



MAYOR

Brian K. Grim

CITY ADMINISTRATOR

Jeff Rhodes

CITY SOLICITOR

Michael Scott Cohen

COUNCIL

Seth D. Bernard

David Caporale

Richard J. "Rock" Cioni

Eugene T. Frazier

CITY CLERK

Marjorie A. Woodring

AGENDA

**Mayor and City Council of Cumberland
City Hall Council Chambers
Room 212
6:15 P.M.**

DATE 7/11/2017

***Pledge of Allegiance**

I. ROLL CALL

II. DIRECTOR'S REPORT

(A) Fire

1. Fire Department Monthly Report for June, 2017

(B) Public Works

1. Utilities Division Monthly Report for May, 2017

III. APPROVAL OF MINUTES

(A) Routine

1. Approval of the Regular Session Minutes of May 2, May 9, and May 16, 2017
2. Approval of the Work Session Minutes of May 2, 2017

IV. NEW BUSINESS

(A) Orders (Consent Agenda)

1. Order authorizing the Chief of Police to accept a GOCCP STOP Gun Violence Reduction Grant entitled "Gun Violence Reduction Initiative" for FY18 in the amount of \$4,000 for overtime to perform gun-related investigations and specialized gun interdiction patrols and to assist in the execution of search warrants to proactively combat street-level violent crime
2. Order authorizing the Chief of Police to accept a GOCCP Heroin Coordinator Grant for FY18 in the amount of \$65,931 for personnel and licensing renewals to assist in developing and implementing strategies intended to reduce heroin overdoses and related crime

3. Order accepting the proposal of Carl Belt, Inc. for the emergency street repairs of the 24" water main rupture at the intersection of Decatur and Glenn Streets in the estimated amount not-to-exceed \$95,600 per Section 2-173(2) of the City Code
4. Order accepting the proposal of CBIZ Insurance Services, Inc. to provide risk management services for the period of July 1, 2017 through June 30, 2018 for the amount not-to-exceed \$32,500
5. Order accepting the proposal from Local Government Insurance Trust (LGIT) to provide insurance services for the period July 1, 2017 through June 30, 2018 for property, general liability for two parking garages, and boiler and machinery coverage for the amount of \$139,736

V. PUBLIC COMMENTS

All public comments are limited to 5 minutes per person

VI. ADJOURNMENT



Regular Council Agenda
July 11, 2017

Description

Fire Department Monthly Report for June, 2017

Approval, Acceptance / Recommendation

Budgeted

1st Reading

2nd Reading

3rd Reading

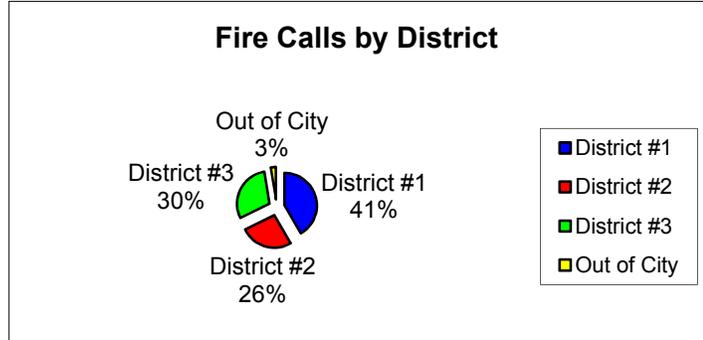
Value of Award (if applicable)

Source of Funding (if applicable)

REPORT OF THE FIRE CHIEF FOR THE MONTH OF JUNE 2017
Prepared for the Honorable Mayor and City Council and City Administrator

Cumberland Fire Department Responded to 118 Fire Alarms:

Responses by District:	
District #1	49
District #2	31
District #3	35
Out of City	3
	<u>118</u>



Number of Alarms Answered:	
First Alarms Answered:	117
Working Alarms Answered:	<u>1</u>
	118

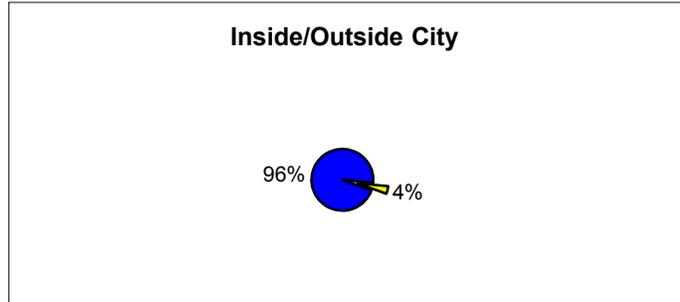
Calls Listed Below:	
Property Use:	
Public Assembly	3
Educational	1
Institutional	8
Special Properties	40
Residential	61
Stores and Offices	5
	<u>118</u>

Type of Situation:	
Fire or Explosion	9
Rescue Calls	64
Hazardous Conditions	9
Service Calls	14
Good Intent Calls	15
False Calls	7
	<u>118</u>

Total Fire Service Fees for Fire Calls Billed by Medical Claim-Aid in June:	\$2,030.00
Total Fire Service Fees for Fire Calls Billed by Medical Claim-Aid Fiscal Year to Date:	\$35,820.00
Fire Service Fees for Fire Calls Paid in June:	\$150.00
Total Fire Service Fees for Fire Calls Paid Fiscal Year to Date:	\$13,255.75
Fire Service Fees for Inspections and Permits Billed in June:	\$50.00
Fire Service Fees for Inspections and Permits Paid in June:	\$0.00
Total Fire Service Fees for Inspections and Permits Paid Fiscal Year to Date:	\$1,700.00

Cumberland Fire Department Responded to 470 Emergency Medical Calls:

In City Calls	451
Out of City Calls	<u>19</u>
Total	470



Total Ambulance Fees Billed by
Medical Claim-Aid in June : \$164,354.94

Ambulance Fees Billed Fiscal Year to Date: \$1,611,570.88

Ambulance Fees Paid:
Revenue received in June : \$75,204.22

Revenue:
FY17 Ambulance Fees Paid in FY17: \$946,127.31

Total Ambulance Transport Fees paid in FY2017: \$1,092,283.51
(Includes all ambulance fees, previous and current fiscal years, paid in FY2017.)

Cumberland Fire Department Responded to 5 Paramedic Assist Calls:

5 Paramedic Assist Calls within Allegany County
0 Paramedic Assist Calls outside of Allegany County
5

Corriganville VFD	1
Cresaptown VFD	1
Flintstone VFD	2
George's Creek Ambulance	<u>1</u>
	5

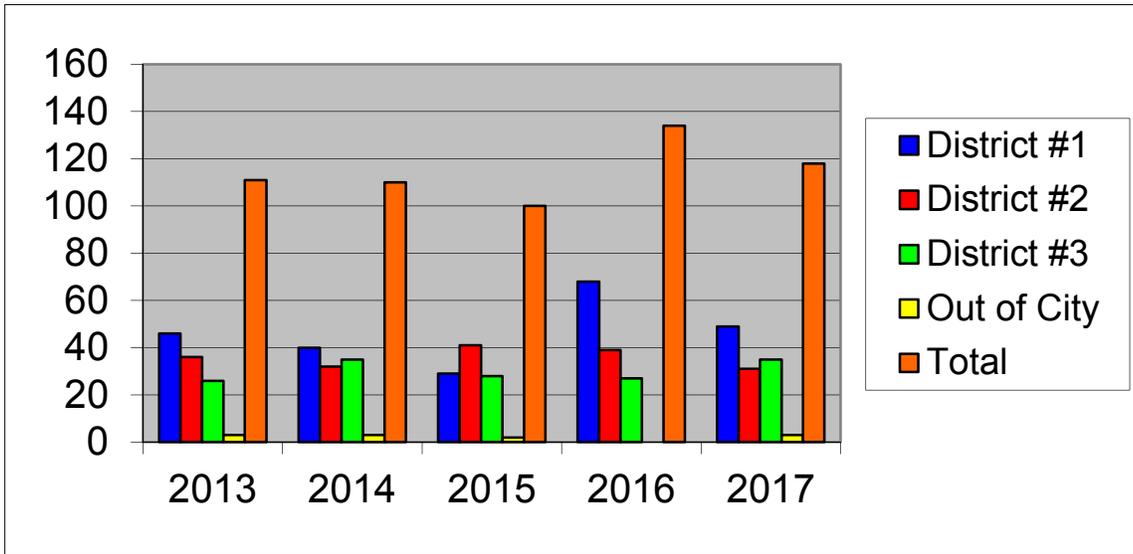
Cumberland Fire Department Responded 14 Mutual Aid Calls:

14 Mutual Aid Calls within Allegany County
0 Mutual Aid Calls outside of Allegany County
14

Bowman's Addition VFD	3
Cresaptown VFD	6
District #16 VFD	1
Flintstone VFD	3
LaVale Vol. Rescue Squad	<u>1</u>
	14

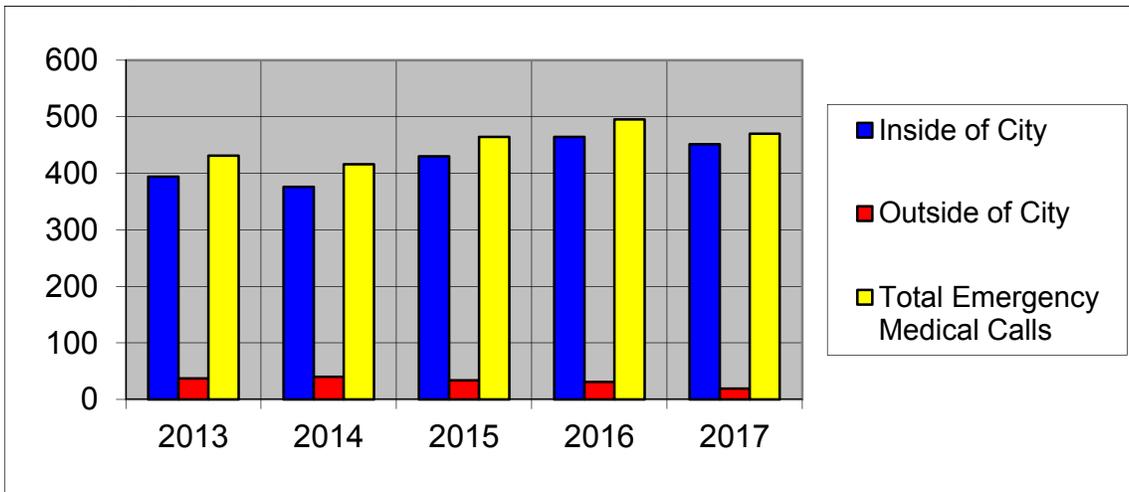
Fire Calls in the Month of June for a Five-Year Period

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
District #1	46	40	29	68	49
District #2	36	32	41	39	31
District #3	26	35	28	27	35
Out of City	3	3	2	0	3
Total	111	110	100	134	118



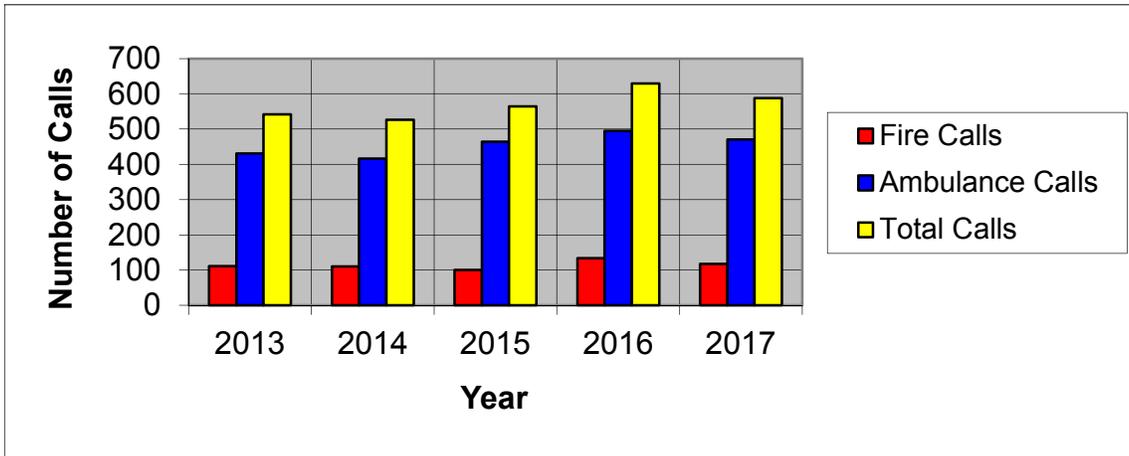
Ambulance Calls in the Month of June for a Five-Year Period

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Inside of City	394	376	430	464	451
Outside of City	37	40	34	31	19
Total Emergency Medical Calls	431	416	464	495	470



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

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Fire Calls	111	110	100	134	118
Ambulance Calls	431	416	464	495	470
Total Calls	542	526	564	629	588

**Training**

Training Man Hours: 165.2

Training Listed Below:

Administrative Policy and Procedures	26.00
Computer Policy	1.00
Hose Operations	18.92
Apparatus Check Procedures	22.00
Inservice Inspections	41.18
General Driver Training	3.60
Protocol Update	7.00
Strategic and Tactical Operations	11.00
Foam and Appliances	12.00
Post-Incident Review	17.50
Physical Fitness	5.00
	<u>165.20</u>

Fire Prevention Bureau

Complaints Received	6
Conferences Held	112
Correspondence	21
Inspections Performed	12
Investigations Conducted	1
Plan Reviews	5

