

**MAYOR AND COUNCIL PUBLIC HEARING
TUESDAY, JANUARY 24, 2017, 7:00 P.M.**

AGENDA

1. Call to Order
2. Public Hearing:
 - a. Ordinance 524 – Potomac Street Snow Emergency
3. Adjournment

1/12/2017 11:06 AM

PUBLIC HEARING SCRIPT

January 24, 2017

MAYOR: I NOW CONVENE THIS HEARING CONCERNING ORDINANCE 524 –
DECLARATION OF SNOW EMERGENCY ROUTE.

WILL THE CITY ADMINISTRATOR PLEASE SUMMARIZE THE
ADVERTISEMENT FOR THE PUBLIC HEARING AND ATTEST TO ITS
PUBLICATION?

(CITY ADMINISTRATOR summarizes ad and attests Publication with dates of ads)

MAYOR: ARE THERE ANY LEGAL MATTERS RELATING TO THE JURISDICTION
OF THE MAYOR AND COUNCIL OF THE CITY OF BRUNSWICK OR ANY
OBJECTIONS WITH REGARD TO THE NOTICE OF PUBLIC HEARING.

(Pause)

LET THE RECORD SHOW THERE WERE NONE.

I WILL NOW TURN THE HEARING OVER TO THE CITY ADMINISTRATOR
TO DESCRIBE THE ORDINANCE AND ITS PURPOSE.

(ADMINISTRATOR'S PRESENTATION) – **ORDINANCE 524 – DECLARATION OF SNOW
EMERGENCY ROUTE.**

MAYOR: AT THIS TIME, THE MAYOR AND COUNCIL WILL HEAR FROM THE PUBLIC,
REGARDING ORDINANCE 524. IF YOU WISH TO COMMENT ON THIS
ORDINANCE PLEASE COME TO THE MICROPHONE, STATE YOUR NAME AND
ADDRESS, AND MAKE YOUR PRESENTATION OF NOT MORE THAN FIVE
MINUTES.

DO ANY OF THE COUNCIL MEMBERS WISH TO COMMENT?

(Pause)

ORDINANCE 524 WAS DISCUSSED AT THE JANUARY 11, 2017 MAYOR AND COUNCIL MEETING, WITH THE FIRST READING TAKING PLACE AT THAT MEETING.

CONSIDERATION OF THE ORDINANCE IS SCHEDULED FOR TONIGHT'S REGULAR MEETING.

DO I HEAR A MOTION TO ADJOURN THIS HEARING?
ALL IN FAVOR?

SECOND?

I NOW DECLARE THIS HEARING TO BE ADJOURNED

**MAYOR AND COUNCIL OF BRUNSWICK
ORDINANCE NUMBER 524**

AN ORDINANCE OF THE MAYOR AND COUNCIL OF BRUNSWICK TO ADD LANGUAGE TO THE BRUNSWICK CITY CODE TO REFLECT CHANGES TO CHAPTER 6, ARTICLE 1, TITLE 2 – PARKING, AND CHAPTER 10, ARTICLE 2, TITLE 2, SECTION 10-2202 ENUMERATED PENALTIES FOR MUNICIPAL INFRACTIONS.

WHEREAS, changes to Chapter 6, Article 1, Title 2 and Chapter 10, Article 2, Title 2, Section 10-2202 of the Code of Ordinances were prepared and submitted to the Mayor and Council of Brunswick and vetted at public meetings on January 11 and January 24, 2017, and

WHEREAS, the City Council seeks to create a designated snow emergency route, and

WHEREAS, Ordinance 524 was drafted and presented as a first reading at a regular meeting of the Mayor and Council of Brunswick and a Public Hearing and second reading of Ordinance 524 was held on January 24, 2017,

NOW THEREFORE BE IT ENACTED AND ORDAINED by the Mayor and Council of Brunswick, that pursuant to the authority granted to it by the Annotated Code of Maryland, Section 16-3 of the Charter of the City of Brunswick, and Section 1-1204 of the Brunswick City Code,

- 1) Chapter 6, Article 1, Title 2 of the Code is hereby amended to include Section 6-1207, attached to this Ordinance as Exhibit A, and
- 2) Chapter 10, Article 2, Title 2, Section 10-2202 of the Code is hereby amended to include Section 6-1207, as a Class D Municipal Infraction.
- 3) In accordance with Article 25, Section 25.2 of the Code of the City of Brunswick, this Ordinance shall become effective ten (10) days after the date of the public hearing following its enactment by the Council and its approval by the Mayor, or on the tenth (10th) day following its enactment by the Council over the veto by the Mayor.

Passed this _____ day of _____, 2017 by a vote of ___ for, ___ against, ___ abstaining, and ___ absent.

ATTEST:

Council of the City of Brunswick

Carrie Myers
City Administrator

Angel White
Mayor Pro Tem

Approved this ___ day of ___, 2017.

ATTEST:

Carrie Myers
City Administrator

Jeffrey T. Snoots
Mayor

Exhibit A

Section 6-1207 Declaration of Snow Emergency – Potomac Street from Delaware Avenue to First Avenue

Whenever the accumulation of snow and/or ice or other conditions on Potomac Street from Delaware Avenue to First Avenue shall be such that it may impede or present the passage of emergency vehicles or the clearing of snow, the Mayor, after consultation with the Chief of Police and Director of Public Works or their designees, may declare the existence of a “snow emergency” and shall give such notice of the existence and declaration thereof as shall be deemed proper.

