



**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

## MINUTES

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

DATE 7/18/2017

### **\*Pledge of Allegiance**

### **I. ROLL CALL**

Mayor Grim convened the meeting at 6:15 p.m.

PRESENT: Brian K. Grim, President; Council Members Seth Bernard, Eugene Frazier

ABSENT: Council Members Seth Bernard, Richard Cioni

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

### **II. CERTIFICATES, AWARDS AND PRESENTATIONS**

- (A) Presentation of the Let's Beautify Cumberland! 2017 Blue Ribbon Awards to Grace Firlie, 1001 Kent Ave.; Clarence & Shirley Nichols, 418 Valley St.; Lois Gero, 420 Valley St.; Craig Springer, 330 N. Mechanic St.; Page's Ice Cream, 735 N. Centre St.; Roy Rogers, 624 Queen City Dr.

Ed Mullaney and Ginny Decker, Co-Chairs of the Let's Beautify Cumberland! Committee provided background on the committee and the purpose of the awards. Mr. Mulleney also provided details on the beautification efforts at each property and the awards were presented.

- (B) Certificates of Recognition presented to Bruce Irons of Sunshine Center Laundry, Inc. for his many years of cleaning LBC's United States flags at no charge; and to Paul Eriksson, for all his invaluable help for the success of every project LBC undertakes

Ed Mullaney, Co-Chair of the Let's Beautify Cumberland! Committee spoke about the importance of cleaning up and beautifying our neighborhoods, businesses, and homes. He recognized Mr. Irons for his contribution to the LBC! flag project and presented a Certificate of Recognition.

### **III. DIRECTOR'S REPORT**

(A) Administrative Services

1. Administrative Services monthly report for May, 2017

Motion to approve the report was made by Frazier, seconded by Bernard, and was passed on a vote of 3-0.

(B) Public Works

1. Engineering Division monthly report for June, 2017

Motion to approve the report was made by Frazier, seconded by Bernard, and was passed on a vote of 3-0.

**IV. APPROVAL OF MINUTES**

(A) Administrative / Executive

1. Statement of the Closed Meeting held July 18, 2017

Mayor Grim announced that a Closed Session had been held Tuesday, July 18, 2017 at 5:30 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.

**V. NEW BUSINESS**

(A) Resolutions

1. Resolution granting the Carver Community Center, Inc. property tax credits for the year 2017-2018

Mr. Rhodes advised that this was a yearly request from Carver Community Center and was allowable through provisions of the Maryland Annotated Code. Mr. Grim called for questions or comments.

Motion to approve the Resolution was made by Bernard, seconded by Frazier, and was passed on a vote of 3-0.

RESOLUTION NO. R2017-10

(B) Orders (Consent Agenda)

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

Motion to approve Consent Agenda Items 1-4 was made by Frazier, seconded by Bernard, and was passed on a vote of 3-0.

1. Order authorizing the Chief of Police to accept a GOCCP Grant entitled School Safety Enforcement in the amount of \$24,880 for police overtime to perform after school safety patrols along with providing educational material for students and the creation of public safety announcements

ORDER NO. 26,160

2. Order authorizing the Chief of Police to accept a GOCCP Safe Streets Grant for FY18 in the amount of \$220,000 for personnel and overtime costs associated with ongoing initiatives to address the high incidents of crime, with special attention to the heroin issues in Cumberland and the surrounding areas of Allegany County

ORDER NO. 26,161

3. Order authorizing acceptance of a Clean Up & Green Up Grant from the Maryland Environmental Trust in the amount of \$5,000 to be used for neighborhood beautification efforts coordinated by the Neighborhood Advisory Commission

ORDER NO. 26,162

4. Order approving the abatement of real estate taxes on properties owned by the Cumberland Economic Development Corporation

ORDER NO. 26,163

5. Order authorizing the execution of a Joint-Use Agreement between the City of Cumberland, Allegany College of Maryland, and the Maryland Department of Natural Resources for funds administered by the Maryland DNR's Program Open Space/Community Parks and Playgrounds Program, related to the grant of \$120,000 awarded to the M&CC for recreational facilities on lands owned by Allegany College

ORDER NO. 26,164

(C) Letters, Petitions

1. Letter from Terri Ann Lowery, Race Director, asking for approval to hold a portion of the 2017 Great Allegany Run in Cumberland on Saturday, October 7, 2017

The letter was acknowledged and entered into public record. In response to questioning from the Mayor, Mr. Rhodes advised that there were no event fees that would be charged for this event, but overtime costs were expected to be incurred. Mayor Grim urged that consideration be given to adopting a fee schedule for such events to cover the additional expenses that the City incurs.

Council provided consensus to proceed with the event.

**VI. PUBLIC COMMENTS**

All public comments are limited to 5 minutes per person

There were no public comments offered at this time.

**VII. ADJOURNMENT**

With no further business at hand, the meeting adjourned at 6:32 p.m.

Minutes approved on September 5, 2017

Brian K. Grim, Mayor

ATTEST: Marjorie A. Woodring, City Clerk



Regular Council Agenda  
July 18, 2017

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**Description**

Presentation of the Let's Beautify Cumberland! 2017 Blue Ribbon Awards to Grace Firlie, 1001 Kent Ave.; Clarence & Shirley Nichols, 418 Valley St.; Lois Gero, 420 Valley St.; Craig Springer, 330 N. Mechanic St.; Page's Ice Cream, 735 N. Centre St.; Roy Rogers, 624 Queen City Dr.

**Approval, Acceptance / Recommendation**

Budgeted

1st Reading

2nd Reading

3rd Reading

**Value of Award (if applicable)**

**Source of Funding (if applicable)**



Regular Council Agenda  
July 18, 2017

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**Description**

Certificates of Recognition presented to Bruce Irons of Sunshine Center Laundry, Inc. for his many years of cleaning LBC's United States flags at no charge; and to Paul Eriksson, for all his invaluable help for the success of every project LBC undertakes

**Approval, Acceptance / Recommendation**

Budgeted

1st Reading

2nd Reading

3rd Reading

**Value of Award (if applicable)**

**Source of Funding (if applicable)**



Regular Council Agenda  
July 18, 2017

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**Description**

Administrative Services 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)**

July 14, 2017

Honorable Mayor and City Council  
City Hall  
Cumberland, Maryland 21502

Re: Administrative Services Monthly Report for May, 2017

Dear Mayor and City Council Members:

The following report is submitted by the Department of Administrative Services for the month of May, 2017.

### **Management Information Systems**

Management Information Systems reports the following activities for the month of May, 2017:

#### **Statistics**

152 completed help desk requests  
298 open help desk requests

#### **Activities**

Major department initiatives in the past month include:

- Deployed combined vehicle maintenance system in various departments
- Assist Finance Department with tax bill processing
- Coordinate AMAG door control panel replacement in Public Safety Building
- Begin selling old copiers on GovDeals
- Began working on with HR on job application tracking program replacement

### **Parks and Recreation**

Parks and Recreation reports the following information for the month of May, 2017:

**Reservations** for the six covered Pavilions at Constitution Park continue to be taken for the 2017 season. Rental Fees are \$ 100.00 for the Large Pavilion and \$ 75.00 for the Small Pavilion. 28 reservations were made in the month of May.

**Usage of the Pavilions – Month of May– 41 pavilions reserved and used**

**Day of Caring and Sharing Friday May 12, 2017** – Parks & Recreation Department was able to participate by providing facilities for the program. The Constitution Park playgrounds received new mulch, the garden area within the park and cleaning the Day camp buildings and the concession building were all completed as part of the Day of Caring and Sharing. Volunteers from Rocky Gap casino, The Finan Center, Western MD. Correctional Center and the Cumberland Garden club worked at the facilities.

**City Marble Tournament** play was held on May 15<sup>th</sup> – Girls and May 16<sup>th</sup> - Boys. Samira Napper won the girls championship and Olympia Miltenberger was the runner up. Kodi Wright won the boy's championship and Aaron Sands was the runner up. All four champions are eligible to participate in the 91<sup>st</sup> National Marble tournament in Wildwood NJ, June 18 - 23, 2017. Students from the following school participated in the program: Braddock Middle School, Washington Middle School, South Penn Elementary, John Humbird Elementary, Flintstone Elementary, and Northeast Elementary. The Cumberland Hot Stove League donates to the girl's tournament. Private donations and additional fund raising covered the cost of the trip to Wildwood NJ for the National Tournament. The City Tournaments were attended by approximately 100 spectators and participants.

**78<sup>th</sup> Season - Constitution Park Pool** – Delayed opening of the park pool due to the Community Parks and Playground renovation project. The Big pool received a new liner. Additional money allowed the baby pool and bath house renovation to be added to the project. A June opening is expected.

**Sunday in the Park** series began on May 28 with the Potomac concert Band scheduled to perform its traditional Memorial Day concert at Constitution Park Amphitheater. Inclement weather that day forced the concert to be moved indoors to St. Paul's Lutheran Church on Washington Street. The City of Cumberland is scheduling and funding this program, previously supported by the Arts Council.

**Seasonal Services:** Amusement Park ticket sale, Park pool passes, registration and fees for the summer day camp, picnic kits and sport supplies

**Baseball/ Softball League** play and practices for May utilizing city fields and facilities:

Pee Wee League/ T Ball began at Long and Al Abrams

Girls Softball League at Jaycee and Northcraft, Cavanaugh field and building undergoing renovations during the month of May.

Dapper Dan Little League Baseball

Church League Softball

Industrial League

Co-ed League

Spring Soccer – Y league using fields at Mason complex

School Tennis Team at the Park Tennis Courts

**Constitution Park – Park watchman** began work on weekends May 1 and continued in the month of May including the Memorial Day Holiday. Park Restrooms are open and closed, and Pavilion reservations are monitored along with other activities at the park.

**School visits** – Visit local schools to promote Constitution Park Day Camp program.

Camp applications were distributed to six elementary schools.

**Meetings attended:**

- Fishing Rodeo Meeting with Mike Cornachia
- Pool Staff meeting - May 21, 2017
- May Recreation Advisory Board meeting – May 1, 2017
- Meetings related to the POS storage facility project to begin at Mason Complex
- Staff meetings
- 

**Upcoming:**

- 69<sup>th</sup> Annual Battie Mixon Fishing Rodeo – Saturday June 3, 2017 in Oldtown MD
- Park pool daily operations to begin approximately June 9, 2017 pending renovations complete and State and Local Health Department inspections.
- Seasonal Day Camp personnel training – June 5 - 8
- Constitution Park Day Camp, Summer Lunch program,
- Summer Swimming lessons at the park pool on Monday June 12, 2017 – continues for nine weeks
- Weekly Sunday in the park concert series continue
- National Marbles tournament in Wildwood NJ – Local winners will represent Cumberland, June 18-22, 2017. Renee Mahwinney-Truly will serve as coach and hold practice each evening at the Constitution Park Marble Rings.
- June Recreation Advisory Board meeting – Monday June 5th
- Cumberland Film Society to host the Movie “Grease” at the Amphitheater on June 3rd
- First Movie and Swim night at the Park Pool is scheduled for Friday June 16th

**Continued areas of work**

- Coordinate league and field usage between leagues, maintenance, and department office.
- Park Pool season operations
- Summer Day camp program planning and opening
- Summer Lunch program coordination
- Daily Pavilion reservation
- Other seasonal work

- Outdoor movies in the park schedule
- July 4<sup>th</sup> Fireworks program
- Continue coordination of Park Concert series

## **Community Development**

The Community Development Department reports the following activities for the month of May, 2017:

### **CODE COMPLIANCE**

#### **Code Enforcement:**

(No May report available)

#### **Code Enforcement Activity:**

(No May report)

#### **Community Services Activity:**

- Continued normal job duties and provided staff monthly report to direct supervisor.
- Attended New World/LOGOS Software training May 15-19 and trained remotely May 19 and 25. Created case letter, permit and rental licensing templates additionally.
- Attempt final calls to 10 past due rental owner/agents. Citations to be written on 5.
- NNO-Cumberland planning meeting held May 31, next meeting is scheduled for June 24 at 10:00 a.m. M&CC Proclamation scheduled for June 6.
- The Neighborhood Advisory Commission's next meeting is scheduled at City Hall on June 26. The NAC was notified of award of a \$5,000 Maryland Environmental Trust Keep Maryland Beautiful Clean Up and Green Up Grant to be used for 2 neighborhood campaigns. Funding available sometime between June and August.
- Met with CEDC's Economic Development Specialist on May 5 to discuss some past Economic Development programs, initiatives, etc.
- SCBCA met May 9 with the next meeting scheduled for Sept. 2. Planning has begun for the 68th annual SCBCA's "Marsha L Thomas Memorial" Halloween Parade is scheduled for Wed., Oct. 25.
- Staff assisted Bridges to Opportunity in connection with rental property owner/agents as they create a resource for the public to locate City inspected rental properties.

