn Elementary School. Play is under the direction of Carol Brown. 3 weeks of games – 9 matches - Attendance 144. Makeup games and League playoffs are scheduled for April.

Field and court usage for the month of March:

Allegany College of MD – Women's Softball Games are at Cavanaugh, practices to Flynn Washington Middle School girls' softball games and practices are at Cavanaugh Girls Softball League practice started at Cavanaugh, Jaycee, Northcraft and Nonnenmann

Tennis Teams: Bishop Walsh Boys – Park Courts

Practices: Limited due to weather conditions

Areas of work

- Continue to work with leagues, groups and schools for the upcoming spring/summer ball field and facility use. Weather conditions canceled and delayed much of the softball season this year.
- Park Pool 2019 season – continue to work with Amy Nazelrod. Coordinated and set up interviews for lifeguards and swim test held Saturday March 30 at FSU pool.
- Distributed supplies and information for School Marble Tournaments to local school coordinators – school tournaments will be held at individual school - March thru May.
- Continue work related to pavilion reservations
- Summer Day Camp Brochure preparation
- Work with all volunteers and city staff for Easter Egg Hunt- 4-H and UMD Extension Office, Finan Center volunteer recreation group and all businesses donating prizes and supplies for the program – Event held Friday April 19, 2019
- Day Camp personnel interviews
- Coordinate back to work seasonal ball field supervisor at Mason Complex on March 22.
- Continue to work on Park Concert Schedule

Meetings

Staff meetings

Recreation Advisory Board Meeting Monday March 11

Maryland Department of Health Youth Camp Certification training- March 12

New Computer program meetings

Upcoming –

- Annual Easter Egg Hunt – Friday April 19, 2019 – 1 p.m. Constitution Park
- Recreation Advisory Board Meeting Monday April 8, 5:30 p.m. Conference Room, City Hall
- Amusement Park ticket sales tickets distributed to agencies in mid-April
- Annual Day of Caring and Sharing with County United Way Friday May 17, 2019
- City Marble Tournaments May 13 & 14, 2019

Community Development

March 2019

CODE COMPLIANCE

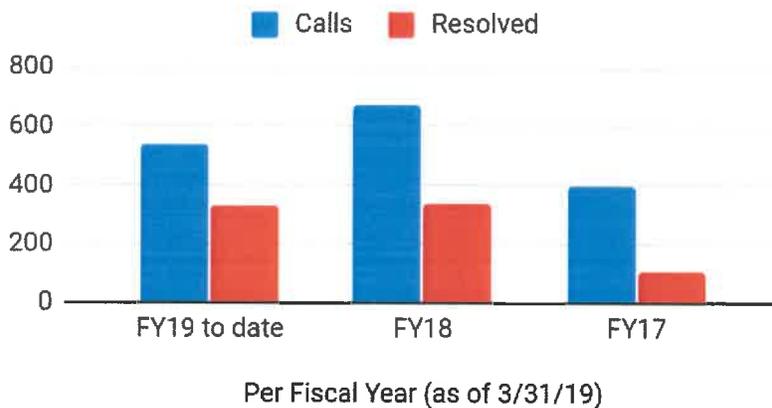
Code Enforcement Activity:

March: 37 new property reports with 21 of those closed.
Closed 13 add'l cases from previous months.

<u>Nuisance & Junk Vehicle</u>		<u>Property Maintenance</u>		<u>Building Code</u>	
Reported	24	Reported	9	Reported	3
Resolved	18	Resolved	1	Resolved	2

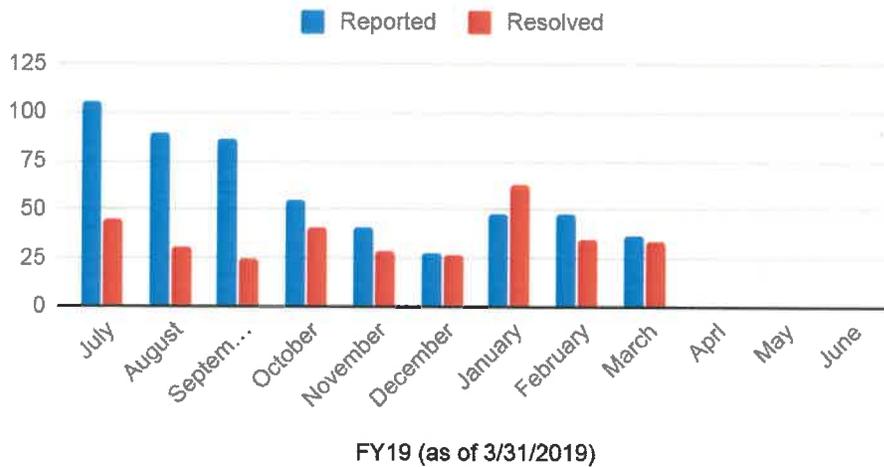
<u>Housing Code</u>		<u>Zoning</u>	
Reported	0	Reported	1
Resolved	5	Resolved	1

Calls vs. Resolved



Note: CD is up 125% on resolving cases vs. reports compared to FY17. 19% increase from FY18.

Reported vs. Resolved Per Month



Permits, Applications, and Licenses

Building Permits

Received: 4
Issued: 3

Occupancy Permits/Plan reviews, etc.

Received: 8
Issued: 6

Received: 2
Issued: 0

COA Permits

Received: 4
Issued: 4

Rental Licenses

Issued/Renewed: 6
Issued: 6

Housing Inspections

Conducted: 34
Passed: 34

Revenue

Building Permits.....\$520.00
 Bldg. Permits, Miscellaneous.....180.00
 Occupancy Permits255.00
 Utility Permits.....0.00
 Plan Reviews, Amendments & Appeals500.00
 Municipal Infractions/Citations0.00
 Rental Licenses (new & renewals)180.00
 Inspection Requests (paid).....0.00
 Certificates of Appropriateness.....120.00

 TOTAL\$1,755.00

 Demolition Permit - Bonds.....\$0.00

Community Services Activity (*notable from norm*):

- Registered Cumberland for 2019 National Night Out and began outreach to community partners.

COMMUNITY DEVELOPMENT PROGRAMS

No new draws in March, so report remains same as 2/2019...