Statistics Compiled by Julie A. Davis, Fire Administrative Officer



Regular Council Agenda
July 11, 2017

Description

Utilities Division Monthly Report for May, 2017

Approval, Acceptance / Recommendation

Budgeted

1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

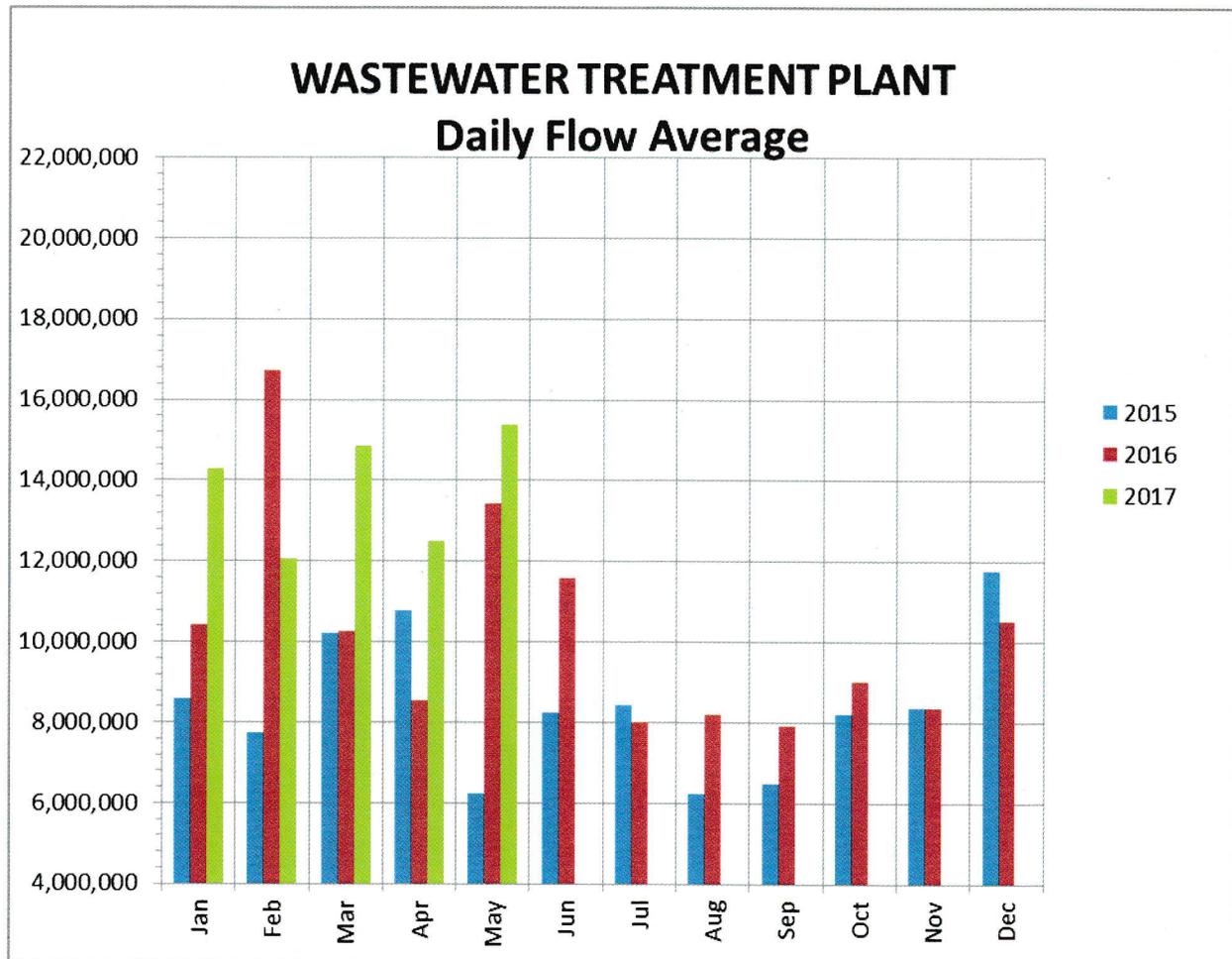
Source of Funding (if applicable)

CITY OF CUMBERLAND
UTILITY DIVISION
MONTHLY REPORTS
MAY 2017

Wastewater Treatment Plant – MAY 2017

OPERATIONS:

Treated 476,545,000 gallons @ an average of 15.372 million gallons per day. Removed 261,875 pounds of total suspended solids, 211,385 pounds of BOD, 41,957 pounds of total nitrogen, and 8,408 pounds of total phosphorous. Processed 610,477 gallons of sludge producing 57.40 Dry tons of Class "A" bio-solids. All Federal and State reporting requirements were in compliance. Monthly Flow Comparison Chart is attached.

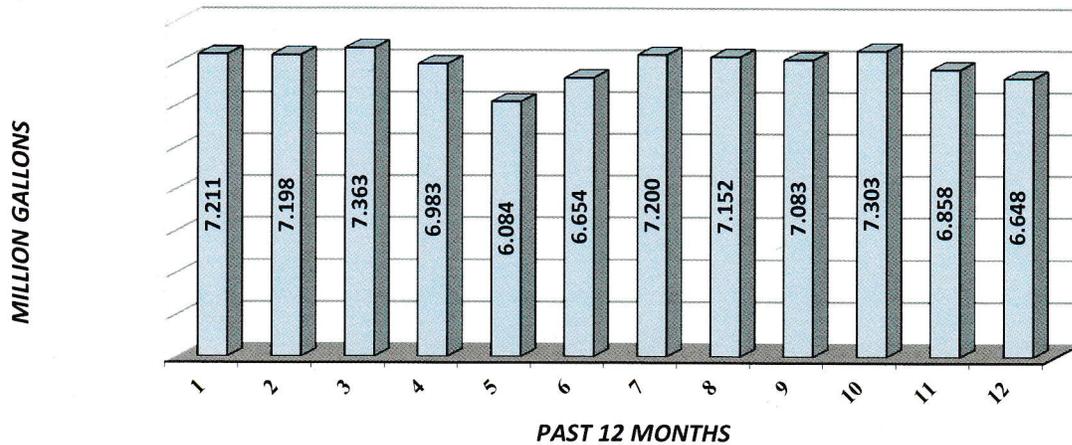


CITY OF CUMBERLAND'S WATER TREATMENT PLANT

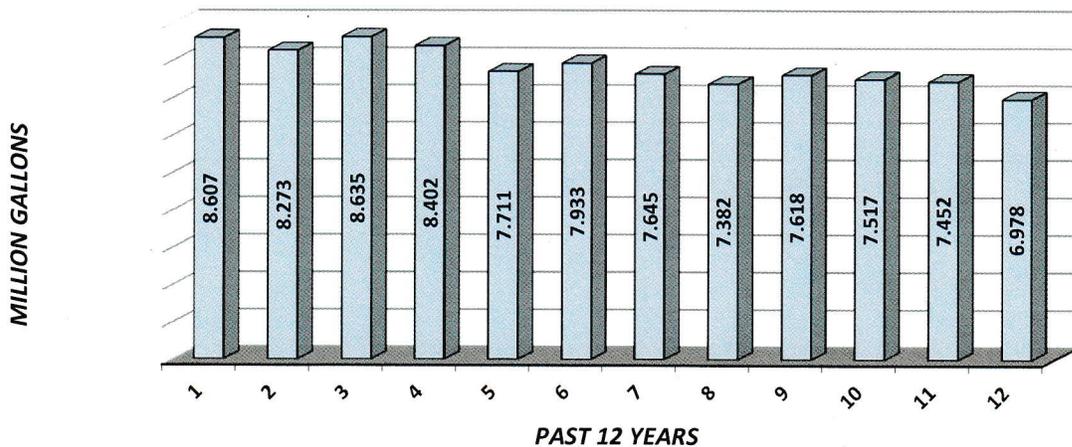
MONTHLY UTILITY REPORT

MAY 2017

AVERAGE DAILY PRODUCTION



AVERAGE DAILY PRODUCTION



BRIEF LISTING of EVENTS

- > 100% COMPLIANCE WITH ALL FEDERAL & STATE DRINKING WATER REGULATIONS
- > OVER 100 PREVENTIVE MAINTENANCE TASKS COMPLETED/1,300 WATER ANALYSIS PERFORMED/LAKES AT 100% CAPACITY
- > TREATMENT PLANT, PUMPING STATIONS, TANKS AND RESERVOIRS OPERATED/MAINTAINED CONTINUOUSLY 365/24/7
- > GETTING PREPARED TO BEGIN LEAD & COPPER SAMPLING PROGRAM AT CUSTOMERS TAPS
- > CURRENTLY MONITORING FOR CRYPTOSPORIDIUM IN SOURCE WATER FOR 24 CONSECUTIVE MONTHS AS PER LT2 RULE
- > FIRST 8 MONTHS OF SAMPLING SOURCE WATER FROM CRYPTOSPORIDIUM HAS DETECTED ZERO OOCYSTS
- > WFP ANNUAL PRODUCTION CONTINUES TO DECLINE! PRODUCTION HAS DECREASED BY 1,500,000 GALLONS PER DAY!

Item # 2

Sewer & Flood Monthly Report - May 2017

Sewer

1,360	Ft. Sewer Mains Flushed
1	Cleanout Installed
2	Sewer Mains Repaired
	536 Pine Ave., 753 Cleaveland Ave.
3	Catch basin repaired:
	- 613 Patterson Ave.
	- 630 Greene St.
	- 551 Patterson Ave.
9	Catch Basins Cleaned
350	Ft. Sewer lines televised
190	Ft. of Sewer lines televised
4	Overflows checked
	- Assisted Water Department at two (2) work
	site for Hydro Excavating
	- General Maintenance

Flood

Test run station pumps
Checked all holes
Marshall Ruby Co. repaired doors at Ridgeley Pump Station
Took gate operator at Board of Education out for repairs
Mowed 30 acres
Cleaned Bull Pen & Washington St. conduit
Cleaned blue springs



Regular Council Agenda
July 11, 2017

Description

Approval of the Regular Session Minutes of May 2, May 9, and May 16, 2017

Approval, Acceptance / Recommendation

Budgeted

1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)



MINUTES

MAYOR
Brian K. Grim

CITY ADMINISTRATOR
Jeffrey D. Rhodes

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David J. Caporale
Richard J. Cioni, Jr.
Eugene T. Frazier

CITY CLERK
Marjorie A. Woodring

MAYOR AND CITY COUNCIL OF CUMBERLAND
City Hall Council Chambers
Room 212
6:15 p.m.

DATE: 5/2/17

***Pledge of Allegiance**

I. ROLL CALL

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

ALSO PRESENT: Jeffrey D. Rhodes, City Administrator; Michael S. Cohen, City Solicitor; Donald Dunn, Fire Chief; Sgt. Charles Ternent, Cumberland Police Department; Marjorie Woodring, City Clerk

II. DIRECTOR'S REPORT

(A) Administrative Services

1. Acceptance of the Annual Report of the Cumberland Planning Commission for the period of January 1 - December 31, 2016

Mr. Rhodes reviewed the report, noting that there were no recommended changes to the current plan.

III. APPROVAL OF MINUTES

(A) Administrative / Executive

1. Approval of the Closed Session Minutes of February 7 and 21, 2017

Item Action: Approved

Motion to approve the minutes was made by Bernard, seconded by Caporale, and passed on a vote of 5-0.

2. Statement of the Closed Session Meeting held May 2, 2017

Mayor Grim announced that a Closed Session had been held on Tuesday, May 2, 2017 at

5:50 p.m. and read into the record a summary of that session, which is 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.

IV. NEW BUSINESS

(A) Ordinances

1. Ordinance (*1st reading*) - to establish the Citizen Advisory Commission on Salary and Benefits

Item Action: Approved

Mr. Rhodes advised that the City had recently advertised for letters of interest for this commission whose mission would be to gauge where the City currently stands in its provision of wages and benefits to its employees. Five seats were open on the commission and four letters of interest had been received as of this date.

FIRST READING: Motion to approve the first reading and table for two weeks was made by Caporale, seconded by Bernard, and passed on a vote of 5-0.

(B) Resolutions

1. Resolution endorsing Strategic Demolition and Smart Growth Impact Fund Financing from the MD Department of Housing and Community Development to Allegany County HRDC for the demolition and redevelopment of 232-234 Virginia Avenue

Item Action: Approved

Mr. Rhodes advised that the proposed demolition would allow for the conversion of this space into parking for the Human Relations Development Commission (HRDC).

Motion to approve the Resolution was made by Caporale, seconded by Bernard, and was passed on a vote of 5-0.

(C) Orders (Consent Agenda)

Item Action: Approved

Mr. Rhodes reviewed each item on the Consent Agenda prior to vote and Mayor Grim called for questions or comments.

Motion to approve Consent Agenda Items 1-7 was made by Bernard, seconded by Caporale, and was passed on a vote of 5-0.