### **COMMUNIT DEVELOPMENT PROGRAMS**

#### **CDBG Activity:**

- Environmental Review Record compilation which includes mailing to the State for approvals and the statutory checklist for 4 CDBG activities

- Invoice coding/processing/error troubleshooting
- 2017 Annual Plan completion to include several modules in IDIS and requests for information from community partners
- Created and printed CDBG/IDIS reports for review
- Community Legacy review participation
- Completed finished activities in IDIS as the last funding amounts were drawn
- Created and posted Amendments to CDBG Annual and 5 year plan
- Planned and executed Human Relations Commission meeting
- Planned/marketed the HRC June, Fair Housing Seminar
- Updated CDBG and HRC content on the City website
- Completed HUD training webinars on Financial Management
- Participated on the Bridges to Opportunity Housing Committee
- Provided extensive technical assistance to several sub recipients
- Continued work on 2016 CDBG activity ERR's encountering several issues along the way
- Homesteading T/A (very complicated activity)

#### **Historic Planning/Preservation:**

The Cumberland Historic Preservation Commission met on Wednesday May 10, 2017 at 4pm in the City Hall Council Chambers. There were two Certificates of Appropriateness reviewed and approved:

10 South Mechanic Street - Lew Lew Belle - Cari Cannon

200 South George Street - Maddcatt Vapors - Jessica Walker

Two Certificates of Appropriateness was approved administratively for repainting 110 South Centre Street and 7 North Liberty Street.

Two Section 106 Review was completed for undertakings at 682 Fayette Street and at the Cumberland YMCA located at 205 Baltimore Avenue.

The list of prioritized projects for the FY18 Community Legacy application was presented to the Mayor and City Council during their May 16th meeting. The list this year includes:

- Cumberland Theatre Rehabilitation
- Leasehold Improvement Program
- Neighborhoods Matter - Gateway Corridor Program
- George Street Garage Improvements

Determinations regarding potential funding of one or more of these projects will be announced later in the year.

Planning has begun to prepare this year's Community Legacy application. Potential projects and funding needs are being evaluated by the application workgroup. A list of prioritized projects will be submitted for comment by the public and the Mayor and City Council in mid-May. The application is due to the Maryland Department of Housing and Community Development by June 8th.

Community Development and CEDC staff continues to work with property owners for predevelopment work related to the Leasehold Improvement Program and Upper Story Redevelopment Program project locations. Two notices to proceed have now been issued to two Leasehold Improvement project locations: 114 South Centre Street and 40-48 North Centre Street.

Routine grant administration reports were submitted to the Maryland Historical Trust, and Department of Housing and Community Development.

### Comptroller's Office

The Comptroller's office reports the following information for the month of May, 2017:

**Cash Flow:**

Attached for your review is a Cash Flow Summary for the month of May 2017.

On May 1, 2017 the City had a cash balance of \$4,751,814. Receipts exceeded disbursements by \$551,148 in May leaving the City with a cash balance of \$5,302,962 at May 31, 2017.

As of May 31, 2017, the significant balances were:

Taxes receivable ( General Fund)	\$ 1,543,031																																																												
	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;"></th> <th style="width: 15%;">April Balance</th> <th style="width: 15%;">New Billing</th> <th style="width: 15%;">Collections</th> <th style="width: 15%;">Bad Debt</th> <th style="width: 15%;">May Balance</th> </tr> </thead> <tbody> <tr> <td>FY 2017</td> <td style="text-align: right;">\$ 957,656</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 79,551</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 878,105</td> </tr> <tr> <td>FY 2016</td> <td style="text-align: right;">388,482</td> <td style="text-align: right;">-</td> <td style="text-align: right;">17,233</td> <td style="text-align: right;">-</td> <td style="text-align: right;">371,249</td> </tr> <tr> <td>FY 2015</td> <td style="text-align: right;">58,110</td> <td style="text-align: right;">-</td> <td style="text-align: right;">4,073</td> <td style="text-align: right;">-</td> <td style="text-align: right;">54,037</td> </tr> <tr> <td>FY 2014</td> <td style="text-align: right;">30,169</td> <td style="text-align: right;">-</td> <td style="text-align: right;">(443)</td> <td style="text-align: right;">-</td> <td style="text-align: right;">30,612</td> </tr> <tr> <td>FY 2013</td> <td style="text-align: right;">27,788</td> <td style="text-align: right;">-</td> <td style="text-align: right;">40</td> <td style="text-align: right;">-</td> <td style="text-align: right;">27,748</td> </tr> <tr> <td>FY 2012</td> <td style="text-align: right;">31,264</td> <td style="text-align: right;">-</td> <td style="text-align: right;">-</td> <td style="text-align: right;">-</td> <td style="text-align: right;">31,264</td> </tr> <tr> <td>FY 2011</td> <td style="text-align: right;">47,555</td> <td style="text-align: right;">-</td> <td style="text-align: right;">-</td> <td style="text-align: right;">-</td> <td style="text-align: right;">47,555</td> </tr> <tr> <td>Prior FY's</td> <td style="text-align: right;">102,461</td> <td style="text-align: right;">-</td> <td style="text-align: right;">-</td> <td style="text-align: right;">-</td> <td style="text-align: right;">102,461</td> </tr> <tr style="border-top: 1px solid black; border-bottom: 3px double black;"> <td></td> <td style="text-align: right;">\$ 1,643,485</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 100,454</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,543,031</td> </tr> </tbody> </table>		April Balance	New Billing	Collections	Bad Debt	May Balance	FY 2017	\$ 957,656	\$ -	\$ 79,551	\$ -	\$ 878,105	FY 2016	388,482	-	17,233	-	371,249	FY 2015	58,110	-	4,073	-	54,037	FY 2014	30,169	-	(443)	-	30,612	FY 2013	27,788	-	40	-	27,748	FY 2012	31,264	-	-	-	31,264	FY 2011	47,555	-	-	-	47,555	Prior FY's	102,461	-	-	-	102,461		\$ 1,643,485	\$ -	\$ 100,454	\$ -	\$ 1,543,031
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The current year tax receivable balance is comprised of the following:

Real property (non-owner occupied)	\$ 476,843
Non-Corp Personal Property	5,641
Corporate Personal Property	64,232
Real Property (semiannual payments)	329,624
Real Property (Half Year)	1,765
	\$ 878,105

June is a 2-pay month so the cash required to meet payroll is an estimated \$1,100,000.

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

<b>Cash and Investment Summary</b>		
<b>May 31, 2017</b>		
	Cash	Investments
Beginning Balance	\$ 4,751,814	\$ 7,193,221
Add:		
Cash Receipts	3,711,351	4,585
Investment Transfer	-	-
Less:		
Disbursements	3,160,203	196,645
Investment Transfer	-	-
Ending Balance	\$ 5,302,962	\$ 7,001,161
Restricted	\$ 486,828	\$ 1,096,363

### **Capital Projects and Associated Debt:**

The table below illustrates cash restrictions and balances of invested and available bond proceeds associated with capital projects.

#### **Restricted Cash**

	5/1/2017	Increase	Utilization	5/31/2017
Police Seizures	\$ 277,373	\$ 35	\$ 16	\$ 277,392
Bowers Trust	91,395	-	-	91,395
Restricted Lenders	106,341	-	-	106,341
Other	11,700	-	-	11,700
	\$ 484,211	\$ 35	\$ 16	\$ 486,828

#### **Restricted Investments**

	5/1/2017	Increase	Utilization	5/31/2017
DDC	\$ 6,669	\$ 4	-	\$ 6,673
GOB 2013	1,088,996	694	-	1,089,690
BAN 2016	196,520	125	196,645	-
	\$ 1,290,649	\$ 823	\$ 196,645	\$ 1,096,363

#### **Available Bond Proceeds**

	5/1/2017	Increase	Utilization	5/31/2017
CDA 2014	\$ 1,081,816	-	\$ 185,732	\$ 896,084
CDA 2015	2,516,268	-	165,900	2,350,368
	\$ 3,598,084	-	\$ 351,632	\$ 3,246,452

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

The GOB 2013 bond proceed investments were originally intended for the demolition of Memorial Hospital, with any remaining proceeds earmarked for street repairs and projects. The last draw occurred in February for costs associated with the Washington Street Lighting project.

The Bond Anticipation Note (BAN 2016) for the Maryland Avenue Redevelopment Project was issued in June 2016. The balance of the bond proceeds is \$196,000. The final draw from CEDC occurred in May.

CDA 2014 and 2015 bond proceeds are intended for a variety of General Fund (\$1.7 million), Water Fund (\$245,000) and Sewer Fund (\$1.3 million) projects and are available to be drawn as required. In May the City drew \$186,000 from CDA 2014 proceeds to fund various water fund projects and a software implementation project. The City also drew \$166,000 from the CDA 2015 proceeds to purchase a street sweeper and a sewer department vehicle.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'JR', is positioned above the printed name and title.

Jeff Rhodes  
City Administrator



Regular Council Agenda  
July 18, 2017

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**Description**

Engineering Division 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)**

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

Capital Projects						June 30, 2017	
Order	Project No.	Project Name	Description	Phase	Comments	Updated By	Date of Update
2008	05-08-S	Evitts Creek CSO Upgrades Phase III (gravity sewer under railroad)	Replacement of CSO line connecting Evitts Creek Pump Station effluent with gravity line that parallels the Canal Towpath. Said gravity line is being replaced under project 17-03-S(1).	Design	Meeting scheduled in July to discuss report and path forward with Whitman Requardt and Associates	PJD	7/6/2017
2010	01-10-WWTP	CSO Storage Facility At WWTP	CSO storage and handling facility in accordance with LTCP	Construction	Nominal progress to date, as Fiore has not yet acquired the permit that will allow them to dewater the site during excavation. Still awaiting their detailed, formal proposal to improve Mason Rec in return for a larger workspace for stockpiling excavated material.	PJD	7/5/2017
2012	2-12-M	Baltimore Avenue Improvements	Resurfacing of Baltimore Ave. from Front Street to Marion Street; with ADA and bicycle safety improvements, water main replacement (Goethe St to Marion St), and traffic safety improvements.	Construction Closeout	most of the ADA waivers were approved, the contractor still has some repairs to complete.	JRD	6/30/2017
2012	10-12-M	Bike Improvements on Mechanic and Centre St	Bike Lane Markings and Signs on Centre and Mechanic Sts from Henderson Ave to Harrison St	Construction	Waiting for the contractor to complete the installation of bicycle pavement markings and signs.	JRD	6/30/2017
2013	1-13-FPM	Misc Flood Control System Concrete Repairs	Repairs to various points of FCS system per USACOE inspection	Design	Working on "Bullpen" area design. Also working on bid specifications, and ascertaining if any permits are required, in addition to the Waterway Construction Permit.	PJD	7/5/2017
2013	4-13-SWM	Avirett Development at 12313 Messick Road	Development at Messick Road, north of the proposed Chessie Federal Credit Union site.	Design	<b>NO CHANGE</b> - Currently not a high priority project.	PJD	7/5/2017
2013	11-13-M	Frederick & Bedford Sts. Bike Lane Improvements	Proposed bicycle safety improvements; including, bike lanes along Frederick Street and Bedford Street from the Mechanic Street to the City Limits, where possible, and traffic calming	Construction	Waiting for the contractor to complete the installation of bicycle pavement markings and signs.	JRD	6/30/2017
2013	12-13-FPM	Flood Control Encroachment Tree Project	Removal of Trees along Flood Wall and Levees per requirements of US Army Corps of Engineers specifications	RFP	<b>NO CHANGE</b> Project is on hold. Trees along flood wall and levees will be removed and the stumps either ground or sprayed with herbicide to kill them.	PTE	7/6/2017
2014	04-14-WWTP	Sludge Screening Study/Design	Study to select the best alternative to keep rags out of the recently cleaned and modified digester because the modifications will make it impossible to	Design	<b>NO CHANGE</b> Need/Benefit of the project is being reevaluated, and for now the project is on hold. Design is complete and the project will remain on this report for the time being.	JDF	6/1/2017
2014	05-14-M	Mill Grind, patch and Resurface Pavements in accordance with MD SHA Contract	Belt Contract to mill and pave	Construction	<b>NO CHANGE</b> - A number of street have been paved in 2016 under this contract. The contract is still opened and some more work is expected to be done in 2017.	JDF	6/30/2017