Community Development Block Grant (CDBG) Monthly Activity: March 2019								
Activity	Year	Initial Fund	ERR	Cntrct	Spent	Remain	% Cmpl	
Amtrak Phase 2 - Mechanic St.	15&16	\$97,811.00	x		0	\$97,811.00	0.00%	
ADA Sidewalk Imps (Cumberland St.)	2015	\$110,000.00	x		20517.54	\$89,482.46	18.65%	
Unprogrammed (term NM/PIP) R	2015	\$11,607.72				\$11,607.72		Mech St
CNHS Closing Cost Grants R	2016	\$32,000.00	x	x	18322.58	\$13,677.42	57.26%	JFV sdwk
Unprogrammed (term Goethe) R	2016	\$138,040.02			0	\$138,040.02	0.00%	Mech St
George St. ADA Sidewalks Project R	2017	\$50,489.21	x		0	\$50,489.21	0.00%	Mech St
CB Sidewalk funds Bellevue R partial	2017	\$101,489.22			0	\$23,192.37	0.00%	
Cavanaugh Ball field - Imps. 2	2017	\$129,009.21	x		129009.21	\$0.00	100.00%	
Amtrak Infrastructure Improvements Phase 4	2017	\$50,489.21	x		0	\$50,489.21	0.00%	
YMCA Lower Level Rehab Ph. 4	2018	\$94,122.00				\$94,122.00	0.00%	
CHNS Closing Cost Grant	2018	\$13,403.00	x	x	0	\$13,403.00	0.00%	

Friends Aware, Inc. Facility Rehab Ph. 4	2018	\$79,913.00	x	x	0	\$79,913.00	0.00%	
Salvation Army Facility Rehab: HVAC	2018	\$63,403.00	x	x	0	\$63,403.00	0.00%	
Central Bus District Commercial Accessibility Design	2018	\$13,403.00				\$13,403.00	0.00%	
City Hall Accessibility R	2018	\$55,909.00				\$55,909.00	0.00%	JFV sdwlk
Family Crisis Resource Center Operations	2018	\$10,903.00	x	x	6828.07	\$4,074.93	62.63%	
House Authority JFV Sidewalk Repl. Proj. Ph. 3	2018	\$54,154.00	x	x	0	\$54,154.00	0.00%	123740.42
Archway Station Inc., Health Home Program	2018	\$6,153.00	x	x	0	\$6,153.00	0.00%	
Associated Charities Short Term Prescription	2018	\$11,403.00	x	x	4474.39	\$6,928.61	39.24%	
Associated Charities Long Term Prescription	2018	\$16,403.00	x	x	4425.82	\$11,977.18	26.98%	
Incredible Years Parenting Program (The Fam. Junct.)	2018	\$16,403.00	x	x	3076.93	\$16,403.00	18.76%	
Friend's Aware Inc., Transportation Program	2018	\$12,903.00	x	x	12903	\$0.00	100.00%	
HRDC Emergency Assistance Program	2018	\$21,653.00	x	x	7676.41	\$13,976.59	35.45%	
AHEC West Denture Clinic	2018	\$7,903.00	x	x	0	\$7,903.00	0.00%	

AHEC West Health Right Dental Access Program	2018	\$10,903.00	x	x	0	\$10,903.00	0.00%	
Amtrak Ph. 4 Infrastructure : Mechanic St. phase	2018	\$136,923.00	x	x	0	\$136,923.00	0.00%	\$285,223.21
<i>correct on 3/6/2019</i>	<i>PRE-</i>	<i>03/19 drw</i>	<i>PST</i>	<i>02/19</i>	<i>draw</i>	<i>\$1,064,338.72</i>		
		Orig			Spent	Remain		
2017 Admin	2017	\$120,806.21			\$91,368.60	\$29,437.61		
2017 Indirect Cost	2017	\$9,683.00			\$9,683.00	\$0.00		
2017 Fair Housing	2017	\$10,489.21			\$9,390.45	\$1,098.76		
2018 Admin	2018	\$125,322.00			\$21,543.61	\$103,778.39	17.19%	
2018 Indirect Cost	2018	\$10,081.00			\$5,040.00	\$5,041.00	50.00%	
2018 Fair Housing	2018	\$13,403.00			\$2,841.44	\$10,561.56	21.20%	
					\$29,425.05	\$149,917.32		
\$43,413.00								
						\$1,214,256.04		

Comptroller's Office

March 2019

Cash Flow:

Attached for your review is a Cash Flow Summary for the month of March 2019.

On March 1, 2019 the City had a cash balance of \$1 million. Disbursements exceeded receipts by \$914K resulting in a cash balance of \$135K at March 31, 2019. The decrease in cash represented a transfer and increase to investments bringing the new invested balance to \$17.5 million.

As of March 31, 2019, the significant tax receivable balances were as reflected in the table below.

Taxes receivable (General Fund)					\$ 2,174,317
	Beg Balance	New Billing	Collections	Bad Debt	Ending Balance
FY 2019	\$ 1,485,263	\$ -	\$ 169,254	\$ -	\$ 1,316,009
FY 2018	614,017	-	48,778	-	565,239
FY 2017	221,940	-	37,140	-	184,800
FY 2016	32,875	-	-	-	32,875
FY 2015	29,396	-	285	-	29,111
FY 2014	17,906	-	-	-	17,906
FY 2013	13,723	-	-	-	13,723
FY 2012	8,117	-	260	-	7,857
FY 2011	3,482	-	-	-	3,482
Prior FY's	3,315	-	-	-	3,315
	<u>\$ 2,430,034</u>	<u>\$ -</u>	<u>\$ 255,717</u>	<u>\$ -</u>	<u>\$ 2,174,317</u>

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

Real property (non-owner occupied)	\$ 713,600
Non-Corp Personal Property	4,808
Corporate Personal Property	145,106
Real Property (semiannual payments)	452,495
Real Property (Half Year)	-
	<u>\$ 1,316,009</u>

March is a 2-pay month so the cash required to meet payroll is an estimated \$1,040,000.

The City liquidity position continues to be strong as illustrated in the cash and investments table following 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, 2019**

	Cash	Investments
Beginning Balance	\$ 1,049,528	\$ 16,722,601
Add:		
Cash Receipts	4,955,040	1,000,000
Investment Transfer	250,000	-
Less:		
Disbursements	5,119,154	250,133
Investment Transfer	1,000,000	-
Ending Balance	\$ 135,414	\$ 17,472,468
Restricted	\$ 344,470	\$ 6,810

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

Restricted Cash

	3/1/2019	Increase	Utilization	3/31/2019
Police Seizures	\$ 104,635	\$ 423	\$ -	\$ 105,058
Bowers Trust	80,830	-	-	80,830
Restricted Lenders	106,341	-	-	106,341
Other	52,241	-	-	52,241
	\$ 344,047	\$ 423	\$ -	\$ 344,470

Restricted Investments

	3/1/2019	Increase	Utilization	3/31/2019
DDC	\$ 6,810	\$ -	\$ -	\$ 6,810
	\$ 6,810	\$ -	\$ -	\$ 6,810

Other restricted cash in includes demolition bond deposits held and solicited donations for the Al Abrams Field, a Joe Maphis statute and for a P&R Sound Garden at Constitution Park community projects.

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 table below illustrates undrawn Maryland CDA bond proceeds and the accumulated debt draws and grants received associated with the ongoing Combined Sewer Overflow (CSO) projects.

Available Bond Proceeds

	3/1/2019	Utilization	3/31/2019
CDA 2014	\$ 696,158	\$ -	696,158
CDA 2015	1,762,737	\$ -	1,762,737
CDA 2017	293,428	\$ (138,125)	155,303
CDA 2018	2,471,000	(227,278)	2,243,722
	\$ 5,223,323	\$ (365,403)	\$ 4,857,920

CSO Projects Debt Draws

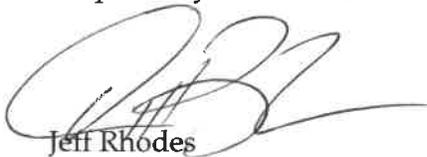
	3/1/2019	Utilization	3/31/2019
Evitts Creek Debt	\$ 143,260	\$ -	\$ 143,260
Evitts Creek Grant	-	-	-
WWTP Debt	1,930,986	206,171	2,137,157
WWTP Grant	13,516,885	1,443,193	14,960,078
	\$ 15,591,131	\$ 1,649,364	\$ 17,240,495

The CDA draws in March were for vehicles and heavy equipment in the General, Water and Sewer funds.

