



Board of County Commissioners

David J. Caporale, President
William R. Atkinson, Commissioner
Creade V. Brodie, Jr., Commissioner
Jason M. Bennett, CPA, Administrator
T. Lee Beeman, Esq., Attorney

Public Business Meeting Agenda

Thursday, March 23, 2023 - 5:00 PM

*Allegany County Office Building, 701 Kelly Road, Allegany Room 100
Cumberland, Maryland 21502*

WE ASK THOSE CITIZENS WISHING TO ADDRESS THE BOARD TO REGISTER ON THE SIGN-UP SHEET AND CONDENSE THEIR COMMENTS TO FIVE MINUTES OR LESS.

THIS WILL ALLOW AN OPPORTUNITY FOR EVERYONE WISHING TO COME FORWARD TO HAVE A CHANCE TO SPEAK. WE WILL CONDUCT OUR MEETING IN AN ORDERLY FASHION AND ASK THAT EVERYONE WISHING TO SPEAK FIRST BE RECOGNIZED BY THE PRESIDENT, COME TO THE MICROPHONE, AND GIVE HIS OR HER NAME AND ADDRESS PRIOR TO THEIR COMMENTS.

1. Pledge of Allegiance

2. Call to Order & Roll Call

3. Approval of Agenda

4. Approval of Previous Meetings Minutes

5. Presentations

- A. Mountain Maryland Trails - Check Presentation

6. Public Hearing

- A. Constant Yield Public Hearing

7. Action Agenda

8. Consent Agenda

- A. Request for Tax Abatement - (2) Properties from the City of Cumberland
- B. Operating Agreement with Aramark Correctional Services, LLC - Amendment No. 5
- C. Rules & Regulations Governing Employees of Allegany County, Maryland - Resolution 23-6
- D. Bowling Green Drainage Improvement Project - Phase III - Request to Approve Award of Construction Contract
- E. Priority Letter to MDOT - 2023 Allegany County
- F. Community Promotions Request - Oldtown Summerfest

9. Public Comment

10. Reports

- A. County Administrator
- B. County Attorney

11. Commissioner Comments

12. Reminders/Upcoming Meetings

- A. NEXT MEETING - April 6, 2023, 5:00 PM

13. Adjournment



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**Public Business Meeting
Staff Report
Department: Finance**

To: Jason M. Bennett, CPA, County Administrator
From: Pam Diaz, Deputy Director
Date Prepared: March 20, 2023
Meeting Date: March 23, 2023
Subject: Constant Yield Public Hearing
Supporting Documents: Yes

1. Background

Annual presentation/public hearing of the Constant Yield adjustment for FY 2024. Notice of this public hearing was run in the local newspaper (Cumberland Times-News) on Monday, March 13, 2023.

2. Issues

3. Financial Impact

4. Alternatives

5. Other Considerations

6. Conformity to County Policy

7. Recommendation

ALLEGANY COUNTY

NOTICE OF A PROPOSED REAL

PROPERTY TAX INCREASE

The County Commissioners of Allegany County propose to increase real property taxes.

1. For the tax year beginning July 1, 2023, the estimated real property assessable base will increase by 3.7% from \$2,309,026,224 to \$2,394,693,359.
2. If Allegany County maintains the current tax rate of \$.9750 per \$100 of assessment, real property tax revenues will increase by 3.7% resulting in \$835,255 of new real property tax revenues.
3. In order to fully offset the effect of increasing assessments, the real property tax rate should be reduced to \$0.9401, the constant yield tax rate.
4. The County is considering not reducing its real property tax rate enough to fully offset increasing assessments. The County proposes to adopt a real property tax rate of \$.9750 per \$100 of assessment. This tax rate is 3.7% higher than the constant yield tax rate and will generate \$835,255 in additional property tax revenues.

A public hearing on the proposed real property tax rate increase will be held at 5:00 pm on March 23, 2023 in the County Commissioners' Meeting Room, County Office Complex, 701 Kelly Road, Cumberland, Maryland.

The hearing is open to the public and public testimony is encouraged. Persons with questions regarding this hearing may call (301) 777-5911 for further information.

There are certain municipalities within the County which have different tax rates. The above revenues and tax rates are county wide, excluding municipalities with different tax rates. The following chart provides the corresponding information and tax rates for those municipalities.

**ALLEGANY COUNTY NOTICE
OF A PROPOSED
PROPERTY TAX INCREASE**

JURISDICTION	a PERCENTAGE INCREASE IN BASE	b PREVIOUS ASSESSABLE BASE	c NEW ASSESSABLE BASE	d CURRENT TAX RATE	e PERCENTAGE INCREASE IN REVENUES	f INCREASE IN REVENUES
EXCLUDING TOWNS	3.7%	\$2,309,026,224	\$2,394,693,359	\$0.9750	3.7%	\$835,255
BARTON	8.0%	12,240,570	13,215,983	0.8953	8.0%	8,733
CUMBERLAND	2.8%	922,800,275	948,369,248	0.8161	2.8%	208,668
FROSTBURG	4.6%	371,240,834	388,383,811	0.8474	4.6%	145,270
LONACONING	7.2%	29,295,032	31,408,588	0.8632	7.2%	18,244
LUKE	-30.3%	28,722,831	20,011,804	0.8609	-30.3%	(74,993)
MIDLAND	7.3%	12,484,006	13,391,305	0.8953	7.3%	8,123
WESTERNPORT	7.2%	54,695,648	58,627,845	0.8953	7.2%	35,205
		<u>\$3,740,505,420</u>	<u>\$3,868,101,943</u>			<u>\$1,184,505</u>

JURISDICTION	g CONSTANT YIELD TAX RATE	h PROPOSED TAX RATE	i PERCENTAGE HIGHER THAN CONSTANT YIELD	j ADDITIONAL PROPERTY TAX REVENUES
EXCLUDING TOWNS	\$0.9401	\$0.9750	3.7%	\$835,255
BARTON	0.8292	0.8993	8.5%	9,261
CUMBERLAND	0.7941	0.8183	3.0%	229,532
FROSTBURG	0.8100	0.8461	4.5%	140,221
LONACONING	0.8051	0.8609	6.9%	17,522
LUKE	1.2356	0.8593	-30.5%	(75,313)
MIDLAND	0.8346	0.8993	7.8%	8,658
WESTERNPORT	0.8353	0.8993	7.7%	37,550
				<u>\$1,202,686</u>

Lawmakers: McKay, Buckel share displeasure with Hunter Douglas closure

CONTINUED FROM 1A

that nature and that number of employees in a county of our size," said Buckel.

According to Dave Capraro, Allegany County Board of Commissioners president, about 360 employees will be impacted; however about 130 employees, who work phone service from home, will likely retain their jobs.

McKay took to the Senate floor Wednesday to register his disapproval with policies he feels are not business-friendly.

"Colleagues, I rise today to inform you, unfortunately, that I have some bad news for Western Maryland and Allegany County in particular," said McKay. "As a senator who represents Appalachia, I must remind the body that the policies we pass here have consequences."

McKay cited issues such as the acceleration of the minimum wage increase, which he says puts strain on businesses. He said the original timetable developed two years ago for increasing the minimum wage to \$35 was better than plans developed to speed up the timetable.

"I truly believe Gov. Moore believes his line, 'Leave no one behind,'" said McKay. "It has more meaning to me today than it did 24 hours ago. We talk about struggling families — it is a statewide problem, but it is also an Allegany County problem."

Maryland is not demonstrating itself as business-friendly compared to our neighbors to the north of us and the south of us."

Del. Mike McKay

McKay said losing jobs to neighboring states is something Maryland can do something about. He said the level of regulations on Maryland businesses makes it difficult for the state to compete with Pennsylvania and West Virginia.

"A lot of it is in the economy, I agree; it's the demand for that product," said McKay. "But Maryland is not demonstrating itself as business-friendly compared to our neighbors to the north of us and the south of us."

Allegany County, being close to borders of two states, allows businesses to relocate easily. "In some areas you can go across the border to West Virginia or north six miles to Pennsylvania," he said.

"Trying to help struggling families through the policies that we pass in the General Assembly should not

hurt other struggling families from a different region," McKay said on the Senate floor. "Colleagues, policies have consequences, choices have consequences. If Maryland is going to remain business-friendly, trust me, my neighbors, my colleagues, our houses, your families (in Appalachia) are directly impact their livelihood."

Buckel said Hunter Douglas "has been for several decades one of our larger employers but seems to have been declining in employees for some time. We've had a lot of so-called mid-sized light manufacturers who have come and gone from Allegany County over the last 40 years."

He cited the Kelly Springfield Tire Co., Bayliner and Biedrakoff of America as examples.

"We have to recognize, for a variety of reasons, it is difficult to keep and maintain middle-class and upper-middle-class manufacturing jobs with companies of that nature in our corner of our state," said Buckel. "Some of this is cyclical. I don't know if there is anything that could be done for these particular types of manufacturers."

He said Hunter Douglas

500 employees like Volvo in Hagerstown seem to handle economic change better but mid-level and smaller companies are more susceptible to economic swings.

"We as a country, we put

most our eggs in two or three baskets like light manufacturers and tourism. While tourism is certainly part of the equation for Allegany County — unless you would like to consider private sector for investors tourism is, is it something that enables you to grow?"

"We've had a lot of tourism assets developed over the

last 20 or 30 years but our

population and wage growth has remained stagnant or gone backward in some cases. We tried to get a water park (located in the area), but that didn't gain traction."

Buckel added, "Times was lost in the 1990s and 2000s waiting for Kelly Springfield to come back. Are we being proactive in thinking forward about this decade or the next decade or are we just trying to keep the status quo? But when you lose someone like Hunter Douglas or Volvo (paper mill) we're not even keeping the status quo. We will see how that evolves."

