

**MAYOR AND COUNCIL MEETING
TUESDAY, AUGUST 9, 2016, 7:00 P.M.**

AGENDA

- 1. CALL TO ORDER, PLEDGE, AND ROLL CALL**
- 2. MAYOR'S REMARKS**
 - a. Brunswick Little League Softball 10-11 State Champions Team Recognition
 - b. First Responder Recognition – East G Street Fire
 - c. Oath of Office for Newly Elected Mayor & Council Members
- 3. APPROVAL OF MINUTES**
 - a. Mayor & Council – July 12, 2016
- 4. CITIZENS' FORUM (PETITIONS, REMONSTRANCES, AND COMMUNICATIONS)**
- 5. INTRODUCTION AND ADOPTION OF RESOLUTIONS AND ORDINANCES**
 - a. Special Ordinance Number 522 – FY2016 Budget Amendment – first reading
 - b. Special Ordinance Number 523–FY2017 Budget Amendment – first reading
- 6. REPORT OF OFFICERS - COUNCIL – COMMITTEES**
- 7. CONSENT AGENDA**
 - a. Gum Springs Estates Lots 8-11 - Conditional Acceptance of Water and Sewer
 - b. Gum Springs Estates Lots 8-11 – Partial Release of Roads, Curbs and Gutter
 - c. Gum Springs Estates Lots 8-11 – Partial Release of Sediment Erosion Control
 - d. 215 East A Street – Water and Sewer Tap Allocation Request
 - e. 602 Gum Springs Road – Water and Sewer Tap Allocation Request
 - f. Market Place at Brunswick Crossing (Weis) Public Works Agreement Package Sediment Erosion Control
 - g. City Pay Scales
 - h. Law Enforcement Investigation MOU
 - i. Maryland Department of Transportation Grant Application
 - j. Letter of Support – Hotel Rental Tax Rate
- 8. UNFINISHED BUSINESS**
- 9. NEW BUSINESS**
 - a. Special Election – December 6, 2016
- 10. MISCELLANEOUS AND APPROPRIATIONS**
- 11. ADJOURNMENT**

8/5/2016 12:12 PM

MAYOR AND COUNCIL MEETING
August 9, 2016

Suggested Motions

Agenda item 3a - Approval of Minutes

“I move to approve the Mayor and Council Meeting Minutes from July 12, 2016.”

Agenda item 7a – 7j – Consent Agenda

“I move to approve the Consent Agenda items.”

City of Brunswick
Mayor and Council Meeting Minutes
Tuesday, July 12, 2016, 7:00 P.M.

The July 12, 2016 City of Brunswick Mayor and Council meeting was called to order at 7:00 p.m. by Mayor Karin Tome at Brunswick City Hall. The following members and staff were present: Karin Tome, Mayor; Angel White, Mayor Pro Tem; Ellis Burruss, Carroll Jones, Harry Lashley, Jeff Snoots, and Walt Stull, Council Members; Bob McGrory, City Administrator; Milt Frech, Chief of Police; John Gerstner, Public Works Superintendent; and Carrie Myers, Office Manager.

Mayor's Remarks

- Garth Rockcastle from PLACE gave a presentation on the organization's goals and projects, and detailed the organization's interest in Brunswick.
- Bob Gunter, President of New Hope Community Partnership, gave a presentation on the organization's desire to establish a community center in downtown Brunswick.

Approval of Minutes

- Special Mayor & Council Meetings – May 18, 2016 and June 3, 2016
- Public Hearing – June 14, 2016
- Mayor & Council Meeting – June 14, 2016

Ms. White moved to approve the minutes. Mr. Stull seconded the motion, which passed 6-0.

Citizens' Forum (Petitions, Remonstrances, and Communications)

Comments were offered from Derek, 300 North Maryland Avenue; and Jerry Cayford, 6 First Avenue.

Report of Officers – Council – Committees

Council Members provided updates on their Committee activities, including announcements related to the City of Brunswick Economic Development Commission, Brunswick Family Campground, Brunswick Senior Center, Fire Department, Ambulance Department, Greater Brunswick Area Chamber of Commerce, Brunswick Heritage Museum, Canal Towns, Brunswick Main Street, Park Heights Cemetery, and Sustainable Brunswick.

Roger Wilson, Frederick County, discussed the “Livable Frederick” program and encouraged residents to take the survey.

Mr. McGrory discussed the feasibility of paying the City's debt service down, utilizing reserve funding, as was requested by the Council at their June meeting. Mr. McGrory also discussed the

City's Customer Service Department goals, practices, and challenges.

Ms. Myers gave a presentation of the City's new website.

Consent Agenda

- Public Works Purchase Approvals
 - PO #PW-4448 – Bobcat of Frederick - Track Skid Loader with Snow Blower
 - PO #PW-4449 – Bobcat of Frederick - Mini Excavator with Rock Spreader
 - PO #PW-4451 – Hitch - Mini Paver
 - PO #PW-4452 – Apple Ford Lincoln - ¾ Ton Pick-Up Truck
 - PO #PW-4453 – McHenry – Zero Turn Mower
- Sustainable Growth and Agricultural Preservation Act of 2012 (SB 236) - Septic Tier Map
- Water and Sewer Tap for 28 West H Street
- Bike Registration Fee Waiver

Mr. Burruss moved to approve the Consent Agenda. Mr. Lashley seconded the motion, which passed 6-0.

Unfinished Business

- Sidewalk Improvement Program Payment Agreements

Mr. McGrory discussed the proposed motions before the Council. Mr. Burruss inquired what would happen if a loan is approved for a property, then the property is sold before the loan is paid off. Mr. McGrory said the City would be able to collect the loan at the time of settlement with code enforcement fees and utility charges.

Mr. Lashley made a motion to approve the sidewalk improvement program payment plan agreements included in the agenda packet. Mr. Stull seconded the motion, which passed 6-0.

Mr. Lashley made a motion to make the approval process of applications for the sidewalk improvement program payment plan agreements an administrative process, whereby the Mayor, or designee, may approve all applications subject to the budgeting of funds. Ms. White seconded the motion, which passed 6-0.

New Business

- Wenner Drie and H Street Easement

Mr. McGrory displayed the plats of the properties in question and detailed the existing easements. Mr. Burruss suggested seeking the opinion of the Bike Brunswick and PATH groups for input. Ms. White offered to facilitate a meeting with those groups in the near future.

Mr. Burruss made a motion for the Council to pursue this project for a preliminary evaluation. Mr. Snoots seconded the motion, which passed 6-0.

- FY2017 Paving Project Change Order

Mr. McGrory discussed the proposed change order, which will take advantage of the excellent

price the City received on the initial paving bid.

Mr. Snoots made a motion to approve the FY2017 paving project being performed as a change order with extended pricing based on the bid process for the FY2016 paving project. Ms. White seconded the motion, which passed 6-0.

- Dog Park Quotes

Mr. Lashley discussed the progress of this project. Bids were obtained for the fencing portion of the project.

Mr. Lashley made a motion to award the dog park fence bid to Quality Fence and Deck Company in the amount of \$7,800. Mr. Burruss seconded the motion, which passed 6-0.

- 40-42 West Potomac Street Bond Acceptance

Mr. McGrory discussed this issue. After accepting the bond, the City Attorney would be asked to review the document and develop a lease agreement for the Potomac Foundation.

Mr. Burruss made a motion to approve the bond agreement for the purchase of 40-42 West Potomac Street. Ms. White seconded the motion, which passed 6-0.

- Art in Public Places – Skate Park Graffiti Wall

Mayor Tome discussed the proposal for a graffiti wall at the Skate Park building. Council Members expressed support of the project.

Mr. Stull made a motion to approve the painting of the building at the skate park as a public art project. Mr. Snoots seconded the motion, which passed 6-0.

Adjournment

Mr. Stull moved to adjourn the meeting. Ms. White seconded the motion, which passed 6-0. The meeting was adjourned at 9:23 p.m.

Submitted by: Carrie Myers

Approved By: _____
Mayor Date

Witnessed By: _____
City Administrator Date

**MAYOR AND COUNCIL OF BRUNSWICK
SPECIAL ORDINANCE NUMBER 522**

**AN ORDINANCE OF THE MAYOR AND COUNCIL OF BRUNSWICK TO AMEND THE FISCAL YEAR 2016
ANNUAL OPERATING AND CAPITAL BUDGET FOR THE CITY OF BRUNSWICK, MARYLAND.**

WHEREAS, with the assistance of the City staff, the Mayor of Brunswick prepared and submitted Ordinance Number 515, the Fiscal Year 2016 Budget, to the Council of Brunswick, which adopted said Ordinance on June 9, 2015 with the concurrence of the Mayor; and

WHEREAS, the Mayor and City Council subsequently amended the Fiscal Year 2016 Budget by the adoption of Ordinance Number 520 on May 10, 2016; and

WHEREAS, the Mayor and City Council wish to amend the adopted Fiscal Year 2016 Budget,

NOW THEREFORE BE IT ENACTED AND ORDAINED by the Mayor and Council of Brunswick:

SECTION I: that pursuant to the authority granted to it by Title 4 of the Annotated Code of Maryland and Section 16-3, Section 16-24, Section 16-38, Section 16-39B.1., and Section 16-39B.2 of the Charter of the City of Brunswick that the annual budget for the City of Brunswick, Maryland for Fiscal Year 2016 is hereby amended as attached hereto and incorporated herein, and

SECTION II: This Ordinance shall become effective on the 10th day, or September 23, 2016, following its enactment by the Council and its approval by the Mayor, or on the 10th day following its enactment by the Council over the veto by the Mayor.