- (A) This action requires that parking is prohibited on the designated snow emergency route.
- (B) No vehicle may be parked and left unattended on the snow emergency route two hours or later after declaration until the snow emergency is lifted.
- (C) The snow emergency route shall be appropriately marked with No Parking signs during the period of snow emergency, and with permanent signs which give the warning “No Parking During Snow Emergency,” posted at the beginning and end of the designated route.
- (D) The Brunswick Police Department may take possession of, and have removed, any vehicle parked or abandoned in the snow emergency route two hours after the declaration has taken effect. Within a reasonable time period after a vehicle has been removed, the Brunswick Police Department shall notify the owner of the vehicle, who may then recover the vehicle upon paying all charges as may have been incurred for the removal and storage of the vehicle. Vehicles not removed within 24 hours after the initial citation, may be subject to additional enforcement.

**MAYOR AND COUNCIL MEETING
TUESDAY, JANUARY 24, 2017,
IMMEDIATELY FOLLOWING PUBLIC HEARING**

AGENDA

- 1. CALL TO ORDER, PLEDGE, AND ROLL CALL**
- 2. MAYOR'S REMARKS**
 - a. Utility Committee Appointment
 - b. Eagle Scout Presentation
- 3. CITIZENS' FORUM (PETITIONS, REMONSTRANCES, AND COMMUNICATIONS)**
- 4. INTRODUCTION AND ADOPTION OF RESOLUTIONS AND ORDINANCES**
 - a. Ordinance 524 – Potomac Street Snow Emergency Route – second reading and vote
- 5. CONSENT AGENDA**
 - a. Police Department/Frederick County Mutual Aid Memorandum of Understanding
 - b. Police Department/Multi-Agency Memorandum of Understanding
 - c. Gum Springs Estates Lots 8-11 – Partial Release of Roads, Curbs and Gutter
 - d. Gum Springs Estates Lots 8-11 – Partial Release of Sediment Erosion Control
 - e. Gum Springs Estates Lots 8-11 – Partial Release of Stormwater Management
- 6. UNFINISHED BUSINESS**
- 7. NEW BUSINESS**
 - a. Police Department 2016 Year End Report
 - b. Berlin Cemetery Grant Intent to Apply
- 8. MISCELLANEOUS AND APPROPRIATIONS**
- 9. ADJOURNMENT**

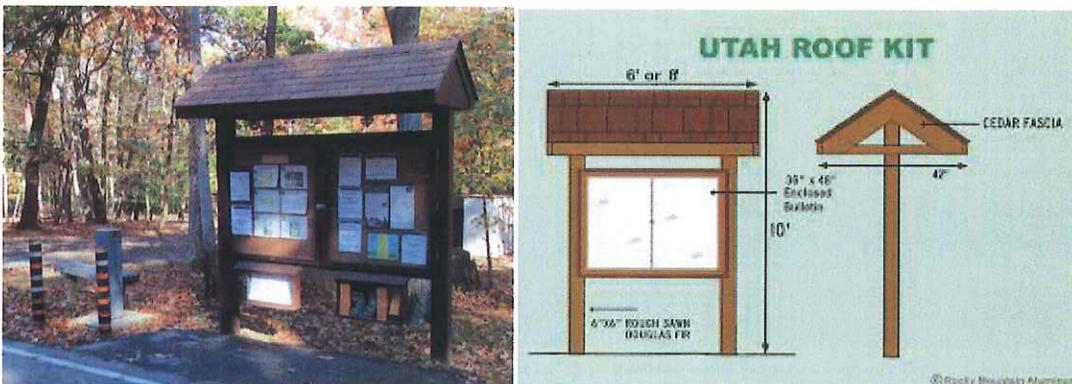
1/20/2017 10:15 AM

12/20/16

Dear Mayor and Brunswick City Council,

I am very grateful that Mr. Alfano is willing to assist me in seeing my Eagle Scout project to fruition. I hope you will thoughtfully consider my plan and also be willing to be part of my success.

My proposal is to create an outdoor science learning area within walking distance of Brunswick Middle School. I will build a roofed science sign board. Currently there is only one opportunity for science outdoor learning during the Outdoor School field trip in 6th grade. FCPS middle school science curriculum has many topics that could be enhanced with an outdoor science area. I would like to make a learning area within Rivers Edge Trail that will have a sign with a chalkboard on one side and a space for maps, brochures, and information about educational things to do in Maryland on the other side. The materials will be protected by two plexi glass doors connected in the center with a latch and lock which will open easily to switch out educational materials. I will also build natural looking seating for students to sit and observe or take notes. The pictures below are sample ideas for the finished product, but these can be amended to match with any existing signage you may already envision for the property.



The objective of this project is to utilize natural habitats on city property to engage and enhance our education and stewardship. Over 600 students in grades 6-8 and anyone from the community will be able to access this outdoor learning area. It will be used to communicate about ecological issues statewide. It is needed because the kids would learn more by experiencing nature rather than just listening to someone talk about it.

Mrs. Laith VanGrutenbruel a science and social studies teacher on staff at BMS approached me to assist with this vision for an outdoor learning area. We began our joint effort in June 2016 to secure approval from FCPS to build this project on FCPS property on the end of the cross country running trail, but we could not secure approval from FCPS. Because we believe our vision could benefit many students we are hopeful that you will be willing to approve our project on your site.

Thank you for your time reviewing my request.