McKay said the \$50 million Sen. George C. Edwards Fund awarded to Western Maryland will be beneficial in the future to help bring a company to replace Hunter Douglas.

McKay said it may not matter if the company is in the Baltimore-Washington corridor, where employers are plentiful, but one company closes, "But to us, it means the world," he said.

Craig Larey is a reporter for the Cumberland Times-News. Follow him on Twitter @CraigLareyCTN.

Raid: Gator, snake found

CONTINUED FROM 1A

lives from justice from West Virginia.

Erica Baker was being held without bond on charges including unlawful possession of a regulated firearm post-conviction, illegal possession of a handgun, possession of a magazine, use of a firearm during the commission of a felony, possession with intent to distribute (not marijuana) and possession of a firearm

post-conviction.

George was being held without bond on charges including unlawful possession of a regulated firearm post-conviction, illegal possession of a handgun, posse

ssion of a magazine, use of a firearm during the commission of a felony, possession with intent to distribute (not marijuana) and possession of a firearm

under the age of 21.

In addition to the sheriff's office and its Special Response Team, the Cumberland Emergency Response Team, the Bureau of Alcohol, Tobacco and Firearms, West Virginia State Police, Highlands Drug and Violent Crime Task Force, Washington County Sheriff's Office and Frostburg and Cumberland Police Departments took part in the operation.

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	BASE	BASE	BASE		REVENUES	
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BARTON	8.0%	12,240,570	13,215,983	0.8953	8.0%	8,733
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		\$3,740,505,420	\$3,868,101,943			\$1,184,505

JURISDICTION	CONSTANT YIELD TAX RATE	PROPOSED TAX RATE	PERCENTAGE HIGHER THAN CONSTANT YIELD	ADDITIONAL PROPERTY TAX REVENUES	REVENUES
	TAX RATE	RATE	CONSTANT YIELD	REVENUES	
EXCLUDING TOWNS	\$0.9401	\$0.9750	3.7%	\$835,255	
BARTON	0.8292	0.8993	8.5%	9,261	
CUMBERLAND	0.7941	0.8183	3.0%	229,532	
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MIDLAND	0.8346	0.8593	7.8%	8,658	
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**Public Business Meeting
Item Summary Report
Department: Finance**

To: Allegany County Commissioners
From: Jason Bennett, County Administrator
Subject: Request for Tax Abatement - (2) Properties from the City of Cumberland
Supporting Documents: Yes

1. Summary of Request

The City of Cumberland is requesting tax abatement for two properties. The properties have been reclaimed by the City with plans to be demolished. Taxes were paid and are current, and the City is seeking reimbursement retroactively. Properties in question are located at 102 Altamont Terrace and 220 Harrison Street.

2. Financial Impact

\$1,208.74 total in refunded tax fees

3. Recommendation

Recommendation to approve



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MOTION

By motion duty carried by the County Commissioners of Allegany County, Maryland, the following action was authorized as part of the agenda for 3/23/2023 Commissioners Public Meeting.

Board of County Commissioners to approve Request for Tax Abatement - (2) Properties from the City of Cumberland.

VOTING RECORD

DJC

WRA

CVB

CERTIFICATION

I, Linda A. Simpson, County Clerk to the Commissioners of Allegany County, Maryland, hereby certify that the above action of the Commissioners is a part of the formal, written record of the public meeting held on 3/23/2023.

Linda A. Simpson, County Clerk

Invoice

CITY OF
CUMBERLAND
MARYLAND

DEPARTMENT OF FINANCE

301 759 6405

Date: 2/9/2023

Due: 3/10/2023

TO: Allegany County Finance Office
Attn: Bill Lashbaugh
701 Kelly Road
Cumberland, MD 21502

FOR: Property Transferring to City of Cumberland
102 Altamont Terrace - 22 008536
County Taxes to be Refunded
Property - Taxable to Exempt

Total Due: **\$ 671.70**

Please make check payable to: Mayor & City Council of Cumberland

Mail Payment to: Mayor & City Council
Attn: Lisa Terrell
57 N Liberty Street
Cumberland, MD 21502-1702

Rev Code: ACR

Invoice

CITY OF
CUMBERLAND
MARYLAND

DEPARTMENT OF FINANCE

301 759 6405

Date: 11/22/2022

Due: 12/22/2022

TO: Allegany County Finance Office
Attn: Bill Lashbaugh
701 Kelly Road
Cumberland, MD 21502

FOR: Property Transferring to City of Cumberland
220 Harrison Street - 22 015974
County Taxes to be Refunded
Property - Taxable to Exempt

Total Due: \$ 357.04

Please make check payable to: Mayor & City Council of Cumberland

Mail Payment to: Mayor & City Council
Attn: Lisa Terrell
57 N Liberty Street
Cumberland, MD 21502-1702

Rev Code: EXRE



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**Public Business Meeting
Staff Report
Department: Detention Center**

To: Jason M. Bennett, CPA, County Administrator
From: Daniel Lasher, Captain
Date Prepared: March 17, 2023
Meeting Date: March 23, 2023
Subject: Operating Agreement with Aramark Correctional Services, LLC - Amendment No. 5
Supporting Documents: Yes

1. Background

Aramark provides food service for the Allegany County Detention Center. This is Amendment #5 to their contract running through July 7, 2024.

2. Issues

N/A

3. Financial Impact

Including a price increase per meal ranging from .25 to .56 per meal depending on the number of inmates.

4. Alternatives

N/A

5. Other Considerations

N/A

6. Conformity to County Policy

Yes

7. Recommendation

Board of County Commissioners to approve Amendment #5 with Aramark, LLC. These increases are in line with food cost inflation.

Amendment No. 5 to Operating Agreement – Food Service

THIS AMENDMENT NO. 5 (the “Amendment”), is entered into this 9th day of March, 2023 by and between **County of Allegany**, with offices at the Allegany Sheriff’s Office, 14300 McMullen Highway, S.W., Cumberland, Maryland 21502 (the “County”), and **Aramark Correctional Services, LLC**, a Delaware limited liability company, having its principal place of business located at 2400 Market Street, Philadelphia Pennsylvania 19103 (“Aramark”).

WHEREAS, County and Aramark entered into an Operating Agreement dated August 8, 2019 for the management of the food service operation at Allegany County Detention Center located at 14300 McMullen Highway, S.W., Cumberland, Maryland 21502 (as amended, the “Agreement”); and

WHEREAS, the parties desire to amend the provisions of the Agreement as follows, effective July 8, 2023.

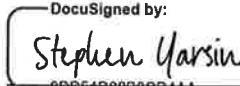
NOW, THEREFORE, in consideration of the foregoing and of the mutual promises in the Agreement and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as set forth below. Capitalized terms used but not defined in this Amendment have the meanings ascribed to such terms in the Agreement.

- 1. Price Adjustment:** In accordance with Paragraph 3(B) of the Agreement, the parties agree that the price per meal charged to County by Aramark shall be changed as set forth on Attachment A, attached hereto. This price shall be effective from July 8, 2023 through July 7, 2024 and shall supersede on all respects the price per meal set forth on Attachment A of the Agreement or in any other prior agreements between the parties.
2. Except as specifically set forth herein, all other terms and provisions of the Agreement shall remain unaffected by this Amendment and continue in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 5 to be signed by their duly authorized representatives the day and year first written above.

Aramark Correctional Services, LLC

By:

DocuSigned by:

Stephen Yarsinsky
80054D02B00CDAA
Vice President, Finance

County of Allegany, State of Maryland

By: _____

By: _____

By: _____

Attachment A
Allegany County, Maryland
July 8, 2023 through July 7, 2024

Number of Inmates	Price Per Meal
- 89	\$ 3.450
90 99	\$ 3.105
100 109	\$ 2.906
110 119	\$ 2.742
120 129	\$ 2.631
130 139	\$ 2.514
140 149	\$ 2.397
150 159	\$ 2.301
160 169	\$ 2.227
170 179	\$ 2.161
180 189	\$ 2.085
190 199	\$ 2.017
200 209	\$ 1.955
210 219	\$ 1.916
220 +	\$ 1.878
Staff Meals	\$ 1.250

*The total number of meals served (inmate, sacks, & diets) per week shall be divided by 21 in order to determine the price point on the sliding scale.



Allegany County			
Market Basket Price Redetermination Statement			
Period Ended December 31			
CATEGORY	Menu Weighting	December Category CPI %	Weighted CPI %
Baked Goods	9.67%	16.06%	1.55%
Beverage	4.02%	12.16%	0.49%
Dairy	17.59%	15.26%	2.68%
Grocery	35.43%	13.94%	4.94%
Produce	15.70%	8.45%	1.33%
Protein	17.59%	7.68%	1.35%
TOTAL	100.00%		12.34%
December 2022 CPI Food Away from Home Index			8.25%
Greater of Market Basket to December CPI - Food Away from Home			12.34%

Attachment A
Allegany County, Maryland
July 8, 2023 through July 7, 2024

Number of Inmates	Price Per Meal	
-	\$ 3.450	,54
90	\$ 3.105	,49
100	\$ 2.906	,44
110	\$ 2.742	,44
120	\$ 2.631	,33
130	\$ 2.514	,40
140	\$ 2.397	,38
150	\$ 2.301	,37
160	\$ 2.227	,40
170	\$ 2.151	,35
180	\$ 2.085	,33
190	\$ 2.017	,32
200	\$ 1.955	,31
210	\$ 1.916	,30
220	\$ 1.878	,30
Staff Meals	\$ 1.250	,25

*The total number of meals served (inmate, sacks, & diets) per week shall be divided by 21 in order to determine the price point on the sliding scale.