PASSED this 13th day of September, 2016 by a vote of ____ for; ____ against, ____ abstaining; and ____ absent.

ATTEST:

COUNCIL OF THE CITY OF BRUNSWICK

City Administrator

By: _____
Mayor Pro Tem

APPROVED this 13th day of September, 2016.

ATTEST:

City Administrator

Jeffrey T. Snoots
Mayor

**MAYOR AND COUNCIL OF BRUNSWICK
SPECIAL ORDINANCE NUMBER 523**

**AN ORDINANCE OF THE MAYOR AND COUNCIL OF BRUNSWICK TO AMEND THE FISCAL YEAR 2017
ANNUAL OPERATING AND CAPITAL BUDGET FOR THE CITY OF BRUNSWICK, MARYLAND.**

WHEREAS, with the assistance of the City staff, the Mayor of Brunswick prepared and submitted Ordinance Number 521, the Fiscal Year 2017 Budget, to the Council of Brunswick, which adopted said Ordinance on June 14, 2016 with the concurrence of the Mayor; and

WHEREAS, the Mayor and City Council wish to amend the adopted Fiscal Year 2017 Budget,

NOW THEREFORE BE IT ENACTED AND ORDAINED by the Mayor and Council of Brunswick:

SECTION I: that pursuant to the authority granted to it by Title 4 of the Annotated Code of Maryland and Section 16-3, Section 16-24, Section 16-38, Section 16-39B.1., and Section 16-39B.2 of the Charter of the City of Brunswick that the annual budget for the City of Brunswick, Maryland for Fiscal Year 2017 is hereby amended as attached hereto and incorporated herein, and

SECTION II: This Ordinance shall become effective on the 10th day, or September 23, 2016, following its enactment by the Council and its approval by the Mayor, or on the 10th day following its enactment by the Council over the veto by the Mayor.

PASSED this 13th day of September, 2016 by a vote of _____ for; _____ against, _____ abstaining; and _____ absent.

ATTEST:

COUNCIL OF THE CITY OF BRUNSWICK

City Administrator

By: _____
Mayor Pro Tem

APPROVED this 13th day of September, 2016.

ATTEST:

City Administrator

Jeffrey T. Snoots
Mayor

**Department of Public Works
Mayor & Council Monthly Report for
JULY 2016**

Water Line Repairs and Maintenance

Repair two different water leaks @ 2nd Ave & G St.

Sewer Line Repairs

Sewer Back-Up @ 710 Park Ave.

Water Valve Maintenance

Replacement of water valve @ Maple Ave. & East F St.

Fire Hydrant Maintenance

Regular schedule of Hydrant Flushing

Street Repair and Maintenance

Hot mixing over service line replacements

CIP Projects

N/A

Storm Drain Maintenance

N/A

Miscellaneous Tasks and Maintenance

Put up flags, Marked Miss Utility Tickets, Side Walk Inspections, Cutting Back Road Edges, Painted 2nd Ave. Fence, Curb Inspections, Repaired Ramp @ Skate Park

Construction and Contractor Support

Water Meters Settlements-33, Replacements-1, Repairs-5
High Bill Investigations-32, New Meter Installs-13, Meter Inspections-9, U&O Inspections-8

Safety Completed monthly fire extinguisher inspection and also Inspected DPW's gas monitors, tripods, Lanyards, & harnesses.

Provided necessary Personal Protective Equipment (PPE) for our Seasonal staff.



Brunswick Police Department Monthly Report

Reporting Month and Year: July 2016

Traffic Enforcement Activity

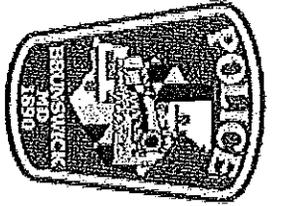
	Month	YTD	PY Month	PY YTD
Maryland State Citations:	53	214	42	278
Maryland State SEROS:	13	74	11	38
Warning Citations:	111	503	76	517
Parking Citations:	22	137	32	174

Parking Enforcement Revenue

	Month	YTD	PY Month	PY YTD
Fines Collected:	*	*	*	*
Meter Collections:	*	*	*	*

Crime Report

	Month	YTD	PY Month	PY YTD
Calls for Service	769	4993	948	8335
Homicide	0	0	0	0
Rape	0	1	1	1
Robbery	0	0	1	1
Assault	6	65	13	76
B&E	2	13	3	9
Theft	7	29	3	33
Auto Theft	0	0	1	1
Motor Vehicle Accidents	6	66	12	61



Brunswick Police Department
Listing of Arrests
July 1, 2016 to July 31, 2016

Case ID	Date	Time	Charge	Status	Person Type	Officer	Disposition
2016005131	07/05/2016	13:10	DRIVING UNINSURED VEHICLE	CLOSED/CLEARED	ADULT	KEVIN LINEHAN	CLEARED BY ARREST
2016005297	07/10/2016	18:03	DRIVING UNINSURED VEHICLE	CLOSED/CLEARED	ADULT	BRANDON SMITH	CLEARED BY ARREST
2016005363	07/13/2016	18:39	DRIVING VEH. WHILE UNDER INFLUENCE OF ALCOHOL (DWI)	CLOSED/CLEARED	ADULT	JAMES LEDWELL	CLEARED BY ARREST
2016005428	07/15/2016	12:33	DRIVING ON REVOKED OUT OF STATE LICENSE	CLOSED/CLEARED	ADULT	WILBUR JESSON	CLEARED BY ARREST
2016005384	07/15/2016	12:50	THEFT SCHEME: \$1,000 TO UNDER \$10,000	CLOSED/CLEARED	ADULT	KEVIN LINEHAN	CLEARED BY ARREST
2016005456	07/16/2016	00:04	DRIVING ON SUSPENDED LIC AND PRIV	CLOSED/CLEARED	ADULT	KEVIN LINEHAN	CLEARED BY ARREST
2016004928	07/18/2016	18:50	PERMIT POT DANGER DOG OFF PROPERTY	CLOSED/CLEARED	ADULT	JAMES LEDWELL	CLEARED BY ARREST
2016005512	07/19/2016	11:07	OTHER AGENCY WARRANT/SUMMONS SERVICE	CLOSED/CLEARED	ADULT	BRANDON SMITH	CLEARED BY ARREST
2016005564	07/20/2016	20:49	WEAR/CARRY/TRANSP WEAPON	CLOSED/CLEARED	ADULT	JAMES LEDWELL	CLEARED BY ARREST
2016005685	07/24/2016	20:17	DRIVE COMMERCIAL MV W/SUSPENDED LIC	CLOSED/CLEARED	ADULT	KEVIN LINEHAN	CLEARED BY ARREST
2016005703	07/26/2016	17:33	OTHER AGENCY WARRANT/SUMMONS SERVICE	CLOSED/CLEARED	ADULT	WILBUR JESSON	CLEARED BY ARREST
2016005744	07/27/2016	23:36	OTHER AGENCY WARRANT/SUMMONS SERVICE	CLOSED/CLEARED	ADULT	KEVIN LINEHAN	CLEARED BY ARREST
2016005783	07/29/2016	10:21	DRIVING ON SUSPENDED LIC AND PRIV	CLOSED/CLEARED	ADULT	JACQUELYN DRUKTENIS	CLEARED BY ARREST
2016005792	07/29/2016	18:27	DRIVING ON SUSPENDED OUT OF STATE LICENSE	CLOSED/CLEARED	ADULT	KEVIN LINEHAN	CLEARED BY ARREST

Total Number of Arrests: 14



Brunswick Police Department
Call Type Counts Listing
July 1, 2016 to July 31, 2016

Call Type	Counts
ABANDONED / UNATTENDED VEHICLE	1
ANIMAL COMPLAINTS	1
ANIMAL LOCKED IN VEHICLE	1
ASSAULT - OCCURED EARLIER	1
ASSAULT IN PROGRESS - ALERT TONE	1
ASSIST FIRE DEPARTMENT	17
ASSIST OTHER PD (SHERIFF)	19
ATTEMPT TO LOCATE - ADD TO LOOKOUT FILE	6
CARDIAC ARREST	2
COMMERCIAL	7
COMMERCIAL BURGLARY - REPORT ONLY	1
COMMERCIAL HOLD UP ALARM - ALERT TONE	1
COURT - BPD	10
COURT PAPERWORK	5
DESTRUCTION OF PROPERTY / VANDALISM	6
DISABLED VEHICLE	2
DISORDERLY CONDUCT - INTOXICATED SUBJECT	3
DISTURBANCE - ALL GATHERINGS	9
DOMESTIC	5
DOMESTIC IN PROGRESS - ALERT TONE	4
DWI TRAFFIC	1
EMERGENCY EVALUATION	4
EVICTON	1
EXTRA DUTY	1
FIREWORKS COMPLAINT	11
FOLLOW UP - ALL TYPES	39
FOUND PROPERTY	2
FRAUD	2
HARRASSMENT	8
HIT AND RUN PROPERTY DAMAGE	2
HOLD UP / PANIC - ALERT TONE	1
MENTAL PERSON	2



Brunswick Police Department
Call Type Counts Listing
July 1, 2016 to July 31, 2016