Sincerely,

Jacob Narayan

Jefferson Troop 1066

**Mayor & Council Meeting
Consent Agenda Summary
January 24, 2017**

The Council is being asked to consider the following items as the Consent Agenda:

a. Police Department/Frederick County Mutual Aid Memorandum of Understanding
Chief Frech recommends consent of a Mutual Aid Agreement between the Sheriff and County Executive of Frederick County and the Mayor and Council of Brunswick.

b. Police Department/Multi-Agency Memorandum of Understanding
Chief Frech recommends consent of a Memorandum of Understanding between the Frederick County Sheriff's Office – Law Enforcement Bureau and Adult Detention Center, the Frederick City Police Department, the Thurmont Police Department, and the Brunswick Police Department.

c. Gum Springs Estates Lots 8-11 – Partial Release of Roads, Curbs, and Gutters
Staff recommends consent to conditional acceptance of the road, curb and gutter for Gum Springs Estates and agree to release surety in the amount of \$9,486.48.

d. Gum Springs Estates Lots 8-11 – Partial Release of Sediment Erosion Control
Staff recommends consent to the partial release of the Sediment Erosion Control for Gum Springs Estates and agree to release surety in the amount of \$14,271.00.

e. Gum Springs Estates Lots 8-11 – Partial Release of Stormwater Management
Staff recommends consent to the full release of the Stormwater Management for Gum Springs Estates and agree to release surety in the amount of \$22,699.28.

AGREEMENT OF MUTUAL AID

BETWEEN THE SHERIFF AND COUNTY EXECUTIVE OF FREDERICK COUNTY,
MARYLAND,
AND THE MAYOR AND COUNCIL OF BRUNSWICK, MARYLAND .

WHEREAS, the Sheriff of Frederick County, Maryland and the County Executive of Frederick County, Maryland (hereinafter referred to as the County) and the Mayor and Council of the City of Brunswick, Maryland (hereinafter referred to as the City) both realize and agree that the public interest is served best by law enforcement agencies which cooperate to the greatest extent possible to provide prompt, effective, efficient, and professional law enforcement services; and

WHEREAS, Law enforcement officers of the County and of the City are trained and certified in current law enforcement techniques and have completed successfully the courses of instruction which have been prescribed by the Maryland Police Training Commission pursuant to Public Safety Title 3, Subtitle 209 of the Maryland Code;

WHEREAS, Law enforcement administrators of the County and of the City are aware that emergency situations have developed from time to time both at locations and at times either in the County or in the City when sufficient law enforcement resources were not immediately available to enable law enforcement officers to render prompt, effective, efficient, and professional services to the public; and

WHEREAS, elected officials and law enforcement administrators of the County and of the City desire to extend prompt, effective, efficient, and professional law enforcement services to the public, both in the County and in the City, to the extent law enforcement resources are available; and

WHEREAS, The General Assembly of Maryland enacted Criminal Procedure Title 2, Subtitle 105 of the Maryland Code, which allows counties and municipalities to enter into "Police Mutual Aid Agreements" (as defined therein).

NOW, THEREFORE, the County and the City, by and through their respective authorized and undersigned elected officials and law enforcement administrators do enter into this Police Mutual Aid Agreement ("this agreement") and do hereby agree:

1. The word "Emergency," as it is used in this Agreement, means a sudden or unexpected happening or an unforeseen combination of circumstances that calls for immediate action to protect the health, safety, welfare, or property of a person from actual or threatened harm or from an unlawful act. The term "Emergency," as used in this Agreement, does not include routine requests for backup for traffic, ordinance, or criminal violations that do not call for immediate action to protect the health, safety, welfare, or property of a person from actual or threatened harm or from an unlawful act.

1. The word emergency, as it is used in this agreement, may consist of an unruly person who, or group which, demonstrates a potential for violence, of a hostage or barricaded subject situation, of a fire, flood, accident or other catastrophe, of a request for spontaneous back assistance, or of a similar circumstance where prompt law enforcement action requiring at least one (1) law enforcement officer or specialized equipment is required.

2. Whenever, in the judgment either of the Chief of Police of the City or of the Sheriff of the County, or, in the event of his absence or unavailability, any other law enforcement officer designated either by the Chief of Police of the City or by the Sheriff of the County, an Emergency occurs and the law enforcement agency in the jurisdiction where that emergency occurs does not have sufficient law enforcement officers, equipment, or facilities immediately available to resolve properly that emergency, the designated law enforcement official may request assistance in the form of law enforcement officers, equipment, or facilities from the other jurisdiction. The request may be verbal or in writing, and shall be directed to either the Chief of Police of the City or to the Sheriff of the County, or, in the event of their absence or unavailability, to any other law enforcement officer designated either by the Chief of Police of the City or by the Sheriff of the County. If, in the judgment of the designated law enforcement official of the jurisdiction to whom the request has been made, the law enforcement officers, equipment, or facilities requested are available, such resources shall be dispatched as requested and such law enforcement officers shall take their orders from the law enforcement officer initiating said request.

3. No prior written request or authorization is required with regard to routine requests from dispatch such as assistance as a backup for traffic, K9-scan or search, ordinance, criminal violations that do not call for immediate action to protect the health, safety, welfare, or property of a person from actual or threatened harm or from an unlawful act. Law enforcement officer(s) of either jurisdiction are hereby authorized to provide such routine backup assistance in the other jurisdiction.

4. Whenever any law enforcement officer of the County or of the City is traversing, while on official duty, any highway, road, street, or alley either in the County or in the City and observes any crime-in-progress either in the County or in the City, that law enforcement officer is authorized to act as a law enforcement officer pursuant to this agreement.

5. Whenever a criminal, ordinance, or traffic violation occurs on property owned by the City and located outside the corporate limits of the City, but within the County, any law enforcement officer of the City is authorized to act as a law enforcement officer.

6. The manner of providing assistance, as it is set forth in this Agreement, shall not affect the authority granted law enforcement officers in matters involving fresh pursuit as provided in Criminal Procedure Title 2, Subtitle 301 of the Maryland Code.