The Wastewater Treatment Plant (WWTP) CSO project is over 50% complete. The WWTP CSO March draw requests were for \$1.4 million in BRF grants and \$206K in new debt.

The Evitts Creek CSO project is temporarily on hold as we are seeking funding to expand the project.

Respectfully submitted,



Jeff Rhodes
City Administrator



Regular Council Agenda
April 16, 2019

Description

Fire Department monthly report for March, 2019

Approval, Acceptance / Recommendation

Budgeted

1st Reading

2nd Reading

3rd Reading

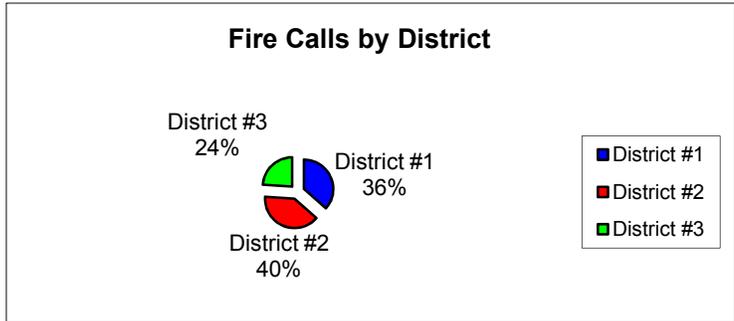
Value of Award (if applicable)

Source of Funding (if applicable)

REPORT OF THE FIRE CHIEF FOR THE MONTH OF MARCH, 2019
Prepared for the Honorable Mayor and City Council and City Administrator

Cumberland Fire Department Responded to 96 Fire Alarms:

Responses by District:	
District #1	35
District #2	38
District #3	23
	<hr/> 96



Number of Alarms:	
First Alarms Answered	95
Working Alarms Answered	1
	<hr/> 96

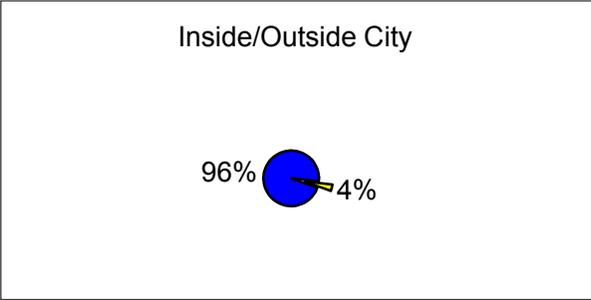
Calls Listed Below:	
Property Use:	
Public Assembly	3
Undetermined	5
Educational	1
Institutional	4
Residential	43
Mercantile, Business	4
Special Properties	36
	<hr/> 96

Type of Situation:	
Fire	5
Overpressure, Rupture	4
Rescue Calls	50
Hazardous Conditions	6
Service Calls	6
Good Intent Calls	17
False Calls	8
	<hr/> 96

Total Fire Service Fees for Fire Calls Billed by Medical Claim-Aid in March:	\$6,380.00
Total Fire Service Fees for Fire Calls Billed by Medical Claim-Aid Fiscal Year to Date:	\$23,470.00
Fire Service Fees for Fire Calls Paid In March:	\$550.00
Total Fire Service Fees for Fire Calls Paid Fiscal Year to Date:	\$6,350.00
Fire Service Fees for Inspections and Permits Billed in March:	\$350.00
Fire Service Fees for Inspections and Permits Paid in March:	\$0.00
Total Fire Service Fees for Inspections and Permits Paid Fiscal Year to Date:	\$1,450.00

Cumberland Fire Department Responded to 419 Emergency Medical Calls:

In City Calls	403
Out of City Calls	<u>16</u>
Total	419



Cumberland Fire Department provided 7 Paramedic Assist Calls:

1 Paramedic Assist Calls within Allegany County	
<u>6 Paramedic Assist Calls outside of Allegany County</u>	
7	
Cresaptown VFD	1
Fort Ashby VFD, WV	2
Ridgeley VFD, WV	2
Short Gap VFD, WV	1
Wiley Ford VFD, WV	<u>1</u>
	7

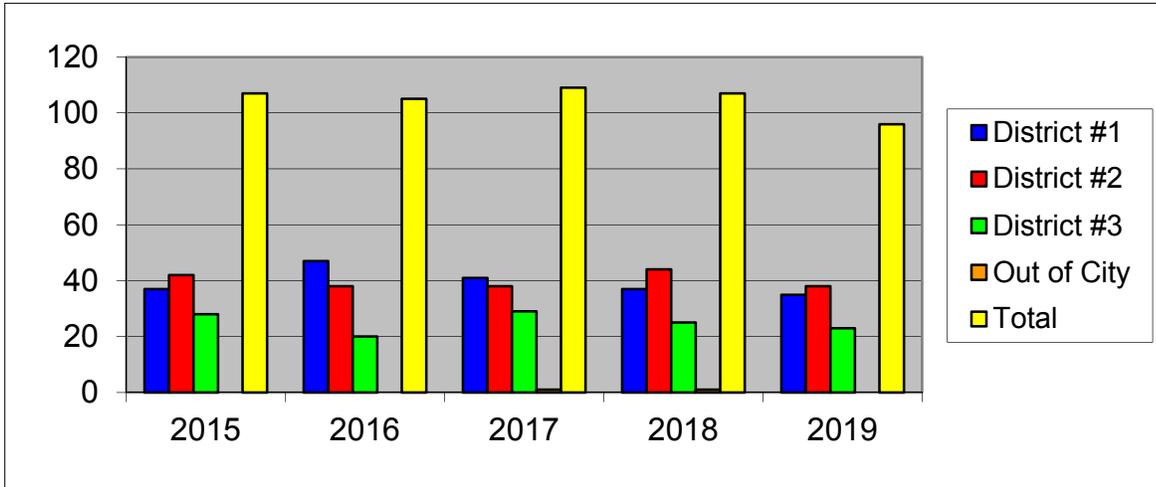
Cumberland Fire Department provided 9 Mutual Aid Calls:

7 Mutual Aid Calls within Allegany County	
<u>2 Mutual Aid Calls outside of Allegany County</u>	
9	
Bowman's Addition VFD	5
Flintstone VFD	1
District #16 VFD	<u>1</u>
	7
Cumberland Valley EMS, PA	1
Ridgeley VFD, WV	<u>1</u>
	9

Total Ambulance Fees Billed by Medical Claim-Aid for March:	\$111,514.00
Ambulance Fees Billed Fiscal Year to Date:	\$1,078,005.72
Ambulance Fees Paid:	
Revenue Received in March:	\$90,766.33
FY2019 Ambulance Fees Paid in FY2019:	\$609,524.64
Total Ambulance Fees Paid in FY2019:	\$767,412.20
(All ambulance fees, current and previous fiscal years, paid in FY2019.)	