Call Type	Counts
MISSING PERSON	4
MUNICIPAL INFRACTION	1
NARCOTICS - FCPD SEND TWO CARS	4
NOISE COMPLAINT	6
NOTIFICATIONS	1
OPEN OR 911 HANG-UP	29
OVERDOSE - SEND AMBULANCE	2
PARKING VIOLATIONS	10
PATROL CHECK (BRUNSWICK)	262
POLICE INFORMATION	4
POLICE TRAINING / EDUCATION	1
PROPERTY DAMAGE ACCIDENT	3
REPO / TOW AWAY	2
REQUEST OFFICER	91
RESIDENTIAL	7
RESIDENTIAL BURGLARY - REPORT ONLY	2
RESIDENTIAL BURGLARY IN PROGRESS - ALERT TONE	3
ROADWAY HAZARD	4
SCHOOL	2
SELECTIVE ENFORCEMENT TRAFFIC OR SPEED	44
SEX OFFENSE	1
SPECIAL ASSIGNMENTS	8
SUBJECT STOP	2
SUICIDE - ATTEMPTED ALSO	2
SUSPICIOUS ACTIVITY / VEHICLE OR PERSON	8
SUSPICIOUS PERSON	3
SUSPICIOUS VEHICLE	3
TALKS / CRIME PREVENTION / COMMUNITY RELATIONS	8
TEST FOR TRAINING - DO NOT DISPATCH	1
THEFT / STOLEN / SHOPLIFTING - EXCEPT VEHICLE	10
TRAFFIC COMPLAINT/ ALSO TRAFFIC DETAIL	1
TRESPASSING	4
UNAUTHORIZED USE	1



*Brunswick Police Department
Call Type Counts Listing
July 1, 2016 to July 31, 2016*

<i>Call Type</i>	<i>Counts</i>
VEHICLE STOP (BRUNSWICK)	98
VERBAL DISPUTE - NON DOMESTIC	5
WALKING PATROL	20
WARRANT SERVICE (BPD)	2
WELFARE CHECKS	15

Total Number of Calls: 850

CITY OF BRUNSWICK MONTHLY WATER FLOW REPORT

	<u>Monthly Total</u>	<u>Daily Average</u>
Water from springs.....	<u>3.46</u>	*M.G. <u>0.11</u> M.G.
Water pumped from Potomac River.....	<u>15.43</u>	M.G. <u>0.49</u> M.G.
Total.....	<u>18.80</u>	M.G. <u>0.60</u> M.G.
Finished water pump from Plant...	<u>16.46</u>	M.G. <u>0.53</u> M.G.

Submitted By Pat Hoff
Date 3-16

*Million Gallons

WATER PLANT PROJECTS & MAINTENANCE –July 2016

- 1) Tested all chlorine gas detectors
- 2) Calibrated all chemical feeders
- 3) Received chemical deliveries of Caustic, Acid, Del-pac, Hypo-chlorite, Carbon and Potassium Permanganate
- 4) Drained and cleaned both sedimentation basins
- 5) WTP staff discovered a restriction in the clarifier inlet line and disassembled the line and used electric hammer drills to break loose the calcium build up inside the pipe
- 6) Staff mowed and trimmed around the WTP, Yourtee springs and the intake
- 7) Extra shifts were added to meet high water demands
- 8) Micro tech designs worked to repair issues on the SCADA system for the elevated tower

CITY OF BRUNSWICK WWTP MONTHLY FLOW REPORT

Total Influent Flow --- 14.53 Million Gallons
Total Effluent Flow --- 13.51 Million Gallons

Rain ---4.80 INCHES

Sludge to Landfill ---80.32 TONS

Submitted By --- Patrick Hoffmaster
Date 8/3/16

We seen several days of high flows into the WWTP this month from all the rain I & I

Brunswick WWTP Operations & Projects July 2016

- 1) Ran Belt Press twice weekly
- 2) Backflushed SBR's bi-weekly
- 3) Cleaned Pista Grit vacuum bowl weekly
- 4) Staff and Microtech worked on restoring the Net-device failure alarm on the WWTP SCADA system
- 5) Staff troubleshot UV light system and replaced 6 UV bulbs
- 6) Staff replaced leaking air line connection fittings on the UV system
- 7) Staff and an outside contractor replaced the proxswitch on the belt filter press drive belt system
- 8) Contractor completed work on installing the new air compressor for the WWTP
- 9) Patrick worked with staff on new process control treatment for filamentous bacteria and grease in the SBR's
- 10) Staff hosed down SBR tops with fire hoses on a weekly basis
- 11) Cummings generator and staff worked on replacing battery charger and batteries for the generator at the WWTP
- 12) Staff troubleshot and made repairs to the on-line chemscan system



THE CITY OF BRUNSWICK MARYLAND

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

June Planning/Code Staff Report Mayor and Council 8-9-2016

Planning

- Staff received final signatures on Section III A Brunswick Crossing plats.
- Staff met with Contractors on for Gum Springs Estates, B St. and D St.
- Staff worked with economic development coordinator on business development.
- Staff sent Annual Planning Report to State Department of Planning (MDP).
- Staff sent letter to MDP for not adopting septic tier map as part of our Comprehensive Plan.
- Staff presented plat for 27&29 E. B Street to Planning Commission
- Staff met with Habitat on park Ave. project.
- 24 Zoning Certificates issued July
- 8 U&O's issued June
- No BoA meeting in July and no meeting is scheduled for August.
- Planning Commission met in July and no meeting is scheduled for August.

ZC Log 2016								
ID	ZC #	Tax ID #	Date Approved	Parcel #	Name of Owner/Applicant	Street #	Street Address	Improvement/Use
171	16-171	25-491548	7-5-16	9 HH	Bob & Jenn Franney/Total Remodeling	1402	Volunteer Dr	Enclose pt deck
172	16-172	25-472039	7-6-16	1043	Aaron Cornelius	212	E A St	Shed
173	16-173	25-476379	7-7-16	1371	Verizon Wireless	501	E. K St	Antennas
174	16-174	25-469925	7-8-16	1288	Eric Moore/Tasha Smothers	705	N. Maple Ave	Renovations
175	16-175	25-482220	7-8-16	1566	Miltan Whims	115	6th Avenue	Demo & Rebuilds fire damage
176	16-176	25-483197	7-12-16	586	Blue Line Home Imp/Andrew Peters	332	W. Potomac St	Renovations
177	16-177	25-469437	7-13-16	1103	Tim Fonesca	11	E B	Renovations
178	16-178	25-471539	7-13-16	1843	Property Masters	818	East B	Renovations
179	16-	25-	7-14-16	566	Colonial Renovations	527	W. Potomac	Renovations

ZC Log 2016

ID	ZC #	Tax ID #	Date Approved	Parcel #	Name of Owner/Applicant	Street #	Street Address	Improvement/Use
	179	481178						
180	16-180	25-472675	7-18-16	543	John Kastelein	530	Brunswick St.	Renovations
181	16-181	25-467892	7-19-16	508	Benancio Morales	12	S. Maple	Renovations Occupancy
182	16-182	25-590417	7-20-16	1048	Eric Moore Cont	215	E. A St	SFD
183	16-183	25-473140	7-20-16	1374	Julie Beachley	1118	Second	Rebuild
184	16-184	25-464702	7-20-16	6	Fred County Pub Schls-Tony Ray Mngr 3	101	Cummings Dr.	FB Lighting
185	16-185	25-589761	7-25-16	6 KK	Erin & Kevin Rudzinski	1150	Dargon Quarry Ln	Deck
186	16-186	25-591962	7-25-16	23 KK	Ryan Homes	1106	Dargon Quarry Ln	SFD
187	16-187	25-591979	7-25-16	26 KK	Ryan Homes	1100	Dargon Quarry Ln	SFD
188	16-188	25-591978	7-25-16	25 KK	Ryan Homes	1102	Dargon Quarry Ln	SFD
189	16-189	25-591992	7-25-16	51 PP	Ryan Homes	412	Potomac View Pkwy	SFD
190	16-190	25-464648	7-25-16	695	Florine Hooper	517	Brunswick Street	Solar Panels
191	16-191	25-479025	7-28-16	1363	Lovely Nails/Kathy Nguyen	54	Souder Rd	Tenant Fit Out
192	16-192	25-485297	7-28-16	1337	Anthony Brown	27	W. I St.	Fence
193	16-193	25-469941	7-29-16	1275	Eric Moore Const	613	Maple Ave	Renovations
194	16-194	25-466993	7-29-16	1207	Eric Moore Const	415	Maple Ave	Renovations

U&O Log 2016

Item #	U&O #	Receipt Date	Street #	Street Address	Zoning Certificate #	AP #	Issuance Date
44	16-44	7-5-16	409	Potomac View Pkwy	Ryan	140320	7-5-16
45	16-45	7-6-16	1131	Long Farm Circle	Ryan	140797	7-6-16
46	16-46	7-12-16	1272	Drydock St.	Ryan	140929	7-12-16
47	16-47	7-13-16	1312	Yourtee Spring Dr	Ryan	141316	7-13-16
48	16-48	7-14-16	1274	Drydock St	Ryan	140932	7-14-16
49	16-49	7-14-16	1276	Drydock St	Ryan	140943	7-14-16
50	16-50	7-19-16	906	E C St	Eric Moore	142163	7-19-16
51	16-51	7-25-16	1127	Long Farm Cir	Ryan	142072	7-25-16