7. Pursuant to Criminal Procedure, Title 2, Subtitle 105(c)(2) of the Maryland Code, the parties to this Agreement acknowledge that the acts performed in furtherance of this agreement by law enforcement officers or other officers, agents, or employees, and the expenditures either made by the County and/or by the City shall be deemed conclusively to be for a public and governmental purpose; and all of the immunities from liability enjoyed by the County or the City when acting through its policemen or other officers, agents, or employees for a public or governmental purpose within its territorial limits shall be enjoyed by the County or by the City to the same extent when either is so acting, under this agreement or under other lawful authority, beyond its territorial limits.

8. Pursuant to Criminal Procedure Title 2, Subtitle 105(c)(3) of the Maryland Code, the parties to this Agreement acknowledge that the law enforcement officers and other officers, agents, and employees of the County or of the City, when acting under this agreement or under other lawful authority beyond the territorial limits of the County or of the City by which they are

commissioned or employed, have the immunity from liability as described in Courts and Judicial Proceedings Title 5, Subtitle 612 of the Maryland Code, and exemptions from laws, ordinances, and regulations and have all of the pension, relief, disability, worker's compensation, and other benefits enjoyed by them while performing their respective duties within the territorial limits of the County or of the City by which they are commissioned or employed. However, the jurisdiction by which any person is employed shall bear all costs for his pension, relief, disability, worker's compensation, and other benefits referred to in this paragraph.

9. Pursuant to Criminal Procedure Title 2, Subtitle 105(e)(2) of the Maryland Code, each of the parties to this Agreement (i) waive any and all claims against the other party to this Agreement which may arise out of its activities outside its respective jurisdiction under this Agreement; and (ii) agrees to indemnify and save harmless the other party to this Agreement from all claims by third parties for property damage or personal injury which may arise out of the activities of the other party to this agreement, outside its respective jurisdiction under this Agreement.

10. Nothing in this Agreement shall preclude any jurisdiction from entering into similar agreements with other jurisdictions.

11. When an Emergency pursuant to this Agreement occurs, this Agreement shall supersede any other memoranda of understanding that my conflict with this Agreement.

12. All assistance rendered under this Agreement shall be provided without reimbursement by either party, unless otherwise provided by law or contract.

13. The parties may jointly pursue recovery of any expenditures made or losses sustained because of the negligence or willful acts of a third party.

14. This Agreement shall become effective immediately upon its enactment into law by the party jurisdictions or by the operation of law upon execution.

15. This agreement shall remain in effect until it is cancelled either by the County or by the City by written notice either from the Board of County Commissioners of the County or from the Mayor and Council of the City.

16. If any part or provision of this Agreement or the application thereof to any person or circumstance is held invalid for any reason in a court of competent jurisdiction, the invalidity does not affect other provisions or any other application of this Agreement which can be given effect without the invalid provision or application, and for this purpose the provisions of this Agreement are declared severable.

SIGNED THIS _____ DAY OF _____, 2017.

SHERIFF OF
FREDERICK COUNTY, MARYLAND

MAYOR AND COUNCIL
BRUNSWICK, MARYLAND

Charles A. Jenkins, Sheriff

Jeffrey T. Snoots, Mayor

COUNTY EXECUTIVE
FOR FREDERICK COUNTY, MARYLAND

Jan H. Gardner

Milt Frech, Chief of Police

Reviewed for form and legal sufficiency

Reviewed for form and legal sufficiency

Frederick County Attorney

Brunswick City Attorney

Memorandum of Understanding
Between:

Frederick County Sheriff's Office- Law Enforcement Bureau

Frederick County Sheriff's Office- Adult Detention Center

Frederick City Police Department

Brunswick Police Department

Thurmont Police Department

Purpose: To establish consistency through an agreement to guidelines regarding the entry and maintenance/purge of gang members/associates into the ILEADS RMS/JMS databases. Additionally, to establish consistency in all Frederick County law enforcement agencies by utilizing a standard gang validation form, criteria, and procedure for sharing this information between agencies. This MOU contains changes from the previous agreed upon MOU from July 2014.

- I. Agreed upon procedures for gang member and associate tracking and intelligence sharing in Frederick County, MD.
 - A. Entry of Gang Members and or Associates into the ILEADS records system and validation of gang members and associates shall be limited to trained investigators with experience on determining validity of gang membership/status.
 - B. FCSO, FCADC, and FPD will assign (1) primary investigator to oversee the entry of Gang Members/Associates into the Gang module in ILEADS RMS/JMS database and the validation of gang members and associates.
 - C. In accordance with **28 CFR Part 23** Federal guidelines for criminal intelligence, a validation and collection of intelligence files is valid for no more than 5 years and must be reviewed for continuing compliance with submission criteria. If no new intelligence is available on the subject the initial entering agency shall make the file *inactive* inside the ILEADS gang's module. This *purge* should occur at a minimum once per year.
 - D. Each agency agrees to complete a *purge* of records on a yearly basis, this purge will occur in the Month of July of each year.
 - E. Yearly and in the Month of July, the primary investigators from each agency will meet to discuss the yearly purge of records and any changes to the guidelines established by this MOU.
 - F. It is the responsibility of each agency to ensure a *purge* of data to include *status date* and *active* or *inactive* status after 5 years of no new intelligence on a given member or gang.
 - G. It is the responsibility of each agency to maintain a hard file for each validated member whether they are validated by another agency or not.
 - H. Thurmont Police Department and Brunswick Police Department have agreed prior to this Memorandum that they will forward all Gang intelligence to FCSO Criminal Investigations assigned Investigator for review and validation purposes.
 - I. All known gang members and associates will be entered into ILEADS gang module accordingly by each agency.