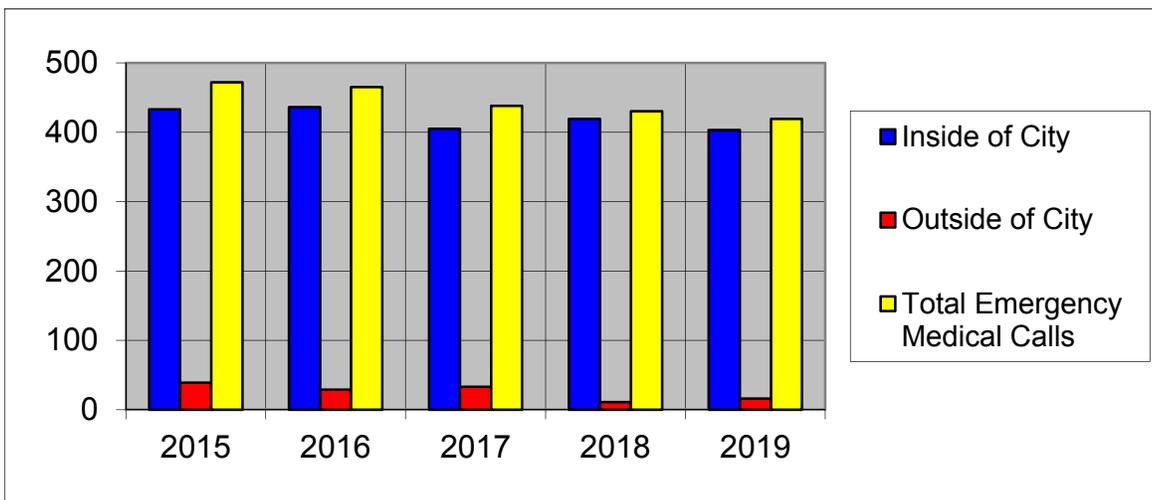
Fire Calls in the Month of March for a Five-Year Period

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
District #1	37	47	41	37	35
District #2	42	38	38	44	38
District #3	28	20	29	25	23
Out of City	<u>0</u>	<u>0</u>	<u>1</u>	<u>1</u>	<u>0</u>
Total	107	105	109	107	96



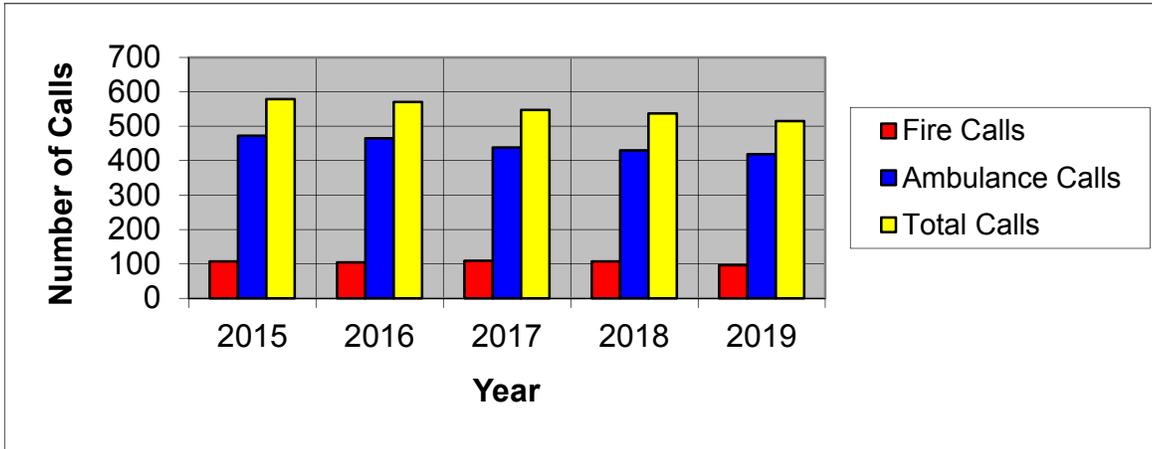
Ambulance Calls in the Month of March for a Five-Year Period

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Inside of City	433	436	405	419	403
Outside of City	<u>39</u>	<u>29</u>	<u>33</u>	<u>11</u>	<u>16</u>
Total Emergency Medical Calls	472	465	438	430	419



Fire and Ambulance Calls in the Month of March for a Five-Year Period

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Fire Calls	107	105	109	107	96
Ambulance Calls	472	465	438	430	419
Total Calls	579	570	547	537	515



Training:

Training Man Hours:	183.00	
Sexual Harassment Policy		1.00
Duties and Responsibilities		4.50
Crew Meeting		20.00
Hose Operations		22.00
Pump Operations		16.50
Apparatus Check Procedures		22.00
SCBA Inspection and Care		5.50
SCBA Donning Methods		11.00
General Driver Training		2.00
Spinal Immobilization		10.00
General Fire Prevention		6.00
Post Incident Review		19.00
Physical Fitness		15.00
Rescue Tools		9.00
High Angle Rescue		14.50
Water Supply		5.00
		<hr/>
		183.00

Fire Prevention Bureau:

Complaints Received	3
Conferences Held	59
Correspondence	12
Inspections Performed	14
Investigations Conducted	2
Plan Reviews	3

Personnel:

Nothing to report.



Regular Council Agenda
April 16, 2019

Description

Approval of the Police Department monthly report for March 2019

Approval, Acceptance / Recommendation

Budgeted

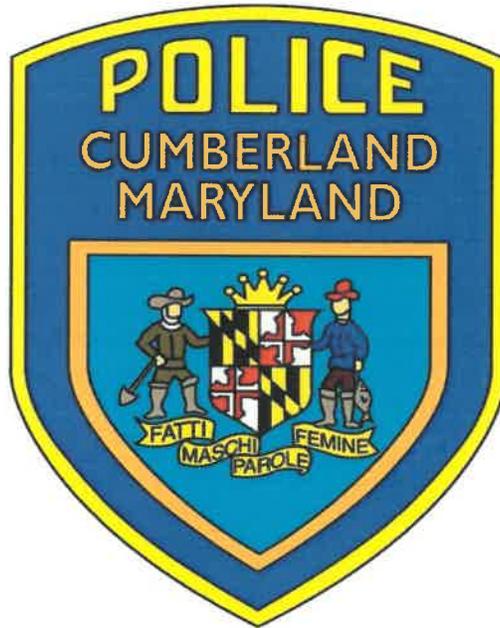
1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)



City of Cumberland Department of Police

Monthly Report
March 2019

CUMBERLAND POLICE DEPARTMENT

MONTHLY REPORT

MARCH 2019

SWORN PERSONNEL: 47 SWORN OFFICERS

Administration	5 officers
Squad D1	7 officers
Squad N1	7 officers
Squad D2	8 officers
Squad N2	8 officers
C3I/C3IN	5 officers
School Resource	2 officers
Academy	3 officers
Military leave	2 officers

CIVILIAN EMPLOYEES: 7 full time, 11 part time

CPD Office Associate	1 full time
CPD Records Clerk	1 full time
Safe Streets Coordinator	1 full time*
CPD Patrol Assistant	1 full time
CPD Crime Analyst	1 full time*
CPD Drug Coordinator	1 full time*
CPD Maintenance	1 part time
C3I Office Associate	vacant
C3IN Office Associate	1 part time**
C3I Office Associate	1 part time **
MPA Supervisor	1 part time
Parking Meter Supervisor	1 full time
Parking Enforcement	2 part time
MPA Garage Attendants	2 part time
Code Enforcement	3 part time