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

Capital Projects						June 30, 2017	
Order	Project No.	Project Name	Description	Phase	Comments	Updated By	Date of Update
2014	10-14-M	Amtrak Station Streetscape Improvements - Baltimore Street Rail Connection	ADA improvements to curbs and sidewalks along Baltimore Street from George Street to Chessie System Railroad Tracks.	Construction Bidding	The contractor is scheduled to begin work the first week of July	JDF	6/30/2017
2014	13-14-M	Mechanic Street Access Road Improvement Project	Repaving and ADA ramp improvements to the section Mechanic Street from I-68 to Bedford Street. Includes improvements to the block of Bedford Street from N. Centre to N. Mechanic Street and Baltimore Street to the Bridge.	Design	Project documentation has been revised and resubmitted to SHA for review	JRD	6/30/2017
2014	18-14-SWM	New HS at site of SHH - SWM	SWM for new Allegany High School	Construction	Work continues.	PJD	7/5/2017
2014	19-14-M	Greene Street Complete Street Plan	Planning Study for Greene Street	Planning	<b>NO CHANGE</b> - The Design Report from Alta Planning + Design was submitted and presented to the Mayor and City Council. The plan to start work on Construction Funding Applications has been delayed because of the Baltimore Street Project, which would have been competing for the same funds. This project still needs to be done and should be a priority in the future.	JDF	6/1/2017
2015	1-15-M	Maryland Smart Energy Communities 2015 & 2016	Designation and Grant for energy reduction improvements. Also required 3 deliverables in 2015: Energy Reduction and Renewable Energy Policies, Energy Baseline, and an energy reduction plan.	Planning	<b>NO CHANGE</b> No projects all completed for FY16.	RJK	4/4/2016
2015	9-15-M	Potomac River Walk	The Study Phase of this project is being done through the Cumberland MPO and consists of a Walk / Trail for pedestrians and bikes along the Potomac River between Wills Creek and the YMCA	Study	<b>NO CHANGE</b> - This project should become a Canal Place Project. There has not been much activity on this project recently, however we will keep it here until it is either dropped or started by Canal Place.	JDF	6/1/2017
2015	13-15-SWM	Sheetz Improvement at Greene Street - SWM	Complete revamp of the facility at Greene Street	Construction	Complete. Awaiting SWM system as-builts.	PJD	7/5/2017
2015	14-15-SWM	Hampton Inn - Welton Drive	New Hampton Inn off Welton Drive	Construction	Construction is underway.	PJD	7/5/2017
2015	15-15-P	Mill Grind, patch and Resurface Pavements in accordance with MD SHA Contract	A similar contract had been awarded to Belt Paving in 2014, however Belt could not provide City work, so other paving contractors were asked to provide the work. Only IA Construction responded with a proposal	Construction	<b>NO CHANGE</b> - A number of paving projects were completed in 2016. The contract is still opened and some work may be done 2017.	JDF	6/1/2017

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

Capital Projects						June 30, 2017	
Order	Project No.	Project Name	Description	Phase	Comments	Updated By	Date of Update
2015	18-15-S	CSO Water Quality Analysis	Base line data collection for analysis of future CSO needs after CSO Storage is on line.	Study	<b>NO CHANGE</b> Project continues. Stream sampling ongoing throughout the completion of the storage facility to ID baseline stream data for bacteria.	RJK	7/6/2016
2015	19-15-M	WWTP & Collection System Asset Management Plan	Development of an Asset Management Plan	Planning	<b>UPDATE</b> Asset Management Program/Capital Improvement Planning Ongoing. Last meeting occurred on April 25th. GIS data being updated. Data regularly being updated (provided by PW Depts.)	RJK	7/6/2016
2015	21-15-M	Washington Street Lighting	Install decorative lighting along Washington Street	Design	<b>UPDATE</b> -First Phase of project complete. Electric Counduit has been installed. Street has been milled and paved. Reimbursement was submitted to MD for the release of State Bind Funds.	KAR	6/1/2017
2015	23-15-M	Flood Insurance Rate Map (FIRM) Modernization and Implementation	Update FIRMs and the Floodplain Ordinance, and conduct an outreach to the community to apprise landowners of the impact of those changes.	Planning	<b>NO CHANGE</b> - Letter of Final Determination from MDE is now due mid-July, 2017. The current 'effective date' will be 6 months later, January, 2018.	PJD	6/1/2017
2016	5-16-SWM	Gasoline and Manual Car Wash Station - Willowbrook Road	L.C. Nixon Development Company Car Wash and Gas Station development of an existing property into a Gas Station and manual car wash.	Design	Work can start as soon as the Owner desires.	PJD	6/1/2017
2016	12-16-M	Baltimore Street Access Improvement - Final Design	The purpose of the New Baltimore Street Town Center project is to reopen and improve Baltimore Street, which is currently configured as a pedestrian mall, to vehicular traffic while maintaining elements of the mall.	RFP	Received MDOT comments on RFP. Also pursuing the use of an SHA-approved consultant, with a meeting scheduled for 7/21/17. And, an coordination meeting with a DDC public art consultant is scheduled for 7/18/17.	PJD	7/5/2017
2016	13-16-RE	Constitution Park Pool - Liner and Main Drain Improvements	The main drain is being installed by Carl Belt, Inc. and the Liner is being done by RenoSys under two separate contracts	Construction	The bathhouse floor and wadding pool were added to the project.	JDF	6/30/2017
2016	1-16-W	Willowbrook Road 12" Waterline Replacement	Replacement of 12" waterline along the NE side of Willowbrook Rd from the roundabout (Main Hospital Entrance) through the intersection of Country Club	Planning	Working on funding to supplement the SRF award, and on initiating preparation of bid-ready documents.	PJD	7/5/2017
2016	16-16-SWM	The Final Touch Building Addition	Addition of a 5,000 SF building and new parking lot at the Kelly Road facility	Construction	Construction Complete. Awaiting as-builts.	PJD	7/5/2017
2016	17-16-M	Stage Renovations at Liberty Street Stage	Replace wood stage with Concrete	Design	<b>NO CHANGE</b> -Plans need to be modified and the project bid, but it is important to hold this work until the New Baltimore Street Town Centre Project is started to make sure that the design is compatible.	JDF	6/1/2017

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

Capital Projects						June 30, 2017	
Order	Project No.	Project Name	Description	Phase	Comments	Updated By	Date of Update
2016	18-16-BR	John J. McMullen, Bridge No. A-C-01 Repairs	Bridge Repair	Design	Needed repairs were identified in the latest Bridge Inspection Report. We asked for a price, but in that process it was determined that we needed additional Engineering to prepare the specifications for the needed repairs. This work needs to be done and we are working on funding.	JDF	6/1/2017
2017	1-17-M	Cavanaugh Ball Field Concession Renovations	Gut and rebuild of interior concession structure at Cavanaugh Ball Field. To include new electric 200 amp service and new plumbing. Interior will be ADA accessible with ADA Compliant bathrooms. New Score Board was purchased to be installed.	Construction	NEW- Project is well underway. Interior of the building has been gutted and redone. Electric service has been installed waiting for PE to renew service. All plumbing and plumbing fixtures have been installed. Change Order for field drainage improvements and new roof will be requested.	KAR	6/1/2017
2017	09-17-M	Non Residential Grass Mowing	Contract for mowing the Commerical and Public Owned Properties within the City Limits. To include water tanks, City Hall, Public Safety and several others.	Construction Bidding	NEW- Project is out to bid with bids due June 7 for an award recommendaion of June13. New contract will begin July 1, 2017.	KAR	6/1/2017
2017	10-17-M	Residential Grass Mowing	Contract for mowing the resiendial properties within the City Limits which include blighted properties and recent demos.	Construction Bidding	NEW- Project is out to bid with bids due June 7 for an award recommendaion of June13. New contract will begin July 1, 2017.	KAR	6/1/2017
2017	12-17-M	Computer Aided Design Services	Computer Aided Design (CAD) Services to prepare several AutoCAD Templates, to convert existing standard construction details to CAD, and to create several new standard construction details.	Design	The contract was awarded to SPECS, Inc., and the kick-off meeting was held. SPECS, Inc. is currently working on this contract.	JRD	6/30/2017

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

Program Projects Update							June 30, 2017	
Order	Department	Program/Project Name	Description	Phase	Comments	Updated By	Date of Update	
	PUBLIC WORKS	Curbside Recycling	Curbside recycling program started in the City of Cumberland July 1, 2014	Ongoing	NO CHANGE	RJK	6-Jul-16	
	WWTP	Cumberland Pretreatment Program	City Ordinance No. 3251 regulates industrial and significant dischargers to Cumberland's sewer and POTW. There are 4 Significant Industrial Users (SIUs)	Regulatory	UPDATE Annual Inspections in June: FCI. Q2 report due July 20.	RJK	6-Jul-16	
	WWTP	POTW NPDES Permit	Requirements for compliance		NO CHANGE	RJK	6-Jul-16	
	WWTP/CSO	CSO Consent Decree Compliance Reporting	Reporting/Inspections	Semi-Annual/As Needed	UPDATE CSO Semi Annual Report for January - June 2017 submitted to MDE. Cumberland is limited to "new connections" no greater than 23,000 GPD (about 92 additional housing units) per year. This year, so far, we are reporting a decrease in units by 21 units OR 5,250 GPD due to various demolition projects.	RJK	6-Jul-16	
	WFP	NPDES Permit	Requirements for compliance		NO CHANGE	RJK	29-Dec-16	
	Watershed	Evitts Creek Steering Committee	Cross-jurisdictional committee working on source water protection efforts.		UPDATE The next Steering Committee meeting will take place July 20th.	RJK	6-Jul-17	
	STC	Shade Tree Commission	Care of trees along city rights of way and in parks.	NA	UPDATE June meeting was in South Cumberland. Trees along Virginia Ave were pruned by Commissioners.	PTE	6-Jul-17	
	Evitts Creek Water Company	Forest Stewardship Plan (aka Resource Management Plan)	Management of the forested property around Lakes Gordon and Koon	NA	UPDATE The Forest Management Plan draft will be presented at the next Steering Committee meeting.	PTE	6-Jul-17	



Regular Council Agenda  
July 18, 2017

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**Description**

Statement of the Closed Meeting held July 18, 2017

**Approval, Acceptance / Recommendation**

Budgeted

1st Reading

2nd Reading

3rd Reading

**Value of Award (if applicable)**

**Source of Funding (if applicable)**





Regular Council Agenda  
July 18, 2017

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**Description**

Resolution granting the Carver Community Center, Inc. property tax credits for the year 2017-2018

**Approval, Acceptance / Recommendation**

The letter of request from Carver Community Center, Inc. asks for tax abatement of three accounts - 23-003422, 23-001233, and D0-5149406.