MONTHLY CODE ENFORCEMENT REPORT

Violations	July 2016	YTD January-July 2016	Past January-July 2015
WARNINGS			
Vehicles/ Vehicle repair	2/0	6/0	9/1
Property trash/ Unsec. prop.	5/0	32/0	32/0
Property Repair/Property	1/0	4/4	2/7
Overgrowth /Unsanitary	16/0	69/1	40/2
Vac. prop.trash/ Unsec.vac	1/0	8/4	5/5
S.walk repair/ S.Walk Trash	0/0	0/3	2/0
Littering	1	6	3
Vacant Overgrowth	2	17	29
Animal Waste / Snow and Ice	0/0	0/122	1/272
Livestock	0	0	3
Trash Cans /Signs	2/0	6/5	4/3
Warning Totals	31	287	420
CITATIONS			
Vehicles/ Vehicle repair	1/0	1/0	0/0
Property trash/ Unsec. prop.	1/0	1/0	2/0
Property Repair/ Property	1/0	1/2	2/23
Overgrowth/ Unsanitary	4/0	10/0	2/2
Vac. prop. trash,/ Unsec. vac.	0/0	2/0	3/7
S walk repair/ S walk trash	0/0	0/0	10/0
Littering	0	0	0
Vacant Overgrowth	0	3	5
Animal Waste/ Snow and Ice	1/0	3/3	0/4
Livestock	0	0	0
Trash Cans	0	0	0
Signs	0	0	2
Citation Totals	8	26	62
Complaints	9	68	38

**Mayor & Council Meeting
Consent Agenda Summary
August 9, 2016**

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

- a. **Gum Springs Estates Lots 8-11 - Conditional Acceptance of Water and Sewer**
Staff recommends consent to conditional acceptance and surety release in the amount of \$38,293.25.
- b. **Gum Springs Estates Lots 8-11 – Partial Release of Roads, Curbs and Gutter**
Staff recommends consent to partial release and surety release in the amount of \$16,689.52.
- c. **Gum Springs Estates Lots 8-11 – Partial Release of Sediment Erosion Control**
Staff recommends consent to partial release and surety release in the amount of \$17,762.89.
- d. **215 East A Street – Water and Sewer Tap Allocation Request**
Staff recommends allocation of one sewer and one water tap with conditions noted.
- e. **602 Gum Springs Road – Water and Sewer Tap Allocation Request**
Staff recommends allocation of one sewer and one water tap with conditions noted.
- f. **Market Place at Brunswick Crossing (Weis) Public Works Agreement Package Sediment Erosion Control**
Staff recommends approval of PWA package with conditions noted.
- g. **City Pay Scales**
Pay scales were included in FY2017 budget process. Staff recommends approval.
- h. **Law Enforcement Investigation MOU**
Staff recommends approval of MOU with Frederick County Sheriff's Office regarding criminal investigation of law enforcement and corrections in-custody deaths, officer involved shootings, serious use of force, and serious injury or death from officer involved motor vehicle collisions.
- i. **Maryland Department of Transportation Grant Application**
Staff recommends approval of the transportation grant application for the Maryland Department of Transportation.
- j. **Letter of Support – Hotel Rental Tax Rate**
Staff recommends consent to the Maryland Municipal League – Frederick County Chapter's letter of support regarding the hotel rental tax rate.



THE
CITY OF BRUNSWICK
MARYLAND

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

Mayor & Council
Gum Springs Estates Lots 8-11
Conditional Acceptance of Water and Sewer
Staff Report
August 9, 2016

BACKGROUND:

On October 13, 2015, Mayor and Council approved the Public Works Agreement and Surety in the amount of 45,051.25 for Gum Springs Estates Lots 8-11. On July 22, 2016, Public Works completed inspection of the Water and Sewer and found both systems satisfactory. This staff report is to request that the Mayor & Council agree to conditional acceptance of the Water and Sewer systems for Gum Springs Estates Lots 8-11.

ANALYSIS:

Upon conditional acceptance, the City releases the escrow surety in the amount of \$38,293.25 (Thirty-eight thousand two hundred ninety three dollars and twenty five cents). The 15% contingency in the amount of \$6,758.00 (six thousand seven hundred fifty-eight dollars) will remain in place for the warranty period of one year from the conditional acceptance approval. Public Works will assume maintenance of the Water and Sewer during the warranty period.

Conditional Acceptance Water & Sewer: Release surety in the amount of \$ 38,293.25

15% contingency: Hold surety for one year warranty period in the amount of \$ 6,758.00

RECOMMENDATION:

Staff recommends that Mayor & Council consent to conditional acceptance of the Water and Sewer for Gum Springs Estates and agree to release surety in the amount of \$38,293.25.



MID MARYLAND EXCAVATING, INC.

P.O. BOX 193
BURKITTSVILLE, MD 21718
PHONE: 301-846-4066 / FAX: 301-834-4200

July 22, 2016

John Gerstner
Public Works Department
Brunswick, Maryland 21716

Dear John,

Mid Maryland Excavating, Inc. has completed installing the waterline for Gum Springs Estates and on July 1, 2016 it was tested by Antron Corporation and passed, Report #16F1969.

Mid Maryland Excavating, Inc. has also completed installing the sewer line for Gum Springs Estates and on July 15, 2016 it was tested by Antron Corporation and approved.

Sincerely,

David Wolfe

John Gerstner
This is good to go.



P.O. Box 16338
Baltimore, MD 21210
www.AntronCorp.com

410.243.0600
800.805.8277
info@AntronCorp.com

7/19/16

Mid Maryland Excavating

RE: Gumspring Road

This is to certify that Antron performed air pressure testing on two 6" mains on July 15, 2016. Both mains held 5 psi for 5 minutes. Both passed.

This is to certify that Antron performed vacuum testing on two manholes on July 15, 2016. Both manholes held 10" hg for 5 minutes. Both passed.

A handwritten signature in black ink, appearing to read "Anthony Culotta", with a long horizontal flourish extending to the right.

Anthony Culotta

President



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
August 9, 2016

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. This staff report is to request that the Mayor & Council agree to partial release of the Road, Curb and Gutter surety for Gum Springs Estates Lots 8-11.

ANALYSIS:

Upon partial release of the escrow surety in the amount of \$16,689.52 (Sixteen thousand six hundred ninety eight dollars and fifty-two cents). The City will hold remaining surety in the amount of \$14,096.78 (fourteen thousand ninety six dollars and seventy-eight cents) until conditional acceptance.

Partial Release Road, Curb & Gutter: Release surety in the amount of \$ 16,689.52

Hold remaining surety until conditional acceptance in the amount of \$ 14,096.78

RECOMMENDATION:

Staff recommends that Mayor & Council consent to partial release of the Road, Curb & Gutter for Gum Springs Estates and agree to release surety in the amount of \$16,689.52.

PROJECT BONDING ESTIMATE

Road / Sidewalk / Driveway

Project:	GUM SPRINGS ESTATES
Owner:	
Date:	9/8/2015
Engineer:	MERLE HOLSINGER
Description:	RESIDENTIAL DEVELOPMENT
File Number:	14-088
Bonded Improvements:	

1 1/2" Bituminous Surface - road	279.4	SQ YARD	@	\$8.00	\$2,236.20
Bituminous Binder- road	188.7	SQ YARD	@	\$8.00	\$1,132.20
4" Bituminous Base - road	188.7	SQ YARD	@	\$10.10	\$1,906.87
6" Stone Base - road	188.7	SQ YARD	@	\$7.50	\$1,415.25
Sidewalk	1430	S.F.	@	\$8.00	\$8,580.00
Guardrails	0	L.F.	@	\$20.00	\$0.00
Streetlight	1	EA.	@	\$1,000.00	\$1,000.00
Mailbox Cluster	1	EA.	@	\$500.00	\$500.00
Gravel Parking Lot	0	TON	@	\$20.00	\$0.00
Curb & Gutter	286	L.F.	@	\$35.00	\$10,010.00
				Sub Total	\$26,778.52
				Administration (15%)	\$4,016.78
				TOTAL	\$30,795.30

Approved
 Merle Holsinger
 9/8/2015
 City Engineer



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
August 9, 2016

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 July 27, 2016, Frederick County completed inspection of the Sediment Erosion Control and approved a partial release. This staff report is to request that the Mayor & Council agree to partial release of the Sediment Erosion Control surety for Gum Springs Estates Lots 8-11.

ANALYSIS:

Upon partial release of the escrow surety in the amount of \$17,762.89 (Seventeen thousand seven hundred sixty two dollars and eighty-nine cents). The City will hold remaining surety in the amount of \$19,265.85 (nineteen thousand two hundred and sixty five dollars and eighty-five cents) until additional releases are approved.

Partial Release Sediment Erosion Control: Release surety in the amount of \$ 17,762.89

Hold remaining surety until additional releases approved in the amount of \$ 19,265.85

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 \$17,762.89.

PROJECT BONDING ESTIMATE

SETTLEMENT EROSION CONTROL

Project:	GUM SPRINGS ESTATE
Owner:	
Date:	9/29/2015
Engineer:	MERLE HOLSINGER
Description:	RESIDENTIAL DEVELOPMENT
File Number:	14-066
Bonded Improvements:	

Seed & Cover w/ Matting/Sod	660	L.F.	@	5.40	\$3,564.00
Silt Fence	70	L.F.	@	3.50	\$245.00
Super Silt Fence	315	L.F.	@	15.00	\$4,725.00
Inlet Protection	1	EA.	@	1	\$131.00
Stone Outlet Structure	2	EA.	@	2	\$262.00
Stabilized Construction Entrance	1	EA.	@	1	\$1,500.00
Matting(Fiber)	5,700	SF	@	0.18	\$1,026.00
Temp. Seed, Straw,& Tack	1,200	SF	@	0.03	\$36.00
Permanent Seed, Straw & Tack	61,509	SF	@	0.06	\$3,690.54
Clearing for Sediment Control					\$10,000.00
20% Maintenance Fee Added for Sediment control items					\$6,294.89
				Sub Total	\$31,474.43
				Administration (15%)	\$5,554.31
				TOTAL	\$37,028.74

Approved
 Merle Holsinger
 10-6-2015
 City Engineer



THE
CITY OF BRUNSWICK
MARYLAND

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

Mayor & Council
215 East A Street
Water & Sewer Tap Allocation Request
Staff Report
August 9, 2016

BACKGROUND:

On March 9, 2004, the City adopted the Water & Sewer Rules & Regulations and on April 27, 2004, Council approved Water & Sewer Allocation Policy.