* = Grant funded

** = Shared costs with other agencies

LEAVE REPORT

VACATION TAKEN: 507 HOURS
COMP TIME USED: 228 HOURS
SICK TIME USED: 146 HOURS

YEAR TO DATE (beginning 7/1/18): 7386 HOURS
YEAR TO DATE (beginning 7/1/18): 2156 HOURS
YEAR TO DATE (beginning 7/1/18): 1329 HOURS

OVERTIME REPORT

OVERTIME WORKED: 201 HOURS
HOSPITAL SECURITY: 175 HOURS
COURT TIME WORKED: 183 HOURS

YEAR TO DATE (beginning 7/1/18): 3103 HOURS
YEAR TO DATE (beginning 7/1/18): 1192 HOURS
YEAR TO DATE (beginning 7/1/18): 1875 HOURS

TRAINING

32 officers trained during 12 different sessions for a total of 290 hours



Regular Council Agenda
April 16, 2019

Description

Approval of the Closed Session Minutes of December 4, 2018, and January 7, 9, and 10, 2019

Approval, Acceptance / Recommendation

Budgeted

1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)

Mayor and City Council of Cumberland

Closed Session Minutes

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

Second Floor Conference Room

December 4, 2018

5:30 p.m.

The Mayor and City Council convened in open session at 5:30 p.m. for the purpose of closing the meeting for an executive session pursuant to Section 3-305 (b) (7) of the General Provisions Article of the Annotated Code of Maryland to consult with legal counsel to obtain advice regarding the applicability of certain laws.

MOTION: Motion to enter into closed session was made by Councilman Frazier, seconded by Councilman Bernard, and was passed on a vote of 4-0.

PRESENT: Brian K. Grim, President; Council Members Seth Bernard, Richard Cioni, and Eugene T. Frazier

ALSO PRESENT: Jeffrey Rhodes, City Administrator; Michael S. Cohen, City Solicitor; Kathy McKenney, Community Development Programs Manager; Ray Morriss, Mayor-elect; and Marjorie A. Woodring, City Clerk

Mayor and City Council of Cumberland

Closed Session Minutes

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

Mayor's Office

January 7, 2019

4:30 p.m.

The Mayor and City Council convened in open session at 4:30 p.m. for the purpose of closing the meeting for an executive session pursuant to Section 3-305 (b) (1) of the General Provisions Article of the Annotated Code of Maryland to conduct interviews for the open Council seat and to discuss an appointment to that seat.

MOTION: Motion to enter into closed session was made by Councilman Frazier, seconded by Councilman Cioni, and was passed on a vote of 4-0.

PRESENT: Raymond M. Morriss, President; Council Members Seth Bernard, Richard Cioni, and Eugene T. Frazier

ALSO PRESENT: Marjorie A. Woodring, City Clerk

Mayor and City Council of Cumberland

Closed Session Minutes

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

Mayor's Office

January 9, 2019

4:30 p.m.

The Mayor and City Council convened in open session at 4:30 p.m. for the purpose of closing the meeting for an executive session pursuant to Section 3-305 (b) (1) of the General Provisions Article of the Annotated Code of Maryland to conduct interviews for the open Council seat and to discuss an appointment to that seat.

MOTION: Motion to enter into closed session was made by Councilman Cioni, seconded by Councilman Bernard, and was passed on a vote of 4-0.

PRESENT: Raymond M. Morriss, President; Council Members Seth Bernard, Richard Cioni, and Eugene T. Frazier

ALSO PRESENT: Marjorie A. Woodring, City Clerk

Mayor and City Council of Cumberland

Closed Session Minutes

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

Mayor's Office

January 10, 2019

3:30 p.m.

The Mayor and City Council convened in open session at 3:30 p.m. for the purpose of closing the meeting for an executive session pursuant to Section 3-305 (b) (1) of the General Provisions Article of the Annotated Code of Maryland to conduct interviews for the open Council seat and to discuss an appointment to that seat.

MOTION: Motion to enter into closed session was made by Councilman Cioni, seconded by Councilman Frazier, and was passed on a vote of 4-0.

PRESENT: Raymond M. Morriss, President; Council Members Seth Bernard, Richard Cioni, and Eugene T. Frazier

ALSO PRESENT: Marjorie A. Woodring, City Clerk



Regular Council Agenda
April 16, 2019

Description

Approval, Acceptance / Recommendation

Budgeted

1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)



Regular Council Agenda
April 16, 2019

Description

Ordinance (*2nd and 3rd readings*) - providing for the closure of a portion of a street known as Locust Alley, lying between lands owned by ARC Cumberland, LLC and First Peoples Community FCU, upon the request of First Peoples Community FCU

Approval, Acceptance / Recommendation

Budgeted

1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)



Regular Council Agenda
April 16, 2019

Description

Approval, Acceptance / Recommendation

Budgeted

1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)



Regular Council Agenda
April 16, 2019

Description

Order authorizing the Chief of Police to accept a GOCCP Sex Offender Compliance and Enforcement Grant in the amount of \$19,994.00 for the Cumberland Police Department and Allegany County Sheriff's Office for overtime support to perform compliance checks by conducting home visits of registered sex offenders to confirm residency

Approval, Acceptance / Recommendation

Budgeted

1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)

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

ORDER NO. _____

DATE: April 16, 2019

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

THAT the Chief of Police be and is hereby authorized to accept a GOCCP Grant for FY20 entitled "Sex Offender Compliance and Enforcement in Maryland" in the amount of Nineteen Thousand, Nine Hundred Ninety-four Dollars and No Cents (\$19,994.00) for the period 07/01/2019 to 06/30/2020, to assist in developing and implementing strategies specifically intended to provide assistance complying with the laws surrounding the Sex Offender Registry, and to support personnel and contractual services.

Raymond M. Morriss, Mayor

Grant: SOCM-2020-0008



GOVERNOR'S COORDINATING OFFICES

COMMUNITY INITIATIVES • SERVICE & VOLUNTEERISM • PERFORMANCE IMPROVEMENT
CRIME CONTROL & PREVENTION • SMALL, MINORITY & WOMEN BUSINESS AFFAIRS
CHILDREN • DEAF & HARD OF HEARING

April 08, 2019

Chief Charles H Hinnant
Chief of Police
Cumberland Police Department
20 Bedford Street
Cumberland, MD 21502

RE: SOCM-2020-0008

Dear Chief Hinnant:

I am pleased to inform you that your grant application submitted by **Cumberland Police Department**, entitled "**Sex Offender Compliance and Enforcement in Maryland**," in the amount of \$19,994.00 has received approval under the Sex Offender Compliance and Enforcement in Maryland program. Enclosed is the grant award packet containing information and forms necessary to initiate the project.

The grant will fund the program described below:

The Cumberland Police Department Sex Offender Compliance and Enforcement program assists in developing and implementing strategies specifically intended to provide assistance complying with the laws surrounding the Sex Offender Registry. The program tracks the compliance of local sex offenders who are required to maintain registry with the Maryland Sex Offender Registry. Grant funding supports personnel and contractual services.