1. Order accepting the bids of UNIVAR, USALCO, SAL Chemical, Shannon Chemical Corporation, and Schmidt Supply for the FY18 Combined Chemical Bid (05-17-UTIL), rejecting all other bids, and authorizing the Mayor to execute chemical purchase contracts with each company

Item Action: Approved

ORDER NO. 26,124

2. Order authorizing the Chief of Police to enter into a Memorandum of Agreement with the Federal Bureau of Investigation to accept a \$4,000 contribution to offset operational costs in the upgrading of the Countywide Incident Reporting System

Item Action: Approved

ORDER NO. 26,125

3. Order abating City real estate taxes due for the property at 325 Pennsylvania Avenue (Tax Acct. No. 04-018478)

Item Action: Approved

ORDER NO. 26,126

4. Order authorizing the execution of a Technical Assistance Grant Agreement with the MD Department of Housing and Community Development to provide up to \$25,000 to hire a consultant to coordinate a comprehensive program to address blighted properties and vacant lots in the city

Item Action: Approved

ORDER NO. 26,127

5. Order authorizing a Contract of Sale with Joyce M. Kaylor, Personal Representative of the Estate of William Donald Kaylor, for the purchase of 261-265 Williams Street for \$35,000; authorizing acceptance of the deed providing settlement contingencies are met; authorizing extension of the closing date for 60 days if necessary; and authorizing the City Administrator and City Solicitor to execute all documentation

Item Action: Approved

ORDER NO. 26,128

6. Order declaring 10 used copiers as surplus equipment and authorizing them for sale

Item Action: Approved

ORDER NO. 26,129

7. Order authorizing the execution of a Lease Agreement with Ristorante Ottaviani, LLC for use of the public right of way in front of and adjacent to the building at 25 N. Centre Street for outdoor cafe dining purposes

Item Action: Approved

ORDER NO. 26,130

(D) Letters, Petitions

1. Two letters from local residents: 1) Ms. Mary Jane O'Rourke of Ridgewood Avenue commending the 911 Dispatch & City Fire Department First Responders, and 2) Mr. William Hoyle of 943 Dingle Park Drive commending the City Street Department and workers

The letters were acknowledged and entered into the public record.

V. PUBLIC COMMENTS

All public comments are limited to 5 minutes per person

Councilman Cioni discussed the recent collaboration between the City, WCBC, and the Dapper Dan Club to take advantage of a grant from the Pirate Charities to support improvements at the Al Abrams Field. He acknowledged the efforts of Marty White with WCBC, and Kathy McKenney and Diane Johnson of the City of Cumberland, who worked to put the proposal together. WCBC would be heading the effort to raise donations for the matching grant funds needed.

Councilman Cioni discussed the recent collaboration between the City, WCBC, and the Dapper Dan Club to take advantage of a grant from the Pirate Charities to support improvements at the Al Abrams Field. He acknowledged the efforts of Marty White with WCBC, and Kathy McKenney and Diane Johnson of the City of Cumberland, who worked to put the proposal together. WCBC would be heading the effort to raise donations for the matching grant funds needed.

Councilman Cioni discussed the efforts of the new president at Frostburg State University, Dr. Ronald Nowaczyk, to encourage and support a beautification project that is targeted for the area under the freeway at the Canal Place Historic Preservation area. FSU students would be involved in the design and FSU would also be taking care of the grant writing to obtain funding for the project.

VI. ADJOURNMENT

With no further business at hand, the meeting adjourned at 6:50 p.m.

Minutes approved on _____

Mayor Brian K. Grim _____

ATTEST: Marjorie A. Woodring, City Clerk _____

Mayor and City Council of Cumberland**Closed Session Summary**

Tuesday, May 2, 2017 at 5:50 p.m.

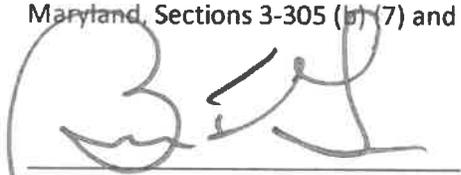
Second Floor Conference Room, City Hall

On Tuesday, May 2, 2017, the Mayor and City Council met in closed session at 5:50 p.m. in the second floor conference room of City Hall to consult with counsel to obtain legal advice regarding protection of the City's water supply and to discuss negotiations with the IAFF #1715 bargaining unit.

Persons in attendance included Mayor Brian Grim; Council Members, Seth Bernard, David Caporale, Richard Cioni, and Eugene Frazier; City Administrator Jeff Rhodes, City Solicitor Mike Cohen, and City Clerk Marjorie Woodring.

On a motion made by Eugene Frazier and seconded by David Caporale, Council voted 5-0 to close the session. No actions were voted upon and the meeting was adjourned at 6:10 p.m.

Authority to close the session was provided by the General Provisions Article of the Annotated Code of Maryland, Sections 3-305 (b) (7) and (9).



Brian K. Grim, Mayor

Entered into the public record on May 2, 2017



MAYOR
Brian K. Grim

CITY ADMINISTRATOR
Jeffrey D. Rhodes

CITY SOLICITOR
Michael Scott Cohen

COUNCIL
Seth D. Bernard
David J. Caporale
Richard J. Cioni, Jr.
Eugene T. Frazier

CITY CLERK
Marjorie A. Woodring

MINUTES

MAYOR AND CITY COUNCIL OF CUMBERLAND
City Hall Council Chambers
Room 212
6:15 p.m.

DATE: 5/9/17

***Pledge of Allegiance**

I. ROLL CALL

PRESENT: Brian K. Grim, President; Council Members Seth Bernard (via conference phone), David Caporale, Richard Cioni, Eugene Frazier

ALSO PRESENT: Jeffrey D. Rhodes, City Administrator; Donald Dunn, Fire Chief; Marjorie Woodring, City Clerk

Mayor Grim called for a moment of silence in memory of Harold L. Hendershot, Jr., past Councilman, who had passed away on May 6, 2017.

II. NEW BUSINESS

(A) Orders (Consent Agenda)

1. Order appointing Kathleen Breighner and Michael A. Llewellyn to the Historic Preservation Commission for the term of May 9, 2017 through December 31, 2019

Item Action:Approved

Mr. Rhodes presented the Order and Mayor Grim called for questions or comments.

Motion to approve the Order was made by Caporale, seconded by Cioni, and was passed on a vote of 5-0.

ORDER NO. 26,131

III. PUBLIC COMMENTS

All public comments are limited to 5 minutes per person

Jerry Frantz, 1513 Bedford Street, commented on Councilman Hendershot's service to the community. Mr. Frantz went on to voice his opposition to the proposed tax rate increase stating that the

threat of a tax increase will adversely affect the local real estate market and he did not feel the increase was the right decision. He recommended that the City look deeper into issues such as health insurance coverage and rates for employees and combining certain services with the County.

Mr. Rhodes noted that the City needs a higher tax rate to cover the cost of services because the tax assessments in the City are very low, with the median home value being \$76,000. He also discussed measures the City would be taking to address rising health care premiums.

Mayor Grim commented that the problem was systemic and the community has to deal with long term adjustments, not just changes that will only last through the next year. Much of the problem was related to low assessments and could not be fixed immediately.

Councilman Caporale noted that other municipalities were also considering tax increases this year.

IV. ADJOURNMENT

With no further business at hand, the meeting adjourned at 10:28 a.m.

Minutes approved on _____

Mayor Brian K. Grim _____

ATTEST: Marjorie A. Woodring, City Clerk _____



MINUTES

MAYOR
Brian K. Grim

CITY ADMINISTRATOR
Jeffrey D. Rhodes

CITY SOLICITOR
Michael Scott Cohen

COUNCIL
Seth D. Bernard
David J. Caporale
Richard J. Cioni, Jr.
Eugene T. Frazier

CITY CLERK
Marjorie A. Woodring

MAYOR AND CITY COUNCIL OF CUMBERLAND
City Hall Council Chambers
Room 212
6:15 p.m.

DATE: 5/16/17

*Pledge of Allegiance

I. ROLL CALL

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

ALSO PRESENT: Marjorie Woodring, Assistant City Administrator/City Clerk; Michael Cohen, City Solicitor; Charles Hinnant, Chief of Police; Donald Dunn, Fire Chief

MOMENT OF SILENCE: Mayor Grim called for a moment of silence to honor the memory of Wallace G. Ullery, former City Clerk and City Councilman, who passed away on May 13, 2017.

II. CERTIFICATES, AWARDS AND PRESENTATIONS

(A) Presentation of the Tree City USA Arbor Day Award for 20 years of participation in the program

Paul Eriksson, Natural Resource Technician for the City, presented an award and flag from the Arbor Foundation in recognition of 20 years of participation by the City of Cumberland in the Tree City program.

CERTIFICATE OF RECOGNITION: Mayor Grim recognized Dennis Bittinger for the many years he has volunteered his service to the Shade Tree Commission and to the community. The Mayor presented Mr. Bittinger with a Certificate of Recognition and Mr. Bittinger in turn provided comments on the value of volunteerism.

III. DIRECTOR'S REPORT

(A) Police

1. Police Department monthly report for April, 2017

Item Action: Approved

Motion to approve the report was made by Caporale, seconded by Bernard, and was passed on a vote of 5-0.

(B) Fire

1. Fire Department monthly report for April, 2017

Item Action: Approved

Motion to approve the report was made by Caporale, seconded by Bernard, and was passed on a vote of 5-0.

(C) Public Works

1. Maintenance Division monthly report for April, 2017

Item Action: Approved

Motion to approve the report was made by Caporale, seconded by Bernard, and was passed on a vote of 5-0.

IV. APPROVAL OF MINUTES

(A) Routine

1. Approval of the Regular Session Minutes of March 21, 2017 and April 4, 2017

Item Action: Approved

Motion to approve the minutes was made by Caporale, seconded by Bernard, and was passed on a vote of 5-0.

V. UNFINISHED BUSINESS

(A) Ordinances

1. Ordinance (*2nd and 3rd readings*) - to establish the Citizen Advisory Commission on Salary and Benefits

Item Action: Approved

Ms. Woodring provided background on the Ordinance, noting that the purpose of the commission would be to study the salaries and benefits provided by the City and report whether they are competitive with similar government positions. The commission would consist of 5 members who would be city residents, and the end date of the commission was set for February 28, 2019.

SECOND READING: The Ordinance was presented in Title only for its second reading. Motion to approve the second reading and move to the third after comment was made by Caporale, seconded by Cioni, and was passed on a vote of 5-0.

Mayor Grim called for questions or comments. Being none, the Ordinance proceeded to its final reading.

THIRD READING: The Ordinance was presented in Title only for its third reading and was adopted on a vote of 5-0.

ORDINANCE NO. 3819

VI. NEW BUSINESS

(A) Resolutions

1. Resolution approving the application and receipt of funding for 2017 Community Legacy Projects through a grant or loan in the amount of up to \$355,000

Kathy McKenney, Community Development Programs Manager, reviewed the projects and funding requests that were being recommended for submission to the 2017 Community Legacy program. The projects included the Community Theatre Rehabilitation project for \$100,000; Leasehold Redevelopment Program for \$80,000; George Street Garage rehabilitation for \$100,000; and the Neighborhoods Matter - Gateway Corridor Program for \$75,000 for a total submission amount of \$355,000.

The Resolution was presented in Title only and Mayor Grim called for questions or comments.

Motion to approve the Resolution was made by Caporale, seconded by Bernard, and was passed on a vote of 5-0.

RESOLUTION NO. R2017-03

2. Resolution authorizing the issuance and sale of a General Obligation Installment Bond in the principal amount not to exceed \$300,000 to be designated as "**Mayor and City Council of Cumberland Water Quality Bond, Series 2017A**" to finance or reimburse costs of Phase III of the Evitts Creek CSO Upgrades and related costs

Ms. Woodring provided background on the intent of the Resolution.

The Resolution was presented in Title only and Mayor Grim called for questions or comments.

Motion to approve the Resolution was made by Caporale, seconded by Bernard, and was passed on a vote of 5-0.

RESOLUTION NO. R2017-04

3. Resolution authorizing the issuance and sale of a General Obligation Installment Bond in the principal amount not to exceed \$2,992,819 to be designated "**Mayor and City Council of Cumberland Water Quality Bond, Series 2017B,**" to be used to finance or reimburse costs of the Combined Sewer Overflow (CSO) Storage Facility Project and related costs

Ms. Woodring provided background on the intent of the Resolution.

The Resolution was presented in Title only and Mayor Grim called for questions or comments.

Motion to approve the Resolution was made by Cioni, seconded by Caporale, and was passed on a vote of 5-0.

RESOLUTION NO. R2017-05

(B) Orders (Consent Agenda)

Item Action:

MOTION to table Consent Agenda Item No. 1 was made by Caporale, seconded by Bernard,

and passed on a vote of 5-0.

Ms. Woodring reviewed the remaining Items 2-4 on the Consent Agenda and Mayor Grim called for questions or comments.

MOTION to approve Consent Agenda Items 2-4 was made by Caporale, seconded by Cioni, and was passed on a vote of 5-0.

1. Order authorizing the execution of a Billing Agreement renewal with Carter Professional Services, Inc. dba/Medical Claim-Aid to continue to perform billing and claims service on behalf of the City related to EMS transports, fire and rescue incidents and fire department inspection and permit fees for a period of 8 years, renewable for an additional 5 years upon mutual agreement

Item Action: Tabled

2. Order rescinding Order No. 26,124 to re-award the bid amounts for the Combined Chemical Bid FY18 (05-17-UTIL) to UNIVAR, USALCO, SAL Chemical, Shannon Chemical Corporation, and Schmidt Supply to correct an error in the bid award for Liquid Caustic Soda (25%)

ORDER NO. 26,132

3. Order approving the execution of a Lease Agreement with The Dapper Dan Club of Allegany County, Inc. for the use of the former Police Firing Range in Constitution Park for the operation of batting cages for a ten (10) year term effective May 1, 2017 - April 30, 2027

ORDER NO. 26,133

4. Order approving an Historic District Tax Incentive Application for property at 2 Howard Street, owned by Footer Building Development LLC, to provide a property tax credit in the amount of \$124,060.19 for a total of five years and a 10-year property tax assessment freeze equaling \$232,067, effective with the 2015-16 tax year

ORDER NO. 26,134

VII. PUBLIC COMMENTS

All public comments are limited to 5 minutes per person

Jacob Fraley, 913 Growden Terrace, spoke on the importance of first responders to the community.

Tammy Fraley, 913 Growden Terrace, asked Council to consider the safety of the community when considering budget cuts to EMS and firefighting services provided by the City. She suggested that Council dive deeply into reviewing current costs and consider employee health care cuts and consolidation of services such as economic development.