This request is for allocation of one (1) Sanitary Sewer Tap and one (1) Water Tap to serve 215 East A Street (Tax Map 202, Lot 11, Parcel 1048) Tax Map 25-590417

ANALYSIS:

The Tap Allocation process was established to ensure that taps are used within the appropriate time period to the maximum extent possible and to preclude the potential hoarding of taps. This process requires that a Tap Allocation Request with Fee be filed and approved by Mayor & Council.

Once the Tap Application is approved, the Applicant must pay the capacity fees for the water and sewer taps within 30 days of approval. A Zoning Certificate Application Package with Fee, an Entrance Permit Package with Fee, a Modified Public Works Agreement and fee, the purchase of the water meter and payment of the lateral inspections fees will follow.

This application has come before Mayor & Council to approve purchase of the requested taps. This request is for a Water & Sanitary Sewer tap for 215 East A Street. The primary structure on the property will be a single family dwelling. All work for connections to City infrastructure will be regulated by the Modified Public Works Agreement. The Allocation Pool has one thousand, two hundred and eighteen (1,218) remaining sanitary sewer taps remaining from the 2016 Tap Allocation Report.

RECOMMENDATION:

Staff recommends allocation of one (1) Sanitary Sewer Tap and one (1) Water Tap in accordance with the City Tap Allocation Policy and the City Water & Sewer Rules and Regulations, with the following conditions:

1. Capacity fees in the amount of \$7,102.00 must be paid within thirty (30) days from allocation.

2. Improvements to the public right-of-way are conditions of approval.
3. The Applicant will submit a Zoning Certificate, a Modified Public Works Agreement, purchase the water meter, and pay all fees and post applicable guarantees for the proposed construction.
4. Sanitary sewer and water lateral connection to be inspected at the Applicant's expense in accordance with the City Tap Allocation Regulations.
5. No work is to be conducted within a Right-of-Way without Public Works approval and inspection.
6. All applicable certificates, permits, and agreements are obtained, associated fees are paid, and any required surety is in place.



THE
CITY OF BRUNSWICK
MARYLAND

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

Mayor & Council
602 Gum Springs Road
Water & Sewer Tap Allocation Request
Staff Report
August 9, 2016

BACKGROUND:

On March 9, 2004, the City adopted the Water & Sewer Rules & Regulations and on April 27, 2004, Council approved Water & Sewer Allocation Policy.

This request is for allocation of one (1) Sanitary Sewer Tap and one (1) Water Tap to serve 602 Gum Springs Road (Tax Map 202, Lot 11, Parcel 1680) Tax Acct. 25-490843

ANALYSIS:

The Tap Allocation process was established to ensure that taps are used within the appropriate time period to the maximum extent possible and to preclude the potential hoarding of taps. This process requires that a Tap Allocation Request with Fee be filed and approved by Mayor & Council.

Once the Tap Application is approved, the Applicant must pay the capacity fees for the water and sewer taps within 30 days of approval. A Zoning Certificate Application Package with Fee, an Entrance Permit Package with Fee, a Modified Public Works Agreement and fee, the purchase of the water meter and payment of the lateral inspections fees will follow.

This application has come before Mayor & Council to approve purchase of the requested taps. Originally this parcel was seven (7) separate parcels. The Applicant recorded an Addition Plat to reconfigure the parcels into four (4) lots of record. Improvements within the property and right-of-way have been submitted for detailed review and approval prior to issuance of zoning certificate.

This request is for a Water & Sanitary Sewer tap for 602 Gum Springs Road. The primary structure on the property will be a single family dwelling. All work for connections to City infrastructure will be regulated by the Public Works Agreements. The Allocation Pool has one thousand two hundred and eighteen (1,218) sanitary sewer taps remaining from the 2016 Tap Allocation Report.

RECOMMENDATION:

Staff recommends allocation of one (1) Sanitary Sewer Tap and one (1) Water Tap in accordance with the City Tap Allocation Policy and the City Water & Sewer Rules and Regulations, with the following conditions:

1. Capacity fees in the amount of \$7,102.00 must be paid within thirty (30) days from allocation.
2. Improvements to the public right-of-way are conditions of approval.
3. The Applicant will submit a Zoning Certificate, a Public Works Agreement, purchase the water meter, and pay all fees and post applicable guarantees for the proposed construction.
4. Sanitary sewer and water lateral connection to be inspected at the Applicant's expense in accordance with the City Tap Allocation Regulations.
5. No work is to be conducted within a Right-of-Way without Public Works approval and inspection.
6. All applicable certificates, permits, and agreements are obtained, associated fees are paid, and any required surety is in place.



THE
CITY OF BRUNSWICK
MARYLAND

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

Mayor & Council
Market Place at Brunswick Crossing (Weis)
Public Works Agreement Package Sediment Erosion Control
Staff Report
August 9, 2016

This is a request for approval of the Weis Market Public Works Agreement (PWA) Package for Sediment Erosion Control.

ANALYSIS:

The PWA Package for Weis Market was submitted to The City of Brunswick in accordance with the City's standard procedures. The Cost Estimates utilized the unit costs that the Frederick County approved. The PWA is in the standard City format and is acceptable to staff.

The Developer, Brunswick Crossing, LLC intends to provide the surety for this work in the form of one Performance Bond in the amount of \$78,893.35 and a Letter of Credit for the 15% contingency in the amount of \$11,834 totaling 90,727.35. This PWA Package for Weis Market includes the PWA document for signature, the cost estimate that determined the surety requirements. The Performance Bond and Letter of Credit will be submitted after approval of the PWA package.

STAFF RECOMMENDATIONS:

Staff recommends approval of the Market Place at Brunswick Crossing Weis Market Sediment Erosion Control PWA package with the following conditions:

1. PWA Package must be approved by the Mayor and Council
2. Applicant is bound by their Testimony

**Public Works Agreement
Sediment and Erosion Control
Non-Dedicated Stormwater Management**

This AGREEMENT, made this ____ day of _____ (Month), _____ (Year), by and between the Mayor and Council of Brunswick, Maryland, a body corporate and politic of the State of Maryland (hereinafter referred to as CITY), and _____ Brunswick Crossing, LLC _____, (Hereinafter referred to as OWNER),

witnesseth:

Whereas, City has delegated the authority for Storm Water Management and Sediment and Erosion Control to Frederick County (hereinafter referred to as COUNTY); and

WHEREAS, OWNER is seeking to have the Frederick County Department of Permitting and Development Review issue a grading permit; and

WHEREAS, the Frederick County Ordinance, Chapter 1-10, Grading, Erosion and Sediment Control, Section 32.0, and Chapter 1-15.2 Stormwater Management, Section 7, requires a Guarantee to be posted in specific amounts prior to final grading permit approval; and

WHEREAS, the Frederick County Department of Permitting and Development Review has approved the cost estimate for the guarantee amount contained herein as set forth in Paragraph 5.

NOW, THEREFORE, in consideration of the premises and of the covenants hereinafter set out, CITY, COUNTY AND OWNER for themselves, their respective heirs, personal representatives, successors and assigns, do hereby mutually covenant, promise and agree as follows:

1. OWNER shall, within ten (10) months from the date of execution of this Agreement, construct or cause to be constructed all of the required sediment and erosion control facilities, as set fourth by the City of Brunswick and Frederick County Department of Permitting and Development Review, or as set forth in detail on the drawings specifically listed below:

Brunswick Crossing Weis Market Improvement Plan (SEC improvements per AP# 16345).

2. OWNER shall construct all sediment and erosion control improvements in accordance with the specifications set fourth in the approved plans for the requirements as established by ordinance enforced by the Frederick County Department of Public Works.

3. OWNER shall proceed with construction of sediment and erosion control improvements in accordance with the inspection procedures specified by the COUNTY in adopted ordinances.

4. Should OWNER breach any of the provisions of this Agreement, COUNTY, at its sole option, may obtain the funds under the guarantee given by the OWNER under paragraph 5 and complete the proposed improvements at the expense of the OWNER or OWNER'S successors in title.

5. OWNER shall furnish CITY with an Escrow Account or a Letter of Credit and/or Bond (per City Bonding Policy) and in a form(s) satisfactory to CITY in the amount of \$ 90,727.35 as beneficiary thereunder, assuring the faithful performance of the Agreement and further providing for the payment by OWNER of all charges, liens, and indebtedness incurred in, by reason of, or due to making of such improvements under this Agreement. The release of Letter of Credit or Bond funds from time to time may be authorized by the CITY as requested by the OWNER for work that is completed. The Letter of Credit or Bond may

be released only after the OWNER has completed all obligations for sediment and erosion control.

6. Upon breach of this Agreement by OWNER, OWNER shall be liable to CITY and/or County for damages; in addition, CITY in its sole discretion, may make or complete Improvements and OWNER shall be liable for the cost thereof.

7. OWNER shall indemnify and hold harmless CITY and COUNTY from any and all claims, actions, and demands whatsoever arising from the construction of the erosion and sediment control devices of these Improvements herein.

8. This agreement may not be assigned without prior written consent of CITY with recommendation from COUNTY, which said consent shall not be unreasonably withheld.