Account No. 23-003422 is already a tax exempt account.

Account No. Do-5149406 has been forfeited for failure to file a return for 2009 and has not filed since then.

Account No. 23-001233 is the only account that is applicable to the resolution. Taxes for the 2017-2018 year amount to \$242.63.

Budgeted

1st Reading

2nd Reading

3rd Reading

**Value of Award (if applicable)**

**Source of Funding (if applicable)**

**City of Cumberland**  
- Maryland -

**RESOLUTION**

RESOLUTION NO. \_\_\_\_\_

**A Resolution of the Mayor and City Council of Cumberland, Maryland, granting the Carver Community Center, Inc. property tax credits for the tax year 2017-2018 pursuant to Section 9-302 of the Tax-Property Article of the Annotated Code of Maryland**

**WHEREAS,** the Mayor and City Council of Cumberland is, by State Law, granted the authority to impose taxes upon the assessed valuation of property situated within the City of Cumberland against the owners of such property; and

**WHEREAS,** Section 9-302 of the Tax-Property Article of the Annotated Code of Maryland provides that a municipal corporation in Allegany County may grant, by law, a property tax credit against certain property owners; and

**WHEREAS,** the Carver Community Center, Inc. is a property owner designated in Section 9-302(b) (8) of the Tax-Property Article of the Annotated Code of Maryland; and

**WHEREAS,** the Carver Community Center, Inc. has, pursuant to Section 9-301(e)(1), applied for the property tax credit; and

**WHEREAS,** the Mayor and City Council of Cumberland desires to grant to the Carver Community Center, Inc. a property tax credit against the municipal corporation property tax imposed on the Carver Community Center, Inc., for the tax year 2017-2018.

**NOW, THEREFORE, BE IT RESOLVED THAT,** the Carver Community Center, Inc., be and is hereby granted a property tax credit against any and all municipal corporation property tax imposed upon it by the City of Cumberland for tax year 2017-2018.

*Given under our Hands and Seals this 18th day of July, 2017 with the  
Corporate Seal of the City of Cumberland hereto attached,  
duly attested by the City Clerk.*

Attest:

Mayor and City Council  
Of Cumberland

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Marjorie A. Woodring  
City Clerk

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Brian K. Grim  
Mayor

**Carver Community Center Inc.**  
**P.O. BOX 241/340 Frederick Street**  
**Cumberland, Maryland 21502**  
**Phone: 240-362-2582**

June 19, 2017

Cumberland City Council

57 N. Liberty Street

Cumberland, Maryland 21502

Dear Cumberland City Council,

The Carver Community Center Inc. wishes to again request the tax fee waiver for account numbers: 23003422, 23001233 & D05149406001202 within the city of Cumberland. The Carver Community Center Inc. will also be requesting this same waver from the Allegany County Government.

The Carver Community Center is a small local 501 C 3 nonprofit founder through various partnerships between the cities, county, and state governments as well as many local church, community and civic organizations.

The Carver Community Center Inc., Board of Directors will greatly appreciate any assistance that you can give to us in this matter and in support of all of our future endeavors.

Sincerely,

*Bonita Austin*

Bonita Austin

Carver Community Center Inc. Board of Directors

RCVD

CLERK'S OFFICE

2017JUN21 PM3:33



Margie Woodring <[margie.woodring@cumberlandmd.gov](mailto:margie.woodring@cumberlandmd.gov)>

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**Re: Carver Community Center**

1 message

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**Lisa Terrell** <[lisa.terrell@cumberlandmd.gov](mailto:lisa.terrell@cumberlandmd.gov)>

Thu, Jul 6, 2017 at 3:24 PM

To: Margie Woodring <[margie.woodring@cumberlandmd.gov](mailto:margie.woodring@cumberlandmd.gov)>

I don't think they read your letter

23 003422 already exempt

D0 5149406 - forfeited for failure to file a return for 2009 and has not filed since then

23 001233 is the only account for the resolution / 2017-2018 due in the amount of \$242.63

Lisa Terrell  
Accounting Specialist  
City of Cumberland

On Thu, Jul 6, 2017 at 2:41 PM, Margie Woodring <[margie.woodring@cumberlandmd.gov](mailto:margie.woodring@cumberlandmd.gov)> wrote:

Lisa -

Carver Community Center has submitted their yearly request for tax relief. I also attached the letter we sent them last year regarding the status of their accounts. If you could take a look and let me know what's up for this year, it would be appreciated.

Thanks,  
M.

*Margie Woodring*

City Clerk / Assistant City Administrator  
**CITY OF CUMBERLAND**  
57 N. Liberty Street  
Cumberland, MD 21502  
Phone: 301-759-6447  
Email: [margie.woodring@cumberlandmd.gov](mailto:margie.woodring@cumberlandmd.gov)



Regular Council Agenda  
July 18, 2017

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**Description**

Order authorizing the Chief of Police to accept a GOCCP Grant entitled School Safety Enforcement in the amount of \$24,880 for police overtime to perform after school safety patrols along with providing educational material for students and the creation of public safety announcements

**Approval, Acceptance / Recommendation**

Budgeted

1st Reading

2nd Reading

3rd Reading

**Value of Award (if applicable)**

\$24,880.00

**Source of Funding (if applicable)**

SBSE-2018-0013

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

ORDER NO. \_\_\_\_\_

DATE: July 18, 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 "School Safety Enforcement" in the amount of Twenty-four Thousand, Eight Hundred Eighty-eight Dollars and No Cents (\$24,880.00) for the period 8/1/17 to 6/30/18, providing police overtime support, school safety training, safety promotional items, and public service announcements.

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**Brian K. Grim, Mayor**

Grant: SBSE-2018-0013



# GOVERNOR'S COORDINATING OFFICES

COMMUNITY INITIATIVES • SERVICE & VOLUNTEERISM • MINORITY AFFAIRS  
CRIME CONTROL & PREVENTION • CHILDREN • DEAF & HARD OF HEARING  
PERFORMANCE IMPROVEMENT • GRANTS

July 11, 2017

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

RE: SBSE-2018-0013

Dear Chief Hinnant:

I am pleased to inform you that your grant application submitted by **Cumberland Police Department**, entitled "**School Safety Enforcement**", in the amount of \$24,880.00 has received approval under the School Bus Safety Enforcement Md Criminal Procedure Annotated Code: MD Pub Safety Code § 4-202 (2013) 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 School Safety Enforcement program will enhance the safety of students in and around our schools. The program supports proactive measures by allowing for specialized after school patrols around the schools. Further, the program will enhance safety within the schools by supporting the development of school active assailant programs. A public service announcement campaign will also be utilized through printed advertisements on student materials. Program funds provide overtime, public service announcements and equipment.

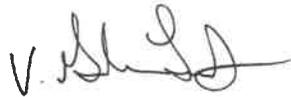
Please pay particular attention to the instructions included on the Grant Award. It is important that you **carefully review all Special Conditions** attached to this award. Additionally, the General Conditions for all grant awards issued by our office are located online, at [www.goccp.maryland.gov](http://www.goccp.maryland.gov). 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.

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: Lieutenant Chuck Ternent



7/11/2017

Governor's Office of Crime Control and Prevention



Control Number:

34154

Regional Monitor:

Jones, Quentin

Fiscal Specialist:

Quinn, Laura

# Grant Award & Acceptance Form

<b>Grant Award Number:</b>	<b>SBSE-2018-0013</b>	
<b>Sub-recipient:</b>	Cumberland Police Department	
<b>Project Title:</b>	School Safety Enforcement	
<b>Implementing Agency:</b>	Cumberland Police Department	
<b>Award Period:</b>	<b>08/01/2017 - 06/30/2018</b>	CFDA: Special

Funding Summary	Grant Funds	100.0 %	<b>\$24,880.00</b>
	Cash Match	0.0 %	<b>\$0.00</b>
	In-Kind Match	0.0 %	<b>\$0.00</b>
	Total Project Funds		<b>\$24,880.00</b>

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

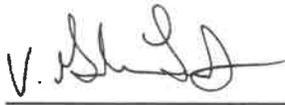
**School Bus Safety Enforcement Md Criminal Procedure Annotated Code: MD Pub Safety Code § 4-202 (2013)**

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:**



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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.

Special



### Budget Notice

<b>Grant Award Number:</b>	<b>SBSE-2018-0013</b>	
<b>Sub-recipient:</b>	Cumberland Police Department	
<b>Project Title:</b>	School Safety Enforcement	
<b>Implementing Agency:</b>	Cumberland Police Department	
<b>Award Period:</b>	<b>08/01/2017 - 06/30/2018</b>	CFDA: Special

Funding Summary	Grant Funds	100.0 %	<b>\$24,880.00</b>
	Cash Match	0.0 %	<b>\$0.00</b>
	In-Kind Match	0.0 %	<b>\$0.00</b>
	<b>Total Project Funds</b>		<b>\$24,880.00</b>

#### Personnel

Description of Position	Salary Type	Funding	Total Budget
Officer	Overtime	Grant Funds	\$17,280.00
Officer - School Safety Support	Overtime	Grant Funds	\$3,600.00
<b>Personnel Total:</b>			<b>\$20,880.00</b>

#### Equipment

Description	Funding	Quantity	Unit Cost	Total Budget
School Safety Training - Airsoft Toy Handguns	Grant Funds	6	\$50.00	\$300.00
School Safety Training - Airsoft Toy Long Guns	Grant Funds	2	\$100.00	\$200.00
School Safety Training - Protective Masks	Grant Funds	10	\$50.00	\$500.00
<b>Equipment Total:</b>				<b>\$1,000.00</b>

#### Other

Description	Funding	Quantity	Unit Cost	Total Budget
School Bus Safety Ad	Grant Funds	1	\$1,000.00	\$1,000.00
School Safety Promotional Items	Grant Funds	1	\$2,000.00	\$2,000.00
<b>Other Total:</b>				<b>\$3,000.00</b>

Approved:   
 \_\_\_\_\_  
 Governor's Office of Crime Control and Prevention Authorized Representative

Effective Date: 8/1/2017



Regular Council Agenda  
July 18, 2017

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**Description**

Order authorizing the Chief of Police to accept a GOCCP Safe Streets Grant for FY18 in the amount of \$220,000 for personnel and overtime costs associated with ongoing initiatives to address the high incidents of crime, with special attention to the heroin issues in Cumberland and the surrounding areas of Allegany County

**Approval, Acceptance / Recommendation**

Budgeted

1st Reading

2nd Reading

3rd Reading

**Value of Award (if applicable)**

\$220,000.00

**Source of Funding (if applicable)**

MDSS-2018-0028

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

ORDER NO. \_\_\_\_\_

DATE: July 18, 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 "Safe Streets" in the amount of Two Hundred Twenty Thousand Dollars and No Cents (\$220,000.00) for the period 7/1/17 through 6/30/18 to provide salary support, overtime pay, and contractual services.

\_\_\_\_\_  
**Brian K. Grim, Mayor**

Grant: MDSS-2018-0028



# GOVERNOR'S COORDINATING OFFICES

COMMUNITY INITIATIVES • SERVICE & VOLUNTEERISM • MINORITY AFFAIRS  
CRIME CONTROL & PREVENTION • CHILDREN • DEAF & HARD OF HEARING  
PERFORMANCE IMPROVEMENT • GRANTS

July 11, 2017

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

RE: MDSS-2018-0028

Dear Chief Hinnant:

I am pleased to inform you that your grant application submitted by **Cumberland Police Department**, entitled "**Safe Streets**", in the amount of \$220,000.00 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 Safe Streets program addresses high incidents of crime, within the City and surrounding areas contained in Allegany County. Strategies rely heavily on the cooperation of coalition partners for intelligence gathering, streamlined information sharing, targeted enforcement, and effective prosecution. Resources are leveraged to identify, track and apprehend violent offenders, and address dangerous substance incidents. Grant funds provide overtime and contractual services.