Lloyd Hardman, 13 E. Clement Street, stated he has worked for the Cumberland Fire Department for 6 years and makes no more money now than when he first started. He discussed certain percentages paid by Cumberland firefighters for their health care and stated that the department could not continue to provide the same level of service with less people. Mr. Hardman asked the Mayor to control his FaceBook posts.

Kenneth Wilmot, 513 Fort Avenue, shared that he had acquired 11 pieces of property and expressed concern over the proposed tax increase and other fees that keep going up. He stated there were many senior citizens that would be affected by the increased and suggested phasing in the increase at 2% over 5 years rather than 10% in 1 year. Mayor Grim stated that if the City put off the increase the result would be loss of jobs and a subsequent loss of services.

Dawne McWhorter, owner of 244 Columbia Street, discussed that a raise in tax rates was inevitable but cuts to EMS services were not viable. She felt the consolidation of certain departments may be advisable and urged the Mayor and Council to dig down and look at the budget for more cuts.

Vernon Smith, owner of 244 Columbia St., stated he did not want to see people on a limited budget be impacted by too much of a tax rate raise at once. He urged the Mayor and Council to recognize the needs of the lower class.

Helene Robbins, 722 Washington St., raised the concern that if taxes were raised this year and new revenue was not also brought in, the City would be reliving this same scenario next year.

Unidentified man, stated that police and fire services were desperately needed, the opioid epidemic was "unreal," and if the City raised taxes, people would begin to leave the city.

Councilman David Caporale read a statement regarding the proposed tax rate increase. He stated it was with deep regret that the City found itself in this position, but it was hopeful that some major changes were in the works that would bring better financial stability. He noted that a new EMS program was needed, the healthcare issue should be addressed with the unions as contracts renew, consolidation of services with the County should be pursued, and the City should continue to find ways to encourage an increase in home values. Councilman Caporale asked the citizens to continue to look for ways to help and, as a way to personally contribute, he asked that his pay for serving as Councilman be cut by 10%.

Councilman Rock Cioni stated that none of the members of Council were in favor of a tax increase, but if the can is kicked down the road for years, it does no good. Many good suggestions had been put forth, but they could not be implemented before the start of the new fiscal year in two months. He discussed that employee health insurance would be looked at after July 1st, and it was time to change how the City/County relationship was viewed. He stated the City was in a balancing act and although it may seem easy to eliminate a service like the park pool, the City needed to be conscious of how it wants to be viewed by others who may be looking to relocate here.

Mayor Brian Grim stated that tonight's meeting was the sixth opportunity for citizens to speak on the budget. None of the Council members are in favor of raising taxes or cutting public safety services and the budget proposal being put forth is the best effort at addressing all issues. He announced that a public hearing would be held on May 23, 2017 regarding the proposed tax rate increase, as required by the Constant Yield Tax Rate requirements. The budget ordinances would be presented for their first readings on June 6th and for their second and final readings on June 20th.

VIII. ADJOURNMENT

With no further business at hand, the meeting adjourned at 7:22 p.m.

Minutes approved on _____

Mayor Brian K. Grim _____

ATTEST: Marjorie A. Woodring, City Clerk _____



Regular Council Agenda
July 11, 2017

Description

Approval of the Work Session Minutes of May 2, 2017

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

WORK SESSION

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

Tuesday, May 2, 2017
4:00 p.m.

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

ALSO PRESENT: Jeffrey D. Rhodes, City Administrator; Kenneth Tressler, City Comptroller; Marjorie Woodring, City Clerk; guests; media

I. BUDGET HIGHLIGHTS

Ken Tressler, City Comptroller, stated that the budget process had been on-going since February when the departments had loaded their budget requests into the system. He had met with each department head individually to review their requests and expected to continue a back and forth discussion with them until the budget numbers were presentable to the Mayor and Council. The process had barely been started at the time of the Town Hall meeting in April.

Mr. Tressler reviewed the attached Power Point presentation to outline the FY2018 Budget Request for consideration by the Mayor and City Council.

The following issues were discussed:

- The City is facing significant financial challenges
- The General Fund shows a \$1.3M deficit right now, but that is half of what was presented at the Town Hall meeting.
- The proprietary funds are healthier than the General Fund
- There would be a substantial increase in health care costs; \$400K was expected in the coming year and \$1.1 M in two years
- The State's income tax error correction provided for an extended period to repay the \$760K City owed; however, there was a bill passed in the House to allow the State to forgive what was back owed. Going forward, the City will receive \$200K - \$225K less per year in income tax allocation than was received in the past.
- Major capital expenditures in FY2018 would include the Combined Sewer Overflow Underground Storage Project, which would be funded 87.5% through grant. The balance would be financed through a debt issue.
- Staff was requesting approval to issue new debt to cover the refinancing of 3 outstanding debt issues and financing of new FY2018 capital expenditures. The outstanding debt included the 2008 GOB (\$6.1M), the 2009 GOB (\$4.6M), the 2016 BAN (\$3.5M), and new FY2018 purchases (new

or existing debt plus \$600K). Interest was high on this debt and refinancing was expected to save \$300,000. It was also suggested that the 2016 note issued for the Rolling Mills project be refinanced at the same time so as not to duplicate the underwriter's and the City's efforts in putting the documentation together, plus interest rates were increasing. The overall savings would be \$700,000 but the majority would be recouped in the first three years.

II. CHANGES SINCE THE TOWN HALL MEETING

Mr. Tressler reviewed major recommendations in the budget since the Town Hall meeting:

1. Refinance GOB 2008, GOB 2009, and BAN 2016 debt for a General Fund savings of \$184K
2. Finance all FY2018 purchases, which would save \$600,000
3. Changes to benefits and personnel that resulted in \$377K savings
 - reduced or removed some requested raises
 - increased non-union health contribution
 - increased city-wide deductibles
 - increased some health services copays
4. Reduced capital requests by \$100K
5. Reduced operating costs by \$74K

In discussion it was noted that most of these changes are one-time changes and did not address the long-term challenge.

III. ASSESSABLE REAL PROPERTY TAX BASE

A table was presented showing tax levy figures since 2009, when the last tax increase occurred. It was noted that the tax base had increased slightly in the last couple of years, but has basically been flat since 2009. The average incremental tax is \$38,000.

IV. HEALTH CARE COST INCREASE

The rise in health care costs was a significant contributor to the City's financial issues. The City pays 85% of the total bill. Last year saw an 18% increase and a 10% increase was expected for this fiscal year. The health care plan is self-insured and the City pays \$125,000 directly to CIGNA and BENECON. Every other dollar spent is a result of direct use by the employees, and the City is absorbing the risk.

V. CAPITAL EXPENDITURES

Information was presented and it was noted that:

- Of the \$22.4M in capital project requests for FY18, a significant part is contributable to the CSO project.
- The budget assumes that all FY18 capital purchases will be funded with either existing debt, new debt, or grant proceeds.

Capital expenditure details were provided, including most notably:

1. \$1M for street improvements - Engineering is developing a detailed street paving list working with a \$1M budget funded with existing debt proceeds.
2. \$971,000 worth of vehicles, including a vac truck and 2 dump trucks
3. CSO Projects – These projects include major multi-year work with significant grant funding. The construction phase has started on the CSO underground storage tank and will be completed by June 2019; the Evitts Creek project is to be completed in FY2018

VI. CITY-WIDE DEBT SERVICE REQUIREMENTS

A table was presented that reflected the refinancing details of the GOB 2008, GOB 2009, and the BAN 2016 through the year 2049.

- In excess of 50% of the debt is from the utility funds, so the responsibility for repayment is that of the users of the system
- The rating agencies consider the City's debt to be moderate for a community the size of Cumberland. Fitch provided an A-stable rating in February.
- Three of the four Proprietary Funds are losing money in FY18. Although the sewer fund looks like it is profitable at the rate of \$12M, it is mostly a result of the BRF grant.
- The Trash and MPA funds are losing money annually, but have sufficient cash to carry them for a couple years. Without new borrowing or rate increases, the Proprietary Funds are expected to be in negative cash positions beginning in FY 2019.
- Recycling – In discussion, it was noted that the City's recycling service had a 30% usage rate. The trash fund has a healthy surplus at the moment, but needs addressed in the future. The land fill charges are reduced by the use of recycling.

VII. GENERAL FUND REVENUE FY18

Information was presented and it was noted that taxes account for almost 60% of the City's revenue. The biggest revenue derived from service charges is attributed to ambulance fees.

VIII. GENERAL FUND EXPENDITURES FY18

A chart was presented to show the breakdown of expenditures for General Government, Public Safety, Public Works, Recreation, and community Development. It was noted that Public Safety accounts for 50% of the General Fund budget.

IX. PROPOSED ACTIONS

1. Reduce capital expenditures. Department budgets will be further scrutinized to determine what is essential. The vehicle fleet will be analyzed and pool vehicles will be used where possible.
2. Increase employee health care contributions and deductibles.
3. Issue a mandatory reduction of 5% of operating costs for all departments.

4. Scrutinize new and replacement positions.

- It is proposed to reduce the General Fund by 16 positions, which will directly impact the level of services provided. Elimination of the positions would have to be strategic and selective. There are 15 replacement positions that are either open or expected to be open, but those positions are not evenly distributed across the departments. The Police Department had 7 vacancies and 3 individuals on light duty but were also actively pursuing applicants for a July academy. Council noted concerns over losing services because of cutting positions, and burning out those who were left. It was important to consider what the cuts would do to the people who remained in the departments.

5. Review discretionary funds, such as the nuisance abatement fund (\$225), the hotel/motel fund (\$80K), and the DDC contribution (\$90K)

6. Look for assistance from the Proprietary Funds. As of now these funds hold strong balances, but will have issues in the coming years.

7. Raise tax rates. It was noted that taxes could be raised or services could be cut.

- A chart showing potential tax increase effects was presented

- A 10% tax increase would erase the deficit, but a combination of steps could be used. A 10% tax increase along with an assessable tax base increase down the road, a spin-off of the EMS services, etc., could all play a significant part in making the General Fund sustainable.

- It was not known if assessments in the City had hit the bottom of the scale. The median household price was \$80K.

X. GENERAL DISCUSSION

Council discussed the following issues:

1. Health care costs need to be addressed

- A data sheet would be sent to all employees showing what benefits they are receiving from the City and what cost the City is bearing to provide those benefits

2. Discussion needed to continue with the County regarding a plan to consolidate EMS services.

- Mr. Rhodes had received a letter from the County the past week indicating that the County was looking into this because there was a growing concern across the County.

3. On the current path, the City would be looking at a \$3.5M deficit if no additional revenues were brought in.

4. The real property tax base has shown only a slight incremental growth for several years; therefore the citizens have actually been paying less taxes because their assessments are less, but demand the same level of services.

Mayor Grim stated that a 10% tax increase would mean \$6 - \$12 dollars a month for the average household and allow citizens to continue to receive the same level of services. He felt pairing the tax increase with cuts would be the most reasonable decision.

Councilman Frazier stated that he would like to work on getting rid of whatever possibly could go, including personnel. He did not just want to raise taxes, but would rather see a combination of methods used to tackle the deficit.

XI. PUBLIC COMMENT

Mary Beth Pirolozzi stated that in 2009 and 2010 the City had a similar scenario and the solution at that time had been to ask every department to cut their budget by 10%. She recommended that every position be looked at and to closely scrutinize vacancies and retirements. She stated that State employees paid the same for health care premiums across the board and it was time for City employees to all pay 20% towards premiums and benefits. She requested that Council take a hard look at each capital expenditure and decide whether or not it is really needed in an era of declining population. The City needed to look at a combination of several different things before coming to the bottom line.

Ken Tressler, City Comptroller, noted that since the initial budget process began in February, he and the departments had been in continual discussions on their requests and had exercised a significant review of each item. He noted several items that were vital such as a dump truck with a cracked frame that posed a safety risk, departments that were working on 18-year old software, and the need to bring in back up for the engineer who may be retiring in the near future.

Ms. Pirolozzi recommended moving to 1 trash pickup per week rather than 2. Mr. Rhodes stated that had been looked at but the trade-off of the negative effect in the community versus the relatively small savings of \$30,000 - \$40,000 was not worth the change. A big portion of the trash cost was tipping fees, which did not affect the general fund.

Ms. Pirolozzi further recommended that Council look at the Carson Dowell study that was prepared in the 1980's to report on the possibility of the consolidation of city and county services.

Council discussed the ramifications of a tax increase with regard to the City's ability to continue to provide the current level of services and in terms of its effect on current citizens and the ability to attract new citizens. Council also discussed the negative effect additional cuts could have on personnel.

It was the consensus of Council to continue to work to find ways to address the deficit. It was felt that a 20% tax increase was too high so a 10% increase should be considered as a possibility.

Councilman Frazier stated that he realized the City had problems, but he would not vote for a 10% increase. He would vote for an increase between 5% and 10% however.

Councilman Bernard asked to see a list of vacant positions.

Mr. Rhodes stated that he and Mr. Tressler would present some scenarios between now and the next Tuesday to eliminate the gap, and allow Council further input.

XII. ADJOURNMENT

With no further business at hand, the meeting adjourned at 6:40 p.m.

Respectfully submitted,

Marjorie A. Woodring
City Clerk

Minutes approved _____

City of Cumberland

FY 2018 Budget Request May 2, 2017

FY 2018 Budget Highlights

- The City is facing significant financial challenges.
- General fund deficit is large \$1.3 million.
- Expected FY 2018 proprietary fund deficits are manageable.
- Minimal tax base increase.
- Substantial increase in health care costs (\$400K) and approx. \$1.1 million in ^{per}two years.
- State Income Tax allocation error correction (\$760K with extended terms or to be forgiven, \$200K - \$225K per year reduction)
- Major capital expenditures in FY 2018
- Requesting approval to issue new debt to cover refinancing of 3 outstanding debt issues and new FY 2018 capital expenditures.