- J. All Frederick County Law Enforcement agencies named in this MOU agree to only utilize the *Frederick County Gang Card* available as a PDF form for all gang validations.
- K. Upon the completion of each *Frederick County Gang Card* the completed form will be sent via email to *Gangs_Intel* which has been established as a shared email distribution list to assigned gang investigators with each agency.
- L. Each agency listed in this MOU agrees to utilize *MARGIN established criteria for validation*.
- M. Completed Gang Cards will be stored on the "S" Share drive accessible to all agencies however each agency will be responsible for their own file on each member/associate. The folder will be accessible to only assigned investigators from each agency and the Frederick County States Attorney's Office.
- N. Thurmont Police Department will forward all completed gang cards to FCSO Criminal Investigations Section assigned gang investigator for review, validation, and entry into ILEADS gang module.
- O. Brunswick Police Department will forward all completed gang cards to FCSO Criminal Investigations Section assigned gang investigator for review, validation, and entry into ILEADS gang module.
- P. The terms of this Memorandum will be reevaluated on a two year cycle and is set to be evaluated on July 1st 2018

II. Procedures for Entry into *ILEADS Gang Module*

- A. When entering a new gang into ILEADS gangs module the following should occur:
 - 1. Ensure there isn't a similarly named gang already listed
 - 2. Use the gangs full name (Example: South Side Brims) , not abbreviations (Example: SSB)
 - 3. Enter in basic known information on size of gang, number of known members, etc.
- B. When entering a new gang member to gang in *ILEADS gangs module*:
 - 1. Search the individual through multijurisdictional databases, ie. GangNet, to determine whether the individual has been identified by another agency as a gang member. (Note this in ILEADS)
 - 2. Ensure the person is not already entered into the gang under another name or alias
 - 3. Complete the Frederick County Gang Card (FCSO Form 43-A)
 - 4. Denote *Active* or *Inactive*
 - 5. Complete *Status Date*
 - 6. Make a brief note in notes section as to the reason for validation, date, Officer/Deputy/Name who validated.
 - 7. Send the completed *Frederick County Gang Card* (FCSO Form 43-A) to *Gangs_Intel* email distribution list which is shared by all assigned gang investigators with FCSO/FPD/FCADC
 - 8. Save the gang card in shared drive: \\nt1s77\Gangs_Intel
- C. When adding a new member, if the subject is already listed in ILEADS under a different gang he/she can be entered into the other existing gang as well. When this occurs, complete a gang card, enter as indicated above in the new gang, and notify the initial entering agency via *Gangs_Intel* email.
- D. When adding a subject to a specific gang in ILEADS, if the subject is already added under the given gang by another agency the following should occur:
 - 1. Complete the *Frederick County Gang Card* (FCSO Form 43-A)
 - 2. Update *status date*.
 - 3. Change from *Inactive* to *Active* if necessary.

4. Make a brief note in notes section as to the reason for validation, date, and Officer/Deputy/Name who updated.
5. Send the completed Gang Card to Gangs_Intel which is shared by all assigned gang investigators with FCSO/FPD/FCADC

III. Definitions of terms – as denoted by ***BOLD and Italic*** text in this document

Active – If an ***ILEADS Gang Module*** name record is “Active” this person and the intelligence available meets the membership criteria as set forth by ***MARGIN*** and the Status Date or age of intelligence is under five years old. Additionally, when a record is active users will receive a red colored alert notifying them that this individual is an “Active” gang member. When a record is “inactive” this alert will not be present as the individual is Inactive.

Frederick County Gang Card – A PDF form which is utilized by all agencies in Frederick County, MD capturing information for validation.

Inactive - If an ***ILEADS Gang Module*** name record is “Inactive” this person and the intelligence available does NOT meet the membership criteria as set forth by ***MARGIN*** and/or the Status Date or age of intelligence is over five years old. Additionally, when a record is inactive users will NOT receive a red colored alert notifying them that this individual is an “Active” gang member.

ILEADS Gang Module – This is the platform in the Records Management System (RMS) for entry and storage of gang member name and gang name in ILEADS. This platform is accessible by all agencies including FCADC through JMS (Jail Management System)

MARGIN – Mid Atlantic Regional Gang Investigators Network

MARGIN established criteria for validation – This is a set of criteria used to determine whether a person or organization is considered to be associated with a gang. As of 09-26-16, MARGIN established criteria is used statewide and also used by the regional Gang Intelligence System, GangNet. The criteria is as follows:

(Two of following for gang member and one for gang associate):

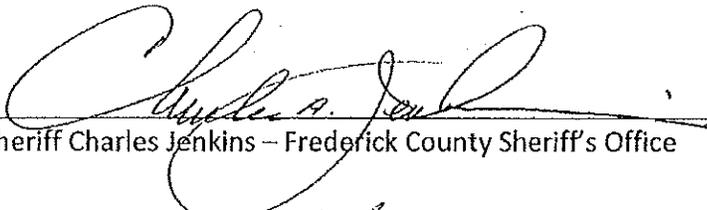
1. Self-Admission
2. Individual Has Been Identified As A Gang Member From A Reliable Source
3. Individual Has Been Identified As A Gang Member By An Untested Source
4. Individual Wears Gang Attire (must be described)
5. Individual Has Been Seen Displaying Gang Hand Signs, Possesses Symbols, Logos, Graffiti, Documents (must be described)
6. Individual Has Tattoos Indicating Gang Membership (must be described)
7. Individual Associates With Validated Gang Members
8. Individual Arrested With Validated Gang Member

Purge – Purge is defined as a review of intelligence files which is completed by an agency to ensure validity. If there is no new intelligence on a member or gang after a five year period this file shall be changed to “inactive” in the ILEADS module removing the “gang alert”, from this person regarding gang activity.

