

C U M B E R L A N D
D O W N T O W N D E V E L O P M E N T C O M M I S S I O N
A Main Street Maryland Community

Minutes
September 14, 2017

I. Roll Call

In Attendance– Sandi Saville, Doug Schwab, Nathan Price, Larry Jackson, Paige McFarland, Dave Love, Dave Romero, Tiffany Ritter, Rhiannon Morgret, Larry Jackson, Ed Huber

Absent – Daniel Taylor-Neumann

Also in attendance – Steven Leyh, Kathy McKenney, Councilman Rock Cioni

II. Minutes

Minutes accepted as submitted with one correction – Dave Romero was added as being absent to the last meeting.

III. Communications and Billing

Renee Butler Resignation Letter
Jennifer Light Resignation Letter

IV. Reports

Executive Director

No report.

Promotions Director – Steven Leyh

Promotions Director Report

Steven Leyh
September 14, 2017

Cumberland Comes Alive '17

- Flood City Brass was rained out on July 28, rescheduled for October 14
- Crazy Nites cancelled, but the show was rained out anyway
- Fantastic crowd for Not Reely Dan at Canal Place on August 5
- Excellent turnout for Surrender Dorothy and Butterscotch Blonde
- Gina Powell & The Enablers went as scheduled although Gina was out sick
- A difficult summer for programming with multiple shows rained out or threat of rain keeping crowds down
- Big thank you to Burgmeier's Hauling for being our presenting sponsor and First Peoples Community Credit Union for being our stage sponsor and Surplus City and Queen City Motors for being great community partners

Arts Walk – Saturday, September 9

- Wonderful event collaboration with the Allegany Arts Council
- Approximately 15 artists displayed their work on the streets, glass blowing demonstration, arts bus and musical performances on the stage

CUMBERLAND

DOWNTOWN DEVELOPMENT COMMISSION

A Main Street Maryland Community

Model A & T Car Show – Saturday, September 16

- Collaboration with Queen City Regional Antique Automobile Club of America
- Car Show is scheduled from 10 am – 3 pm
- Night Traveler will play music from 11 – 2 pm

Canal Towns Partnership Meeting – Wednesday, September 27

- The Canal Towns Partnership is a regional economic and community development program of 9 communities along the C&O Canal NHP
- Cumberland is hosting this month's meeting in the concourse of the Western Maryland Railway Station from 10 am – Noon
- Eric Brenner will be our guest speaker, he is the Chair of the Maryland Bike/Pedestrian Advisory Committee and a board member of the Sept. 11 National Memorial Trail

Movie Under the Stars at Canal Place – Saturday, September 30

- Moana was scheduled for July 22 but was rained out, event is rescheduled for September 30 at dusk

New Work Experience Program (WEX) Volunteer for Downtown

- Jeremy started working downtown under Danny's supervision on September 5

Maryland's Open Meetings Act Class

- Completed online class on September 7

Partnering with New County Tourism Director

- Actively working with Ashli Workman of Allegany County Tourism to educate her about DDC initiatives, programming and how we can work together to promote downtown Cumberland

Collaborating with Main Street Frostburg for Small Business Saturday

- Partnering with Frostburg First for cooperative advertising campaign for Small Business Saturday

C&O Canal National Historical Park Strategic Planning

- Attended NPS Strategic Planning Workshop in Williamsport on September 13

Great Allegany Run – Saturday, October 7

Fall for Downtown Cumberland – Saturday, October 14

- New event will feature a merchant sidewalk sale, Flood City Brass is performing and children's activities from 11 am – 4 pm

Downtown Beautification / Improvements / Issues

- Fall decorations are going up (cornstalks, pumpkins and hay bales)
- Most of the lamp posts on Baltimore Street have been repainted black, Centre & Liberty Streets will be next
- Artist has started on mural on the wall of The Book Center building
- Maintenance staff continues to water flowers and weed
- Fountains will be drained by mid-October

Downtown Walking Loop

CUMBERLAND

DOWNTOWN DEVELOPMENT COMMISSION

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- Working with the Allegany County Health Department to develop a walking loop that will encourage exercise and exploration of our downtown

Advertising / Marketing

- Continue to write and send weekly press releases and email blasts for events
- Preparing for Winter campaign

GRANT UPDATES

DHCD Community Legacy Grants

New Community Legacy Awards (FY'2017)

\$50,000 Façade Improvement Program

- 6 applications submitted – working individually through applications to address issues to recommend applicants to M&CC

Leasehold Improvement Program - \$100,000 (FY'2016 – CEDC)

- All seven applicants are in the process – FOUR issued Notice to Proceed for construction

\$25,000 for Parklet

- Waiting on mural to be completed and decide how we want to proceed

FY'2018 Community Legacy

- George Street Parking Garage – Submitted by DDC (\$100,000)
- Award should be announced in October

Main Street Improvement Grants – TAG /MIP (DHCD)

- Submitted a MIP Grant for \$6,500 to design and print a downtown dining and shopping guide (attractions)
- Award should be announced in Fall

CDBG

- Recommendation to the M&CC for \$50,000 for sidewalk improvements along George St. Parking Garage
- Need to work with Engineering to develop contract and put out to bid

MHAA

- Awarded \$9,900 for “Cumberland History Trail”, but we had requested \$46,400

Recreational Trails Grant

- Application was due July 1st and we requested \$30,000 of funds needed to match the MHAA Capital Improvement Grant for the “Cumberland History Trail”
- Grant will be awarded in Fall

A. Financial Report – Ed Huber

BUDGET through September 12th

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Budgeted for \$186,000.00 Came in under \$6,500.00.00

Expenditures – 2.5 months would be 20% of our budget.

Spent 12% of our budget. We are in good shape as far as being within budget.

Plans to continue....

Question from Sandi – \$70,000.00 from general account, do we have to ask for that? Can they credit the DDC account? Steve will look into that.

Canal Place – expenditure reimbursement. Haven't received any of that. Should get payment at end of quarter. Steve to follow up on that.

V. Old Businesses

- Public Art Master Plan – Sandi discussed that the Arts Council is still negotiating the total cost of the plan. The AAC is looking around \$20,000 for total costs. Asking the DDC to contribute between \$8,000 to \$10,000. Waiting to hear back on this topic. Not sure of the delay.
- Benches and Trash cans. Increase the ground lines by \$10,500.00
Refer to the design committee for suggestions on alternatives

VI. New Business

Motion to move to go into closed session by Dave Romero, second by Doug Schwab.
Discussing future of Executive Director and Promotions Director.

Dave Love made a motion to accept Steve as our Executive Director and Main Street Manager and to have his salary evaluated by the City. Seconded by Dave Romero

Motion Passed with unanimous decision.

Dave Love made Motion to close the meeting – all in favor
Seconded by Doug Schwab

VII. Public Comment (2 Minute Limit)

Janet Wunderlick - neighborhood CCNA CCNA meeting on October 11th On Parking.
Dave Romero read comments on the CCNA and their proposed resolution to parking.
The CCNA meeting on October 11th will be more detailed.

THE NEXT REGULAR MEETING WILL BE HELD
October 12th 2017