Attachment A
Allegany County, Maryland
July 8, 2022 through July 7, 2023

Number of Inmates		Price Per Meal
-	89	\$ 2.899
90	99	\$ 2.609
100	109	\$ 2.442
110	119	\$ 2.304
120	129	\$ 2.211
130	139	\$ 2.113
140	149	\$ 2.015
150	159	\$ 1.933
160	169	\$ 1.872
170	179	\$ 1.808
180	189	\$ 1.752
190	199	\$ 1.695
200	209	\$ 1.643
210	219	\$ 1.610
220	+	\$ 1.578
Staff Meals		\$ 1.000

*The total number of meals served (inmate, sacks, & diets) per week shall be divided by 21 in order to determine the price point on the sliding scale.



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**Public Business Meeting
Item Summary Report
Department: Human Resources**

To: Allegany County Commissioners
From: Tiffany Eisentrout, Office Assistant
Subject: Rules & Regulations Governing Employees of Allegany County, Maryland - Resolution 23-6
Supporting Documents: Yes

1. Summary of Request

1. Approval of job description for the position of County Investigator Narcotics with Allegany County Office of the State's Attorney.
2. Approval of Public Information area to be renamed to Public Relations & Communications, including revision of Kati Kenney's job title to be Director of Public Relations & Communications.
3. Approval of job description changes to the position of Gaming Administrator with the Allegany County Department of Finance

2. Financial Impact

N/A

3. Recommendation

N/A

COUNTY INVESTIGATOR
ALLEGANY COUNTY NARCOTICS TASK FORCE

SUMMARY

Responsible for all aspects of drug investigations including filing charges, interviewing suspects, maintaining confidential informants, conducting seizures, writing and participating in the execution of search warrants, ensure that all seized evidence/currency is accounted for, properly captured on any associated chain-of-custody forms, and is accurately submitted, coordinate with all allied departments related to ongoing operations in an effort to reduce the risk of injury to personnel and to maintain open lines of communication, attend any required court obligations and ensure pre-trial preparations are conducted and to otherwise support the mission of the Allegany County Narcotics Task Force as directed. Responsible for reporting to the State's Attorney for Allegany County and Deputies and participating in additional investigations as directed.

ESSENTIAL TASKS

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

Coordinate with all allied departments related to ongoing operations in an effort to reduce the risk of injury to personnel and to maintain open lines of communication; Support the mission of the Allegany County Narcotics Task Force; Maintain an active caseload of at least 4-8 investigations.; Conduct 3-5 operations (search warrants and/or controlled buys) per month; with emphasis on investigations which involve fentanyl, cocaine and methamphetamine; Submit all reports with supporting documentation in a timely manner. Additional emphasis should focus on the timely completion of Confidential Informant contact sheets; Maintain a professional working relationship with other task force members and allied agencies; Attend any required court obligations and ensure pre-trial preparations are conducted; Ensure that all seized evidence/currency is accounted for, properly captured on chain-of-custody forms, and are accurately submitted; All assigned vehicles, firearms, and assigned equipment will be maintained in proper working order as required by county and Maryland State Police policies and operating procedures.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of the elements of supervision and the geography of the county. Working knowledge of the criminal code section of the Maryland Annotated Code, of the motor vehicle section and those County ordinances which require enforcement by the Sheriff; preventive maintenance of motor vehicles; of human psychology and of report writing. Working knowledge of specialized programs; procedures and operations of the Sheriff's Department. Ability to apply police techniques and interpret departmental policies and regulations; to communicate clearly and concisely in the oral and written form; to write reports; to give accurate testimony in a court of law; to handle detainees under various conditions and to use good judgment under all circumstances; Skilled in the handling of firearms and restraining devices; in defensive driving; in the interviewing of complainants and in the interrogation of suspects; in report writing.

EDUCATION AND EXPERIENCE

High School Diploma. College education is preferred. Completion of the Maryland Training Academy. Five years of experience as a law enforcement officer.

(A comparable amount of training and experience may be substituted for the minimum qualifications.)

HYSICAL REQUIREMENTS

Must be in excellent physical condition and otherwise able to perform all law enforcement obligations. Ability to meet Maryland State Police physical requirements.

SPECIAL REQUIREMENTS

Possess a valid Maryland Driver's License. At Least 21 years of age. No criminal record. A certified police office and able to maintain this certification while serving as County Investigator.

DIRECTOR OF PUBLIC RELATIONS & COMMUNICATIONS

GENERAL DEFINITION OF WORK

This position relies on strong written and oral communication skills to engage a diverse public and cultivate an atmosphere that invites open dialogue internally and externally. The Director of Public Relations & Communications works alongside the County's Administration Department and is tasked with providing up-to-date information about all Board of County Commission happenings and events to both the residents of Allegany County and local media outlets.

ESSENTIAL TASKS

(These are intended as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

Internal and External Communications

- Aid in internal communications, including producing, editing and disseminating the employee enewsletter and county citizen enewsletter
- Write and distribute news releases and media advisories specific to the County's Administration Department and/or applicable internal county departments
- Communicate critical information and public safety campaigns in times of disaster or crisis, effectively to the public and/or media
- Assist with bi-weekly County Commissioner Public Meetings in coordinating news coverage and messaging
- Participate in editing correspondence for publication, coordinating the design, layout, and production of printed Allegany County Government materials.
- Assist with administrative duties as needed

Marketing and Branding

- Develop content for Allegany County Government's social media channels
- Assist in maintaining the Allegany County Government website— alleganygov.org
- Assist in marketing initiatives specific to Allegany County Government

Community Relations

- Provide opportunities to engage citizens in county initiatives, programs, events, and services
- Facilitate community input session
- Initiate and respond to correspondence related to public inquiries and citizens' concerns and complaints.
- Attend events and conferences on behalf of the County
- Coordinates County ceremonies and events such as ribbon-cuttings and groundbreakings

KNOWLEDGE, SKILLS, AND ABILITIES

- Exceptional written and verbal communication.
- Strong understanding of the media, including social media.
- Organized and detail-oriented work ethic.
- Ability to travel on short notice.
- Great public speaking and interpersonal skills.

Knowledge of complexities of local government operations, including policies, procedures, public information, service delivery issues, and law making processes; use and care of personal computers, related peripherals and computer software programs including Word and Excel; common layout and design techniques and software; basics of photography, graphic arts, and printing methods, including computerized desktop publishing.

Ability to maintain the confidentiality of information; work under pressure, meet deadlines, and handle stressful situations; establish and maintain effective working relationships with representatives of government agencies, private industry, community groups, other employees, public and private officials, and the general public; read, operate a personal computer, copiers, recording equipment, cameras, and projectors; work independently and make appropriate decisions regarding work methods and priorities; use tact and diplomacy; advocate and promote County policies, navigate and utilize various social media platforms.

EDUCATION AND EXPERIENCE

- Bachelor's degree in communications, public relations, journalism, or related field.
- Prior experience in a public relations role.

(A comparable amount of training and experience may be substituted for the minimum qualifications.)

PHYSICAL REQUIREMENTS

Work is performed primarily in an office environment. Attendance at meetings may frequently require working evenings and other non-business hours. Extended periods of sitting may be required. Substantial telephonic and in-person contact with the public, special interest groups, County officials, government agencies, and County departments require that the incumbent have the ability to communicate effectively. Requires the ability to operate a personal computer. Must be able to collect, assimilate and analyze data and information. May be required to lift and move boxes of files weighing up to 25 pounds.

SPECIAL REQUIREMENTS

Possession of a valid driver's license is required.

Exempt

Est 11/4/05, 03/22, 03/23

Reasonable accommodations may be made to enable individuals to perform the essential tasks.

GAMING OFFICE ADMINISTRATOR

GENERAL DEFINITION OF WORK:

This is an administrative, supervisory, and professional position directing the Office of Gaming under the direction of the Director of Finance. Work is reviewed and coordinated by the Director and Deputy Director of Finance.

ESSENTIAL TASKS:

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

Assist the Director of Finance in developing rules and regulations governing gaming in Allegany County. An individual in this position is responsible for managing the Gaming Office, including interpretation of policies, laws, and rules and regulations; has the discretion to approve or deny license requests, monitor compliance of qualified organizations, for-profit businesses, and wholesale vendors with all gaming laws and regulations; is responsible for the safe and proper collection and processing of gaming proceeds; shall supervise office staff and Gaming Inspection Officers; and is subject to the Rules and Regulations of Allegany County.

EDUCATION AND EXPERIENCE:

Four-year degree in office management, business administration, accounting, or related field with at least five years of professional level experience.

(A comparable amount of training and experience may be substituted for the minimum qualifications.)

KNOWLEDGE, SKILLS AND ABILITIES:

Must have computer skills in Microsoft applications including Word and Excel; thorough knowledge of business English and spelling; ability to supervise clerical personnel possessing a wide variety of skills; ability to develop procedures necessary to implement the law and directions of the Director of Finance; ability to monitor compliance with the rules and regulations through periodic inspections and review of reports and monitor activities of qualifying organizations and for-profit businesses; ability to interpret the rules, regulations and routine gaming procedures, and to inform the public, wholesalers, operators, temporaries, and the Director of Finance of the same; ability to approve operator's license applications, temporary license applications, wholesaler license applications, purchase requisitions, bills to be paid, time cards, sick time and vacation time.

PHYSICAL REQUIREMENTS:

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of the telephone and personal contact as normally defined by the ability to see, read, talk, hear, handle or feel objects and controls. Physical capability to effectively use and operate various items of office related equipment, such as, but not limited to, a personal computer, calculator, copier, and fax machine. No significant standing, walking, moving, climbing, carrying, bending, kneeling, crawling, reaching, and handling, pushing and pulling.

(Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.)

SPECIAL REQUIREMENTS:

Possession of a valid driver's license with good driving record.

Exempt

Est. 6/03; Rev. 3/23



Board of County Commissioners

David J. Caporale, President
William R. Atkinson, Commissioner
Creade V. Brodie, Jr., Commissioner
Jason M. Bennett, CPA, Administrator
T. Lee Beeman, Esq., Attorney

Public Business Meeting Staff Report Department: Public Works

To: Jason M. Bennett, CPA, County Administrator
From: Whitney Patterson, Engineer
Date Prepared: March 20, 2023
Meeting Date: March 23, 2023
Subject: Bowling Green Drainage Improvement Project - Phase III - Request to Approve Award of Construction Contract
Supporting Documents: Yes

1. Background

US220, between Milnor Avenue and Moss Avenue (Bowling Green), experienced severe flooding and sewer backups during the June 12, 2014 storm event. The flooding prompted Maryland State Highway Administration (SHA) to collect information from the Bowling Green area residents to identify the sources of flooding. SHA contracted Whitney Bailey Cox & Magnani, LLC (WBCM) to perform a drainage study of the area affected by the June 12, 2014 flooding event. The Bowling Green Flooding Hydrology/Hydraulics Study consisted of a hydrology study of 1,184 acres, review of the existing stormwater systems' hydraulic conditions throughout the Bowling Green area, and proposed short-, mid-, and long-term solutions.

Currently, the stormwater flows west to east into four major corridors each crossing under the CSX Railroad to the Potomac River. Each existing major corridor consists of upslope flow into the existing US220 right-of-way stormwater system (inlets and pipes) and outfalls at the limits of the US220 right-of-way onto private property. The SHA stormwater outfall points cause deep concentrated flows through private properties until reaching a County road side ditch, culvert cross pipe, or tributary stream to one of the four CSX Railroad crossings.

SHA and Allegany County (County) partnered with WBCM in preparing the study that was presented publicly in spring 2017. The Study proposes a stormwater system improvement plan that will be divided into four (4) phases separating the existing four (4) major drainage corridors into seven (7) minor corridors to reduce the amount of drainage area that is conveyed to the existing County stormwater systems. This provides opportunity to channelize each of the seven outfalls from the US220 stormwater system by utilizing existing drainage corridors and County right-of-way to the CSX drainage crossings. This will eliminate widespread flooding that occurs from the multiple US220 outfall points that currently flows onto private properties throughout the Bowling Green area.

In addition to the drainage improvement project, installation of new waterline will take place within public right-of-way located between US220 and Bowling Street (aka. Alley "A") from Elm Avenue north toward Dogwood Avenue to remove three (3) existing customers from the existing 20" City of Cumberland waterline located within US 220 McMullen Highway. This project will consist of a new 6" water line, water meters, valves, and in-house connections. Approximately 170 feet of water line will be installed. Also, relocation of existing sewer utilities will be installed within the project area. This relocation will remove existing sewer utilities from within the drainage corridor and upgrade existing sewer lines within Alley A from 4" lines to 6" lines with new laterals and manholes.

The County completed the design and construction plans, bidding and award, and will perform the construction administration associated with Phase III (POI 8) of the recommended improvements. The County believes that this approach is fiscally sound and would provide greater benefit to the residents of the Bowling Green area.

Advertisement for the project began on February 10, 2023 and a pre-bid conference was held on February 23, 2023. Three (3) bids were received and opened on March 14, 2023 and all were considered responsive. First Fruits Excavating, Inc. was the low bidder with a total bid of \$1,185,906.50. A bid tabulation is attached for reference.

2. Issues

The County has requested permanent and/or temporary stormwater easements from property owners where proposed drainage improvements are planned on private property. Permanent stormwater easements will provide access for future County maintenance of pipes, structures, and ditches. Temporary construction easements are required in locations where construction will fall beyond a permanent easement or right-of-way. If the property owner does not grant the County a permanent and/or temporary easement, then the County will not complete any portion of the project that would affect the property.

3. Financial Impact

The drainage improvement project will be funded through a cost-share between SHA and the County. The County will fund all costs of the project during construction. The County will receive 100% reimbursement for storm drain improvements within US220 and 50% reimbursement for storm drain improvements from US220 to CSX Railroad. Allegany County will pay 100% of storm drain improvements completed west of US220. The County's portion of the project will be funded through funds set forth by the Board of County Commissioners to assist residents affected by the June 12, 2014 storm.

4. Alternatives

Do not award the contract to First Fruits Excavating, Inc.

5. Other Considerations

N/A

6. Conformity to County Policy

Conforms to County Policy

7. Recommendation

Approve the award of the Bowling Green Drainage Improvement Project-Phase III to First Fruits Excavating, Inc., in the amount of \$1,185,906.50, and authorize the President of the County Commissioners to sign any and all necessary contract agreements or documents.

Bid For
Bowling Green Drainage Improvement Project Phase III
Contract No. AC-BG_PH3-22
Tuesday, March 14, 2023
3 pm Room 100

Carl Belt, Inc. P.O. Box 1210 Cumberland, MD 21502	Excavating Associates, Inc. P.O. Box 434 Ellerslie, MD 21529
Bid: \$1,363,173.25	Bid: \$1,224,238.00
First Fruits Excavating, Inc. 407 Plum Run Road Ridgeley, WV 26753	
Bid: \$1,185,906.50	

The above figures represent bid sheet figures as received and do not represent any County tabulation or verification of the amounts listed. Linda Simpson, County Clerk, opened bids with the assistance of Whitney Patterson, Engineer. The bids were referred to the Department of Public Works Utilities Division for review and recommendation back to the County Commissioners.