FY 2018 General Fund Budget Changes since Town Hall Meeting

- Refinance debt GOB 2008 (\$6.1 million), GOB 2009 (\$4.6 million) and 2016 BAN (\$3.5 million). General Fund savings of \$184K.
- Finance all FY 2018 purchases – new or existing debt + \$600K
- Benefit and Personnel changes \$337K – reduced and/or removed some requested raises, increased non-union health contribution, increased city-wide deductibles, increased some health services copays.
- Reduced capital requests \$100K
- Reduced operating costs \$74K

Assessable Real Property Tax Base

Dollar Figures are in Thousands (000's)					
Fiscal Year Ending	Constant Yield Tax Rate Certification	Tax Rate	Tax Levy	Inc (Dec)	
6/30/2009	\$ 740,886	\$ 0.9654	\$ 7,152.5		
6/30/2010	\$ 779,402	\$ 0.9654	\$ 7,524.3	\$ 371.8	
6/30/2011	\$ 837,529	\$ 0.9654	\$ 8,085.5	\$ 561.2	
6/30/2012	\$ 896,834	\$ 0.9654	\$ 8,658.0	\$ 572.5	
6/30/2013	\$ 844,797	\$ 0.9654	\$ 8,155.7	\$(502.3)	
6/30/2014	\$ 859,193	\$ 0.9654	\$ 8,294.6	\$ 138.9	
6/30/2015	\$ 867,489	\$ 0.9654	\$ 8,374.7	\$ 80.1	
6/30/2016	\$ 843,326	\$ 0.9654	\$ 8,141.5	\$(233.2)	
6/30/2017	\$ 858,693	\$ 0.9654	\$ 8,289.8	\$ 148.3	
6/30/2018	\$ 864,731	\$ 0.9654	\$ 8,348.1	\$ 58.3	

Key Points

- Tax base has increased slightly in last couple of years but has basically been flat.
- Last tax rate increase was in 2009.

Health Care Cost Increase

City of Cumberland									
FY 2018 Projected Health Care Costs									
Fund	City Expense			Employee / retiree Cost			Over 65 Retiree Cost	Total Insurance	Total
	Health Insurance Cost	Retiree Health Ins	Employee Cost	Retiree Cost	Employee Cost	Over 65 Retiree Cost			
001 General	\$ 2,936,680	\$ 93,227	\$ 214,750	\$ 200,670	\$ 11,235	\$ 3,456,562		\$ 3,456,562	
002 Water	553,582	41,746	18,130	44,387	-	657,845		657,845	
003 Sewer	706,263	20,284	25,347	31,415	11,235	794,544		794,544	
017 DDC	34,623	-	3,386	-	-	38,009		38,009	
020 MPA	42,246	-	2,169	-	-	44,415		44,415	
111 CDBG	27,796	-	2,719	-	-	30,515		30,515	
Total	\$ 4,301,190	\$ 155,257	\$ 266,501	\$ 276,472	\$ 22,470	\$ 5,021,890	5.9%	\$ 5,021,890	100.0%

FY 2018 Projected Health Care Cost Increase									
Fund	City Expense			Employee / retiree Cost			Over 65 Retiree Cost	Total Insurance	Total
	Health Insurance Cost	Retiree Health Ins	Employee Cost	Retiree Cost	Employee Cost	Over 65 Retiree Cost			
001 General	\$ 263,290	\$ 3,645	\$ 20,828	\$ 22,852	\$ 1,159	\$ 311,774		\$ 311,774	
002 Water	49,787	2,984	1,755	4,781	-	59,307		59,307	
003 Sewer	63,500	1,138	2,457	3,522	1,159	71,776		71,776	
017 DDC	3,098	-	329	-	-	3,427		3,427	
020 MPA	3,793	-	212	-	-	4,005		4,005	
111 CDBG	2,487	-	264	-	-	2,751		2,751	
Total	\$ 385,955	\$ 7,767	\$ 25,845	\$ 31,155	\$ 2,318	\$ 453,040	5.7%	\$ 453,040	100.0%

The increase represents the changes in rates at the FY 2018 details (coverage options, contribution rate changes, etc.)

Capital Expenditures

City of Cumberland						
FY 2018 Capital Projects/Financing Analysis						
	Initial FY 2018 Request	FY 2018 Adjust	FY 2018 Balance	Existing Funding	New Funding	Funded Thru Operations
001 General Fund	\$ 885,627	\$ 265,000	\$ 620,627	\$ 143,409	\$ 477,218	\$ -
002 Water Fund	1,818,250	324,000	1,494,250	358,495	1,135,755	-
003 Sewer Fund	16,823,336	309,585	16,513,751	608,315	15,905,436	-
020 MPA	-	-	-	-	-	-
111 CDBG	877,171	-	877,171	-	877,171	-
115 Capital Projects Fund	55,000	-	55,000	55,000	-	-
127 Street Improve Fund	1,000,000	-	1,000,000	1,000,000	-	-
Total	\$ 22,459,384	\$ 898,585	\$ 21,560,799	\$ 3,165,219	\$ 18,395,580	\$ -

- We are assuming that all FY 2018 capital purchases will be funded with either existing debt, new debt or grant proceeds.
- “Existing funding” represents previously received and available bond proceeds.
- New funding includes Bay Restoration Fund Grants of \$ ~~11.0~~ ^{13.6} million.

Capital Expenditure Detail

City of Cumberland									
FY 2018 Capital Projects Fund Analysis									
Fund	Equip	Infrast	Building	Streets	Vehicles	Software	Total		
001	General	\$ 219,402	\$ -	\$ -	\$ 286,225	\$ 115,000	\$ 620,627		
002	Water	41,750	1,176,500	-	215,000	61,000	1,494,250		
003	Sewer	71,500	15,793,090	-	470,000	29,161	16,513,751		
020	MPA	-	-	-	-	-	-		
111	CDBG (TBD)	-	-	-	-	-	877,171		
115	Capital Projects	-	55,000	-	-	-	55,000		
127	Street Improve	-	-	1,000,000	-	-	1,000,000		
Total	\$ 332,652	\$16,969,590	\$ 205,000	\$ 1,000,000	\$ 971,225	\$ 205,161	\$21,560,799		

- Expenditure detail by category and fund
- Still developing the Community Development Block Grant project budget

CSO Projects

City of Cumberland			
CSO Projects			
	Capital	BRF Grant	Debt
FY 2017			
Evitts Creek CSO	\$ 150,000	\$ -	\$ 150,000
Wastewater Treatment CSO	\$ 400,000	\$ 1,550,000	\$ 200,000
Total FY 2017	\$ 550,000	\$ 1,550,000	\$ 350,000
FY 2018			
Evitts Creek CSO Phase 3 (CSX)	\$ 1,565,000	\$ 1,238,125	\$ 326,875
Wastewater Treatment CSO	\$ 13,800,000	\$ 12,400,000	\$ 1,400,000
Total FY 2018	\$15,365,000	\$ 13,638,125	\$ 1,726,875
FY 2019			
Evitts Creek CSO Phase 3 (CSX)	\$ -	\$ -	\$ -
Wastewater Treatment CSO	\$ 14,834,161	\$ 13,291,342	\$ 1,542,819
Total FY 2019	\$14,834,161	\$ 13,291,342	\$ 1,542,819
Total			
Evitts Creek CSO Phase 3 (CSX)	\$ 1,715,000	\$ 1,238,125	\$ 476,875
Wastewater Treatment CSO	\$29,034,161	\$ 27,241,342	\$ 3,142,819
Total Projects	\$30,749,161	\$ 28,479,467	\$ 3,619,694

- Major multi-year projects with significant grant funding.
- Construction phase has started
- Evitts Creek project to be completed in FY 2018, WWTP project to be completed by June 2019.

Street & Sidewalk Projects

Engineering is developing and will provide FY 2018 expected street paving list

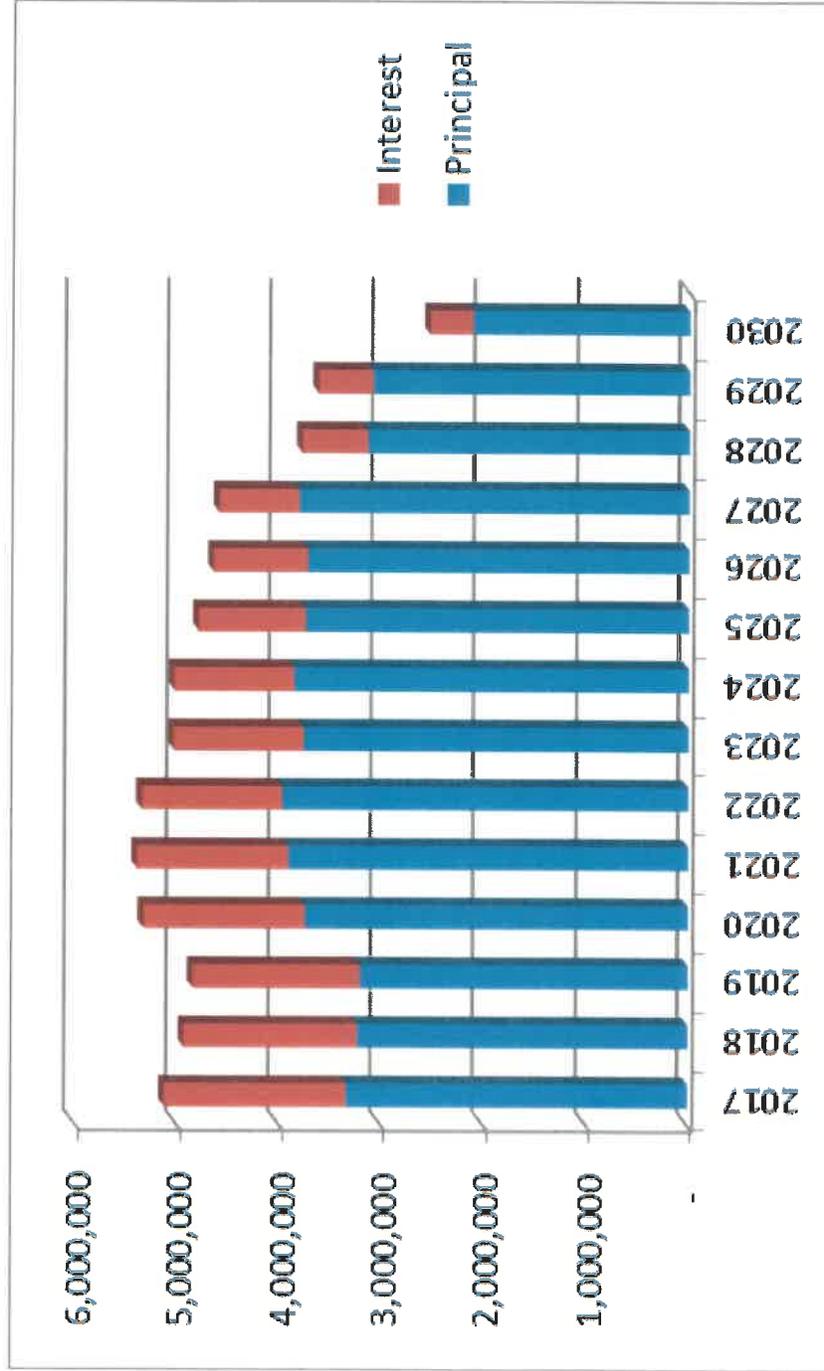
City-Wide Debt Service Requirements

(000's)

Year	Governmental Funds			Proprietary Funds			City-Wide		
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
2018	1,448	1,070	2,518	2,045	667	2,712	3,493	1,737	5,230
2019	1,644	1,022	2,666	2,027	636	2,663	3,671	1,658	5,329
2020	1,717	980	2,697	8,064	601	8,665	9,781	1,581	11,362
2021	1,841	928	2,769	2,145	554	2,699	3,986	1,482	5,468
2022	1,958	870	2,828	2,014	504	2,518	3,972	1,374	5,346
2023-2027	9,581	3,333	12,914	9,317	1,856	11,173	18,898	5,189	24,087
2028-2032	7,061	1,458	8,519	5,784	767	6,551	12,845	2,225	15,070
2033-2037	3,552	308	3,860	1,714	151	1,865	5,266	459	5,725
2038-2042	-	-	-	577	43	620	577	43	620
2043-2047	-	-	-	600	19	619	600	19	619
2048	-	-	-	123	1	124	123	1	124
2049-	-	-	-	-	-	-	-	-	-
Total	\$ 28,802	\$ 9,969	\$ 38,771	\$ 34,410	\$ 5,799	\$ 40,209	\$ 63,212	\$ 15,768	\$ 78,980

- The refinancing details of the GOB 2008, GOB 2009 and the BAN 2016 are reflected in the table above.
- FY 2020 includes \$6.0M in debt forgiveness associated with the 2009 American Recovery and Reinvestment Act (ARRA).
- Excluding the ARRA debt and after FY 2018 debt service payments the City debt at 6/30/2018 will be \$53.8 million.