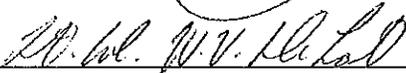
Status Date – In the ILEADS gang module each record has a “status date”. This is the date in which this person was validated using the MARGIN listed criteria. Each time an agency has new intelligence on a given individual this “status date” should be changed to the given date.

28 CFR Part 23 – Federal Guideline for Criminal Intelligence Systems Operating Policies

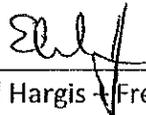
All involved parties listed below agree to adhere to the above guidelines for entry and maintenance of Gang Members/Associates in the ILEADS RMS/JMS database gang module and the sharing of gang intelligence. Agencies who no longer wish to abide by this agreement will notify other participating agencies in writing at least 30 days before termination.



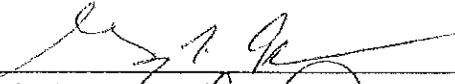
Sheriff Charles Jenkins – Frederick County Sheriff's Office
Date 11/23/2013



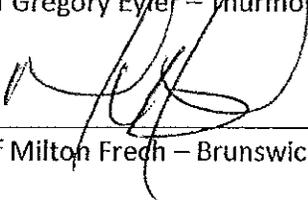
LT COL. William Delauter – Frederick County Sheriff's Office – Corrections Bureau Chief
Date 11/28/2016



Chief Edward Hargis – Frederick Police Department
Date 12-9-2016



Chief Gregory Eyle – Thurmont Police Department
Date 12-13-16



Chief Milton Frech – Brunswick Police Department
Date Jan 19, 2017



THE
CITY OF BRUNSWICK
MARYLAND

1 WEST POTOMAC STREET · BRUNSWICK, MARYLAND 21716 · (301) 834-7500

Mayor & Council
Gum Springs Estates Lots 8-11
Partial Release of Roads, Curbs and Gutter
Staff Report
January 24, 2017

BACKGROUND:

On October 13, 2015, Mayor and Council approved the Public Works Agreement and Surety in the amount of 30,795.30 for Gum Springs Estates Lots 8-11. On August 1, 2016, Public Works completed inspection of the Road, Curb & Gutter and found both completed to standards. On August 9, 2016 the Mayor & Council partially released the Road, Curb and Gutter surety for Gum Springs Estates Lots 8-11 in the amount 16,689.52. The applicant has requested for conditional acceptance on this project and staff has reviewed and inspected and the project is acceptable for conditional acceptance.

ANALYSIS:

Upon conditional acceptance the City will hold 15% of 30,795.30 or 4,619.30 (four thousand six hundred nineteen dollars and thirty cents) for 1 (one) year from the conditional acceptance approval. The City will release remaining surety in the amount of \$9,486.48 (nine thousand four hundred eighty six dollars and forty-eight cents).

August 9, 2016 partial release surety in the amount of \$16,689.52

January 24, 2016 conditional acceptance release surety in the amount of \$9,486.48

Hold remaining surety until final acceptance in the amount of \$ 4,619.30

RECOMMENDATION:

Staff recommends that Mayor & Council consent to conditional acceptance of the Road, Curb & Gutter for Gum Springs Estates and agree to release surety in the amount of \$9,486.48.



THE
CITY OF BRUNSWICK
MARYLAND

1 WEST POTOMAC STREET · BRUNSWICK, MARYLAND 21716 · (301) 834-7500

Mayor & Council
Gum Springs Estates Lots 8-11
Partial Release of Sediment Erosion Control
Staff Report
January 24, 2017

BACKGROUND:

On October 13, 2015, Mayor and Council approved the Public Works Agreement and Surety in the amount of 37,028.74 for Gum Springs Estates Lots 8-11. On July 27, 2016, Frederick County completed inspection of the Sediment Erosion Control and approved a partial release. On January 10, 2017 Frederick County has approved an additional partial release. This staff report is to request that the Mayor & Council agree to the second partial release of the Sediment Erosion Control surety for Gum Springs Estates Lots 8-11.

ANALYSIS:

Upon second partial release of the escrow surety in the amount of \$14,271.00 (fourteen thousand two hundred seventy one dollars). The City will hold remaining surety in the amount of \$4,994.85 (four thousand nine hundred and ninety four dollars and eighty-five cents) until additional releases are approved.

August 9, 2016 partial release surety in the amount of \$ 17,762.89

January 10, 2017 partial release surety in the amount of \$ 14,271.00

Hold remaining surety until additional releases approved in the amount of \$ 4,994.85

RECOMMENDATION:

Staff recommends that Mayor & Council consent to partial release of the Sediment Erosion Control for Gum Springs Estates and agree to release surety in the amount of \$14,271.00.



THE CITY OF BRUNSWICK MARYLAND

1 WEST POTOMAC STREET · BRUNSWICK, MARYLAND 21716 · (301) 834-7500

Mayor & Council
Gum Springs Estates Lots 8-11
Partial Release of Stormwater Management
Staff Report
January 24, 2017

BACKGROUND:

On October 13, 2015, Mayor and Council approved the Public Works Agreement and Surety in the amount of 22,699.28 for Gum Springs Estates Lots 8-11. On January 10, 2016, Frederick County completed inspection of the Stormwater Management and approved a full release of surety funds. This staff report is to request that the Mayor & Council agree to the full release of the Stormwater Management surety for Gum Springs Estates Lots 8-11 per Frederick County approval.

ANALYSIS:

Upon approval by the Mayor and Council the City will release the escrow surety in the amount of \$22,699.28 (twenty-two thousand six hundred ninety-nine dollars and twenty eight cents).