9. Owner for himself, his heirs, personal representatives, successors and assigns, grants the CITY and COUNTY, its agents and employees, an irrevocable right to enter upon those portions of property upon which Improvements are to be constructed hereunder.

AS WITNESS the hands and seals and/or corporate name of the parties hereto the day and year first hereinbefore written.

ATTEST:

MAYOR and COUNCIL OF
The City of Brunswick, MARYLAND

By

Karin B. Tome
Mayor

Brunswick Crossing, LLC
by Pleasants Enterprises, Inc., Manager

CORPORATION OR PARTNERSHIP NAME:

Witness

Signature:

(SEAL)

William D. Pleasants, Jr., President

Name and Title (Please Print)

Witness

Signature:

(SEAL)

Approved as to Legal Sufficiency:

Name and Title (Please Print)

City Attorney

(Notarial for: SOLE OWNERSHIP, CO-OWNERSHIP AND PARTNERSHIP)

State of _____ County of _____, to wit:

I HEREBY CERTIFY that on this _____ day of _____ (Month), _____ (Year), before me, the subscriber, a Notary Public in and for the State and County aforesaid, personally appeared _____ whose name(s) is/are subscribed to within the instrument, and acknowledged that he/she executed the same for the purposes therein contained.

Witness my hand and Notarial Seal _____

Notary Public
My Commission Expires:

.....
(Notarial for: CORPORATIONS)

State of _____ County of _____, to wit:

I HEREBY CERTIFY that on this _____ day of _____ (Month), _____ (Year), before me, the subscriber, a Notary Public in and for the State and County aforesaid, personally appeared _____ who acknowledged him/herself to be the _____ of _____ a body corporate, and that he/she was authorized by the corporation to execute this instrument for the purposes contained herein.

Witness my hand and Notarial Seal _____

Notary Public
My Commission Expires:

.....
(Notarial for: MAYOR OF THE CITY OF BRUNSWICK)

State of _____ County of _____, to wit:

I HEREBY CERTIFY that on this _____ day of _____ (Month), _____ (Year), before me, the subscriber, a Notary Public in and for the State and County aforesaid, personally appeared _____ who acknowledged himself/herself to be the Mayor of The City of Brunswick, Maryland, that in his/her capacity as Mayor, being authorized to do so, executed the foregoing instrument on behalf of the Mayor and Council of The City of Brunswick, Maryland, a body corporate and politic, for the purposes therein contained

Witness my hand and Notarial Seal _____

Notary Public
My Commission Expires:

City of Brunswick Pay Scale Fiscal Year 2017

Hourly (and Annualized) Pay Rates by Grade Level and Step - effective at the start of the first full pay period after July 1, 2016												
Grade Level	Step 1.00	Step 2.00	Step 3.00	Step 4.00	Step 5.00	Step 6.00	Step 7.00	Step 8.00	Step 9.00	Step 10.00	Step	Position
1	\$ 12.24	\$ 12.67	\$ 13.11	\$ 13.57	\$ 14.04	\$ 14.53	\$ 15.04	\$ 15.57	\$ 16.11	\$ 16.67		Laborer
	\$ 25,459.20	\$ 26,353.60	\$ 27,268.80	\$ 28,225.60	\$ 29,203.20	\$ 30,222.40	\$ 31,283.20	\$ 32,385.60	\$ 33,508.80	\$ 34,673.60		
2	\$ 13.22	\$ 13.68	\$ 14.16	\$ 14.66	\$ 15.17	\$ 15.70	\$ 16.25	\$ 16.82	\$ 17.41	\$ 18.02		Admin Asst, PW Specialist
8%	\$ 27,497.60	\$ 28,454.40	\$ 29,452.80	\$ 30,492.80	\$ 31,553.60	\$ 32,656.00	\$ 33,800.00	\$ 34,985.60	\$ 36,212.80	\$ 37,481.60		
3	\$ 14.28	\$ 14.78	\$ 15.30	\$ 15.84	\$ 16.39	\$ 16.96	\$ 17.55	\$ 18.16	\$ 18.80	\$ 19.46		Utility Operator Trainee, Code Enforcement
8%	\$ 29,702.40	\$ 30,742.40	\$ 31,824.00	\$ 32,947.20	\$ 34,091.20	\$ 35,276.80	\$ 36,504.00	\$ 37,772.80	\$ 39,104.00	\$ 40,476.80		
4	\$ 15.42	\$ 15.96	\$ 16.52	\$ 17.10	\$ 17.70	\$ 18.32	\$ 18.96	\$ 19.62	\$ 20.31	\$ 21.02		Maint Specialist I, Bookkeeper I, Mechanic, Rec Specialist I, Grants Coordinator
8%	\$ 32,073.60	\$ 33,196.80	\$ 34,361.60	\$ 35,568.00	\$ 36,816.00	\$ 38,105.60	\$ 39,436.80	\$ 40,809.60	\$ 42,244.80	\$ 43,721.60		
5	\$ 16.65	\$ 17.23	\$ 17.83	\$ 18.45	\$ 19.10	\$ 19.77	\$ 20.46	\$ 21.18	\$ 21.92	\$ 22.69		Sp Events, Maint Specialist II, Planner I, Utility Op I, PW Admin Sp
8%	\$ 34,632.00	\$ 35,838.40	\$ 37,086.40	\$ 38,376.00	\$ 39,728.00	\$ 41,121.60	\$ 42,556.80	\$ 44,054.40	\$ 45,593.60	\$ 47,195.20		
6	\$ 17.98	\$ 18.61	\$ 19.26	\$ 19.93	\$ 20.63	\$ 21.35	\$ 22.10	\$ 22.87	\$ 23.67	\$ 24.50		Ut Specialist I, Rec Specialist II, Econ Dev Coord Bookkeeper II, Maint Specialist III
8%	\$ 37,398.40	\$ 38,708.80	\$ 40,060.80	\$ 41,454.40	\$ 42,910.40	\$ 44,408.00	\$ 45,968.00	\$ 47,569.60	\$ 49,233.60	\$ 50,960.00		
7	\$ 19.42	\$ 20.10	\$ 20.80	\$ 21.53	\$ 22.28	\$ 23.06	\$ 23.87	\$ 24.71	\$ 25.57	\$ 26.46		Ut Specialist II, Project Coord, Lab Tech, Utility (or Lead) Op II, Rec Specialist III
8%	\$ 40,393.60	\$ 41,808.00	\$ 43,264.00	\$ 44,782.40	\$ 46,342.40	\$ 47,964.80	\$ 49,649.60	\$ 51,396.80	\$ 53,185.60	\$ 55,036.80		
8	\$ 20.97	\$ 21.70	\$ 22.46	\$ 23.25	\$ 24.06	\$ 24.90	\$ 25.77	\$ 26.67	\$ 27.60	\$ 28.57		Office Manager, Assist. Dir PW, Accountant I
8%	\$ 43,617.60	\$ 45,136.00	\$ 46,716.80	\$ 48,360.00	\$ 50,044.80	\$ 51,792.00	\$ 53,601.60	\$ 55,473.60	\$ 57,408.00	\$ 59,425.60		
9	\$ 22.65	\$ 23.44	\$ 24.26	\$ 25.11	\$ 25.99	\$ 26.90	\$ 27.84	\$ 28.81	\$ 29.82	\$ 30.86		Planner II, Accountant II,
8%	\$ 47,112.00	\$ 48,755.20	\$ 50,460.80	\$ 52,228.80	\$ 54,059.20	\$ 55,952.00	\$ 57,907.20	\$ 59,924.80	\$ 62,025.60	\$ 64,188.80		
10	\$ 28.31	\$ 29.30	\$ 30.33	\$ 31.39	\$ 32.49	\$ 33.63	\$ 34.81	\$ 36.03	\$ 37.29	\$ 38.60		Dir. of Public Works (General Superintendent)
25%	\$ 58,884.80	\$ 60,944.00	\$ 63,086.40	\$ 65,291.20	\$ 67,579.20	\$ 69,950.40	\$ 72,404.80	\$ 74,942.40	\$ 77,563.20	\$ 80,288.00		Dir. of Utilities (W/WW Superintendent)
11	\$ 35.39	\$ 36.63	\$ 37.91	\$ 39.24	\$ 40.61	\$ 42.03	\$ 43.50	\$ 45.02	\$ 46.60	\$ 48.23		City Administrator
25%	\$ 73,611.20	\$ 76,190.40	\$ 78,852.80	\$ 81,619.20	\$ 84,468.80	\$ 87,422.40	\$ 90,480.00	\$ 93,641.60	\$ 96,928.00	\$ 100,318.40		

Includes 1.50% Cost of Living Adjustment (COLA) effective in the first full pay period following July 1, 2016

Pay rate is based on hourly rate shown. Additional illustration shows potential earnings for 2080 hours worked.