City-Wide Debt Service Requirements



- FY 2020 \$6.0 Million debt forgiveness removed
- City-wide annual debt service requirements manageable and declining over the next 10 years

5/2/2017

City Employee Count

City of Cumberland, Maryland Employees by Function

Function	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009
Governmental Funds										
Mayor & Council	5	5	5	5	5	5	5	5	5	5
City Administrator	1	1	1	1	1	1	1	2	2	1
City Clerk	2	2	2	2	2	2	1	1	1	2
Personnel	2	2	2	2	2	2	2	2	2	2
Economic Development	3	3	3	2	1	2	2	2	2	2
Finance	11	11	11	11	11	11	11	12	13	13
MIS	4	4	4	4	4	4	4	4	4	4
Central Services	7	7	8	7	6	6	6	6	5	2
Community Development	7	7	7	8	7	5	5	6	6	6
CDBG	1	3	3	3	3	3	4	6	8	7
DDC	4	4	4	4	4	4	4	3	3	3
Parks and Recreation	5	5	5	5	5	5	5	5	6	6
Public Works Admin	3	3	3	3	3	3	3	3	4	4
Engineering	10	9	9	10	10	9	9	8	8	8
Vehicle Maintenance	4	4	4	4	4	2	4	4	4	4
Street Department	16	16	16	16	16	14	15	16	14	14
Police Department	60	58	64	63	57	59	55	57	56	51
Fire Department	51	54	61	62	66	67	68	69	63	65
Enterprise Operations										
Water Distribution	22	22	22	21	21	23	24	24	26	27
Water Filtration	11	10	10	9	9	9	9	10	10	9
Municipal Parking Authority	1	1	1	1	1	1	1	1	1	1
Wastewater Treatment	13	13	13	13	13	11	14	14	18	15
Flood/Sewer	14	13	13	14	14	13	13	15	16	17
Total Employees	257	257	271	270	265	261	265	275	277	268

- Fiscal years 2009 – 2016 represent staff level at a point in time (June 30th each year).
- Fiscal year 2017-2018 represent authorized positions – the count at any point in time could vary.

Proprietary Funds FY 2018 Budget Summary

- Overall Proprietary funds are expected to show a profit and generate positive cash flow in FY 2018.
- Net income is helped significantly by the BRF Grant revenue – without it the Proprietary funds would show a loss of \$233K.
- The balances sheets and cash positions of the Proprietary funds are relatively healthy.
- Without new borrowing or rate increases the Proprietary funds are expected to be in negative cash positions beginning in FY 2019.

Governmental Funds FY 2018 Budget

	General Fund	Housing Assistance	Non-Major Governmental Funds								Total	
			DDC	Capital Projects	CDBG	Police Grants	TIF District	Community Legacy	Street Improve			
Revenues												
Taxes	\$ 11,263,000	\$ -	\$ -	\$ -	\$ 16,737	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,474,668
Licenses & Permits	179,500	-	-	-	-	-	-	-	-	-	-	179,500
Intergovernmental	3,246,070	1,922,905	-	927,171	324,158	-	200,000	-	-	-	-	6,620,304
Service Charges	1,696,428	-	-	-	-	-	-	-	-	-	-	1,696,428
Fines, Forfeitures & Interest	4,500	-	-	41,842	-	-	-	-	-	-	-	46,387
Misc	465,950	-	-	-	-	-	-	-	-	-	-	496,450
	16,855,448	1,922,905	225,476	969,013	324,158	16,737	200,000	-	-	-	-	20,513,737
Expenditures												
General Government	2,001,996	-	312,232	-	-	-	-	-	-	775	-	2,315,003
Public Safety	10,975,670	-	-	-	324,158	-	-	-	-	-	-	11,299,828
Public Works	2,783,994	-	-	-	-	-	-	-	-	-	-	2,783,994
Recreation	957,426	-	-	-	-	-	-	-	-	-	-	957,426
Community Development & Housin	1,479,312	1,922,905	-	877,171	-	-	200,000	-	-	-	-	4,479,388
Capital Outlay	-	-	-	55,000	-	-	-	-	-	1,000,000	-	1,055,000
Debt Service	1,847,708	-	-	91,842	-	34,860	-	-	-	524,950	-	2,499,360
	20,046,106	1,922,905	312,232	55,000	969,013	324,158	34,860	200,000	1,525,725	-	-	25,389,999
Revenue in Excess of (less than) expenditures	(3,190,658)	-	(86,756)	(55,000)	-	(18,123)	-	(1,525,725)	-	-	-	(4,876,262)
Other Financing Sources (Uses)												
Financing Proceeds	492,000	-	-	-	-	-	-	-	-	-	-	492,000
Payment in Lieu of Taxes	1,897,008	-	-	-	-	-	-	-	-	-	-	1,897,008
Transfers-in	-	-	89,866	55,000	-	16,817	-	1,525,725	-	-	-	1,687,408
Transfers-out	(1,687,408)	-	-	-	-	-	-	-	-	-	-	(1,687,408)
Utilization Of Restricted Fund Balance	1,198,409	-	-	-	-	-	-	-	-	-	-	1,198,409
Unrestricted surplus (deficit)	\$ (1,290,649)	\$ -	\$ 3,110	\$ -	\$ -	\$ (1,906)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,288,845)

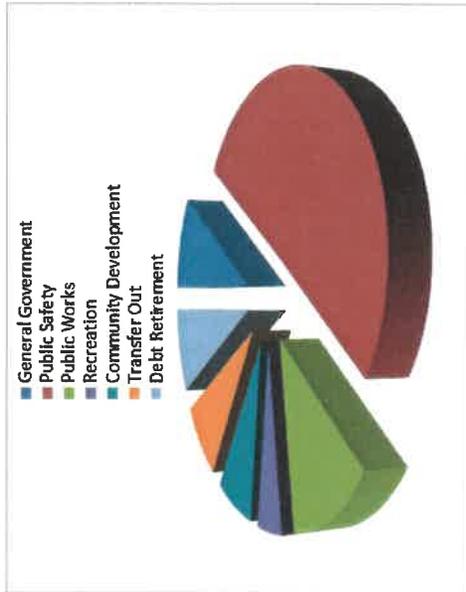
- For the purposes of this presentation the financing revenue generated to refinance previously issued debt and the payoff of the previously issued debt is omitted

General Fund Revenue FY 2018 Budget

	Licenses & Permits	Intergov	Charges for Services	Fines, Forfeitures & Interest	Miscellaneous	Financing / Transfers	Total
Taxes	\$ 179,500	\$ 3,246,070	\$ 1,696,428	\$ 4,500	\$ 465,950	\$ 2,389,008	\$ 19,244,456
	0.9%	16.9%	8.8%	0.0%	2.4%	12.4%	100.0%



General Fund Expenditures FY 2018 Budget



Category	Amount	Percentage
General Government	\$ 14,271	
Mayors' Office	42,545	
City Council	103,773	
City Clerk	110,818	
City Administrator	385,671	
Comptroller	95,173	
Personnel	96,376	
City Solicitor	81,185	
Planning	129,337	
City Hall	423,120	
Management Info Systems	188,245	
Vehicle Maintenance	336,017	
Central Services	16,800	
Building Maintenance - HRDC	63,994	
Municipal Service Center	71,374	
Insurance	(106,703)	
Debt Alloc	\$ 2,001,996	9.2%
Public Safety	\$ 5,539,997	
Police	37,871	
C3I	12,550	
C3I Narcotics	36,467	
DDC Code Enforcement	5,210,700	
Fire	138,085	
Public Safety Building		
Total Expenditures & Outflows	\$ 21,733,514	50.5%

5/2/2017

Proposed FY 2018 Actions

- Reduce capital expenditures.
 - Analyze vehicle fleet, pool vehicles where possible
- Increase employee health care contributions/deductibles.
- Issue mandatory budget reduction directive (for example 5% of operating costs = \$215K)
- Scrutinize new/replacement positions - personnel costs comprise 72% of the General fund expenditures. Any significant expenditure reductions have to include personnel. Using an average total compensation (wages & benefits) of \$70K we'd have to reduce General fund work force by approximately 16 employees.
- Review discretionary – for example: Nuisance (\$255K), Hotel/Motel Contributions (\$80K), DDC contribution \$90K.
- Assistance from Proprietary funds.
- Raise Tax rates.

Potential Tax Increase Effects

	City Totals (000's)				
	FY 2018	5% Inc	10% Inc	15% Inc	20% Inc
Real Property	\$ 8,362	\$ 418	\$ 836	\$ 1,254	\$ 1,672
Personal Property - Individual	59	3	6	9	12
Personal Property - Corporation	2,280	114	228	342	456
Penalties & Interest	400	20	40	60	80
Property Tax Credits	(185)	(9)	(19)	(28)	(37)
Enterprise Zone Reimburse	62	-	-	-	-
Hotel/Motel	270	-	-	-	-
Miscellaneous	15	-	-	-	-
Total Tax Revenue	11,263	546	1,092	1,637	2,183
Add:					
Utility PILOT	1,871	94	187	281	374
Total Tax & PILOT Revenue	\$ 12,848	\$ 639	\$ 1,279	\$ 1,918	\$ 2,557
Real Estate - \$100,000 Value					
City Property Tax	\$ 965.40	\$ 48.27	\$ 96.54	\$ 144.81	\$ 193.08

General Fund Summary												
Revenue:	Actual 2013	Actual 2014	Actual 2015	Actual 2016	Adopted 2017	Revised 2017	Proposed 2018	Forecast 2019	Forecast 2020	Forecast 2021	Forecast 2022	
Taxes	\$ 10,585,612	\$ 10,935,715	\$ 11,054,597	\$ 10,781,866	\$ 11,012,145	\$ 11,247,669	\$ 11,263,000	\$ 11,409,419	\$ 11,557,742	\$ 11,707,993	\$ 11,860,197	
Licenses & Permits	136,178	151,120	248,313	213,540	180,000	180,000	179,500	181,834	184,198	186,593	189,018	
Intergovernmental	2,922,307	3,269,826	3,525,586	3,361,129	3,615,168	3,457,127	3,246,070	3,294,761	3,344,182	3,394,345	3,445,260	
Charges for Services	1,371,489	1,475,440	1,948,051	1,688,562	1,695,576	1,719,876	1,696,428	1,721,875	1,747,703	1,773,918	1,800,527	
Fines & Forfeitures	1,785	805	1,155	1,840	500	500	500	506	511	517	522	
Interest	3,780	6,359	8,047	10,947	7,200	13,600	4,000	-	-	-	-	
Miscellaneous	482,101	551,974	499,740	651,531	465,700	505,900	465,950	472,939	480,033	487,234	494,542	
Total Revenue	15,503,252	16,391,239	17,285,489	16,709,415	16,976,289	17,124,672	16,855,448	17,081,334	17,314,369	17,550,600	17,790,066	
Other Financing Sources:												
Transfers-in	2,335,421	2,564,065	4,629,130	3,693,850	3,035,574	3,031,210	1,897,008	2,560,497	2,487,336	2,413,619	2,339,372	
Financing Proceeds	10,103	723,600	5,352,339	4,811,250	-	-	492,000	-	-	-	-	
Sales of Fixed Assets	144,039	-	-	-	-	-	-	-	-	-	-	
Total Other Fin Sources	2,489,563	3,287,665	9,981,469	8,505,100	3,035,574	3,031,210	2,389,008	2,560,497	2,487,336	2,413,619	2,339,372	
Total Revenue & other Financing Sources	\$ 17,992,815	\$ 19,678,904	\$ 27,266,958	\$ 25,214,515	\$ 20,011,863	\$ 20,155,882	\$ 19,244,456	\$ 19,641,831	\$ 19,801,705	\$ 19,964,219	\$ 20,129,438	
Expenditures and Other Financing Uses												
Personnel	13,122,966	13,576,665	14,200,641	14,816,129	14,475,127	14,641,140	14,980,090	15,491,483	16,037,839	16,622,343	17,248,490	
Operating Admin	3,321,156	3,720,275	5,242,359	4,464,906	4,211,406	4,132,476	4,301,348	4,365,808	4,431,235	4,497,644	4,565,049	
Capital	(1,247,100)	(1,798,913)	(1,599,532)	(1,891,936)	(1,618,456)	(1,618,456)	(1,703,666)	(1,729,221)	(1,755,159)	(1,781,487)	(1,808,209)	
Financing	35,080	579,342	1,300,811	2,751,224	271,508	284,302	620,626	620,626	620,626	620,626	620,626	
Transfers-out	818,765	1,420,530	1,461,886	1,742,554	1,775,176	1,775,176	1,847,708	1,798,893	1,820,268	1,924,493	1,977,144	
Special Fund	1,009,286	2,117,761	1,664,010	1,491,472	3,392,595	3,392,595	1,687,408	920,506	934,374	935,463	941,122	
	129,744	418,027	-	-	-	-	-	-	-	-	-	
Net Change in Fund Balance	\$ 17,189,897	\$ 20,033,687	\$ 22,270,175	\$ 23,374,349	\$ 22,507,356	\$ 22,607,233	\$ 21,733,514	\$ 21,468,095	\$ 22,089,183	\$ 22,819,082	\$ 23,544,222	
	\$ 802,918	\$ (354,783)	\$ 4,996,783	\$ 1,840,166	\$ (2,495,493)	\$ (2,451,351)	\$ (2,489,058)	\$ (1,826,264)	\$ (2,287,478)	\$ (2,854,863)	\$ (3,414,784)	

Assumptions in the out years: Generally 1.3% annual increase in revenue, 10% annual health care cost increase, 5% annual worker's comp increase, 1.5% for all other personnel and operating expenses