Please pay particular attention to the instructions included on the grant award. It is important that you **carefully review all Special Conditions** attached to this award. Additionally, the General Conditions for all grant awards issued by our office are also located online, at www.goccp.maryland.gov. The chief elected official, or another legally authorized official of the jurisdiction, state agency, or 501(c)(3) receiving the grant award, must sign the original Grant Award & Acceptance Form, initial each page of the Special Conditions document, and upload them in the Grants Management System within **twenty-one (21) calendar days**. Should the acceptance form not be received, requests for reimbursement will not be honored.

A copy of the grant award, Notification of Project Commencement, and individual project reports has also been sent to the project director. The project director is responsible for completing these and other required forms now and at the end of each reporting period. If the project director changes, we must be notified immediately to avoid potential reporting problems.

Projects may commence as soon as the grant award is signed and you have reviewed and accepted all of the General and Special Conditions. No funds may be encumbered or expended prior to this time without the specific written approval of the Governor's Office of Crime Control and Prevention.

If you have any questions or need any clarification regarding this grant award, please contact **Angela Carpintieri**, your program manager, or **Felicia Bailey**, fiscal specialist. We look forward to working with you on this project and anticipate its success in helping to address criminal justice problems in our state.

Sincerely,

A handwritten signature in black ink, appearing to read "V. Glenn Fueston, Jr.", written in a cursive style.

V. Glenn Fueston, Jr.
Executive Director

cc: Lieutenant Chuck Ternent



4/8/2019

Governor's Office of Crime Control and Prevention



Control Number:

37187

Regional Monitor:

Carpintieri, Angela

Fiscal Specialist:

Bailey, Felicia

Grant Award & Acceptance Form

Grant Award Number:	SOCM-2020-0008		
Sub-recipient:	Cumberland Police Department		
Project Title:	Sex Offender Compliance and Enforcement in Maryland		
Implementing Agency:	Cumberland Police Department		
Award Period:	07/01/2019 - 06/30/2020		CFDA: State

Funding Summary	Grant Funds	100.0 %	\$19,994.00
	Cash Match	0.0 %	\$0.00
	In-Kind Match	0.0 %	\$0.00
	Total Project Funds		\$19,994.00

This Grant Award is hereby made for financial assistance by the Governor's Office of Crime Control and Prevention in accordance with the

Sex Offender Compliance and Enforcement in Maryland

This Grant Award is subject to the General Conditions and any Special Conditions attached to this award, as well as all statutes and requirements of the State of Maryland.

This Grant Award incorporates all the information, conditions, representations and Certified Assurances contained in the grantee's application.

The Grant Award shall become effective as of the start date of the award, unless otherwise specified, and upon submission to the Grants Management System, within twenty-one (21) calendar days, of a fully executed original of this document signed by the duly authorized official of the sub-recipient unit of government or sub-recipient agency receiving this Grant Award. Copies and faxes are not acceptable.

FOR THE STATE OF MARYLAND:

Executive Director

Governor's Office of Crime Control and Prevention

SUB-RECIPIENT ACCEPTANCE:

Signature of Authorized Official

Typed Name And Title

Date

To submit, sign in blue ink and scan and upload the document to the grant award Documents section in the Grants Management System.



Governor's Office of Crime Control and Prevention

Regional Monitor:
Fiscal Specialist:

Carpintieri, Angela
Bailey, Felicia

Budget Notice

Grant Award Number:	SOCM-2020-0008	
Sub-recipient:	Cumberland Police Department	
Project Title:	Sex Offender Compliance and Enforcement in Maryland	
Implementing Agency:	Cumberland Police Department	
Award Period:	07/01/2019 - 06/30/2020	CFDA: State

Funding Summary	Grant Funds	100.0 %	\$19,994.00
	Cash Match	0.0 %	\$0.00
	In-Kind Match	0.0 %	\$0.00
	Total Project Funds		\$19,994.00

Personnel

Description of Position	Salary Type	Funding	Total Budget
Officers	Overtime	Grant Funds	\$9,997.00

Personnel Total: \$9,997.00

Contractual Services

Description	Funding	Quantity	Unit Cost	Total Budget
Allegany County Sheriff's Office	Grant Funds	0	\$40.00	\$9,997.00

Contractual Services Total: \$9,997.00

Approved:

Governor's Office of Crime Control and Prevention Authorized Representative

Effective Date: 7/1/2019



Regular Council Agenda
April 16, 2019

Description

Order accepting the bid of Weimer Chevrolet for two (2) new F-550 Dump Trucks (\$161,780), one (1) new 3/4 Ton Pickup (\$31,585.25), four (4) new 3/4 Ton Service /Utility Trucks (\$167,100); American Rent All for one (1) new Skid Steer Loader (\$28,750.96); and Stephenson Equipment for one (1) new International HV507 SFA Regular Cab 4x4 Dump Truck (\$147,200)

Approval, Acceptance / Recommendation

The Department of Vehicle Maintenance / Public Works has reviewed all bids and recommends the awards noted above.

Budgeted

1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

Total bid award = \$536,416.21

Source of Funding (if applicable)

Department of Public Works

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

ORDER NO. _____

DATE: April 16, 2019

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

THAT, the bids for the below listed utility vehicles, solicited through the "2019 Request for Bids – Utility Vehicles," be and are hereby accepted in the following amounts not to exceed:

Vehicle(s)	Company	Amount not to exceed
Two (2) New F-550 Dump Trucks	Weimer Chevrolet	\$80,890 each / \$ 161,780.00
One (1) New ¾ Ton Pickup Truck	Weimer Chevrolet	\$ 31,585.25
Four (4) New ¾ Ton Service/Utility Body Trucks	Weimer Chevrolet	\$41,775 each / \$ 167,100.00
One (1) New Skid Steer Loader	American Rent-All	\$ 28,750.96
One (1) New International HV507 SFA Regular Cab 4x4 Dump Truck	Stephenson Equipment	\$ 147,200.00
TOTAL BID AWARD		\$ 536,416.21

BE IT FURTHER ORDERED, that all other bids be and are hereby rejected.

Raymond M. Morriss, Mayor

2019 Request for Bids - Utility Vehicles

Bid Opening: March 13, 2019 - 2:30 p.m., City Hall Council Chambers

Company	Two (2) New F-550 Dump Trucks	One (1) New 3/4 Ton Pickup Truck	Four (4) New 3/4 Ton Service/Utility Body Trucks	One (1) New Skid Steer Loader	One (1) New International HV507 SFA Regular Cab 4x4 Dump Truck	Affadavit	Local Preference
Mar-Eco Inc., dba Keystone Ford 301 Walker Road Chambersburg, PA 17201	\$ 85,589.00	\$ 33,229.00	\$ 40,320.00 \$ 43,397.00 (with fuel tank)	NO BID	NO BID	✓	N/A
West Central Equipment-Kris Long, Sales 729 Red Goose Road Somerset, PA 15501	NO BID	NO BID	NO BID	\$ 30,592.33	NO BID	✓	N/A
Weimer Chevrolet of Cumberland 10355 Mt. Savage Road, NW Cumberland, MD 21502	\$ 80,890.00 LOW BID	\$ 31,585.25 LOW BID	\$ 41,775.00 LOW BID w/PREFERENCE	NO BID	NO BID	✓	COUNTY
Lindsay Ford, LLC 11250 Viers Mill Road Wheaton, MD 20902	\$ 86,000.00	\$ 31,600.00	NO BID	NO BID	NO BID	✓	N/A
Allegheny Trucks 239 Greenwood Road Altoona, PA 16602	NO BID	NO BID	NO BID	NO BID	\$ 153,386.25 (after \$750 rebate)	✓	N/A
Stephenson Equipment, Inc. 7201 Paxton Street Harrisburg, PA 17111	NO BID	NO BID	NO BID	NO BID	\$ 147,200.00 LOW BID	✓	N/A
American Rent All 219 Mechanic Street Cumberland, MD 21502	NO BID	NO BID	NO BID	\$ 28,750.96 LOW BID	NO BID	✓	CITY