**City of Brunswick Police Department
Pay Scale Fiscal Year 2017**

Yrs of Service	1	2	3	4	5	6	7	8	9	10
Chief	\$34.99	\$35.86	\$36.76	\$37.68	\$38.62	\$39.59	\$40.58	\$41.59	\$42.63	\$43.70
	\$72,779.20	\$74,588.80	\$76,460.80	\$78,374.40	\$80,329.60	\$82,347.20	\$84,406.40	\$86,507.20	\$88,670.40	\$90,896.00
Captain	\$30.85	\$31.62	\$32.41	\$33.22	\$34.05	\$34.90	\$35.77	\$36.66	\$37.58	\$38.52
	\$64,168.00	\$65,769.60	\$67,412.80	\$69,097.60	\$70,824.00	\$72,592.00	\$74,401.60	\$76,252.80	\$78,166.40	\$80,121.60
Lieutenant	\$27.98	\$28.68	\$29.40	\$30.14	\$30.89	\$31.66	\$32.45	\$33.26	\$34.09	\$34.94
	\$58,198.40	\$59,654.40	\$61,152.00	\$62,691.20	\$64,251.20	\$65,852.80	\$67,496.00	\$69,180.80	\$70,907.20	\$72,675.20
Sergeant	\$23.61	\$24.20	\$24.81	\$25.43	\$26.07	\$26.72	\$27.39	\$28.07	\$28.77	\$29.49
	\$49,108.80	\$50,336.00	\$51,604.80	\$52,894.40	\$54,225.60	\$55,577.60	\$56,971.20	\$58,385.60	\$59,841.60	\$61,339.20
Corporal	\$22.09	\$22.64	\$23.21	\$23.79	\$24.38	\$24.99	\$25.61	\$26.25	\$26.91	\$27.58
	\$45,947.20	\$47,091.20	\$48,276.80	\$49,483.20	\$50,710.40	\$51,979.20	\$53,268.80	\$54,600.00	\$55,972.80	\$57,366.40
OFC	\$20.82	\$21.34	\$21.87	\$22.42	\$22.98	\$23.55	\$24.14	\$24.74	\$25.36	\$25.99
	\$43,305.60	\$44,387.20	\$45,489.60	\$46,633.60	\$47,798.40	\$48,984.00	\$50,211.20	\$51,459.20	\$52,748.80	\$54,059.20
Officer	\$19.19	\$19.67	\$20.16	\$20.66	\$21.18	\$21.71	\$22.25	\$22.81	\$23.38	\$23.96
	\$39,915.20	\$40,913.60	\$41,932.80	\$42,972.80	\$44,054.40	\$45,156.80	\$46,280.00	\$47,444.80	\$48,630.40	\$49,836.80
Recruit	\$18.66	\$19.13	\$19.61	\$20.10	\$20.60	\$21.12	\$21.65	\$22.19	\$22.74	\$23.31
	\$38,812.80	\$39,790.40	\$40,788.80	\$41,808.00	\$42,848.00	\$43,929.60	\$45,032.00	\$46,155.20	\$47,299.20	\$48,484.80

Salary Steps are 2.5%

Presented to Mayor and Council on June 14, 2016

1.50% COLA for Fiscal Year 2017

COLA implemented first full pay period of new fiscal year

Pay rate is based on hourly rate shown. Additional illustration shows potential earnings for 2080 hours worked.

Officers may be considered for promotion to Officer First Class (OFC) after two years of service

MEMORANDUM OF UNDERSTANDING
BETWEEN THE
FREDERICK COUNTY SHERIFF'S OFFICE
BRUNSWICK POLICE DEPARTMENT/TOWN OF BRUNSWICK
THURMONT POLICE DEPARTMENT/TOWN OF THURMONT
WASHINGTON COUNTY SHERIFF'S OFFICE
BOONSBORO POLICE DEPARTMENT/TOWN OF BOONSBORO
HANCOCK POLICE DEPARTMENT/TOWN OF HANCOCK
SMITHSBURG POLICE DEPARTMENT/TOWN OF SMITHSBURG

Regarding the Criminal Investigation of law enforcement and corrections In-custody deaths, officer involved shootings, serious use of force, and serious injury or death from officer involved motor vehicle collisions.

RECITALS

WHEREAS, it has been agreed upon by the participating agencies and their governmental bodies that in the spirit of cooperation and the building of public trust and confidence in the investigation of officer involved events, the participating agencies will utilize the investigative resources from agencies outside their jurisdiction to conduct these investigations as outlined in this MOU.

PURPOSE

This Memorandum of Understanding (MOU) between the Frederick County Sheriff's Office, the Brunswick Police Department, the Thurmont Police Department, the Washington County Sheriff's Office, the Boonsboro Police Department, the Hancock Police Department, and the Smithsburg Police Department is intended to provide for a cooperative and transparent criminal investigation of law enforcement

and corrections in-custody deaths, officer involved shootings, serious use of force, and traffic investigation on serious injury or death resulting from an officer involved motor vehicle collision.

Nothing in this MOU is intended to alter the lawful authority of the participating agency officers to use reasonable and necessary force, effect arrests and file charges, or otherwise fulfill their law enforcement obligations in a manner consistent with the requirements of the Constitutions and laws of the United States and the State of Maryland.

CRIMINAL/TRAFFIC INVESTIGATION BY OUTSIDE AGENCY

All participating agencies agree that the Frederick County Sheriff's Office will conduct the criminal or traffic investigation on any of the above types of incidents involving any law enforcement officer from an agency participating in this MOU from Washington County, and that the Washington County Sheriff's Office will conduct the criminal or traffic investigation on any of the above types of incidents involving any law enforcement officer from an agency participating in this MOU from Frederick County. In addition, the Frederick County Sheriff's Office has agreed to investigate deaths that occur within the custody of the Washington County Detention Center and the Washington County Sheriff's Office has agreed to investigate the deaths that occur within the custody of the Frederick County Detention Center.

The agency conducting the criminal investigation of incidents covered under this MOU shall have full authority to conduct said investigation and to file criminal charges in the County where the incident occurred when necessary. When an investigation indicates that traffic charges should be preferred against an officer, then traffic charges will be sought through the District Court in the County where the incident occurred.

In criminal investigations, the agency conducting the investigation for the involved agency will also be responsible for crime scene

processing and conducting a thorough investigation of the incident, including the collection and retention of all evidence, statements, etc.

The agency whose officer(s) was involved shall cooperate fully with the agency conducting the criminal investigation, to include providing access to reports, necessary resources or equipment, interviewing officers, or any other necessary participation to conduct a thorough and impartial investigation.

When an officer(s) is involved in a traffic collision where serious injury or death is involved, the responsible investigating agency shall assign an Accident Reconstruction Team to investigate the collision. The Agency with the officer(s) involved will provide full access to the scene and to any and all vehicles and evidence involved in the collision scene or necessary for the complete and thorough investigation of the collision.

The Investigating Agency shall provide regular updates to the Chief/Sheriff of the involved agency on the status of the investigation.

In the event that deputies/officers from multiple agencies are involved in the incident and the deputies/officers involved are from both Frederick and Washington counties, then the Maryland State Police will be requested to conduct the criminal/traffic investigation. If the Maryland State Police is also involved in the same incident, then an outside agency from another jurisdiction will be requested to conduct the criminal/traffic investigation.

The Investigating Agency shall submit their final report and findings to the State's Attorney's Office of the jurisdiction where the incident occurred. That State's Attorney's Office will follow their protocols for having the investigation reviewed and recommendations for whether criminal or traffic charges should be filed. The Investigating Agency shall then follow the recommendations of the State's Attorney for the jurisdiction where the incident occurred. This MOU is not intended to preclude the State's Attorney of the jurisdiction where the incident occurred from requesting that a State's Attorney from another jurisdiction review the reports, provide recommendations, and proceed with charges.

The Investigating Agency agrees to conduct the investigation and participate in any subsequent Grand Jury Hearing, meetings with the State's Attorney, Court hearings and trials as may be deemed necessary through the normal judicial and civil process, without cost to the Involved Agency.

INVOLVED AGENCY RESPONSIBILITIES

Any participating agency who has an officer involved in one of the incidents covered by this MOU shall cooperate fully with the agency conducting the criminal or traffic investigation.

Participating agencies shall ensure the policies of the agency require the officer(s) to submit a "Use of Force" report at a minimum within 48 hours of the incident.

It is the responsibility of the Involved Agency to conduct or have another agency conduct the Internal Investigation of the incident. However, the criminal investigation shall take precedence over the internal investigation.

GOVERNMENTAL BODY DECLARATION

The Governmental Body of the participating agencies give full authority to the Investigating Agency's officers/deputies, through the signing of this MOU, to be able to conduct these investigations and have criminal charges filed through the County in which the incident occurred when charges are warranted as authorized in Section 2-102 of the Criminal Procedure Article of the State of Maryland.

TERMINATION

Any of the parties to this Memorandum of Understanding shall have the absolute right to withdraw from this MOU by providing sixty (60) days written notice to the other parties to this MOU. A reasonable

amount of time shall be allowed to complete any open investigations pending at the time of the written notice.

The notice of withdrawal by one of the parties does not in and of itself terminate this MOU, only the participation of the party(s) giving notice of the withdrawal. However, if either the Frederick County Sheriff's Office or the Washington County Sheriff's Office provides written notice of termination of this MOU, then the entire MOU will be terminated.

The term of this Memorandum of Understanding shall be for one (1) year from the time all parties to this MOU have signed this MOU. If this MOU is not terminated in accordance with the provisions of the MOU, it shall automatically be renewed.

MODIFICATION

This MOU may be modified at any time with the unanimous consent of all the parties to this MOU. No modification shall be effective unless made in writing and executed and approved with the same formality as this MOU.

SEVERABILITY

If any provision herein shall be deemed invalid by a court of competent jurisdiction, the remainder of this MOU, to the extent practicable, shall remain in full force and effect.

BINDING EFFECT

The parties hereto agree that all covenants, stipulations, promises, agreements and provisions of this MOU shall apply to, bind and be obligatory upon the parties hereto, their successors and assigns, or any of them whether expressed or not.