General Fund Detail by Government Activity											
	Actual 2013	Actual 2014	Actual 2015	Actual 2016	Adopted 2017	Revised 2017	Proposed 2018	Forecast 2019	Forecast 2020	Forecast 2021	Forecast 2022
General Government											
Personnel	1,791,581	1,891,812	1,961,750	2,158,962	2,290,596	2,428,870	2,521,818	2,615,257	2,715,517	2,823,232	2,939,105
Operating	728,256	892,282	641,948	650,370	840,260	790,047	807,484	819,536	831,769	844,186	856,789
Admin	(882,902)	(1,407,233)	(1,145,173)	(1,383,693)	(1,451,374)	(1,451,374)	(1,490,219)	(1,512,572)	(1,535,261)	(1,558,290)	(1,581,664)
Capital	13,652	446,232	512,272	311,913	6,000	22,403	162,913	162,913	162,913	162,913	162,913
Special Fund	43,523	68,510									
	1,694,110	1,891,603	1,970,797	1,737,552	1,685,482	1,789,946	2,001,996	2,085,134	2,174,938	2,272,041	2,377,143
Public Safety											
Personnel	8,895,012	9,139,338	9,317,256	9,541,641	9,274,347	9,257,501	9,439,069	9,759,999	10,102,711	10,469,181	10,861,574
Operating	1,220,399	1,285,414	1,349,982	1,181,174	1,222,991	1,235,429	1,236,888	1,255,441	1,274,273	1,293,387	1,312,788
Capital	15,563	69,786	614,857	209,932	265,508	122,099	299,713	299,713	299,713	299,713	299,713
	10,130,974	10,494,538	11,282,095	10,932,747	10,762,846	10,615,029	10,975,670	11,315,153	11,676,697	12,062,281	12,474,075
Public Works											
Personnel	1,598,932	1,663,357	1,823,934	1,888,425	1,647,519	1,707,212	1,693,262	1,749,351	1,809,156	1,873,011	1,941,282
Operating	987,046	1,102,085	1,264,835	1,211,799	1,137,955	1,090,769	1,164,179	1,181,642	1,199,366	1,217,357	1,235,617
Admin	(364,198)	(391,680)	(454,359)	(508,243)	(167,082)	(167,082)	(213,447)	(216,649)	(219,898)	(223,197)	(226,545)
Capital	5,865	63,324	122,812	138,587		139,800	140,000	140,000	140,000	140,000	140,000
	2,227,645	2,437,086	2,757,222	2,730,568	2,618,392	2,770,699	2,783,994	2,854,344	2,928,624	3,007,171	3,090,354
Recreation											
Personnel	509,679	510,494	515,098	550,215	607,462	582,121	609,151	627,526	647,055	667,841	689,997
Operating	219,901	234,364	258,367	292,316	366,090	328,548	348,275	353,499	358,802	364,184	369,646
Capital	-	-	32,669	-	-	-	-	-	-	-	-
Special Fund	74,666	92,721									
	804,246	837,579	806,134	842,531	973,552	910,669	957,426	981,025	1,005,857	1,032,025	1,059,643
Community Development											
Personnel	327,761	371,664	582,604	676,887	655,203	665,436	716,790	739,350	763,401	789,078	816,531
Operating	165,563	206,129	1,065,947	880,054	644,110	687,683	744,522	755,690	767,025	778,531	790,209
Capital	-	-	18,200	2,090,792	-	-	18,000	18,000	18,000	18,000	18,000
Special Fund	11,555	256,796									
	504,869	834,589	1,666,751	3,647,733	1,299,313	1,353,119	1,479,312	1,513,040	1,548,426	1,585,609	1,624,740
Debt Retirement											
Financing	818,765	1,420,530	1,461,886	1,742,554	1,775,176	1,775,176	1,847,708	1,798,893	1,820,268	1,924,493	1,977,144
	818,765	1,420,530	1,461,886	1,742,554	1,775,176	1,775,176	1,847,708	1,798,893	1,820,268	1,924,493	1,977,144
Other Financing Uses											
Transfers-out	1,009,286	2,117,761	1,664,010	1,491,472	3,392,595	3,392,595	1,687,408	920,506	934,374	935,463	941,122
Special Item	-	-	-	-	-	-	-	-	-	-	-
Hospital Demolition	-	-	661,279	249,193	-	-	-	-	-	-	-
Total	\$ 17,189,895	\$ 20,033,686	\$ 22,270,174	\$ 23,374,350	\$ 22,507,356	\$ 22,607,233	\$ 21,733,514	\$ 21,468,095	\$ 22,089,184	\$ 22,819,083	\$ 23,544,221

Proprietary Funds Financial Summary (000's)

	Actual 2013	Actual 2014	Actual 2015	Actual 2016	Adopted 2017	Revised 2017	Proposed 2018	Forecast 2019	Forecast 2020	Forecast 2021	Forecast 2022
Operating Revenues:											
Charges for Services:											
Domestic	\$ 7,850	\$ 8,516	\$ 9,218	\$ 9,456	\$ 9,630	\$ 9,354	\$ 9,354	\$ 9,354	\$ 9,354	\$ 9,354	\$ 9,354
Industrial	2,832	3,055	3,136	3,182	3,214	3,075	3,075	3,075	3,075	3,075	3,075
Sanitary commissions	2,234	2,515	3,075	3,581	3,194	3,417	3,417	3,417	3,417	3,417	3,417
Water companies	2,354	2,300	2,398	2,235	2,290	2,215	2,215	2,215	2,215	2,215	2,215
Rents/Concessions	802	516	402	467	415	430	415	415	415	415	415
Connection Charges	135	124	115	161	145	166	166	166	166	166	166
Other	423	730	712	639	491	559	249	249	249	249	249
Total Operating Revenues	16,630	17,756	19,056	19,721	19,379	19,216	18,891	18,891	18,891	18,891	18,891
Operating Expenses:											
Personal services	4,165	4,941	5,139	5,691	5,783	5,573	6,098	6,317	6,551	6,803	7,073
Utilities	956	855	749	711	750	714	738	750	761	772	784
Supplies	920	865	807	786	826	697	773	785	796	808	821
Repairs and maintenance	776	839	744	939	1,138	916	1,001	1,016	1,031	1,046	1,062
Landfill and recycling	328	298	477	437	463	447	471	478	485	493	500
Depreciation	3,103	2,943	2,988	3,025	3,015	3,029	3,145	3,773	3,775	3,795	3,815
Contractual services	1,758	1,856	1,911	1,807	1,926	1,833	1,997	2,027	2,057	2,088	2,119
Other operating expenses	1,831	2,401	2,258	2,550	2,207	2,231	2,356	2,391	2,426	2,462	2,498
Total Operating Expenses	13,837	14,998	15,073	15,946	16,108	15,440	16,579	17,537	17,882	18,267	18,672
Non-Operating Revenues (Expenses):											
Interest income	4	8	7	15	7	19	19	19	19	19	19
Interest expense	(738)	(762)	(618)	(691)	(700)	(690)	(667)	(631)	(600)	(754)	(504)
Other nonoperating revenue	(44)	(355)	(23)	(392)	-	-	-	-	(600)	-	-
Total Non-Operating Income (Loss)	(778)	(1,109)	(634)	(1,068)	(693)	(671)	(648)	(612)	(581)	(735)	(485)
Net Income Before Contributions, Special Items, and Transfers	2,015	1,649	3,349	2,707	2,578	3,105	1,664	742	428	(111)	(266)
Transfers-in and other sources	1,020	1,010	55	169	-	-	-	-	-	-	-
Grant Income	900	457	5,387	267	7,120	1,550	12,400	13,291	6,000	-	-
Transfers-out PILOT	(2,006)	(1,940)	(1,956)	(1,934)	(1,871)	(1,866)	(1,897)	(2,560)	(2,487)	(2,414)	(2,339)
Transfers-out	(1,277)	(525)	(131)	(1,918)	(1,165)	(1,165)	-	-	-	-	-
Other Uses	(1,573)	(1,553)	(2,587)	(152)	-	-	-	-	-	-	-
Total other Sources (Uses)	(2,936)	(2,551)	768	(3,568)	4,084	(1,481)	10,503	10,731	3,513	(2,414)	(2,339)
Net Income	\$ (921)	\$ (902)	\$ 4,117	\$ (861)	\$ 6,662	\$ 1,624	\$ 12,167	\$ 11,473	\$ 3,941	\$ (2,525)	\$ (2,605)



Regular Council Agenda
July 11, 2017

Description

Order authorizing the Chief of Police to accept a GOCCP STOP Gun Violence Reduction Grant entitled "Gun Violence Reduction Initiative" for FY18 in the amount of \$4,000 for overtime to perform gun-related investigations and specialized gun interdiction patrols and to assist in the execution of search warrants to proactively combat street-level violent crime

Approval, Acceptance / Recommendation

Budgeted

1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

\$4,000.00

Source of Funding (if applicable)

GVRG-2018-0009

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

ORDER NO. _____

DATE: July 11, 2017**ORDERED, By the Mayor and City Council of Cumberland, Maryland**

THAT the Chief of Police be and is hereby authorized to accept a GOCCP Gun Violence Reduction Grant entitled "Gun Violence Reduction Initiative" for FY18 in the amount of Four Thousand Dollars and No Cents (\$4,000.00) for the period 7/1/17 – 6/30/18 to provide overtime support, gun related investigations, and specialized gun interdiction patrols to assist in the execution of search warrants to proactively combat street-level violent crime.

Brian K. Grim, Mayor

Grant: GVRG-2018-0009



GOVERNOR'S COORDINATING OFFICES
 COMMUNITY INITIATIVES • SERVICE & VOLUNTEERISM • MINORITY AFFAIRS
 CRIME CONTROL & PREVENTION • CHILDREN • DEAF & HARD OF HEARING
 PERFORMANCE IMPROVEMENT • GRANTS

June 27, 2017

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

RE: GVRG-2018-0009

Dear Chief Hinnant:

I am pleased to inform you that your grant application submitted by **Cumberland Police Department**, entitled "**Gun Violence Reduction Initiative**", in the amount of \$4,000.00 has received approval under the STOP Gun Violence Reduction Grant - Cease Fire Council 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's Gun Violence Reduction Initiative program assists in developing and implementing strategies intended to reduce gun related crime in the State of Maryland. The program provides overtime funds for gun related investigations and specialized gun interdiction patrols. Program funds provide overtime support.

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 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 and upload it 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.

GVRG-2018-0009

Page 2

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 **Jones, Quentin**, your Regional Monitor, or **Quinn, Laura**, 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,



V. Glenn Fueston, Jr.
Executive Director

cc: Lieutenant Chuck Ternent



6/27/2017

Governor's Office of Crime Control and Prevention



Control Number:

33995

Regional Monitor:

Jones, Quentin

Fiscal Specialist:

Quinn, Laura

Grant Award & Acceptance Form

Grant Award Number:	GVRG-2018-0009	
Sub-recipient:	Cumberland Police Department	
Project Title:	Gun Violence Reduction Initiative	
Implementing Agency:	Cumberland Police Department	
Award Period:	07/01/2017 - 06/30/2018	CFDA: State

Funding Summary	Grant Funds	100.0 %	\$4,000.00
	Cash Match	0.0 %	\$0.00
	In-Kind Match	0.0 %	\$0.00
	Total Project Funds		\$4,000.00

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

STOP Gun Violence Reduction Grant - Cease Fire Council

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:

Jones, Quentin
Quinn, Laura

Grant Award - Special Conditions

Grant Award Number:	GVRG-2018-0009	Sub-Recipient:	Cumberland Police Department
Award Period:	07/01/2017 - 06/30/2018	Implementing Agency:	Cumberland Police Department
Project Title:	Gun Violence Reduction Initiative		

- 1 This grant award is subject to the General Conditions (POST AWARD INSTRUCTIONS) found on the GOCCP website (<http://www.goccp.maryland.gov/grants/general-conditions.php>). The aforementioned General Conditions/Post Award Instructions are REQUIRED to be reviewed, should be printed for your reference and are subject to change without written notice.

In addition, the Grantees Toolbox is provided as a resource on the GOCCP website (<http://www.goccp.maryland.gov/grants/grantee-toolbox.php>) to address frequently asked questions.

- 2 Final quarterly programmatic reports indicating progress towards the attainment of each program/project objective must be submitted no later than 15 calendar days from the End Date of the sub-award. Financial reports will not be processed unless Programmatic Reports are in "submitted" status in the GMS.

The FINAL Financial Report must be submitted no later than 30 calendar days from the End Date of this sub-award.

If the initial 30 calendar day submission is not your actual FINAL report, send an email to the Fiscal Specialist so that the GMS can be noted.

Submission of a "Not Final" report will require a "Final/Revised" report to be submitted no later than 60 calendar days after the End Date of the sub-award. Revised reports may only be submitted if an initial 30 calendar day report was submitted as required. ALL Final financials must be submitted within the 60 days or GOCCP reserves the right to complete an administrative closeout on this grant award and de-obligate all remaining funds.

Revisions are a manual process that requires hand written corrections on a copy of the previously submitted 30 day report, with the word "FINAL" written in red ink. The corrections must be actual expenditures, not the variance. New signatures and current dates are required in blue ink. The revised report can be mailed, emailed, or delivered.

- 3 At the request of GOCCP, any law enforcement sub-recipient shall provide a report, in the format provided by GOCCP, which details the number of fingerprint and palm print matches received from DPSCS and the number of associated arrests arising from those matches.
- 4 Any law enforcement sub-recipient that maintains a SWAT team(s) shall provide a semi-annual report to GOCCP, in the format provided by GOCCP, on: 1) The number of times SWAT teams were deployed; 2) The locations where the SWAT teams were deployed; 3) The reasons for deployments; 4) The legal authority, including the type of warrant, if any, for each deployment; and 5) The result of each deployment, including: number of arrests; whether a forcible entry was made; whether a weapon was discharged by a SWAT team member; and whether a person or domestic animal was injured or killed by a SWAT team member.
- 5 Any law enforcement sub-recipient shall ensure that the Maryland State Police receive UCR data within 30 days of the close of every quarter.
- 6 As requested, any law enforcement sub-recipient agrees to provide information to GOCCP on any matches, or "hits", between crime scene DNA evidence samples and the DNA profiles of known offenders contained in either the convicted offender or charge DNA databases.
- 7 Any law enforcement sub-recipient shall provide an annual report, in the format provided by GOCCP, on DNA crime scene evidence samples. DNA crime scene evidence samples are defined as crime scene evidence that has been collected AND submitted to a crime laboratory for DNA analysis.