Please pay particular attention to the instructions included on the Grant Award. It is important that you **carefully review all Special Conditions** attached to this award. Additionally, the General Conditions for all grant awards issued by our office are located online, at [www.goccp.maryland.gov](http://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.

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



7/11/2017

Governor's Office of Crime Control and Prevention



Control Number:

34202

Regional Monitor:

Jones, Quentin

Fiscal Specialist:

Quinn, Laura

# Grant Award & Acceptance Form

<b>Grant Award Number:</b>	<b>MDSS-2018-0028</b>	
<b>Sub-recipient:</b>	Cumberland Police Department	
<b>Project Title:</b>	Safe Streets	
<b>Implementing Agency:</b>	Cumberland Police Department	
<b>Award Period:</b>	<b>07/01/2017 - 06/30/2018</b>	CFDA: State

Funding Summary	Grant Funds	100.0 %	<b>\$220,000.00</b>
	Cash Match	0.0 %	<b>\$0.00</b>
	In-Kind Match	0.0 %	<b>\$0.00</b>
	<b>Total Project Funds</b>		<b>\$220,000.00</b>

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:**

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**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.



Regional Monitor:  
Fiscal Specialist:

Jones, Quentin  
Quinn, Laura

Governor's Office of Crime Control and Prevention

## Budget Notice

<b>Grant Award Number:</b>	<b>MDSS-2018-0028</b>	
<b>Sub-recipient:</b>	Cumberland Police Department	
<b>Project Title:</b>	Safe Streets	
<b>Implementing Agency:</b>	Cumberland Police Department	
<b>Award Period:</b>	<b>07/01/2017 - 06/30/2018</b>	CFDA: State

Funding Summary	Grant Funds	100.0 %	<b>\$220,000.00</b>
	Cash Match	0.0 %	<b>\$0.00</b>
	In-Kind Match	0.0 %	<b>\$0.00</b>
	<b>Total Project Funds</b>		<b>\$220,000.00</b>

### Personnel

Description of Position	Salary Type	Funding	Total Budget
Law Enforcement Officers	Fringe	Grant Funds	\$4,350.00
Law Enforcement Officers	Overtime	Grant Funds	\$33,060.00
<b>Personnel Total:</b>			<b>\$37,410.00</b>

### Contractual Services

Description	Funding	Quantity	Unit Cost	Total Budget
Allegany County Sheriff's Office - Fringe	Grant Funds	0	\$0.00	\$2,900.00
Allegany County Sheriff's Office - Overtime	Grant Funds	580	\$38.00	\$22,040.00
Crime Analyst - Fringe	Grant Funds	0	\$0.00	\$3,825.00
Crime Analyst - Salary	Grant Funds	2080	\$24.04	\$50,000.00
Safe Streets Coordinator - Fringe	Grant Funds	0	\$0.00	\$3,825.00
Safe Streets Coordinator - Salary	Grant Funds	2080	\$24.04	\$50,000.00
State's Attorney Investigator	Grant Funds	0	\$0.00	\$50,000.00
<b>Contractual Services Total:</b>				<b>\$182,590.00</b>

Approved:   
 \_\_\_\_\_  
 Governor's Office of Crime Control and Prevention Authorized Representative

Effective Date: 7/1/2017



Regular Council Agenda  
July 18, 2017

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**Description**

Order authorizing acceptance of a Clean Up & Green Up Grant from the Maryland Environmental Trust in the amount of \$5,000 to be used for neighborhood beautification efforts coordinated by the Neighborhood Advisory Commission

**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 18, 2017

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

THAT the City be and is hereby authorized to accept a Clean Up & Green Up Maryland Grant from the Maryland Environmental Trust in the amount of \$5,000 for neighborhood beautification efforts coordinated by the Neighborhood Advisory Commission.

---

**Brian K. Grim, Mayor**

May 6, 2017



City of Cumberland's Neighborhood Advisory Commission  
Attn: Terri Hast  
57 N. Liberty Street  
Cumberland, MD 21502

*Protecting Land Forever*

Dear Terri Hast,

On behalf of the Maryland Environmental Trust and the Maryland Department of Housing and Community Development, I am pleased to inform you that the City of Cumberland's Neighborhood Advisory Commission has been chosen to receive a Clean Up & Green Up Maryland Grant in the amount of \$5,000 as part of the state's Keep Maryland Beautiful program to eliminate litter and implement beautification initiatives. Congratulations and thank you for your continued commitment to protecting our environment and beautifying Maryland.

When you receive the check please sign and date the enclosed "Grant Receipt Form" and return it to me at [KMB.dnr@maryland.gov](mailto:KMB.dnr@maryland.gov). Checks will be mailed out by the end of July. All award recipients are required to submit a project report to the Maryland Environmental Trust by January 28, 2018. This report should detail:

- The main achievement of the project;
- Photographs of your project (a PowerPoint if possible);
- Community involvement;
- Press coverage;
- Final Budget.

Also, please be sure to use the following names and logos on any collateral materials – such as brochures or flyers – and in any media/promotion of your project in print or online: Keep Maryland Beautiful, the Maryland Environmental Trust and the Maryland Department of Housing and Community Development. The logos will be provided to you by email. Additionally, if applicable, we will provide signage that must be posted at your project site that acknowledges that the activity is supported by the Clean Up & Green Up Maryland grant. We look forward to learning more about your organization and activities. Please keep me informed of your progress. My e-mail is [wendy.stringfellow@maryland.gov](mailto:wendy.stringfellow@maryland.gov). We may contact you about arranging for a visit to your project or using the details of your award in our marketing of the grant program.

Sincerely,

A handwritten signature in blue ink that reads "Wendy Stringfellow".

Wendy Stringfellow  
Keep Maryland Beautiful Grant Program Manager



## 2017 GRANT RECEIPT FORM

I, \_\_\_\_\_,

certify that City of Cumberland's Neighborhood Advisory Commission (FID #52-6000786) has received a check in the amount of \$5,000 from the Keep Maryland Beautiful grant program of the Maryland Environmental Trust, supported by the Maryland Department of Housing and Community Development, and the Maryland State Highway Administration.

I agree to use the following names and logos on any collateral materials – such as brochures or flyers – and in any media/promotion of the awarded project in print or online: **Keep Maryland Beautiful, the Maryland Environmental Trust, the Maryland Department of Housing and Community Development and the Maryland State Highway Administration.**

I agree to submit a one page project report and budget to the Maryland Environmental Trust by January 28, 2018 to [KMB.dnr@maryland.gov](mailto:KMB.dnr@maryland.gov). The report will include a two-paragraph narrative of project progress (including pictures, publicity and/or a PowerPoint) and accomplishments and a list of expenditures paid for with these grant funds.

### NAME OF GRANT RECIPIENT

Organization: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

### Organization:

City of Cumberland's Neighborhood Advisory Commission  
Attn: Terri Hast  
57 N. Liberty Street  
Cumberland, MD 21502

When funding is received - return this form to Wendy Strongfellow





Regular Council Agenda  
July 18, 2017

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**Description**

Order approving the abatement of real estate taxes on properties owned by the Cumberland Economic Development Corporation

**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 18, 2017

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

THAT, the real estate taxes due on the properties on the attached list owned by the Cumberland Economic Development Corporation be and are hereby abated.

---

**Mayor Brian K. Grim**

Cumberland Economic Development Corporation

Account #	Legal Description	Tax Due 2015	Tax Due 2016	Tax Due 2017	Total Due
04 014812	251 Williams St		42.31	56.15	98.46
04 031482	255 Williams St		0.00	238.39	238.39
22 002457	210 N Cecelia St		332.10	411.09	743.19
22 003453	517 Maryland Ave		337.89	370.83	708.72
22 003461	519 Maryland Ave		268.36	768.14	1036.5
22 003887	232 Cecelia St		166.05	349.64	515.69
22 004581	230 Cecelia St	200.88	325.02	154.69	680.59
22 005405	500 Park St		248.43	475.72	724.15
22 005936	228 Cecelia St		334.03	357.05	691.08
22 006010	219 Emily St		368.78	508.56	877.34
22 006339	501 Maryland Ave		287.69	315.73	603.42
22 006711	223 Cecelia St		370.40	274.41	644.81
22 006746	408 Park St		387.13	254.28	641.41
22 006878	508 Williams St		381.01	425.92	806.93
22 007769	502 Park St		466.94	582.73	1049.67
22 007874	218 Cecelia St		649.71	228.85	878.56
22 008021	211 Cecelia St		73.45	141.97	215.42
22 008455	212 Cecelia St		347.23	254.28	601.51
22 008676	226 Williams St		65.65	72.05	137.7
22 008706	214 Cecelia St		481.73	339.04	820.77
22 009141	215 Cecelia St		393.24	183.29	576.53
22 010069	227 Cecelia St		339.82	279.71	619.53
22 010255	248 Williams St		5,029.83	6,674.85	11704.68
22 011642	234 Cecelia St		211.10	275.47	486.57
22 011715	207 Cecelia St		399.68	468.30	867.98
22 012525	507 W Maryland Ave		0.00	254.28	254.28
22 012797	504 Park St		977.95	1,073.27	2051.22
22 013017	405 Maryland Ave		348.51	309.37	657.88
22 013246	412 Park St		462.43	254.28	716.71
22 013254	416 Park St		448.91	254.28	703.19
22 013327	211 Emily St		227.19	211.90	439.09
22 013335	213 Emily St		293.16	254.28	547.44
22 013696	219 Cecelia St		433.46	329.50	762.96
22 013793	503 Maryland Ave		277.07	309.37	586.44
22 014447	227 Emily St		344.97	216.14	561.11
22 015354	218 Williams St		825.10	929.18	1754.28
22 015400	220 Cecelia St		353.65	326.33	679.98
Total Real Estate Tax Due		200.88	17,299.98	19,183.32	36,684.18
D1 6645319	Corporate Taxes		13,536.58	Will be abated per SDAT Report #27 dated 7/5/17 / Processed 7/7/17	



Regular Council Agenda  
July 18, 2017

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**Description**

Order authorizing the execution of a Joint-Use Agreement between the City of Cumberland, Allegany College of Maryland, and the Maryland Department of Natural Resources for funds administered by the Maryland DNR's Program Open Space/Community Parks and Playgrounds Program, related to the grant of \$120,000 awarded to the M&CC for recreational facilities on lands owned by Allegany College

**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 18, 2017

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

THAT, the City Administrator be and is hereby authorized to execute a Joint-Use Agreement by and between the City of Cumberland, Allegany College of Maryland, and the Maryland Department of Natural Resources for funds administered by the Maryland DNR's Program Open Space/Community Parks and Playgrounds Program, related to the grant of One Hundred Twenty Thousand Dollars and No Cents (\$120,000.00) awarded to the Mayor and City Council of Cumberland for recreational facilities on lands owned by Allegany College of Maryland.

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**Brian K. Grim, Mayor**

**MARYLAND DEPARTMENT OF NATURAL RESOURCES  
PROGRAM OPEN SPACE  
COMMUNITY PARKS AND PLAYGROUNDS (CP&P) PROGRAM**

**JOINT-USE AGREEMENT**

THIS JOINT-USE AGREEMENT (this Agreement) is made this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, by and between:

- (a) Mayor and City Council of Cumberland, Maryland  
(hereinafter, the Local Government)
- (b) Allegany College of Maryland  
(hereinafter, the Third Party) and
- (c) The Department of Natural Resources, acting for and on behalf of the State of Maryland (hereinafter, the Department)

WHEREAS, the Local Government is applying Community Parks and Playgrounds funds appropriated by the Maryland General Assembly and administered by Program Open Space under Title 5, Subtitle 9 of the Natural Resources Article (2012 Replacement Volume, as amended) for recreational facilities on lands owned by the Third Party.