RECOMMENDATION:

Staff recommends that Mayor & Council consent to full release of the Stormwater Management for Gum Springs Estates and agree to release surety in the amount of \$22,699.28.

FREDERICK COUNTY ENVIRONMENTAL COMPLIANCE

BCRAMER <small>INSPECTED BY</small>	INSPECTOR'S REPORT	758965 <small>INSPECTION #</small>
135063 <small>PERMIT #</small>	GUM SPRINGS ESTS, BRNSWK - MJ <small>PROJECT NAME</small>	
GUARANTEE RELEASE INSPECTION <small>TYPE OF INSPECTION</small>	Mon - 11/28/2016 <small>INSPECTION DATE</small>	PASSED <small>INSP STATUS</small>

GUM SPRINGS ESTS, BRNSWK - MJ				
1761 TOWN OF BRUNSWICK	BRUNSW	TOWN OF BRUNSWICK		
BT 4430	ACCT TRANS AS OF	1/10/2017#####		
PERM TYPE	AP NUMBER	TRANS DATE	TRANS	AMOUNT
MJ	135063	04/19/2016	DEPOS	\$19,265.85
SWM	135064	04/19/2016	DEPOS	\$22,699.28
MJ	135063	07/28/2016	RELEAS	\$5,000.00
SWM	135064	01/10/2017	RELEAS	\$22,699.28
MJ	135063	01/10/2017	RELEAS	\$9,271.00
BALANCE:				\$4,994.85

COMMENTS:

SEC

Additional funds may be released. We need to (keep \$4,994.85) Remaining funds will remain until houses are done.

INSPECTOR CONTACT INFO: BOB CRAMER (301)748-7405 x BCramer@FrederickCountyMD.gov

THIS REPORT ISSUED TO:

ERIC MOORE (443)277-5813 x ericsmoore@embarq.com/ chih1536@gmail.com	ERIC MOORE GEN CONTRACTING 1040 PECHER ROAD FAIRFIELD PA 17320
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FREDERICK COUNTY, MARYLAND
Department of Permits and Inspections

30 North Market Street Frederick, MD 21701
301-600-3474 FAX 301-600-2903

AUTHORIZATION TO RELEASE, REDUCE OR MODIFY SECURED FUNDS

DATE: Tuesday, January 10, 2017

THIS LETTER RECOMMENDS AND AUTHORIZES THE MUNICIPALITY NAMED HEREIN:

TOWN OF BRUNSWICK
BRUNSWICK CITY HALL
1 WEST POTOMAC STREET
BRUNSWICK, MD 21716-

TO RELEASE FUNDS IN THE AMOUNT IDENTIFIED FROM THE ACCOUNT OF:

ERIC MOORE
ERIC MOORE GEN CONTRACTING
1040 PECHER ROAD

FAIRFIELD, PA 17320
ericmoore@embarq.com/ chlh1536@gmail.com

PROJECT NAME: GUM SPRINGS ESTS, BRNSWK - SWM

Permit Number and Account Information			
SWM	135064	4430 TOWN OF BRUNSWICK	RECOMMENDED RELEASE: \$22,699.28

TOTAL AUTHORIZED FOR RELEASE: **\$22,699.28**

FREDERICK COUNTY AUTHORIZED REPRESENTATIVE

Rick Masser

Rick Masser, Chief Environmental Inspector

Maryland Heritage Areas Authority Grant Program Old Berlin Cemetery Preservation Project Intent to Apply

The City has been approached by volunteers (lead by Diane Ellis and Jeff Batson) wishing to apply for a Maryland Heritage Area Authority grant for the Old Berlin Cemetery Preservation Project. Grants are required to be obtained by the local government, therefore, the City would be the applicant of this grant. The actual grant would be written by volunteers and reviewed by City staff prior to submission.

Volunteers have spoken to representatives of this grant program, who expressed definite interest in the project and encouraged the City's application. As part of the grant application process, a Letter of Intent is due by January 27, 2017. At this time, volunteers have prepared the information for the Letter of Intent, which City staff will submit upon receipt of Council approval.

Attached is the proposed Letter of Intent, and below is the detailed project description and benefit to the Heritage Area language taken directly from the Letter of Intent.

The proposed grant amount is \$30,000. This grant program requires a 100% match from the grantee, therefore, the City would need to match whatever grant amount is awarded. Of the match amount, at least 75% must come from cash, while the other 25% may be in-kind contributions.

At this time, approval is being sought to submit an Intent to Apply, followed by a grant application prior to the deadline submission. Grants will be awarded in July of 2017.

Project Description

This is a project to preserve the Old Berlin Cemetery in Brunswick and to create an historical and cultural interpretive area. The cemetery, also known as "Old Lutheran Cemetery" dates from the late 1700's. The people buried there represent early Brunswick/Berlin and its place in history. Railroad workers, C&O Canal boatmen, farmers and Civil War soldiers are buried there.

For many years, the cemetery has been neglected. Many headstones are lying on the ground, broken from their foundations. The cemetery is exposed to all the problems of urban life. Conserving the historic character of the cemetery will return a sense of pride, dignity and community to our citizens, both living and dead.

This project would implement a preservation master plan that was recently completed through funding by Preservation Maryland and the Brunswick History Commission. The project includes repairing and resetting gravestones to prevent further loss, re-installing "orphaned" gravestones that are separated from their original location, landscaping to protect the site and provide a green space for visitors, and installing memorial plaques

and signage. Future plans call for educational and interpretive materials that tell the stories of those interred here.

Benefit to the Heritage Area

Downtown Brunswick is on the National Register of Historic Places as an example of a turn of the nineteenth century railroad company town. The downtown architecture, its vast rail yards, C&O Canal, and its Potomac River location are all appealing to heritage travelers who seek an authentic setting. The Old Berlin Cemetery is a half-acre site located in this historic area, one block from Brunswick's main street with its retail and restaurant offerings, and three blocks from the Brunswick Heritage Museum.