Beltway International, LLC 208 Market Street Cumberland, MD 21502	NO BID	NO BID	NO BID	NO BID	\$ 170,123.00		CITY



Regular Council Agenda
April 16, 2019

Description

Order approving the submission of a request for Community Development Block Grant (CDBG) funding to the Department of Housing and Community Development in an estimated amount of \$685,000 and authorizing that any additional funding received be directed to the Bellevue Sidewalk Improvement Project and that project amounts be decreased proportionately if less funding is received

Approval, Acceptance / Recommendation

Budgeted

1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)

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

ORDER NO. _____

DATE: April 16, 2019

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

THAT, the following request for Community Development Block Grant (CDBG) funding be and is hereby approved for submission to the Department of Housing and Community Development for 2019 CDBG entitlement funding in an estimated amount of Six Hundred Eighty-Five Thousand Dollars (\$685,000); and

BE IT FURTHER ORDERED, that the final award amount is unknown at this time, therefore, funding received over the estimated expected amount will be directed towards the Bellevue Sidewalk Improvements Project; if the final amount received is under the estimated expected amount, all estimated project amounts shall be decreased proportionately to equal the final award amount; and

BE IT FURTHER ORDERED, that the Mayor be and is hereby authorized to execute all documents pertaining to the application for submission and award documents.

PROJECT NAME	AMOUNT FUNDED
PHA Fort Cumberland Homes Sidewalk Improvements	\$50,000.00
ACM ADA Work Experience Loft Lift Project	\$40,000.00
YMCA Gilcrist Ph 5 Baltimore Street Playground	\$77,000.00
YMCA Riverside Rehab: Roofing/Fence	\$270,750.00
Constitution Park Grove 4 Inclusive Playground	\$27,000.00
Administration	\$132,000.00
Indirect Cost-City	\$0.00
Fair Housing/EOE Effort	\$10,000.00
Associated Charities Long Term Prescription	\$8,750.00
Associated Charities Short Term Prescription	\$7,800.00
Summer @ Your Library: South Cumberland	\$2,000.00

Incredible Years & Dina Parenting : The Family Junction	\$10,000.00
Associated Charities Food Pantry	\$3,200.00
FCRC Domestic Violence/Sexual Assault Services	\$10,500.00
AHEC Dental Access	\$8,000.00
AHEC Denture Program	\$7,000.00
Horizon Goodwill Job Training Program	\$21,000.00
TOTAL	\$685,000.00

Raymond M. Morriss, Mayor



Regular Council Agenda
April 16, 2019

Description

Order approving the submission of a request for Community Development Block Grant (CDBG) funding to the Department of Housing and Community Development in an estimated amount of \$25,000 for the HRDC Emergency Housing Assistance project, and authorizing that any additional funding received be directed to the Bellevue Sidewalk Improvement Project and that the project amount be decreased proportionately if less funding is received

Approval, Acceptance / Recommendation

Budgeted

1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)

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

ORDER NO. _____

DATE: April 16, 2019

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

THAT, the following request for Community Development Block Grant (CDBG) funding be and is hereby approved for submission to the Department of Housing and Community Development for 2019 CDBG entitlement funding in an estimated amount of Twenty-five Thousand Dollars (\$25,000); and

BE IT FURTHER ORDERED, that the final award amount is unknown at this time, therefore, funding received over the estimated expected amount will be directed towards the Bellevue Sidewalk Improvements Project; if the final amount received is under the estimated expected amount, all estimated project amounts shall be decreased proportionately to equal the final award amount; and

BE IT FURTHER ORDERED, that the Mayor be and is hereby authorized to execute all documents pertaining to the application for submission and award documents.

PROJECT NAME	AMOUNT FUNDED
HRDC Emergency Housing Assistance	\$25,000.00
TOTAL	\$25,000.00

Raymond M. Morriss, Mayor



Regular Council Agenda
April 16, 2019

Description

Order authorizing abatement of the 2016-2017 taxes for property at 454-456 Pennsylvania Ave. (Tax No. 04-021509) owned by the tax-exempt non-profit organization Archway Station, Inc.

Approval, Acceptance / Recommendation

Budgeted

1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)

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

ORDER NO. _____

DATE: April 16, 2019

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

THAT, the 2016-2017 taxes for property at 454-456 Pennsylvania Avenue, Tax Account No. 04-021509, owned by the tax-exempt non-profit organization Archway Station, Inc., be and are hereby abated.

Raymond M. Morriss, Mayor



Archway Station, Inc.

Administrative Offices:
45 Queen St.
Cumberland, MD 21502
301-777-1700, ext. 2105



Mr. Rhodes;

Archway was a late in filing our tax exemption when we purchased the property at 454-456 Penn Ave in February of 2016. This was purchased, and is currently being used for, a residence for 6 of Archway's service users in our Residential Rehabilitation Program.

As you may know, Archway Station is a tax-exempt non-profit organization under section 501(c)(3) of the Internal Revenue Code. However, as a result of our tardiness, we are reported as owing \$675.59 in Property Taxes to the City of Cumberland for fiscal year 2017 (please see following two pages for our application, and final/bill legal notice).

We are usually on top of these filings, and our tardiness in reporting/filing our exemption is due to turnover at that time in our fiscal department.

We hope you would consider an abatement of this obligation given the impact of Archway in our community, and the anomaly that this instance represents.

Kind regards,

Griffin Detrick, CPA

Fiscal Director
Archway Station, Inc.

STATE OF MARYLAND
DEPARTMENT OF ASSESSMENTS AND TAXATION
APPLICATION FOR EXEMPTION CHARITABLE PROPERTY

RETURN TO:
 STATE DEPARTMENT OF ASSESSMENTS
 AND TAXATION
 P.O. BOX 343
 CUMBERLAND, MARYLAND 21502

TO BE FILED with the Supervisor of Assessments at the address shown above.

This form seeks information for the purpose of a charitable exemption on the indicated property. Failure to provide this information will result in denial of your application. However, some of this information would be considered a "personal record" as defined in State Government Article, §10-624. Consequently, you have the statutory right to inspect your file and to file a written request to correct or amend any information you believe to be inaccurate or incomplete. Additionally, personal information provided to the State Department of Assessments and Taxation is not generally available for public review. However, this information is available to officers of the State, county or municipality in their official capacity and to taxing officials of any State or the federal government, as provided by statute. Additionally, if your property would be used by the State Department of Assessments and Taxation as a comparable for purposes of establishing the value of another property in a hearing before the Maryland Tax Court, the requested information, or a portion thereof, may have to be provided to the owner of that other property.