Bid Opening Date: March 14, 2023

Bowling Green Drainage Improvement Project - Phase III						First Fruits Excavating, Inc. 407 Plum Run Road Ridgeley, WV 26753		Excavating Associates, Inc. P.O. Box 434 Ellerslie, MD 21529		Carl Belt, Inc. 11521 Milnor Ave, Cumberland, MD 21502	
Item No.	Item Description	Estimated Quantity	Units	Engineer's Estimate		Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
				Unit Price	Total Cost*						
1	Mobilization	1	LS	\$15,000.00	\$15,750.00	\$53,600.00	\$53,600.00	\$51,757.00	\$51,757.00	\$16,000.00	\$16,000.00
2	Maintenance of Traffic	1	LS	\$7,500.00	\$7,875.00	\$9,120.00	\$9,120.00	\$16,595.00	\$16,595.00	\$16,550.00	\$16,550.00
3	Maintenance of Traffic - Flagger	200	HR	\$75.00	\$15,750.00	\$80.00	\$16,000.00	\$80.50	\$16,100.00	\$165.00	\$33,000.00
4	Construction Stakeout	1	LS	\$4,000.00	\$4,200.00	\$4,500.00	\$4,500.00	\$14,021.00	\$14,021.00	\$77,900.00	\$77,900.00
5	E&S Control - Silt Fence	500	LF	\$8.00	\$4,200.00	\$5.00	\$2,500.00	\$7.54	\$3,770.00	\$10.00	\$5,000.00
6	E&S Control - Stabilized Const. Entrance	2	EA	\$1,000.00	\$2,100.00	\$1,500.00	\$3,000.00	\$1,435.00	\$2,870.00	\$3,500.00	\$7,000.00
7	Clearing & Grubbing	1	LS	\$3,500.00	\$3,675.00	\$12,150.00	\$12,150.00	\$7,029.00	\$7,029.00	\$13,800.00	\$13,800.00
8	Tree Removal	1	LS	\$20,000.00	\$21,000.00	\$14,600.00	\$14,600.00	\$7,270.00	\$7,270.00	\$15,500.00	\$15,500.00
9	Shed Demolition	1	EA	\$1,500.00	\$1,575.00	\$6,000.00	\$6,000.00	\$2,992.00	\$2,992.00	\$6,200.00	\$6,200.00
10	Abandon Ex. Pipe - Flowable Filled	5	CY	\$200.00	\$1,050.00	\$225.00	\$1,125.00	\$895.00	\$4,475.00	\$700.00	\$3,500.00
11	Ex. Storm Drain Pipe Removal	55	LF	\$25.00	\$1,443.75	\$30.00	\$1,650.00	\$77.00	\$4,235.00	\$66.00	\$3,630.00
12	Ex. Sewer Pipe Removal	120	LF	\$25.00	\$3,150.00	\$40.00	\$4,800.00	\$25.20	\$3,024.00	\$50.00	\$6,000.00
13	Ex. Manhole Structure Removal	2	EA	\$500.00	\$1,050.00	\$1,600.00	\$3,200.00	\$1,892.00	\$3,784.00	\$1,150.00	\$2,300.00
13A	Ex. Retaining Wall Removal	160	LF	\$25.00	\$4,200.00	\$40.00	\$6,400.00	\$17.70	\$2,832.00	\$7.00	\$1,120.00
13B	Ex. Asphalt Removal - (Full Depth US 220)	410	SY	\$40.00	\$17,220.00	\$20.00	\$8,200.00	\$14.30	\$5,863.00	\$38.00	\$15,580.00
14	Earthwork	65	CY	\$45.00	\$3,071.25	\$50.00	\$3,250.00	\$79.40	\$5,161.00	\$66.70	\$4,335.50
15	6" Perforated Underdrain Pipe	140	LF	\$25.00	\$3,675.00	\$40.00	\$5,600.00	\$43.60	\$6,104.00	\$41.80	\$5,852.00
16	12" HDPE - Stone Backfill (Depth: 0' ≤ 5')	230	LF	\$75.00	\$18,112.50	\$90.00	\$20,700.00	\$45.40	\$10,442.00	\$77.00	\$17,710.00
17	24" HDPE - Stone Backfill (Depth: > 5' ≤ 10')	410	LF	\$125.00	\$53,812.50	\$139.00	\$56,990.00	\$178.80	\$73,308.00	\$210.00	\$86,100.00
18	18" Nyloplast Drain Basin	3	EA	\$2,500.00	\$7,875.00	\$3,400.00	\$10,200.00	\$2,964.00	\$8,892.00	\$4,760.00	\$14,280.00
19	NR Inlet (Depth: Min. 3'-6")	3	EA	\$6,000.00	\$18,900.00	\$8,550.00	\$25,650.00	\$10,013.00	\$30,039.00	\$8,075.00	\$24,225.00
20	NR Inlet (Depth: > 3'-6")	15	VF	\$1,000.00	\$15,750.00	\$600.00	\$9,000.00	\$124.20	\$1,863.00	\$285.00	\$4,275.00
21	NR Inlet - Modified (Depth: Min. 3'-6")	2	EA	\$6,000.00	\$12,600.00	\$12,450.00	\$24,900.00	\$15,937.00	\$31,874.00	\$11,740.00	\$23,480.00
22	NR Inlet - Modified (Depth: > 3'-6")	10	VF	\$1,000.00	\$10,500.00	\$800.00	\$8,000.00	\$124.00	\$1,240.00	\$286.00	\$2,860.00
23	72" Precast Manhole (Depth: 0 ≤ 9'-0")	6	EA	\$8,000.00	\$50,400.00	\$9,100.00	\$54,600.00	\$11,660.00	\$69,960.00	\$9,600.00	\$57,600.00
24	72" Precast Manhole (Depth: > 9'-0")	3.5	VF	\$1,000.00	\$3,675.00	\$500.00	\$1,750.00	\$384.00	\$1,344.00	\$500.00	\$1,750.00
25	Imbricated Rock Headwall	1	EA	\$200.00	\$210.00	\$13,600.00	\$13,600.00	\$3,041.00	\$3,041.00	\$3,500.00	\$3,500.00
26	Class I RipRap	10	TN	\$30.00	\$315.00	\$250.00	\$2,500.00	\$56.20	\$562.00	\$93.00	\$930.00
27	Class II RipRap	5	TN	\$30.00	\$157.50	\$220.00	\$1,100.00	\$151.00	\$755.00	\$258.00	\$1,290.00
28	6" Sewer Main Line	135	LF	\$90.00	\$12,757.50	\$53.00	\$7,155.00	\$63.20	\$8,532.00	\$110.00	\$14,850.00
29	8" Sewer Main Line	680	LF	\$108.00	\$77,112.00	\$71.00	\$48,280.00	\$86.50	\$58,820.00	\$88.00	\$59,840.00
30	6" Sewer Lateral	90	LF	\$100.00	\$9,450.00	\$54.00	\$4,860.00	\$91.10	\$8,199.00	\$107.00	\$9,630.00
31	6" Sewer Lateral Connections	5	EA	\$75.00	\$393.75	\$1,770.00	\$8,850.00	\$346.80	\$1,734.00	\$1,465.00	\$7,325.00
32	Lamp Hole	2	EA	\$2,500.00	\$5,250.00	\$350.00	\$700.00	\$466.00	\$932.00	\$1,850.00	\$3,700.00
33	6" Cleanouts	5	EA	\$2,000.00	\$10,500.00	\$570.00	\$2,850.00	\$1,197.00	\$5,985.00	\$1,800.00	\$9,000.00
34	Type "A" Curb & Gutter	380	LF	\$55.00	\$21,945.00	\$54.50	\$20,710.00	\$73.00	\$27,740.00	\$64.40	\$24,472.00
35	2" Mill Ex. Surface	1445	SY	\$8.00	\$12,138.00	\$10.00	\$14,450.00	\$12.00	\$17,340.00	\$7.60	\$10,982.00
36	GAB	570	SY	\$30.00	\$17,955.00	\$35.00	\$19,950.00	\$33.00	\$18,810.00	\$19.60	\$11,172.00
37	CR-6 Base Stone & Surface Stone	145	SY	\$20.00	\$3,045.00	\$31.00	\$4,495.00	\$36.60	\$5,307.00	\$29.20	\$4,234.00
38	19.0mm HMA Base	345	TN	\$125.00	\$45,281.25	\$168.00	\$57,960.00	\$200.00	\$69,000.00	\$159.00	\$54,855.00
39	12.5mm HMA Surface	155	TN	\$125.00	\$20,343.75	\$199.00	\$30,845.00	\$238.60	\$36,983.00	\$162.00	\$25,110.00
40	9.5mm HMA Surface	30	TN	\$250.00	\$7,875.00	\$241.00	\$7,230.00	\$288.60	\$8,658.00	\$172.65	\$5,179.50
41	6" HMA Asphalt Curb	125	LF	\$45.00	\$5,906.25	\$17.00	\$2,125.00	\$10.00	\$1,250.00	\$40.00	\$5,000.00
42	5" Double Yellow Pavement Markings	485	LF	\$0.50	\$254.63	\$1.40	\$679.00	\$3.00	\$1,455.00	\$1.50	\$727.50
43	5" White Pavement Markings	625	LF	\$0.50	\$328.13	\$0.70	\$437.50	\$1.84	\$1,150.00	\$0.75	\$468.75

44	Concrete Sidewalk Repair	20	CY	\$200.00	\$4,200.00	\$1,200.00	\$24,000.00	\$1,527.20	\$30,544.00	\$840.00	\$16,800.00
45	Open Channel Construction	575	LF	\$120.00	\$72,450.00	\$238.00	\$136,850.00	\$188.40	\$108,330.00	\$156.00	\$89,700.00
46	Ex. Ditch Cleaning/Maintenance	100	LF	\$5.00	\$525.00	\$30.00	\$3,000.00	\$25.25	\$2,525.00	\$23.35	\$2,335.00
47	Imbricated Rock Retaining Wall	220	LF	\$325.00	\$75,075.00	\$434.00	\$95,480.00	\$310.50	\$68,310.00	\$422.00	\$92,840.00
48	4' Chain Link Fence (Residential) - Black Coated	415	LF	\$120.00	\$52,290.00	\$31.00	\$12,865.00	\$30.20	\$12,533.00	\$25.00	\$10,375.00
49	4' Chain Link Fence (Residential) - Double Swing Gate Opening	1	EA	\$100.00	\$105.00	\$600.00	\$600.00	\$1,239.00	\$1,239.00	\$1,100.00	\$1,100.00
50	Residential Shed Replacement	1	ALLOWANCE	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
51	Mailbox Removal/Re-installation	8	EA	\$10.00	\$84.00	\$200.00	\$1,600.00	\$421.50	\$3,372.00	\$330.00	\$2,640.00
52	4" Topsoil Material	4300	SY	\$6.00	\$27,090.00	\$9.50	\$40,850.00	\$7.94	\$34,142.00	\$12.60	\$54,180.00
53	Turfgrass	4300	SY	\$2.00	\$9,030.00	\$1.50	\$6,450.00	\$1.31	\$5,633.00	\$1.60	\$6,880.00

Contingent Items

54	Utility Test Pits	10	EA	\$50.00	\$525.00	\$100.00	\$1,000.00	\$463.50	\$4,635.00	\$558.00	\$5,580.00
55	Rock Excavation	40	CY	\$100.00	\$4,200.00	\$100.00	\$4,000.00	\$125.90	\$5,036.00	\$290.00	\$11,600.00
56	Class 1A Excavation	50	CY	\$25.00	\$1,312.50	\$20.00	\$1,000.00	\$98.60	\$4,930.00	\$44.64	\$2,232.00
57	Concrete Driveway/Sidewalk	10	CY	\$200.00	\$2,100.00	\$400.00	\$4,000.00	\$1,527.20	\$15,272.00	\$840.00	\$8,400.00
58	Sign Relocation	6	EA	\$15.00	\$94.50	\$250.00	\$1,500.00	\$371.50	\$2,229.00	\$330.00	\$1,980.00
59	9.5mm HMA Driveway Repair -2" Mill & Overlay	30	TN	\$250.00	\$7,875.00	\$200.00	\$6,000.00	\$320.90	\$9,627.00	\$248.00	\$7,440.00
60	Ex. Retaining Wall Repair	150	LF	\$100.00	\$15,750.00	\$60.00	\$9,000.00	\$69.00	\$10,350.00	\$204.00	\$30,600.00
61	Mailbox Reset/Relocation	3	EA	\$25.00	\$78.75	\$200.00	\$600.00	\$423.00	\$1,269.00	\$330.00	\$990.00
62	Ex. Water Utility Relocation	80	LF	\$250.00	\$21,000.00	\$100.00	\$8,000.00	\$70.50	\$5,640.00	\$195.00	\$15,600.00
63	Ex. Sewer Utility Relocation	80	LF	\$250.00	\$21,000.00	\$40.00	\$3,200.00	\$63.30	\$5,064.00	\$195.00	\$15,600.00
TOTAL				\$ 873,612.50		\$ 981,256.50		\$ 998,777.00		\$ 1,099,685.25	