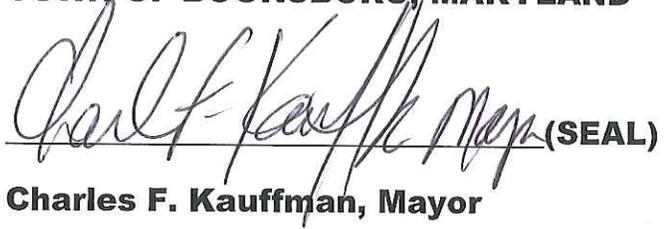
IN WITNESS WHEREOF, the parties have hereunto set their hands and seals.

ATTEST:



Sarah M. Campbell, Clerk

**MAYOR AND COUNCIL OF THE
TOWN OF BOONSBORO, MARYLAND**

 (SEAL)

Charles F. Kauffman, Mayor

ATTEST:

Carrie Myers, Office Mgr.

**MAYOR AND COUNCIL OF THE
TOWN OF BRUNSWICK, MARYLAND**

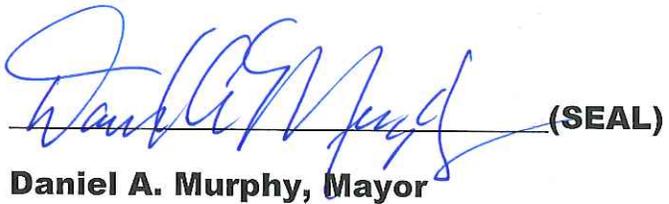
(SEAL)
Karin Tome, Mayor

ATTEST:



Jodi Finney, Clerk

**MAYOR AND COUNCIL OF THE
TOWN OF HANCOCK, MARYLAND**

 (SEAL)

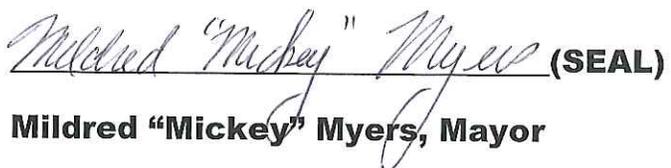
Daniel A. Murphy, Mayor

ATTEST:



Betsy Martin, Clerk

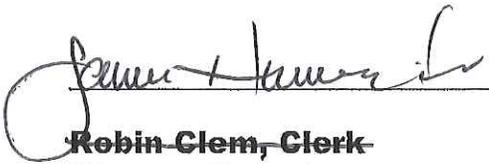
**MAYOR AND COUNCIL OF THE
TOWN OF SMITHSBURG, MARYLAND**

 (SEAL)

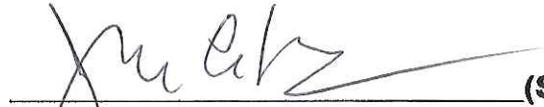
Mildred "Mickey" Myers, Mayor

ATTEST:

**MAYOR AND COUNCIL OF THE
TOWN OF THURMONT, MARYLAND**



Robin Clem, Clerk
JAMES HUMERICK, CAO


_____ (SEAL)

John A. Kinnaird, Mayor

ATTEST:

FREDERICK COUNTY, MARYLAND



Douglas D. Browning, CAO
WC 11/3/16


_____ (SEAL)

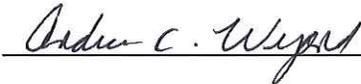
Jan H. Gardner, County Executive

ATTEST:

FREDERICK COUNTY

SHERIFF'S OFFICE

FREDERICK COUNTY, MARYLAND



Witness


_____ (SEAL)

Charles A. Jenkins, Sheriff

ATTEST:

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, MARYLAND



Vicki Lumm, Clerk
Witness


_____ (SEAL)

Terry L. Baker, President

ATTEST:

WASHINGTON COUNTY

SHERIFF'S OFFICE

WASHINGTON COUNTY, MARYLAND

Andre C. Wyant

Douglas W. Mullendore (SEAL)

Witness

Douglas W. Mullendore, Sheriff



Transportation Grant Application Form

Effective July 2016 for Fiscal Year 2017

Chapter 143 of the 2016 Laws of Maryland (SB190 – Budget Bill for Fiscal Year 2017) allocated a Special Fund appropriation of \$25,000,000 to the Maryland Department of Transportation for the purpose of providing transportation grants in the amount of \$2,000,000 to Baltimore City, \$4,000,000 to county governments, and \$19,000,000 to municipal governments. It further provided that these grants are to be allocated as provided in Section 8-405 of the Transportation Article (Computation of Highway User Revenues for Counties and Municipalities).

To be eligible to participate, the local government must agree to only expend these grant funds in accordance with Section 8-408 of the Transportation Article (Permitted uses of Highway User Revenues) and to report the use of these funds in accordance with Section 8-412 of the Article.

To participate in this program, please email, fax, or mail this form back by August 30, 2016 to:

Mr. Okey Odinammadu
Office of Finance
State Highway Administration
707 North Calvert Street, Mail Stop C-505
Baltimore, Maryland 21202
Fax Number: 410-209-5016
Email Address: OOdinammadu@sha.state.md.us

Certification of Participation or Non-Participation in the Transportation Grant

By signing below, we certify that we will participate in the grant and that the funds will be used in accordance with Section 8-408 of the Transportation Article, will be reported in accordance with Section 8-412 of the Article, and in compliance with all applicable laws.

Date

Authorized Signature (Seal)

County/Municipality

Print Name

THIS FORM MUST BE RETURNED NO LATER THAN AUGUST 30, 2016

From: Michael OConnor <moconnor@cityoffrederick.com>

Date: August 3, 2016 at 2:39:52 PM EDT

To: Bob McGrory <Cityadmin@Brunswickmd.gov>, Karin Tome <Mayortome@Brunswickmd.gov>, Cathy Willets <CWillets@emmitsburgmd.gov>, "Deborah Burgoyne (mayorburgoyne@gmail.com)" <mayorburgoyne@gmail.com>, Donna Folden <dfolden@cityoffrederick.com>, Emmistburg Mayor - Don Briggs <mayorbriggs@emmitsburgmd.gov>, Randy McClement <rmcclement@cityoffrederick.com>, Middletown Administrator - Drew Bowen <abowen@ci.middletown.md.us>, Middletown Burgess - John Miller <Burgess@ci.middletown.md.us>, Mount Airy Mayor - Patrick Rockinberg <Prockinberg@gmail.com>, Mount Airy Town Administrator - Monika Weierbach <MWeierbach@mountairymd.org>, Mount Airy Town Clerk - Debbie Parker Brennan <DParkerbrennan@mountairymd.org>, Myersville Manager - Kristin Aleshire <KAleshire@myersville.org>, Myersville Mayor - Wayne Creadick <mayor@myersville.org>, New Market Clerk - Deb Butler <debtownofnewmarket@gmail.com>, New Market Clerk - Karen Durbin <karentownofnewmarket@gmail.com>, New Market Mayor- Winslow Burhans III <burhanscab@earthlink.net>, Rosemont Burgess - Tom Watson <rosemont.burgess@gmail.com>, Rosemont Clerk - Mary Margaret Slagle <smms1229@aol.com>, "Thurmont Administrator - James Humerick " <jhumerick@thurmontstaff.com>, Thurmont Mayor - John Kinnaird <jkinnaird@thurmont.com>, Walkersville Administrator - Gloria Rollins <walkersvillemanager@comcast.net>, "Walkersville Burgess - Chad WeddleChad Weddle (walkersvilleburgess@comcast.net)" <walkersvilleburgess@comcast.net>, Woodsboro Clerk - Mary Rice <ricewoodsboro@aol.com>, Woodsboro Mayor - Gary Smith <GSmith@Woodsboro.org>
Cc: Katie Barkdoll <kbarkdoll@cityoffrederick.com>, Randy McClement <rmcclement@cityoffrederick.com>, "Russell Winch (russwinch@gmail.com)" <russwinch@gmail.com>
Subject: Letter of Support

Good Afternoon,

You are receiving this email as the executives and administrators. The Frederick County MML Chapter has received a request from the County Executive for a letter of support regarding legislation to change the hotel rental tax rate. The attached draft provides a little additional detail. The Chapter has previously sent a letter of support for the Hotel/Conference Center project generally. This is a more specific ask.

To send the letter on behalf of the Frederick County chapter, we would need the concurrence from 7 municipalities. The request has been made to provide the letter by 15 August, the date of the public hearing. To do that, I would request each municipality reply by next Wednesday 10 August.

Thank you for your consideration of this matter.

Michael

Michael O'Connor, Alderman
The City of Frederick
101 North Court ST
Frederick, MD 21701
[301-676-7678](tel:301-676-7678)
www.cityoffrederick.com



Maryland Municipal League

Frederick County Chapter

Michael O'Connor
101 N Court Street
Frederick, MD 21702
moconnor@cityoffrederick.com

3 August 2016

The Honorable Bud Otis
President County Council
Frederick County Government
12 East Church Street
Frederick, MD 21701

Dear Mr. President,

Please accept this letter on behalf of the members of the Frederick Chapter of the Maryland Municipal League (MML), who are in support of Executive Gardner's proposed legislation to change Frederick County's hotel rental tax rate from 3% to 5%.

Tourists to Frederick County spend about \$1.04 million a day and more than 1.7 million people visited the County in 2014, many in historic downtown Frederick.

The Chapter believes the Downtown Frederick Hotel and Conference Center project will "raise all of our boats" as visitors would extend their stays and take in the tourist attractions all our municipalities have to offer.

We thank you and the members of the County Council for your consideration.

Sincerely,
Frederick County Chapter MML
Frederick County, Maryland

Chair, Frederick County Chapter MML

cc: County Executive Jan Gardner
Mayor Randy McClement, City of Frederick