Governor's Office of Crime Control and Prevention

Regional Monitor:
Fiscal Specialist:Jones, Quentin
Quinn, Laura

Budget Notice

Grant Award Number:	GVRG-2018-0009	
Sub-recipient:	Cumberland Police Department	
Project Title:	Gun Violence Reduction Initiative	
Implementing Agency:	Cumberland Police Department	
Award Period:	07/01/2017 - 06/30/2018	CFDA: State

Funding Summary	Grant Funds	100.0 %	\$4,000.00
	Cash Match	0.0 %	\$0.00
	In-Kind Match	0.0 %	\$0.00
	Total Project Funds		\$4,000.00

Personnel

Description of Position	Salary Type	Funding	Total Budget
Officers	Overtime	Grant Funds	\$4,000.00

Personnel Total: \$4,000.00

Approved:

Governor's Office of Crime Control and Prevention Authorized Representative

Effective Date: 7/1/2017



Governor's Office of Crime Control and Prevention



Control Number: 33995

Regional Monitor: Jones, Quentin

Fiscal Specialist: Quinn, Laura

Programmatic Reporting

Submitted Date:

Grant Award Number: GVRG-2018-0009
Sub-recipient: Cumberland Police Department
Project Title: Gun Violence Reduction Initiative
Implementing Agency: Cumberland Police Department
Award Period: **07/01/2017 - 06/30/2018**

CFDA: State

The information collected on this form helps us measure the progress you are making in achieving your project's goals and objectives. It also helps us determine what, if any, technical assistance you may need in implementing your project.

Performance Measures (12)

1	While utilizing grant funds during this reporting period, how many gun arrests were there? DO NOT report Gun Arrests that have been, or will be, reported under another sub-award.	
2	How many prosecutions were initiated during the reporting period?	
3	How many gun traces were conducted during the reporting period?	
4	How many interviews were conducted for gun cases during the reporting period?	
5	During this fiscal year, provide the goal in percentage for reducing gun violence (fatal and non-fatal).	
6	Provide the total number of gun related crime (fatal and non-fatal) for the previous fiscal year (07/01 - 06/30).	
7	Provide the total number of gun related crime this reporting period.	
8	Provide the percent change in gun related crime between last fiscal year and this fiscal year (07/01 - 06/30).	
9	During this fiscal year, provide the goal in percentage for gun seized.	
10	Provide the total number of guns seized this reporting period.	
11	Provide the percent change in guns seized between last fiscal year and this fiscal year (07/01 - 06/30).	
12	Provide the total number of guns seized in the previous fiscal year (06/30 - 07/01).	

Progress Report Questions (6)

- | | |
|---|--|
| 1 | If no funds or minimal funds (less than 25%) were expended during this reporting period please provide an explanation as to why and when you anticipate requesting funds. Your detailed explanation should address each budget category. |
| 2 | Every quarterly report should provide a brief narrative assessment of the projects effectiveness thus far. The brief narrative should include qualitative and quantitative evidence, as available, and also highlight factors that the author considers to have facilitated or impaired the project's effectiveness. |
| 3 | Please list any successes and/or best practices developed through this GOCCP funded program. |
| 4 | Describe barriers/challenges to implementing or completing any of the objectives. Include corrective actions taken or planned to overcome described barriers (include timeline). Are there any obstacles or barriers that could prevent you from expending all grant funds? Please include any requests for technical assistance needed. |
| 5 | Describe, in general, the level of cooperation and collaboration between partner agencies affiliated with this program. |
| 6 | Is your agency following the spending plan described in your application? If not, please explain. |

Signed: _____ **Date:** _____

Project Director - Ternent, Chuck

(Project Director is preferred, Fiscal Contact or Authorized Official if Project Director is unavailable)

Printed Name: _____ **Phone:** _____



Regular Council Agenda
July 11, 2017

Description

Order authorizing the Chief of Police to accept a GOCCP Heroin Coordinator Grant for FY18 in the amount of \$65,931 for personnel and licensing renewals to assist in developing and implementing strategies intended to reduce heroin overdoses and related crime

Approval, Acceptance / Recommendation

Budgeted

1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

\$65,931.00

Source of Funding (if applicable)

MDSS-2018-0017

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

ORDER NO. _____

DATE: July 11, 2017**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 FY18 entitled "Heroin Coordinator" in the amount of Sixty-five Thousand, Nine Hundred Thirty-one Dollars and No Cents (\$65,931.00) for the period 07/01/17 through 06/30/18 for personnel and equipment to assist in developing and implementing strategies intended to reduce heroin related crime.

Brian K. Grim, Mayor

Grant: MDSS-2018-0017



GOVERNOR'S COORDINATING OFFICES
 COMMUNITY INITIATIVES • SERVICE & VOLUNTEERISM • MINORITY AFFAIRS
 CRIME CONTROL & PREVENTION • CHILDREN • DEAF & HARD OF HEARING
 PERFORMANCE IMPROVEMENT • GRANTS

June 29, 2017

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

RE: MDSS-2018-0017

Dear Chief Hinnant:

I am pleased to inform you that your grant application submitted by **Cumberland Police Department**, entitled "**Heroin Coordinator**", in the amount of \$65,931.00 has received approval under the Maryland Safe Streets 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's Heroin Coordinator project provides support to facilitate the entering of heroin and opioid incident and case data into the HIDTA Case Explorer system. The Coordinator also performs data extractions from cellular phones related to heroin and opioid incidents and cases in conjunction with the Washington Baltimore-HIDTA Office. Regional support is provided to Garrett and Washington Counties. Grant funds provide salary support and equipment licensing renewal.

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 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 and upload it 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.

MDSS-2018-0017

Page 2

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 **Jones, Quentin**, your Regional Monitor, or **Quinn, Laura**, 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: Mr. David A Goad



6/29/2017

Governor's Office of Crime Control and Prevention



Control Number:

34046

Regional Monitor:

Jones, Quentin

Fiscal Specialist:

Quinn, Laura

Grant Award & Acceptance Form

Grant Award Number:	MDSS-2018-0017	
Sub-recipient:	Cumberland Police Department	
Project Title:	Heroin Coordinator	
Implementing Agency:	Cumberland Police Department	
Award Period:	07/01/2017 - 06/30/2018	CFDA: State

Funding Summary	Grant Funds	100.0 %	\$65,931.00
	Cash Match	0.0 %	\$0.00
	In-Kind Match	0.0 %	\$0.00
	Total Project Funds		\$65,931.00

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

Maryland Safe Streets

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:Jones, Quentin
Quinn, Laura

Budget Notice

Grant Award Number:	MDSS-2018-0017	
Sub-recipient:	Cumberland Police Department	
Project Title:	Heroin Coordinator	
Implementing Agency:	Cumberland Police Department	
Award Period:	07/01/2017 - 06/30/2018	CFDA: State

Funding Summary	Grant Funds	100.0 %	\$65,931.00
	Cash Match	0.0 %	\$0.00
	In-Kind Match	0.0 %	\$0.00
	Total Project Funds		\$65,931.00

Personnel

Description of Position	Salary Type	Funding	Total Budget
Heroin Coordinator	Fringe	Grant Funds	\$4,066.00
Heroin Coordinator	Salary	Grant Funds	\$52,000.00
Personnel Total:			\$56,066.00

Other

Description	Funding	Quantity	Unit Cost	Total Budget
Cellebrite Licensing Renewal	Grant Funds	1	\$3,700.00	\$3,700.00
Cellebrite Software Upgrade	Grant Funds	1	\$3,170.00	\$3,170.00
XRY License Renewal	Grant Funds	1	\$2,995.00	\$2,995.00
Other Total:				\$9,865.00

Approved: _____

Governor's Office of Crime Control and Prevention Authorized Representative

Effective Date: 7/1/2017



Regular Council Agenda
July 11, 2017

Description

Order accepting the proposal of Carl Belt, Inc. for the emergency street repairs of the 24" water main rupture at the intersection of Decatur and Glenn Streets in the estimated amount not-to-exceed \$95,600 per Section 2-173(2) of the City Code

Approval, Acceptance / Recommendation

Related to the 24" water main rupture at the intersection of Decatur and Glenn Streets, and in accordance with Section 2-173 (2) as shown below, the City Administrator has determined that emergency conditions exist and there is need to suspend typical bidding procedures to get Decatur Street and Glenn Street repaired as soon as possible. Glenn Street is not passable and there is a temporary fix on Decatur. Therefore, it is the City Administrator's recommendation to proceed under this emergency provision and ratify a contract with Carl Belt, Inc. The total estimate from Belt is approximately \$95,800.

City Code Section 2-173(2):

- If the city administrator determines the existence of an *emergency* requiring temporary or permanent construction to abate the *emergency*, the mayor and council, upon written recommendation of the city administrator, may enter into such contracts as may be required. Such contracts shall be approved or ratified by the mayor and city council, in regular session, and competitive bidding may be waived in the discretion of the mayor and city council.

Budgeted

1st Reading

2nd Reading

3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)

Cover Memo

Item # 7

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

ORDER NO. _____

DATE: July 11, 2017**ORDERED, By the Mayor and City Council of Cumberland, Maryland**

THAT, the proposal of Carl Belt, Inc. for the repair of the 24" water main rupture at the intersection of Decatur and Glenn Streets in the estimated amount not-to-exceed Ninety-five Thousand, Eight Hundred Dollars (\$ 95,800) be and is hereby accepted; and

BE IT FURTHER ORDERED, that this award shall be made on a sole source basis due to the emergency nature of the repairs, as provided for by Section 2-173 (2) of the City Code.

Brian K. Grim, Mayor



Regular Council Agenda
July 11, 2017

Description

Order accepting the proposal of CBIZ Insurance Services, Inc. to provide risk management services for the period of July 1, 2017 through June 30, 2018 for the amount not-to-exceed \$32,500

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: July 11, 2017**ORDERED, By the Mayor and City Council of Cumberland, Maryland**

THAT, the proposal from CBIZ Insurance Services, Inc. to provide risk management services for the period July 1, 2017 through June 30, 2018 for the amount not-to-exceed Thirty-two Thousand, Five Hundred Dollars (\$32,500) be and is hereby accepted.

Mayor Brian K. Grim

CBIZ Insurance Services, Inc.
 44 Baltimore Street * - * Cumberland, MD 21502

-----INVOICE-----

Mayor & City Council Of Cumberland
 57 N Liberty Street; P.O. Box 1702
 City Hall
 Cumberland, MD 21502

Invoice Date 06/22/17
Invoice No. 392867
Bill-To Code MAYOCIT
Client Code MAYOCIT
Inv Order No. 100*466939

Named Insured: Mayor & City Council Of Cumberland, MD

Amount Remitted: \$

Please return this portion with your payment.

Make checks payable to: CBIZ Insurance Services, Inc.

Effective Date	Policy Period	Coverage Description	Transaction Amount
07/01/17	07/01/17 to 07/01/18	CBIZ Insurance Services, Inc. Policy No. JULY17TOJULY18 *Renewal - Risk Management Fee Risk Management Fee Invoice Number: 392867	32,500.00
		Amount Due:	32,500.00

*Premiums Due and Payable on Effective Date



Regular Council Agenda
July 11, 2017

Description

Order accepting the proposal from Local Government Insurance Trust (LGIT) to provide insurance services for the period July 1, 2017 through June 30, 2018 for property, general liability for two parking garages, and boiler and machinery coverage for the amount of \$139,736

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: July 7, 2017**ORDERED, By the Mayor and City Council of Cumberland, Maryland**

THAT, the proposal from Local Government Insurance Trust (LGIT) to provide insurance services for the period effective July 1, 2017 – June 30, 2018 is hereby accepted as follows:

Property	\$ 134,552.00
General Liability for Parking Garages	393.00
Boiler and Machinery	4,802.00
Rate Stabilization credit	(11.00)
Total	\$ 139,736.00

Mayor Brian K. Grim



7225 Parkway Drive, Hanover, MD 21076 • www.lgit.org
 TEL 443.561.1700 • MD 800.673.8231 • FAX 443.561.1701

BILL TO: City of Cumberland
 Ms. Marjorie Woodring
 Assistant City Manager
 57 North Liberty St.
 Cumberland, MD 21501

REMIT TO: Local Govt. Insurance Trust
 7225 Parkway Drive
 Hanover MD 21076

INVOICE DATE: 7/2/2017
INVOICE #: 115256

DUE DATE: 8/1/2017
CUSTOMER #: 232500

ISSUE DATE OF COVERAGE: 7/1/2017

EXP. DATE OF COVERAGE: 7/1/2018

*****FY2018 INVOICE*****

DESCRIPTION	CHARGES
Property	134,552.00
General Liability	393.00
Boiler and Machinery	4,802.00
Subtotal:	\$139,747.00
Less FY18 Credits:	
Rate Stabilization Credit	(11.00)
Total:	\$139,736.00

The following discounts have already been applied to this invoice:

Longevity discount amount applied to primary liability products	14
Membership discount amount applied to primary liability products	14
CALEA discount amount applied to Police Legal Liability product	\$0.00
Boiler and Machinery discount amount applied with a \$10,000 deductible	4,805
Excess Liability discount amount applied for free 1st \$1 million layer	0

Total: **\$4,833**

AN ELECTRONIC VERSION OF THIS INVOICE INCLUDING SUPPORTING DOCUMENTS IS AVAILABLE FROM DOCUMENTS IN THE MEMBER PORTAL Item # 9