Bowling Green Drainage Improvement Project Phase III - Water Utilities

Item No.	Item Description	Estimated Quantity	Unit	Engineer's Estimate		First Fruits Excavating, Inc.		Excavating Associates, Inc.		Carl Belt, Inc.	
				Unit Price	Total Price*	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
1	6" Water Main	170	LF	\$45.00	\$8,032.50	\$112.00	\$19,040.00	\$70.50	\$11,985.00	\$93.00	\$15,810.00
2	3/4" Water Service	325	LF	\$25.00	\$8,531.25	\$35.00	\$11,375.00	\$43.44	\$14,118.00	\$45.60	\$14,820.00
3	Connect to Existing Water Service	3	EA	\$2,100.00	\$6,615.00	\$1,500.00	\$4,500.00	\$110.00	\$330.00	\$2,230.00	\$6,690.00
4	Connect to Existing Water Main Line	1	EA	\$2,400.00	\$2,520.00	\$6,500.00	\$6,500.00	\$1,994.00	\$1,994.00	\$5,340.00	\$5,340.00
5	6" Gate Valve and Valve Boxes	1	EA	\$1,200.00	\$1,260.00	\$2,140.00	\$2,140.00	\$3,503.00	\$3,503.00	\$2,175.00	\$2,175.00
6	Blow-off Assemblies	1	EA	\$1,200.00	\$1,260.00	\$1,955.00	\$1,955.00	\$2,930.00	\$2,930.00	\$3,700.00	\$3,700.00
7	Water Meter Assembly	3	EA	\$1,650.00	\$5,197.50	\$1,650.00	\$4,950.00	\$2,240.00	\$6,720.00	\$2,727.00	\$8,181.00
8	Plumbing Allowance	1	LS	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Contingent Items											
9	6" Perforated Plastic Underdrain	150	LF	\$25.00	\$3,937.50	\$35.00	\$5,250.00	\$43.70	\$6,555.00	\$41.00	\$6,150.00
10	Utility Test Pits	5	EA	\$50.00	\$262.50	\$100.00	\$500.00	\$464.60	\$2,323.00	\$558.00	\$2,790.00
11	Rock Excavation	20	CY	\$100.00	\$2,100.00	\$50.00	\$1,000.00	\$126.00	\$2,520.00	\$290.00	\$5,800.00
12	Class 1A Excavation	10	CY	\$25.00	\$262.50	\$20.00	\$200.00	\$108.80	\$1,088.00	\$110.00	\$1,100.00
TOTAL				\$ 44,978.75		\$ 62,410.00		\$ 59,066.00		\$ 77,556.00	

Long Avenue - Alt. 1											
Item No.	Item Description	Estimated Quantity	Unit	Engineer's Estimate		First Fruits Excavating, Inc.		Excavating Associates, Inc.		Carl Belt, Inc.	
				Unit Price	Total Price*	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
1	Maintenance of Traffic	1	LS	\$500.00	\$525.00	\$ 7,000.00	\$ 7,000.00	\$ 5,559.00	\$ 5,559.00	\$ 3,080.00	\$ 3,080.00
1A	Mobilization	1	LS	\$2,500.00	\$2,625.00	\$ 7,500.00	\$ 7,500.00	\$ 6,281.00	\$ 6,281.00	\$ 4,600.00	\$ 4,600.00
2	Construction Stakeout	1	LS	\$500.00	\$525.00	\$ 1,000.00	\$ 1,000.00	\$ 2,576.00	\$ 2,576.00	\$ 18,500.00	\$ 18,500.00
3	E&S Control - Silt Fence	230	LF	\$8.00	\$1,932.00	\$ 5.00	\$ 1,150.00	\$ 8.40	\$ 1,932.00	\$ 13.00	\$ 2,990.00
4	E&S Control - Stabilized Const. Entrance	1	EA	\$1,000.00	\$1,050.00	\$ 1,500.00	\$ 1,500.00	\$ 1,437.00	\$ 1,437.00	\$ 3,477.00	\$ 3,477.00
5	Clearing & Grubbing	1	LS	\$1,000.00	\$1,050.00	\$ 1,000.00	\$ 1,000.00	\$ 1,763.00	\$ 1,763.00	\$ 5,520.00	\$ 5,520.00
6	Tree Removal	1	LS	\$4,000.00	\$4,200.00	\$ 1,500.00	\$ 1,500.00	\$ 1,763.00	\$ 1,763.00	\$ 6,200.00	\$ 6,200.00
7	Ex. Pipe Removal	30	LF	\$25.00	\$787.50	\$ 11.00	\$ 330.00	\$ 72.00	\$ 2,160.00	\$ 60.70	\$ 1,821.00
8	Ex. Inlet Structure Removal	2	EA	\$65.00	\$136.50	\$ 800.00	\$ 1,600.00	\$ 1,210.50	\$ 2,421.00	\$ 1,135.00	\$ 2,270.00
9	Abandon Ex. Pipe - Flowable Filled	15	CY	\$200.00	\$3,150.00	\$ 225.00	\$ 3,375.00	\$ 437.00	\$ 6,555.00	\$ 704.00	\$ 10,560.00
10	36" HDPE - Stone Backfill (Depth: 5' ≤ 10')	230	LF	\$175.00	\$42,262.50	\$ 209.00	\$ 48,070.00	\$ 272.00	\$ 62,560.00	\$ 192.00	\$ 44,160.00
11	15" HDPE - Stone Backfill (Depth: 0' ≤ 5')	10	LF	\$85.00	\$892.50	\$ 100.00	\$ 1,000.00	\$ 145.30	\$ 1,453.00	\$ 397.00	\$ 3,970.00
12	72" Precast Manhole (Depth: 0' < 9'-0")	3	EA	\$8,000.00	\$25,200.00	\$ 10,600.00	\$ 31,800.00	\$ 13,262.00	\$ 39,786.00	\$ 9,590.00	\$ 28,770.00
13	72" Precast Manhole (Depth: < 9'-0")	3.25	VF	\$1,000.00	\$3,412.50	\$ 500.00	\$ 1,625.00	\$ 400.00	\$ 1,300.00	\$ 500.00	\$ 1,625.00
14	Imbricated Rock Headwall	1	EA	\$200.00	\$210.00	\$ 13,600.00	\$ 13,600.00	\$ 2,830.00	\$ 2,830.00	\$ 3,500.00	\$ 3,500.00
15	Class I RipRap	10	TN	\$30.00	\$315.00	\$ 120.00	\$ 1,200.00	\$ 56.20	\$ 562.00	\$ 93.00	\$ 930.00
16	Class II RipRap	10	TN	\$30.00	\$315.00	\$ 125.00	\$ 1,250.00	\$ 93.20	\$ 932.00	\$ 258.00	\$ 2,580.00
17	12.5mm HMA Base	10	TN	\$125.00	\$1,312.50	\$ 209.00	\$ 2,090.00	\$ 238.60	\$ 2,386.00	\$ 348.60	\$ 3,486.00
18	9.5mm HMA Surface	5	TN	\$250.00	\$1,312.50	\$ 260.00	\$ 1,300.00	\$ 300.40	\$ 1,502.00	\$ 348.60	\$ 1,743.00
19	CR-6 Driveway Stone	100	SY	\$20.00	\$2,100.00	\$ 23.00	\$ 2,300.00	\$ 17.40	\$ 1,740.00	\$ 38.00	\$ 3,800.00
20	4" Topsoil Material	500	SY	\$6.00	\$3,150.00	\$ 8.00	\$ 4,000.00	\$ 7.99	\$ 3,995.00	\$ 12.60	\$ 6,300.00
21	Turfgrass	500	SY	\$2.00	\$1,050.00	\$ 1.50	\$ 750.00	\$ 1.31	\$ 655.00	\$ 1.60	\$ 800.00
Contingent Items											
22	Utility Test Pits	5	EA	\$50.00	\$262.50	\$ 100.00	\$ 500.00	\$ 464.60	\$ 2,323.00	\$ 550.00	\$ 2,750.00
23	Rock Excavation	20	CY	\$100.00	\$2,100.00	\$ 50.00	\$ 1,000.00	\$ 126.00	\$ 2,520.00	\$ 290.00	\$ 5,800.00
24	Class 1A Excavation	10	CY	\$25.00	\$262.50	\$ 20.00	\$ 200.00	\$ 108.80	\$ 1,088.00	\$ 110.00	\$ 1,100.00
25	Ex. Water Utility Relocation	40	LF	\$250.00	\$10,500.00	\$ 100.00	\$ 4,000.00	\$ 144.60	\$ 5,784.00	\$ 195.00	\$ 7,800.00
26	Ex. Sewer Utility Relocation	40	LF	\$250.00	\$10,500.00	\$ 40.00	\$ 1,600.00	\$ 63.30	\$ 2,532.00	\$ 195.00	\$ 7,800.00
TOTAL				\$ 121,138.50		\$ 142,240.00	\$ 166,395.00		\$ 185,932.00		

Engineer's Estimate*

First Fruits Excavating, Inc.
407 Plum Run Road
Ridgeley, WV 26753

Excavating Associates, Inc.
P.O. Box 434
Ellerslie, MD 21529

Carl Belt, Inc.
11521 Milnor Ave,
Cumberland, MD 21502

BID Y:	BG Phase III_SWM + BG Phase III_Water Utilities + Long Avenue_Alt. 1 = Total:	\$1,039,729.75
BID Z:	Long Avenue_Alt. 1 = Total:	\$121,138.50

*Engineer's Estimate Total contains a 5% Contingency on each items total price

1. Bidders must submit bids on all bid schedules.
2. Bids shall include sales tax and all other applicable taxes and fees.
3. Allegany County will select the lowest, responsible bidder based on the lowest total for Bid Y. Should there be a shortfall in funding availability, Long Avenue_Alt. 1 will be the first portion of the project to be eliminated (Bid Z).
4. Allegany County shall have the right to eliminate work from the project based on the available funding.
5. The Contractor will not be entitled to any price adjustments based on the work selected for award.