NOW, THEREFORE, the Local Government, the Third Party, and the Department agree as follows:

1. This Agreement applies to the facility described in the Community Parks and Playgrounds Application and Project Agreement # 16150-1-296, set forth in Attachment A, which is hereby incorporated herein by reference (the Project).
2. Any additional agreements between the Local Government, the Third Party, and any other parties with respect to the Project are set forth in Attachment B, which is hereby incorporated herein by reference. In the event of a conflict between the terms of Attachment B and the terms of this Agreement, the terms of this Agreement shall prevail.
3. The Local Government shall operate and maintain, or have operated and maintained, the Project throughout its estimated life of 20 years from the date of Board of Public Works approval as set forth in Attachment A and associated documents.
  - a. The Project shall be maintained so as to appear attractive and inviting to the public.
  - b. Sanitation and sanitary facilities shall be maintained in accordance with applicable State and local health standards.
  - c. The Project shall be kept reasonably safe for public use.
  - d. Buildings, roads, trails and other structures and improvements shall be kept in reasonable repair so as to prevent undue deterioration and to encourage public use.
4. The Local Government and the Third Party shall ensure that:
  - a. The Project shall be open for public use at all reasonable hours and times of the year, according to the type of area and facility.
  - b. The Project shall be open to entry and use by all persons, regardless of race, color, religion, sex, age, handicap, marital status, sexual orientation, gender, or ancestry or national origin, and shall be operated in compliance with Title VII of the Civil Rights Act of 1964, P.L. 88-354 (1964) and its amendments, the Americans with Disabilities Act of 1990, P.L. 101-336 and its amendments, and Section 20-601 et. seq. (Discrimination in Employment) of the State Government Article of the Annotated Code of Maryland (2014 Repl. Vol. and 2016 Supp.).
  - c. The Project shall be retained and used for public outdoor recreation or open space purposes. The Project shall not be converted to any other use without the prior written approval of the Secretary of the Department of Natural Resources, the Secretary of the Department of Budget and Management, and the Secretary of the Department of Planning. Said approval shall not be granted unless the Local

Government and/or Third Party replace the Project with facilities of at least equivalent area and of at least equivalent recreation or open space value. The monetary value of the replacement facility shall be equal to or greater than the original Program Open Space grant(s). The Secretaries, at their sole discretion, shall determine the relative recreation and open space value of the properties, considering the fair market value, usefulness, quality and location of the properties and/or facilities.

- d. The Department, its agents and employees shall have the right to inspect the Project for compliance with this Agreement.
5. To the extent permitted by law and subject to available appropriations, the Local Government agrees:
- a. To protect, indemnify and save harmless the Department, its officers, agents, and employees from and against any and all claims, demands, causes of action, and liability of any kind arising out of the operation and use of the Project.
  - b. That if the Project is rendered unusable for any reason whatsoever, the Local Government shall immediately notify the Department of said condition. The Local Government, at its own expense, shall repair the Project, taking any action necessary to restore use and enjoyment of the Project by the public.
  - c. That any violation of this Agreement shall render the Local Government liable to the Department to replace the Project with land of at least equivalent area and public recreational value, and to construct on this replacement land facilities of the same type, size, and quality of construction as those in the Project.
  - d. That in the event of a violation of any provisions of this Agreement, the State, in addition to pursuing other remedies, may impose the following sanctions until the violation has been corrected to the satisfaction of the Department:
    - i. Withhold approval of any Program Open Space and Community Parks and Playgrounds project request submitted by the Local Government to the Department;
    - ii. Withhold reimbursement from Program Open Space and Community Parks and Playgrounds funds for the State's share of the cost of the Project;
    - iii. Withhold reimbursement from Program Open Space and Community Parks and Playgrounds funds for the State's share of the cost of any or all outstanding projects of the Local Government;
    - iv. Maintain, operate, or repair the Project, charging the cost of said maintenance, operation, or repair to the Local Government as a debt due and owing the Department.
6. If the Third Party is a Board of Education that holds title to the land on which the Project is located, then, the Third Party shall permit the Project to be open to the general public, as regulated by the Third Party or the Local Government at all hours and times consistent with the type of facility, so long as same does not interfere with specific school activities.
7. This Agreement shall inure to the benefit of, and be binding upon, the parties hereto and their respective successors and assigns, including assigns and successors by way of privity of estate and contract. Nothing in this Agreement, expressed or implied, is intended to confer upon or against any person, corporation, or government unit not a party to this Agreement, any right or remedy under or by reason of this Agreement.

[The remainder of this page is intentionally left blank]

IN WITNESS WHEREOF the parties have executed this Agreement causing the same to be signed the day and year first written above.

WITNESS:

THE LOCAL GOVERNMENT:

\_\_\_\_\_  
NAME:

\_\_\_\_\_  
TITLE:

WITNESS



THE THIRD PARTY:

NAME: Cepheida S. Bambara

TITLE: President

WITNESS:

THE DEPARTMENT:

\_\_\_\_\_  
NAME:

\_\_\_\_\_  
TITLE:

Approved as to legal form and sufficiency. Approved means the document meets the legal requirements for a contract if the signature blocks are executed properly; it does not mean approval or disapproval of the transaction. Approval is of the typed language only; any modification requires re-approval.

Office of the Attorney General  
Department of Natural Resources

Note: Attachment B should set forth the respective roles of the Local Government and the Third Party for construction and development of the Project and for the operation, maintenance, supervision and scheduling of the Project. It may also include other agreements between the Local Government, the Third Party and any other parties with respect to the Project.

If there is no Attachment B to this Agreement, please initial here: \_\_\_\_\_ Local Government  
CSB Third Party



Regular Council Agenda  
July 18, 2017

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**Description**

Letter from Terri Ann Lowery, Race Director, asking for approval to hold a portion of the 2017 Great Allegheny Run in Cumberland on Saturday, October 7, 2017

**Approval, Acceptance / Recommendation**

The Chief of Police has approved the event.

Budgeted

1st Reading

2nd Reading

3rd Reading

**Value of Award (if applicable)**

**Source of Funding (if applicable)**



The Great Allegany Run  
425 Crestview Drive  
Frostburg, MD 21532  
301-268-2256

Mayor Brian Grim and City Council Members  
57 N. Liberty Street, P.O. Box 1702  
Cumberland, MD 21501-1702

RE: 2017 Great Allegany Run

Dear Mayor Grim and City Council Members:

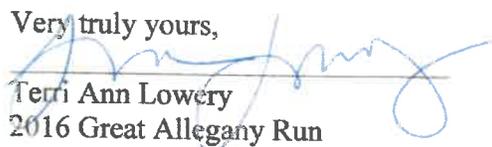
The Queen City Striders request your approval of the enclosed Special Events Permit to hold the 2017 Great Allegany Run (GAR) on Saturday, October 7, 2017. Our plan is to conduct the GAR in the same manner as last year's event. Race proceeds will be donated to Allegany County Habitat for Humanity. We are also planning to have a great after-party at Mezzo's.

This will be the 36<sup>th</sup> running for the GAR. It has become a popular fixture on the regional road racing circuit. We have many local families that participate in the run. It also brings many people from out of the area spend time in Cumberland for the Friday night and Saturday activities. We believe the GAR projects a very positive image of Cumberland and Allegany County and we hope that you will continue your excellent support of the event in 2017 as in past years, including support from hotel-motel funds. The involvement requested of the City Police and Street Departments are the same as last year, and a great crew is in place, quite familiar with the details of the attached plan from over the years.

A "Special Event" permit application and event plan are attached. If this request meets with your approval, please forward it to the City Police Department for further processing. Please call me at 301-268-2256 if you need additional information.

Thanks very much.

Very truly yours,

  
Terri Ann Lowery  
2016 Great Allegany Run

Enclosure (1)

copy: Jeffrey Rhodes, City Administrator



# Maryland State Highway Administration Special Event Permit – Data Sheet

Event: Great Allegany Run

Start Date: October 7, 2017 End Date: October 7, 2017

Start Time: 8:00 am End Time: 10:30 am

Purpose/Type: Charity Foot Race

Organizer: Queen City Striders

Contact Person Terri Lowery Daytime Phone: 301-268-2256

and Address: 425 Crestview Drive Evening Phone: same

Frostburg, MD 21532 Email Address: terri@trozzo.com

No. of Participants: 300 No. of Vehicles/Units: \_\_\_\_\_ Rain/Snow Date: n/a

Proposed Route: Route 36 from Mt. Savage (Masons building) to Downtown Cumberland Mall through the Narrows, to Queen City Drive and Harrison Street  
(Written Description)

Will you be occupying all or part of a highway travel lane? No \_\_\_ Yes x

Will you be closing all or part of a roadway? No \_\_\_\_\_ Yes x

If Yes to either of the above, where? With police and VFD assistance, the road will be closed in Mt. Savage briefly until there is room in the bike lane for the runners. Then the road will be closed again at the intersection of Routes 36 and 40 through the Narrows. At Henderson and Alt US 40, the race will use one lane with cone dividers and police support.

Have you requested Local Police assistance?\* No \_\_\_ Yes: x Number tbd

Have you requested Maryland State Police assistance?\* No \_\_\_ Yes X Number tbd

**\* THE EVENT ORGANIZER IS RESPONSIBLE FOR OBTAINING LOCAL AND/OR STATE POLICE ASSISTANCE \***

CIRCLE THE DISTRICT(S) AND COUNTY(S) YOUR EVENT WILL TAKE PLACE IN

- DISTRICT 1 Dorchester / Somerset / Wicomico / Worcester
- DISTRICT 2 Caroline / Cecil / Kent / Queen Anne's / Talbot
- DISTRICT 3 Montgomery / Prince George's
- DISTRICT 4 Baltimore / Harford
- DISTRICT 5 Anne Arundel / Calvert / Charles / St. Mary's
- DISTRICT 6 Allegany / Garrett / Washington
- DISTRICT 7 Carroll / Howard / Frederick

ATTACH THE FOLLOWING

- X Map of affected routes
- X Traffic Control Plan (including details on how intersections will be controlled, a detour plan, locations of police officers/volunteers and locations of all traffic control devices, as appropriate)
- D Other event details \_\_\_\_\_

(Contact the District Office to determine what, if any, additional information will be required for your event.)

**\* Submit completed Data Sheet and Signature Sheet to SHA no later than 60 DAYS prior to your event \***  
<http://www.marylandroads.com/Index.aspx?PageId=59>



# Maryland State Highway Administration Special Event Permit - Signature Sheet

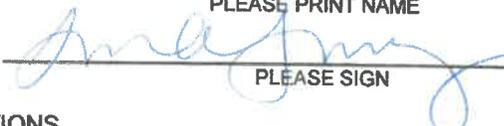
EVENT: Great Allegany Run

### ORGANIZER'S ACKNOWLEDGEMENT

I/We hereby affirm that the ORGANIZER of this EVENT and all PARTICIPANTS will comply with the Laws of the State of Maryland and any applicable county and municipal statutes and ordinances and will adhere to the terms and conditions set forth in this PERMIT. My/Our signature(s) below confirm that the ORGANIZER and all PARTICIPANTS agree to hold harmless from any liability, incurred by them or to others associated with this EVENT, the various governmental agencies providing assistance for this EVENT. The ORGANIZER may be required to obtain Liability and Property Damage Insurance with limits of at least \$300,000 per incident/\$1,000,000 aggregate.

ORGANIZER: Queen City Striders  
PLEASE PRINT NAME

REPRESENTATIVE: Terri Lowery  
PLEASE PRINT NAME

SIGNATURE:   
PLEASE SIGN

### TERMS AND CONDITIONS

- 1) This EVENT shall adhere to the route, number of participants and vehicles (not more than 10% higher than the numbers on this Permit), date(s) and times shown on the attached \_\_\_\_\_ sheet(s).
- 2) The ORGANIZER shall ensure that the approved TRAFFIC CONTROL PLAN is followed.
- 3) In the event of winter weather during the event, SHA will require access to all State Highways for weather related operations. This may require cancellation of the event.
- 4) Immediately following the event, the ORGANIZER shall clean up all litter, temporary signs and other event materials and return the roadway to a condition equal to or better than its condition before the event.
- 5) Additional stipulations: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### AGENCY APPROVALS

Before signing and giving approval for your agency, consider the following:

- 1) Ensure you have the approval authority to sign for your agency to commit manpower and resources.
- 2) Ensure you have looked over the entire application package, including the Route Map and Traffic Control Plan. If you identify any problems, have the event organizer address them prior to signing.
- 3) If reimbursement is required, ensure you have mutually agreed upon the amount (in writing) and terms under which payment will be made.