Preservation of the old cemetery as a green space for walking, meditation, and learning about small town history will help attract heritage travelers to Brunswick.

This project supports the Heritage Area's specific goal of providing economic benefits, its goal of stewardship by fostering appreciation for sacred historic places and cultural resources, and its goal of storytelling and interpretation. It will encourage and support community efforts to conserve Brunswick's historic character.



Contact Us | Exit

Intent to Apply Review My Application

Save & Finish Later Submit

You can review the information you've provided so far and make necessary modifications here. If you're satisfied with the contents of the application, click Submit to forward your application for consideration. If you're not ready to submit your application yet, click Save & Finish Later.

Intent to Apply

[Printer Friendly Version](#) | [E-mail Draft](#)

* Required before final submission

INSTRUCTIONS

- All questions with a red asterisk (*) require answers.
- Please use plain text. Content will not retain formatting such as bold, italics, or bullets.
- When you have completed your application, click **Review**. You will be given a final opportunity to review your Intent to Apply. If you have included all the required fields and materials, you will be able to click **Submit**.
- **You must submit your Intent to Apply form no later than 11:59 p.m. on January 27, 2017.**

HOW TO

- **Spell-check:** click the check mark to the right of the field.
- **Save a draft:** click **Save and Finish Later** at the top and bottom of each page. You may also click **Next** to continue the application, which will also save your work.

Completing an Intent to Apply form does not in any way commit your organization to completing a full application.

Once your Intent to Apply form is received, you will receive an email with a link to complete a full application, should you decide to proceed.

Applicant Information

* **Federal Tax ID**

(Also known as the Employer Identification Number or EIN). This is generally a 9-digit number, e.g. 52-1234567.

52-6000779

* **Applicant Organization**

City of Brunswick

* **Address**

1 West Potomac Street

* **City**

Brunswick

* **State**

MD

* **Zip Code**

21716

Primary Project Contact Person

* **Prefix**

Mrs.

* **First Name**

Carrie

* **Last Name**

Myers

* **Title**

City Administrator

* **Office Phone**

301-834-7500

Extension

201

* **Email**

Assistant@BrunswickMD.gov

Primary Contact's Role on the Project

General Project Oversight

Project Description

*** Heritage Area**

Check all that apply.

- Anacostia Trails
- Annapolis, London Town and South County
- Baltimore National Canal Place
- Heart of Chesapeake Country
- Heart of the Civil War
- Lower Eastern Shore
- Lower Susquehanna Heritage Greenway
- Montgomery County
- Mountain Maryland Gateway to the West
- Patapsco Valley
- Southern Maryland
- Stories of the Chesapeake

*** Project Title**

Old Berlin Cemetery Preservation

*** What type of project are you requesting funding for?**

The following types of activities are eligible to receive MHAA funding

- **Capital** - Acquisition, Development, Rehabilitation, Restoration, Pre-Development
- **Non-Capital** - Planning, Research, Interpretation, Educational Programs, Seminars, Conferences, Performances, Commemorations, Festivals

Capital (MHAA) Non-Capital (MHAA)

*** Project Description**

Briefly describe your project, including what your end results and products will be.

This is a project to preserve the Old Berlin Cemetery in Brunswick and to create an historical and cultural interpretive area. The cemetery, also known as "Old Lutheran Cemetery" dates from the late 1700's. The people buried there represent early Brunswick/Berlin and its place in history. Railroad workers, C&O Canal boatmen, farmers and Civil War soldiers are buried there.

For many years, the cemetery has been neglected. Many headstones are lying on the ground, broken from their foundations. The cemetery is exposed to all the problems of urban life. Conserving the historic character of the cemetery will return a sense of pride, dignity and community to our citizens, both living and dead.

This project would implement a preservation master plan that was recently completed through funding by Preservation Maryland and the Brunswick History Commission. The project includes repairing and resetting gravestones to prevent further loss, re-installing "orphaned" gravestones that are separated from their original location, landscaping to protect the site and provide a green space for visitors, and installing memorial plaques and signage. Future plans call for educational

Word count 189 of 300

*** Benefit to the Heritage Area**

Briefly discuss how your project will benefit heritage tourism in your local heritage area.

Downtown Brunswick is on the National Register of Historic Places as an example of a turn of the nineteenth century railroad company town. The downtown architecture, its vast rail yards, C&O Canal, and its Potomac River location are all appealing to heritage travelers who seek an authentic setting. The Old Berlin Cemetery is a half-acre site located in this historic area, one block from Brunswick's main street with its retail and restaurant offerings, and three blocks from the Brunswick Heritage Museum. Preservation of the old cemetery as a green space for walking, meditation, and learning about small town history will help attract heritage travelers to Brunswick.

This project supports the Heritage Area's specific goal of providing economic benefits, its goal of stewardship by fostering appreciation for sacred historic places and cultural resources, and its goal of storytelling and interpretation. It will encourage and support community efforts to conserve Brunswick's historic character.

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Project Budget

When typing in dollar amounts, only enter numbers - do not use the dollar sign or decimal point. Round the amounts to the nearest dollar.

*** MHAA grant funds requested**

30,000

*** Cash Match**

22500

In-Kind Match

7500

Anticipated Total Match

Click the calculator icon to autofill the value.
30000 

Anticipated Other Project Costs

These are costs above and beyond the grant amount and the required match listed above.

3000

Anticipated Total Project Cost

Click the calculator icon to autofill the value.



Save & Finish Later

Submit