Certified True and Correct:

Whitney M. Patterson
Whitney M. Patterson, Engineer II - Project Manager

3/21/23

Date



Board of County Commissioners

David J. Caporale, President
William R. Atkinson, Commissioner
Creade V. Brodie, Jr., Commissioner
Jason M. Bennett, CPA, Administrator
T. Lee Beeman, Esq, Attorney

**Public Business Meeting
Staff Report
Department: Public Works**

To: Jason M. Bennett, CPA, County Administrator
From: Adam Patterson, Director
Whitney Patterson, Engineer
Date Prepared: March 20, 2023
Meeting Date: March 23, 2023
Subject: Priority Letter to MDOT - 2023 Allegany County
Supporting Documents: Yes

1. Background

The purpose of the County priority letter is for the local jurisdictions to publicly express to MDOT our local priorities for major capital projects so those needs can be included in the decision-making process of MDOT's budget. Each year, the Consolidated Transportation Program (CTP) or six-year capital budget for State transportation projects, is revised based on these letters, State needs, State goals, and funding availability. To be in compliance with State regulations, Allegany County coordinated with the local jurisdictions to compile one prioritized list of transportation projects and then demonstrate how the projects relate to the Maryland Transportation Plan's goals. On March 20, 2022, a meeting was held and the group comprised of representatives from the County and its municipalities prioritized the 2023 projects.

2. Issues

N/A

3. Financial Impact

N/A

4. Alternatives

N/A

5. Other Considerations

N/A

6. Conformity to County Policy

N/A

7. Recommendation

Recommend the Allegany County Commissioners sign the 2023 Priority Letter and submit to the Secretary of the Maryland Department of Transportation.



Department of Public Works

David J. Caporale, President
William R. Atkinson, Commissioner
Creade V. Brodie, Jr., Commissioner
Jason M. Bennett, CPA, Administrator
T. Lee Beeman, Esq., Attorney
Adam Patterson, PE, Director

The Hon. Paul J. Weidefeld, Maryland Transportation Secretary
Maryland Department of Transportation
7201 Corporate Center Drive
Hanover, Maryland 21076

RE: Allegany County 2023 Transportation Priorities

Dear Transportation Secretary Weidefeld:

The Board of Commissioners of Allegany County, in cooperation with the municipalities of Allegany County is pleased to present our transportation priorities to your department for the FY 2024 – 2028 Consolidated Transportation Program (CTP.) The County's transportation priorities focus on system preservation, safety, and supporting economic development. The County appreciates your responsiveness to Allegany County's requests to move projects forward efficiently to better serve the needs of our constituents.

Thank you for the continued funding of the following projects in Allegany County:

- I-68 Cumberland Viaduct – Bridge Deck Replacement and Bridge Rehabilitation
- US 220, McMullen Highway – Geometric Improvements along US 220, MD 53, and MD 63 – Cresaptown
- Baltimore Street Access Project
- Rehabilitation of Bridge A-C-06 Baltimore Street Over Wills Creek
- Cumberland Street Bridge (A-C-09)
- Fayette Street Bridge Rehabilitation
- Great Allegheny Passage (GAP) Spur: The Evergreen Trail

This year, you will see many of the projects that were listed in the 2022 Priority Letter; the project requests have been updated to move these projects to completion. It is critical that projects in Allegany County continue to receive funding for consecutive phasing and to see these projects are completed in a timely manner to reach the goals of a safe and effective transportation system.

To be consistent with the Chapter 725 process, representatives from the County and the municipalities discussed and prioritized the following projects at a coordination meeting held Monday, March 20, 2023. The Board of Commissioners, as a part of the agenda of their regular public business meeting on Thursday, March 23, 2023 endorsed the 2023 priority requests. On behalf of Allegany County, the Town of Barton, the City of Cumberland, the City of Frostburg, the Town of Lonaconing, the Town of Luke, the Town of Midland, and the Town of Westernport, we would like to submit the following projects:

1. **US 220 Corridor Funding to Complete Project Planning (South of Cresaptown to WV State Line)**
Allegany County requests MDOT to program planning funding to move this project forward and complete planning via a Tier II NEPA study. In 2014, the Maryland Department of Transportation State Highway

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Administration and West Virginia Division of Highways jointly completed a Tier I NEPA study from south of Cresaptown to the West Virginia state line. However, FHWA requires a Tier II NEPA study be completed to identify an alternative that could advance into design and officially complete the planning phase. The County supports an overall plan for the development of a multilane highway to improve safety, enhance accessibility, and promote economic vitality in Allegany County.

2. Frostburg Gateway Enhancement Project

The City of Frostburg requests additional construction funding to complete the Frostburg Gateway Enhancement. The Gateway Project will replace a difficult-to-navigate five-way intersection where Braddock Road (MD 736) meets Center Street with a roundabout and associated bicycle, pedestrian, and stormwater drainage features. This intersection serves as the sole gateway to the Frostburg Central Business District from Exit 33 via Interstate 68, but has many traffic pattern, safety, and aesthetic limitations that cause frequent issues. In addition to the roundabout and related improvements, the project will make changes to traffic patterns including converting a portion of a one-way street to two-way. Improvements to pedestrian and bicycle facilities involve the construction of new crossings, sidewalks, bike lanes, and additional lighting. The project is currently in the Design phase, funded by the ARC, which has also provided partial construction funding. Due to rising costs during the pandemic, the City is seeking additional funds for construction, which is anticipated to begin in Fall 2023.

3. Pedestrian Connections at MD 36 and US ALT 40 - Eckhart to Village Parkway

SHA recently completed major sidewalk improvements along Main Street (US 40) in Frostburg. The improvements have revitalized the "walkability" for the City; however, a disconnect at the east end of Main Street continues to be a concern due to high pedestrian traffic to major employers and shopping centers located in this area. A network of sidewalk and trail facilities is needed to connect the many businesses with the City, Mountain Ridge High School, and the community of Eckhart. Three state routes all converge at this location: US 40, MD 36, and MD 743, including 2 signalized intersections. The Cumberland Area MPO completed an East Frostburg Pedestrian Connection Plan and Preliminary Design of connecting bikeways and trails, in coordination with the City of Frostburg, and funding will be sought for final design and construction.

4. US 220 Bowling Green Drainage Improvements (updated)

Allegany County requests continued support funding for all phases of the Bowling Green drainage improvements from Milnor Avenue to Moss Ave. After the June 12, 2014 flood event, State Highway Administration (SHA) and Allegany County collaborated with Whitney Bailey Cox & Magnani, LLC (WBCM) in preparing the Bowling Green Flooding Hydrology/Hydraulics Study, which proposed short-, mid-, and long-term solutions in response to the flood event. Phase I was completed April 2019. Engineering has been completed for Phase II and is ready for construction. It was delayed in 2020. It is imperative to secure funding for this project to see it through completion. Due to COVID-19 Pandemic, State funding was not available for planned construction April 2020 and April 2021. A small-scale project, Phase II-A was fully funded by the Allegany County in 2021. State funding has been made available for FY2023 and the County will be moving forward with construction of Phase III in Summer 2023. Allegany County requests that SHA to continue to obligate funding for the cost of finalizing engineering/design, permitting, administering the advertisement/bid/award, and construction management services. SHA will fund the construction cost of all work within the US 220 right-of-way and split the cost with Allegany County for all work from US 220 to the CSX Railroad.

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5. Allegany County Transit Operating & Capital Funding (updated)

Allegany County Transit is requesting funding for operations and capital projects. Additional funding is requested for a Garage Door Replacement Project and a new fleet management software system. Allegany County Transit operates a fixed route and demand response service in Allegany County. The Transit's mission is to provide the citizens and visitors of the Allegany County service area with clean, safe, reliable, courteous, and efficient transportation—continued support is requested for operation funds to achieve our mission. The Capital Funding request for FY 2024 is for preventative maintenance.

6. Construction Funds for Braddock Road Pedestrian & Bicycle Improvements

The City of Frostburg requests construction funding for continuous walking and biking lanes on Braddock Street (near I-68 Exit 33) to Center Street in order to complete the project. Preliminary engineering was funded in FY2020, but final design was delayed due to COVID and the City is eager to revitalize the project to coordinate with upcoming development planned in the area. There are no costs anticipated for right of way acquisition. The project lies along MD 736 adjacent to the Frostburg State University (FSU) campus, and will address the need for increased safety within a high-volume pedestrian and bicycle traffic corridor; effectively linking local residents to large employers such as Active Network, Appalachian Laboratory, Edgewood Commons, the FSU campus, and the Center Street and Sand Spring II developments, at the gateway to downtown Frostburg.

7. MD 135 Slope Protection Project & Condition Improvements

Allegany County, the Town of Luke, and the Town of Westernport request funding for engineering for Phase II of the MD 135 Slope Protection Project (to improve access and road conditions in areas of MD 135). A geologically-based concept study done in fall 2017 evaluated areas along MD 135 from Bloomington to McCoole that were prone to failure, shearing rock, and overburden of saturated soils. Seven areas identified as high risk and high probability of failure are under design and construction funding for Phase I was funded in FY 2021. Funding for the design of Phase II, Section 10 - MD 135 between Luke & Westernport, is requested to be programmed in the coming years for design and construction to address the next high-risk areas to the continue safe operation of MD 135.

As MDOT is addressing the MD slope protection project, Allegany County requests traffic congestion improvements to MD 135, specifically in Westernport, in the vicinity of Church Street. The current traffic congestion effects access to following businesses in Westernport along MD 135: McDonald's, The Dollar General and Fair Price Market.

Also, as MDOT is working on MD 135, the Town of Luke would like the pavement conditions through their Town to be addressed. The culverts that were installed to remedy drainage issues, are now clogged and the paving has deteriorated to the point that there are bumps in the road at each culvert.