Local Government ( \_\_\_\_\_ ): \_\_\_\_\_  
AGENCY SIGNATURE PRINTED NAME DATE

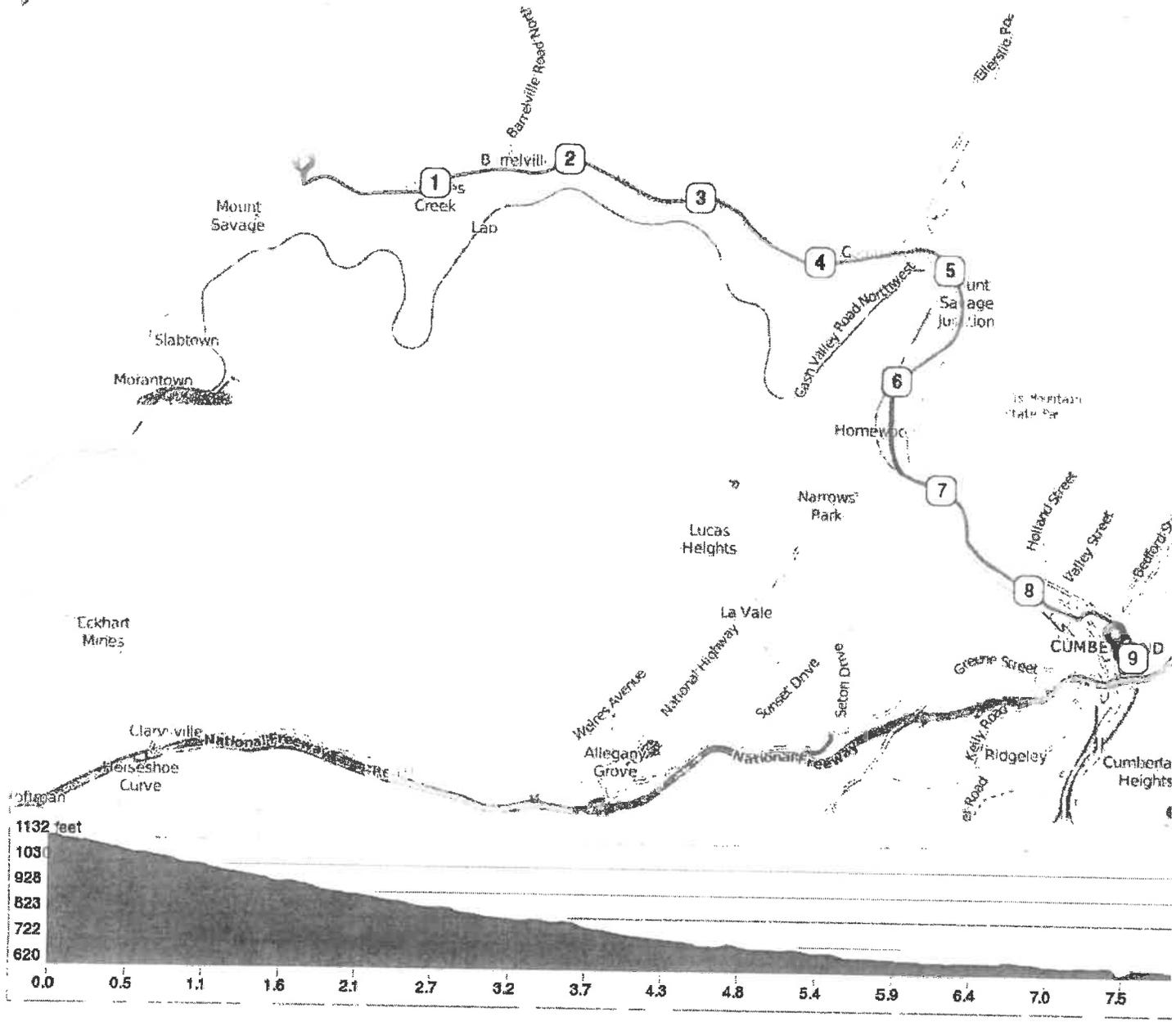
Local Government ( \_\_\_\_\_ ): \_\_\_\_\_  
AGENCY SIGNATURE PRINTED NAME DATE

Local Government ( \_\_\_\_\_ ): \_\_\_\_\_  
AGENCY SIGNATURE PRINTED NAME DATE

Maryland State Police: \_\_\_\_\_  
SIGNATURE PRINTED NAME DATE

State Highway Administration: \_\_\_\_\_  
SIGNATURE PRINTED NAME DATE

# Great Allegheny Run



Great Allegany Run

0.0	0.0	▶	Start of route
6.7	6.7	↑	Continue onto US-40 ALT E/National Hwy SW
7.8	1.1	↑	Continue onto N Mechanic St
9.1	1.3	→	R onto W Harrison St
9.3	0.2	▶	End of route

9.3 miles. +82/-599 feet

## **2017 Great Allegany Run Traffic/Runner Safety Control Plan**

### **A. Introduction**

It is proposed to conduct the 2017 Great Allegany Run very similarly to the setup that has worked well for 30 years. The Great Allegany Run (GAR) consists of three phases that need to be considered for traffic control purposes. These phases are:

1. A 15 kilometer (15K) race that begins at Mt. Savage at 8:00 a.m. About 150 participants are expected.
2. A 5-kilometer (5K) race that begins on Harrison Street near the Smith Building and proceeds as described on the following page. About 150 runners are expected.
3. A Kids Run of about 100 yards length that will be run on the closed off section of South Centre Street and finish at the finish line for the 5K and 15K. The Kids Run would be staged immediately at the conclusion of the 15K and would require the street to remain closed about 15 minutes after the completion of the 15K run.

A course description and a proposed traffic control and runner safety plan are presented below.

### **B. Route Narrative**

The courses are described below for each of the events.

The **15K race** begins near the Lions Park in Mount Savage and the course is shown on the attached sketch, Figure 1. The runners beginning at Mount Savage would require the entire roadway for the first 1.1 miles or so until reaching just north of the intersection of MD 36 and 47. At this point, traffic cones are used to mark a path about 8 feet wide in the southbound shoulder of MD 36 leaving room for traffic in the normal travel lane and runners are on the shoulder.

The race requires closure of the westbound lane of U.S. 40 Alt through the Narrows from the intersection of MD 36 at U.S. 40 Alt to the intersection with Henderson Avenue. From the intersection with Henderson Avenue, the course proceeds along the left side of Mechanic Street to the intersection with Queen City Drive. A runner's lane would be marked with traffic cones, permitting a single lane of traffic on Mechanic Street.

The runners turn left onto Queen City Drive and cross over to the right side of Queen City Drive at the intersection with N. Centre Street and use a cone-marked lane along the right side of Queen City Drive to the intersection with Harrison Street. The course turns right onto Harrison Street, using the right hand lane, and proceeds through the South George Street intersection and turns right onto South Centre Street. The course uses all of South Centre Street to the finish line near the Mall.

The **5K race** begins at the west edge of the Smith Building on Harrison Street (in front of Queen City Creamery) and the course is shown on the attached sketch, Figure 2. The course proceeds west on Harrison Street, turns north on South Centre Street, right on Frederick Street, and into the shopping center lot from the entrance on Frederick Street. The course proceeds straight

through the lot in front of the shopping center stores and enters South George Street. The course proceeds south along South George Street, turns left onto Harrison Street and from that point on is completely out and back along the 15K course. The turn-around point is on Mechanic Street, just short of the intersection of Mechanic Street and North Centre Streets. The return leg of the race is exactly the same as the 15K course and does not include the loop around the shopping center.

C. General Provisions for Traffic Control and Runner Safety

It is proposed to control traffic and protect the safety of the participants by the general provisions presented in this Section. A detailed list of assignments for all the traffic/runner interface points along the course is presented in Section D.

1. The running lane will be marked for the entire length of the course with traffic control cones. These cones will be positioned by the Cumberland Street Department within the city and by volunteers outside the city. The cones would be positioned just before the race and removed immediately after the race.
2. Law enforcement officers would be positioned at key intersections to control traffic flow. These key intersections are designated in the Traffic and Runner Safety Plan, Section D.
3. In addition to law enforcement officers, a combination of Cumberland Street Department employees, and volunteer course sentries would be stationed along the course to help control traffic, increase course visibility, and to provide information to motorists.
4. In order to cause the least possible inconvenience to the public, the GAR planners would inform the general public about the race through radio announcements and newspaper articles. In addition, businesses and residents on the race route would be mailed a race announcement during the week preceding the race.
5. As has been the City Police Department practice for past GARs, it is asked to have parking banned and cars removed from the race portions of Mechanic Street, from Queen City Drive between Mechanic Street and North Centre Street, and from South Centre Street between Harrison Street and Dexter Place.
6. A lead and trailing vehicle would accompany the 15K runners.
7. It is requested that a motorcycle mounted City Police Officer lead the 5K.
8. Traffic will be temporarily stopped on MD 36 in Mt. Savage for the start of the 15K race.
9. Westbound traffic would be halted through the Narrows at about 8:20 a.m., depending on the approach of the lead runners. To limit the time that traffic will be restricted because of the race, this portion of the course will be closed to runners and reopened to traffic at 9:30 a.m. or whenever the official end vehicle comes through, whichever

occurs first. The remainder of the racecourse would be closed to runners and reopened at 9:45 a.m., or whenever the official end vehicle comes through, whichever occurs first.

10. All course sentries will remain at their assigned positions until the course is officially closed as stated in the previous item.
11. South Centre Street would be closed to vehicular traffic from Harrison Street to Frederick Street from about 7:55 a.m. until approximately 9:45 a.m.
12. In addition to the blockage of South Centre Street noted in the previous section, the start of the 5K race would require traffic control along Frederick Street, through the shopping center lot, and along South George Street at the beginning of the race only. The last runner would complete this section in about 5 minutes and no further traffic control would be necessary on this portion of the course since the runners will not use this route on the way back to the finish line.
13. Traffic cones and/or barriers would be used to block certain side streets coming into the race lane on Mechanic and South Centre Streets.
14. The Mountain Radio Club will provide coordinating communications on race day.
15. Medical emergency teams from Mt. Savage, Corriganville, Ellerslie, LaVale, and Cumberland, as well as Western Maryland Health System, will be informed of the race details. Emergency medical aid would be provided on the course and at the finish line.
16. Water would be provided at 2-mile intervals on the course.

D. Proposed Specific Traffic Control/Runner Safety Plan

The following attachment has been prepared to list all of the intersection and runner/traffic interface points on the course for the 15K and 5K. The plan lists each intersection and place of business on the route and indicates who will be implementing traffic control measures at each of these points. The abbreviations used are:

ACSO	Allegany County Sheriff's Office
CCP	Cumberland City Police
CSD	Cumberland Street Department
MSP	Maryland State Police
V	Volunteers

This plan will be revised to reflect any changes made prior to the race.