Full Name of Titled Owner: Archway Station Inc
 Address of property: 454 Pennsylvania Ave
Cumberland, MD 21502
 Date Acquired: 2-17-16
 Location and description of property: Account Number 04021509

Baltimore City	Ward	Section	Block	Lot
Counties	District	Map	Block	Parcel

- Describe the facilities located on the property and how they are used. (Be specific and you may attach a separate itemization if more space is required.)
Archway Station provides residential care and housing for it's service users at this location
- What limitations or restrictions apply concerning who may use each separate facility? (A supplemental explanation sheet may be attached.)
Only Archway staff, service users, or contractual workers are authorized to use the property
- Is any part of this property rented? Yes No
 If yes, to whom and at what rent? \$733 per month per service user (3 service users max)
- Does the applicant organization own any adjoining real property? Yes No
- Attach to this application copies of the organization's Articles of Incorporation and most recent operating by-laws.
- If the applicant organization purchased the property in the current taxable year, it must submit a copy of the settlement sheet or an affidavit showing the property tax it actually paid or reimbursed at settlement.

I declare under the penalties of perjury, pursuant to Section 1-201, Tax-Property Article, of the Annotated Code of Maryland, that this return (including any accompanying schedules and statements) has been examined by me and to the best of my knowledge and belief is a true, correct and complete return.

Griffin Detrick
 SIGNATURE OF APPLICANT

7/10/17
 DATE

Griffin Detrick
 PRINT NAME HERE

301-777-1700 x116
 PHONE

408 N. Centre St
 ADDRESS

Cumberland MD 21502
 CITY STATE ZIP CODE

PRINT OR TYPE NAME OF TITLED OWNER



Cumberland *Maryland*

57 North Liberty Street
Cumberland, MD 21502
Tel: 301-759-6409

Account #
04021509

THIS IS A FINAL BILL and LEGAL NOTICE TO THE PERSON
WHOSE NAME APPEARS ON THIS NOTICE

ARCHWAY STATION INC

According to collector's tax roll you are the owner of the property appearing on this notice. The taxes listed are in arrears. Notice is hereby given you that unless all taxes in arrears are paid within thirty days from the notice date, the collector will proceed to sell the property to satisfy your entire indebtedness. Interest and penalties must be added to the total at the time of payment.

Tax Property 14-812 of Annotate Code of Maryland

Description Notice Date: 3/27/19
LOT 79 PT 80 44X100
LAINGS 2ND
454-456 PENNA AVE

ACCOUNT#	YEAR	TYPE	Total Per Year
<u>04021509</u>	2016	1	<u>\$675.59</u>
TOTAL DUE:			\$675.59

TOTAL AMOUNT DUE IF PAID DURING THE MONTH OF APRIL . NSF CHECK WILL SUBJECT PROPERTY TO TAX SALE. PAYMENT MUST BE RECEIVED IN TAX OFFICE BY APRIL 30, 2019; TO BE REMOVED FROM THE FIRST NEWSPAPER ADVERTISEMENT, PAYMENT MUST BE RECEIVED BY APRIL 18, 2019.

July 19 2017
June 30, 2017



Regular Council Agenda
April 16, 2019

Description

Order accepting the bid from Harbel, Inc. for the Koon Dam Sidewalk Repair- Phase 2 (City Project No. 28-18-BR) in the estimated unit cost price of \$78,500

Approval, Acceptance / Recommendation

It is the Engineering Department's recommendation to award the Koon Dam Sidewalk Repairs Phase 2 to Harbel, Inc. in the estimated unit cost price of \$78,500.00. This project was formally bid and the only proposal received was from Harbel, Inc.

Budgeted

1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

\$78,500.00

Source of Funding (if applicable)

002.299D.63000

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

ORDER NO. _____

DATE: April 16, 2019

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

THAT, the bid from Harbel, Inc., 11521 Milnor Avenue, Cumberland, MD 21502, for the Koon Dam Sidewalk Repairs - Phase 2 (City Project No. 28-18-BR) in the estimated unit cost price of Seventy-Eight Thousand, Five Hundred Dollars (\$78,500) be and is hereby accepted.

Raymond M. Morriss, Mayor

Source of Funding: 002.299D.63000

Order of Bids:

<i>Contractor</i>	<i>Amount</i>
Harbel, Inc.	\$78,500

City of Cumberland

Bid Opening: April 10, 2019 2:30 p.m., Cumberland City Hall Council Chambers

Koon Dam Sidewalk Repairs - Phase 2

City Project No. 28-18-BR

Company	Total Bid	Add Alternate 1	Affidavit	Local Preference	Addendum	Bid Bond / Check
Harbel, Inc.	\$ 78,500.00	\$ 5,250.00	Yes	County	Yes	Yes
1 Milnor Avenue						
Cumberland, MD 21502						
The appropriate department will review all proposals and provide a recommendation to the Mayor and City Council for award based on the lowest and most responsive bid received.						



Regular Council Agenda
April 16, 2019

Description

Order accepting the bid for Gwin, Dobson & Foreman, Inc. for the New Inlet Screen for Gate House Project (8-19-WFP) in the not to exceed cost of \$57,000 and rejecting all other bids

Approval, Acceptance / Recommendation

It is the Engineering Department's recommendation to award City Project 8-19-WFP New Inlet Screens for Gatehouse to the apparent low bidder Gwin Dobson & Foreman in the not to exceed cost of \$57,000.00. Two other bids were received from WRA in the amount of \$218,805 and from The EADS Group in the amount of \$109,500.

Budgeted

1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

\$57,000

Source of Funding (if applicable)

002.299A.20100

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

ORDER NO. _____

DATE: April 16, 2019

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

THAT, the bid from Gwin, Dobson & Foreman, Inc., 3121 Fairway Drive, Altoona, PA 16602, for the New Inlet Screens for Gate House Project (8-19-WFP) in the not to exceed cost of Fifty-Seven Thousand Dollars (\$57,000) be and is hereby accepted; and

BE IT FURTHER ORDERED, that all other bids be and are hereby rejected.

Raymond M. Morriss, Mayor

Source of Funding: 002.299A.20100

Order of Bids:

<i>Contractor</i>	<i>Amount</i>
The EADS Group	\$109,500
Gwin, Dobson & Foreman	\$57,000
Whitman, Requardt & Assoc.	\$218,805

City of Cumberland

Bid Opening: March 27, 2019 - 2:30 p.m., Cumberland City Hall Council Chambers

New Inlet Screens for Gate House

City Project No. 8-19-WFP

Company	Total Bid	Affadavit	Local Preference	Addendum	Bid Bond/Check
The EADS Group, Inc. 50 N. Mechanic Street Cumberland, MD 21502	\$109,500.00	yes	City	yes	no
Gwin, Dobson and Foreman, Inc. 3121 Fairway Drive Altoona, PA 16602	\$57,000.00	yes	N/A	yes	yes
Whitman, Requardt & Assoc., LLP 801 S. Caroline Street Baltimore, MD 21231	\$218,805.00	yes	N/A	yes	no

The appropriate department will review all proposals and provide a recommendation to the Mayor and City Council for award based on the lowest and most responsive bid received.