8. Great Allegheny Passage Stabilization, Drainage, & Surface Improvements (updated)

Allegany County requests construction funding for stabilization, drainage, and surface improvements on the Great Allegheny Passage. Improvements are needed in various locations throughout the County to eliminate the ongoing maintenance that is required to combat drainage and trail surface issues. These improvements relieve ongoing maintenance issues and improve safety for all trail users.

9. Mechanic & Harrison Street Intersection Safety Improvements (NEW)

The City of Cumberland is requesting Maryland to obligate planning funds to make a safety improvement to the intersection of Harrison and Mechanic Street. The narrow streets restrict the turning radius for tractor trailers that are traveling to MD-51 and attempting to reach I-68 West. One of the existing traffic signal poles was replaced in 2020 and continues to be damaged due to the turning radius. The City is proposing to widen

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the intersection to improve turning radius. The project will require new traffic signals and multiple power pole relocations.

Additional Projects for Future Funding Considerations:

1. Washington Street Bridge Rehabilitation

The City of Cumberland is requesting that the state obligate funding to replace the Washington Street Bridge. This is one of three bridges located along a CSX railway. The City and CSX have been in negotiations for several years to address ownership of the bridges, which is expected to result in the City assuming ownership of the Washington Street Bridge. This is a critical project for allowing the City to restore traffic flows to Washington Street which located within a Historic District of the City. The under clearance of the bridge will need to be raised nearly 4 feet which will require retaining walls to accommodate the new bridge approach. The project estimate for replacing the bridge is \$6,000,000.

2. Frostburg Hillside Tram

A significant number of visitors to the City of Frostburg arrive by way of the Great Allegheny Passage Trail and Western Maryland Scenic Railroad. However, a geographical barrier in the form of a steep incline separates these popular tourism features from the business district. The City has completed a Preliminary Engineering Study and Design for the Hillside Tram and the project is widely supported by the community and business owners. The City is seeking funds for the Final Design and Construction.

3. Midland Sidewalk Repairs

The Town of Midland is requesting a project to repair and/or replace uneven sidewalk along Rt. 36 between the north and south connections with Paradise Street to enhance the safety and mobility within an ever-increasing pedestrian route through town. The current sidewalks along Rt. 36 through the Town of Midland were constructed along with the new Rt. 36 alignment over 25 years ago. The Town of Midland, with MDOT SHA funding, extended the sidewalks along the eastside of Rt. 36 with tie-in to Paradise Street promoting a connection between the north and south ends of town. This connection was made in 2002 to enhance the pedestrian safety and mobility in these areas along the roadway. The current conditions of the sidewalk are hazardous to the safety of pedestrians traveling from one end of town to the other. The concrete slabs have shifted over the years and broken creating an uneven walking surface which can lead to trips and falls for the pedestrians using the sidewalk. The Town of Midland is requesting funding to repair and/or replace the current sidewalk along the eastside of Rt. 36 between the north and south connections to Paradise Street.

4. Safe Walkway/Bikeway from Westernport through Luke to Garrett County Line

The Town of Luke seeks to conduct a feasibility study and preliminary design for a bikeway through the Town of Luke. This work will be completed through a grant from the Maryland Department of Transportation (MDOT) Kim Lamphier Bikeways Network Program. The work completed under this contract will include the evaluation, planning and preliminary design of the town's proposed bicycle network. The proposed low-traffic-stress bicycle network will improve safety conditions to encourage bicycling for residents and tourists.

5. Greene Street Rehabilitation & Streetscape Improvements

The City of Cumberland requests design and construction funding for the rehabilitation of Greene Street to improve road structure, road surface, pedestrian/bicycle/ADA sidewalks, and streetscape upgrades. Greene Street is in need of significant rehabilitation to handle the traffic on this West Side arterial street. The City is looking to implement the Greene Street Complete Street Plan to improve the corridor for all modes of transportation. The Greene Street Complete Street Plan (financed by the Cumberland Area MPO) was

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completed in 2015. The plan provides a vision for a safer, more attractive, and economically viable street spanning from Baltimore Street to the end of City maintenance at I-68 Exit 42.

6. Georges Creek Rail Trail

Allegany County Government and Maryland DNR have an active MOU in place to support the completion of a 7.54-mile recreational trail between milepost BAI 26.00 in Moscow, and milepost BAI 18.46 in Shaft, in Allegany County, Md. The trail would revitalize the former rail corridor along George's Creek, connecting multiple communities through a bike/pedestrian trail system.

Thank you for your consideration of these transportation priorities in Allegany County. We look forward to a productive partnership with the Maryland Department of Transportation and to actively participate in the development of the CTP to plan and implement these projects.

If you need any clarifications about our recommendations, please contact us.

Sincerely,
The Board of Commissioners of Allegany County

President, David J. Caporale

Commissioner Creade V. Brodie, Jr.

Commissioner William R. Atkinson

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Cumberland, MD 21502

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District 1 Delegation

Senator Michael W. McKay, District 1

Delegate James C. Hinebaugh, Jr., District 1A

Municipal Elected Officials of Allegany County

Daniel A. Colmer, Mayor, Town of Barton

Raymond M Morrissey, Mayor, City of Cumberland

W. Robert Flanigan, Mayor, City of Frostburg

Enclosures:
Maps

Cc:

The Hon. Michael W. McKay, Maryland Senate
The Hon. Jason C. Buckel, Maryland House of Delegates
The Hon. James C. Hinebaugh, Jr., Maryland House of Delegates
The Hon. Terry L. Baker, Maryland House of Delegates
Daniel A. Colmer, Mayor, Town of Barton
Raymond Morrissey, Mayor, City of Cumberland
W. Robert Flanigan, Mayor, City of Frostburg
John W. Coburn, Mayor, Town of Lonaconing
Edward E. Clemons, Jr., Mayor, Town of Luke
John Monahan, Mayor, Town of Midland
Judy Hamilton, Mayor, Town of Westernport

Bcc:

Dave Cotton, Maryland Department of Planning
Anthony Crawford, District 6 State Highway Administration
David Schlie, State Highway Administration
Tyson Byrne, Manager, Regional Planning, Office of Planning and Capital Programming, Maryland Department of Transportation

Delegate Jason C. Buckel, District 1B

Delegate Terry L. Baker, District 1C

John W. Coburn, Mayor, Town of Lonaconing

Edward E. Clemons, Jr., Mayor, Town of Luke

John Monahan, Mayor, Town of Midland

Judy Hamilton, Mayor, Town of Westernport

Kari Snyder, Regional Planner, Office of Planning and Capital Programming, Maryland Department of Transportation
Sean Varsolona, Regional Planner, Office of Planning and Preliminary Engineering, Maryland Department of Transportation

Travis Johnston, Director, Office of Local Transit Support, Maryland Transit Administration

Karlie Shannon, Regional Planner, Maryland Transit Administration

Jason M. Bennett, C.P.A., Administrator, Allegany County
Adam Patterson, P.E., Director, Public Works, Allegany County

Whitney M. Patterson, Engineer II, Public Works, Allegany County

Roy Cool, Planner III/ MPO Coordinator

Robert Smith, City Engineer, City of Cumberland

Elizabeth Stahlman, Director of Community Development, City of Frostburg

Hayden Lindsay, City Engineer, City of Frostburg

Dawn Beitzel, Circuit Rider

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Board of County Commissioners

David J. Caporale, President
William R. Atkinson, Commissioner
Creade V. Brodie, Jr., Commissioner
Jason M. Bennett, CPA, Administrator
T. Lee Beeman, Esq, Attorney

**Public Business Meeting
Item Summary Report
Department: Commissioners**

To: Allegany County Commissioners
From: Linda Simpson
Subject: Community Promotions Request - Oldtown Summerfest
Supporting Documents: Yes

1. Summary of Request

Oldtown Summerfest request for sponsorship.

2. Financial Impact

\$1,000

3. Recommendation

Recommendation to approve.



Oldtown Summerfest

Call 301-697-5391
Email oldtownsummerfest@gmail.com
P.O. Box 13, Oldtown, MD 21555

Dear Sponsor,

Our committee invites you to partake in an exciting event that celebrates Allegany County's oldest community. The annual festival, now in it's 23rd year, will be held on Saturday, June 24th, 2023, on the grounds of the former Oldtown School located at 19210 Opessa Street, SE. The festival blends history of Oldtown, founded by Thomas Cresap in 1741, with many family-oriented activities, attractions and entertainment. Additionally, the event is FREE to the public and organized solely by volunteers.

We are currently seeking sponsorship for this year's festival. Your contribution would be greatly appreciated! Below are the Oldtown Summerfest's sponsorship and promotional levels.

o **Bronze Sponsor (\$50-\$100)**

Name or Company's Name listed/tagged on our social media with links to your main site.

o **Silver Sponsor (\$100-\$500)**

Name or Company's Name listed/tagged on our social media with links to your main site.

Name or Company's Name or Logo on locally displayed Oldtown Summerfest Posters.

Name or Company's Name or Logo on Sponsor Banner displayed at festival grounds.

o **Gold Sponsor (\$500 and above)**

Name or Company's Name listed/tagged on our social media with links to your main site.

Name or Company's Name or Logo on locally displayed Oldtown Summerfest Posters.

Name or Company's Name or Logo on Sponsor Banner displayed at festival grounds.

Special thank you announcement addressing Name or Company's Name at festival opening.

An early response would be appreciated and will allow you to take full advantage of the promotional benefits available through the sponsorship program. Please make your kind donation payable to: Oldtown Summerfest. Mail your check to Oldtown Summerfest, P.O. Box 13, Oldtown, MD 21555.

Thank you in advance for your generosity and support.

Sincerely,
Lindsey Adams
Festival Coordinator