## Special Event Checklist, Great Allegany Run, Saturday, October 7, 2017

Terri Lowery, 425 Crestview Drive, Frostburg, MD 21532 301-268-2256

1. The Great Allegany Run (GAR) consists of three events that need to be considered for traffic control purposes. All begin at 8 a.m. A 15 kilometer (15K) race begins in Mount Savage on Mount Savage Road (MD 36) by the Kemp Masonic Lodge. About 100 participants are expected. Participants proceed down MD 36. This road is temporarily closed in Mt. Savage from 8:00-8:10 a.m. with cooperation from the Allegany County Sheriff's Office (ACSO) and the Mount Savage VFD. Participants then move to the southbound shoulder with cones delineating the running area from the normal travel lanes for the remainder of the way to the Narrows. A five-kilometer (5K) race begins on Harrison Street near Queen City Creamery (the Smith Building). About 100 runners are expected and this event is entirely within Cumberland. The one event that is later is a kids run of about 100 yards length that will be run on the closed off section of South Centre Street and finish at the finish line for the 5K and 15K. The Kids Run is to be staged immediately at the conclusion of the 15K. We work with Cumberland Police with the street remaining closed about 10 minutes after the completion of the 15K run.
2. The diagram in (3) shows intersections along the routes and coverage at these points, which is made up of law enforcement officers, VFDs, and volunteers in Class 2 reflective vests. The Event Director distributes a packet to businesses and churches along the course and to explain the possible interaction points and parameter of times the runners go through along the course.
  - a. Impact is minimal as event passes through quickly, but at the same time all businesses/churches receive a flyer explaining the event with director's number to call for more questions (attached). Many of the residents come out to watch and have offered to help out as well.
  - b. See (2a) above
  - c. See (2a) above
3. Map, updated in 2011 with new USATF certification, is attached.
  - a. There is one signalized intersection outside of the Cumberland city limits – at the intersection of MD 36 & US 40 Alt, which is manned by the Maryland State Police. The Great Allegany Run director meets several times annually with officials leading up to event.
  - b. Participants park in the Holiday Inn lot (the host hotel which is where registration is held) and are bussed up to Mount Savage. There is ample parking in the Kemp Lodge Masonic lot for participants and buses. Cumberland Police and Cumberland Street Department restrict parking along Mechanic Street, North Centre Street, and from South Centre Street between Harrison Avenue and Dexter Place (This is just off the downtown Cumberland Mall, at the finish of the race.).
  - c. Traffic is one-way (closed westbound) through the Narrows (from Henderson Ave. to the MD 36 at US 40 Alt intersection), with City of Police directing detoured traffic at Henderson Ave. and the MSP directing traffic at the MD 36 @ US 40 Alt intersection. A public announcement is sent to all local media outlets with closings listed. This is printed annually

in the Times-News and is broadcast on radio stations (iii). (i) and (ii) are under direction of City Police. As to (iv):

The running lane will be marked for the entire length of the course with traffic control cones. These cones will be positioned by the Cumberland Street Department within the city and by volunteers outside the city. The cones would be positioned just before the race and removed immediately after the race.

Position	Location	Purpose	Assigned
1	MD 36 in Mt. Savage	Stop traffic at beginning of race and coordinate road closure with officer on Rt. 36 at former Melody Manor.	Mt. Savage VFD
2	Iron Rail St. & Mt. Savage Road	Keep cars from coming out onto course near start time.	Mt. Savage VFD
3	M & R Market	Keep cars from coming out onto course near start time.	V
4	Curve near Holly Gardens	Provide visibility around curve, warn runners/cars	V
5	Woodcock Hollow Road	Advise drivers not to go north on 36 after 7:50, hold all runners while runners pass.	V
6	The Manor	Hold traffic for race start	ACSO
7	The Manor	Direct runners into bike lane	V
8	Intersection @ MD 36 & 47	Direct traffic	VFD
9	Along inside curve between miles 2-3.5	Keep runners in bike lane	V
10	Porter Town Road, North Intersection	Provide motorist information and course visibility	V
11	Porter Town Road, South Intersection	Provide motorist information and course visibility	V
12	Richfield Avenue	Provide motorist information and course visibility	V
13	Kreigbaum Road @ just past Ford's Crossing	Provide motorist information and course visibility	V
14	Sheetz Store	Direct traffic on MD 36 intersection	MSP
15	Intersection, MD 36 & 35	Direct traffic	MSP
16	Cash Valley Road	Provide motorist information and course visibility	V
17	Rock Cut Road	Provide motorist information and course visibility	V
18	Timbrook Lot	Provide motorist information and course visibility	V
19	Super Shoes	Provide motorist information and course visibility	V

20	Toyota Dealer	Provide motorist information and course visibility	V
21	Collins Oldsmobile	Provide motorist information and course visibility	V
22	Shaffer Ford	Provide motorist information and course visibility	V
23	Cumberland Valley Motors	Provide motorist information and course visibility	V
24	Diamond Shine Car Wash	Provide motorist information and course visibility	V
25	Guardian Auto Glass	Provide motorist information and course visibility	V
26	Enterprise Rental Car	Provide motorist information and course visibility	V
27	Timbrook's Kia Lot	Provide motorist information and course visibility	V
28	Intersection, MD 36 & US 40 Alt	Direct traffic	MSP
29	Entrance to Locust Grove	Provide motorist information and course visibility.	V, MSP
30	Fruit Bowl	Provide motorist information and course visibility, advises drivers not to turn west on Rt 40 after 8:20.	V
31	Fruit Bowl	Advise cars not to go west on Rt 40 after Police close westbound lane.	V
32	Personal Best	Advise cars not to go west on Rt 40 after Police close westbound lane.	V
33	2, Klines Restaurant	Advise cars not to go west on Rt 40 after Police close westbound lane.	V
34	LukOil	Advise cars not to go west on Rt 40 after Police close westbound lane.	V
35	2, Amoco Station	Direct traffic, advise cars not to go west on Rt 40 after Police close westbound lane.	CSD
36	Mechanic St. & Henderson Ave.	Direct traffic, provide motorists with information on detour	CPD
37	Southern States entrance	Provide motorist information and course visibility.	V
38	Mechanic St. & N. Centre St.	Direct traffic	CPD
39	Mechanic St. & Franklin St.	Provide motorist information and course visibility.	V
40	Canada Place at Mechanic St.	Move cones into street and inform motorists that the street is closed by order of the CPD	V
41	Brooklyn Place at Mechanic St.	Same as 38.	V
42	Pioneer Place at Mechanic St.	Same as 38.	V

43	Pear St. at Mechanic St.	Same as 38.	V
44	Hampton Place at Mechanic St.	Same as 38.	V
45	Crescent Place at Mechanic St.	Same as 38.	V
46	Beverly Place at Mechanic St.	Same as 38.	V
47	Entrance to El Jinete restaurant location off Mechanic St.	Provide motorist information and course visibility.	V
48	Valley St. & Mechanic St.	Direct traffic.	CPD
49	Euclid Place	Move cones into street and inform motorists that the street is closed by order of the CPD	V
50	Eutaw Place	Move cones into street and inform motorists that the street is closed by order of the CPD	V
51	Smith St. at Mechanic St.	Move cones into street and inform motorists that the street is closed by order of the CPD	V
52	Bow St. at Mechanic St.	Move cones into street and inform motorists that the street is closed by order of the CPD	V
53	Moore's Upholstry	Provide motorist information and course visibility.	V
54	Mechanic St. & Queen City Drive	Direct Traffic.	CPD
55	N. Centre St. & Queen City Drive	Direct Traffic.	CPD
56	Methodist Church entrance onto Queen City Drive	Provide motorist information and course visibility.	V
57	Bedford St. & Queen City Drive	Provide motorist information and course visibility.	V
58	Frederick St. & Queen City Drive	Direct Traffic	CPD
59	Rose's Lot Entrance	Provide motorist information and course visibility.	V
60	McDonald's Lot exit onto Queen City Drive	Direct Traffic	CPD
61	Baltimore Ave & Queen City Drive	Direct Traffic	CPD
62	Holiday Inn lot entrance on Queen City Drive	Provide motorist information and course visibility.	V
63	Queen City Drive & Harrison St.	Direct Traffic	V
64	S. George St. & Harrison St.	Direct Traffic	CPD
65	Alley at rear of Elk's, across from 1 <sup>st</sup> United Bank.	Provide motorist information and course visibility.	V
66	Anton's lot entrance	Provide motorist information and course visibility.	V
67	S. Centre St. & Harrison St.	Direct Traffic	CPD
68	S. Centre St & Union St.	Direct Traffic	CPD
69	S. Centre St. & Dexter Place	Street Blocked	CPD

70	Baltimore Street & Mechanic St	Direct traffic for walk.	CPD
71	Baltimore St & Canal St.	Provide motorist information and course visibility.	V
The following are needed at the start of the 5K only.			
72	Frederick St. & S. Centre St.	Direct Traffic	CPD
73	Plaza Lot entrance off Frederick St.	Direct runners into Value City lot.	V
74	2, Plaza lot	Provide motorist information and course visibility.	V
75	S. George St. & Baltimore Avenue	Provide motorist information and course visibility.	V
76	Union St. & S. George St.	Provide motorist information and course visibility.	V
77	Harrison St. & S. George St.	Direct runners onto Harrison St.	V

4. There are four water tables set up along the route. The water stops at mileposts 2 and 4 are located very near the milepost signs which are marked on the road. Mile 2 is manned by local volunteers and is just past the MD 47 intersection. The station at 4, also with local volunteers, is just past Ford's Crossing. The station at mile post 6 is near the Diamond Shine car wash. The milepost 8 station is on the sidewalk beside El Jinete Mexican restaurant. These are both manned by ACHFH members or Frostburg State University volunteer clearinghouse (depending on numbers we sometimes consolidate from 4 to 3 stops). We will recycle the appropriate portions of our waste stream and report to SHA on the amount of material recycled. Volunteers are instructed to pick up discarded cups and put in trash bags. They leave bagged trash and any unopened water and left-over clean cups in a separate trash bag at the table where it is picked up by deputy director of GAR later that morning. Footprint is one table with volunteers handing out water alongside and they wear gear for their program, with safety vests mandatory.
5. There are no designated spectator locations. For the most part, people watching do so from their homes. Advance announcement is via media (print and broadcast) as to the hazards and mitigation plan for this event.
6. 350 are provided and set up by Flagger Force. These are placed from Mt. Savage to Cumberland by Flagger Force personnel at approx. 6 a.m. race morning and removed later that same morning. City of Cumberland places all cones within city limits for 5K and portion of 15K in Cumberland, and they are removed immediately after the race. Additionally, we have at least two electronic signs warning motorists placed along Route 36 a day before the event and then removed later in the day on race day.
7. All detour plans are conducted by the City of Cumberland. In Mount Savage, traffic is held briefly by the Allegany County Sheriff's Office with volunteer fire department on hand as well.
8. Mountain Radio Club is stationed all along course and police are first responders. In case of emergency, whether for participants or others, we are able to respond promptly thanks to the support of the radio club, VFDs, and police.

9. Great Allegany Run works closely with City of Cumberland Police and Maryland State Police for these locations that require police assistance. GAR is responsible for any additional costs that are borne of this assistance.
  - a. Exact locations are listed in (3c) above. In our meetings with the police will determine officers and exact numbers, but I expect it to be very similar for 2013 to past years.
  - b. Queen City Striders has approximately 50 volunteers who are assigned to locations throughout the race and at finish. They are released from their location when the last runner has passed, with accompanying trailing vehicle. We also request any overtime costs be estimated and we follow up with these entities soon after the race, both for any costs and for advice on future events. All volunteers are provided with reflective safety vests.
  - c. We are requesting the same support from the State Highway Administration as in past years and I welcome the opportunity to meet with SHA personnel in September directly to go over whether this continues or if we request MSP and others who we have worked with at those points. Cost estimates can be provided at this meeting as well.
  - d. Primary contact is Terri Lowery, Race Day Director, at 301-268-2256, other day-of emergency contacts include: Paul Yockus (Mount Savage support) 240/205-4228; Radio Club, 301/723-0305
  - e. We do not use "leap-frog" approach as that would contribute to event traffic. We have officials who are dedicated to the start or to water stops, others who are dedicated to the finish.
  - f. If there are MOUs for this event, they would be initiated by governing bodies such as City of Cumberland. What we provide each year is a Special Events Permit which is signed off by various bodies, as well as a downtown mall permit. This is a non-profit event.
10. Queen City Striders is an organization in good standing with the Road Runners Club of America, which carries comprehensive insurance that protects the event and the organization.
11. Event is held rain or shine. If there is a declaration of emergency whether for weather or other, the Great Allegany Run is in close contact with all media outlets toward this announcement.