

**MAYOR AND COUNCIL MEETING
TUESDAY, JANUARY 26, 2021, 6:00PM**

1. **CALL TO ORDER, PLEDGE, AND ROLL CALL**
2. **MAYOR'S REMARKS**
3. **CITIZENS' FORUM (PETITIONS, REMONSTRANCES, AND COMMUNICATIONS)**
4. **INTRODUCTION AND ADOPTION OF RESOLUTIONS AND ORDINANCES**
5. **COUNCIL MEMBER REPORTS**
6. **CONSENT AGENDA**
7. **UNFINISHED BUSINESS**
 - a. Yourtee Springs Change Order – vote anticipated
8. **NEW BUSINESS**
 - a. Budget Amendments – Vehicle Leases – vote anticipated
 - b. Rivers Edge Trail Economic Impact Study Presentation
9. **MISCELLANEOUS AND APPROPRIATIONS**
10. **ADJOURNMENT**

1/21/2021 2:49 PM

Callas Contractors, LLC

10549 Downsville Pike
Hagerstown, MD 21740
Ph : (301)739-8400

Letter of Transmittal

To: WHITMAN REQUARDT & ASSOCIATES
801 SOUTH CAROLINE STREET
BALTIMORE, MD 21231-3311

Transmittal #: 16

Date: 11/11/2020

Job: 20-051 Yourtee Spring Upgrade

Subject: Submittal

WE ARE SENDING YOU

<input checked="" type="checkbox"/> Attached	<input checked="" type="checkbox"/> Under separate cover via the following items:		
<input type="checkbox"/> Shop drawings	<input type="checkbox"/> Prints	<input type="checkbox"/> Plans	<input type="checkbox"/> Samples
<input type="checkbox"/> Copy of letter	<input type="checkbox"/> Change order	<input type="checkbox"/> Specifications	<input checked="" type="checkbox"/> Submittal

Document Type	Copies	Date	No.	Description
Submittal	1		Division 1-1 Rev 0	Division 1 Schedule

THESE ARE TRANSMITTED as checked below:

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> For approval | <input type="checkbox"/> Approved as submitted | <input type="checkbox"/> Resubmit ___ copies for approval |
| <input checked="" type="checkbox"/> For your use | <input type="checkbox"/> Approved as noted | <input type="checkbox"/> Submit ___ copies for distribution |
| <input checked="" type="checkbox"/> As requested | <input type="checkbox"/> Returned for corrections | <input type="checkbox"/> Return ___ corrected prints |
| <input type="checkbox"/> For review and comment | <input type="checkbox"/> Other | |
| <input type="checkbox"/> FOR BIDS DUE | <input type="checkbox"/> PRINTS RETURNED AFTER LOAN TO US | |

Remarks:

Copy To: File (Callas Contractors LLC), Leather, James (Callas Contractors, Inc.)

From: Bothell, JR (Callas Contractors LLC)

Signature: James A Bothell Jr/S.S.

Callas Contractors, LLC

10549 Downsville Pike
Hagerstown, MD 21740
Ph : (301)739-8400

Submittal

Job: 20-051
Yourtee Spring Upgrade
20304 Yourtee Road
Knoxville, MD 21758

Spec Section No: Division 1
Submittal No: 1
Revision No: 0
Sent Date: 11/11/2020

Spec Section Title:

Submittal Title: Division 1 Schedule/

Contractor:

Callas Contractors, LLC

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Approved As Noted
<input type="checkbox"/> Revise & Resubmit
Callas Contractors, LLC
Date <u>11/12/20</u>

WHITMAN REQUARDT & ASSOCIATES

Contractor's Stamp

Checked and Approved For Submission CALLAS CONTRACTORS, LLC
Job <u>Yourtee Spring Upgrade</u>
Date <u>11-12-20</u> BY <u>S.S.</u>
Submittal Number <u>Division 1</u>
Item Number <u>1</u>
CONTACT REFERENCES:
Specification _____
Drawing _____

Architect's Stamp

--

Engineer's Stamp

--

BUDGET TRANSFER REQUEST / MODIFICATION

INTENT: To transfer money between detailed line items across departments after budget is adopted.
 NOTES: Provide form & applicable support (i.e. quote, invoice, email, etc.) to the City Admin & Accountant.

FISCAL YR: 2020 **Transfer Amt:** \$385,762

Fund: General Capital Water Wastewater

(Circle One)

Department: 10-190 **Department:** 10-530

FROM GL **TO GL**

Account: 10-190-07-5000 **Account:** 10-530-12-8001

GL Acct Desc: Proceeds from New Debt **GL Acct Desc:** Project Outlay

Purpose / Description: To account for Vehicle Leases during FY2020 Including Vac-Truck & F-550 Chassis

Submitted By: Rikki Bruchey, AccountantII **Date:** 1/13/2021

Guidelines:

\$0-\$1,000	requires approval from Dept Head
\$1,000 - \$10,000	requires approval from Mayor
Above \$10,000	requires recommendation of Finance Committee & approval from Mayor & Full Council (Competitive Bids)

Approval: Approved Disapproved

(Circle One)

Details: _____

City Administrator _____	Mayor _____
Date _____	Date _____
Finance Comm. Recommendation(If Required):	Mayor and Council Approval (If Required):
Approved _____	Approved _____
Disapproved _____	Disapproved _____
<small>(Circle One)</small>	<small>(Circle One)</small>

For Accountant's Use- Date Posted to Budget: _____ Form Date 03/20/17

BUDGET TRANSFER REQUEST / MODIFICATION

INTENT: To transfer money between detailed line items across departments after budget is adopted.

NOTES: Provide form & applicable support (i.e. quote, invoice, email, etc.) to the City Admin & Accountant.

FISCAL YR:	2020	Transfer Amt:	\$86,342
Fund: <small>(Circle One)</small>	<input checked="" type="radio"/> General <input type="radio"/> Capital <input type="radio"/> Water <input type="radio"/> Wastewater		
Department:	10-190	Department:	10-520
FROM GL		TO GL	
Account:	10-190-07-5000	Account:	10-520-12-8001
GL Acct Desc:	Proceeds from New Debt	GL Acct Desc:	Project Outlay

Purpose / Description: To account for 3 PD Vehicle Leases during FY2020

Submitted By: Rikki Bruchey, AccountantII **Date:** 1/13/2021

Guidelines:

\$0-\$1,000	requires approval from Dept Head
\$1,000 - \$10,000	requires approval from Mayor
Above \$10,000	requires recommendation of Finance Committee & approval from Mayor & Full Council (Competitive Bids)

Approval: Approved Disapproved
(Circle One)

Details:

City Administrator Date	Mayor Date
Finance Comm. Recommendation(If Required): <input type="radio"/> Approved <input type="radio"/> Disapproved <small>(Circle One)</small>	Mayor and Council Approval (If Required): <input type="radio"/> Approved <input type="radio"/> Disapproved <small>(Circle One)</small>

For Accountant's Use- Date Posted to Budget: _____ Form Date 03/20/17

River's Edge Trails Economic Impact Study 2020

522 responses

Who comes? 55.9% 25+ mile travel
 10.0% under 5 miles
 34.1% other

How often? 65.4% At least once a month
 *Includes people who come multiple times a month

Tye of User? 89.6% Mountain Biker

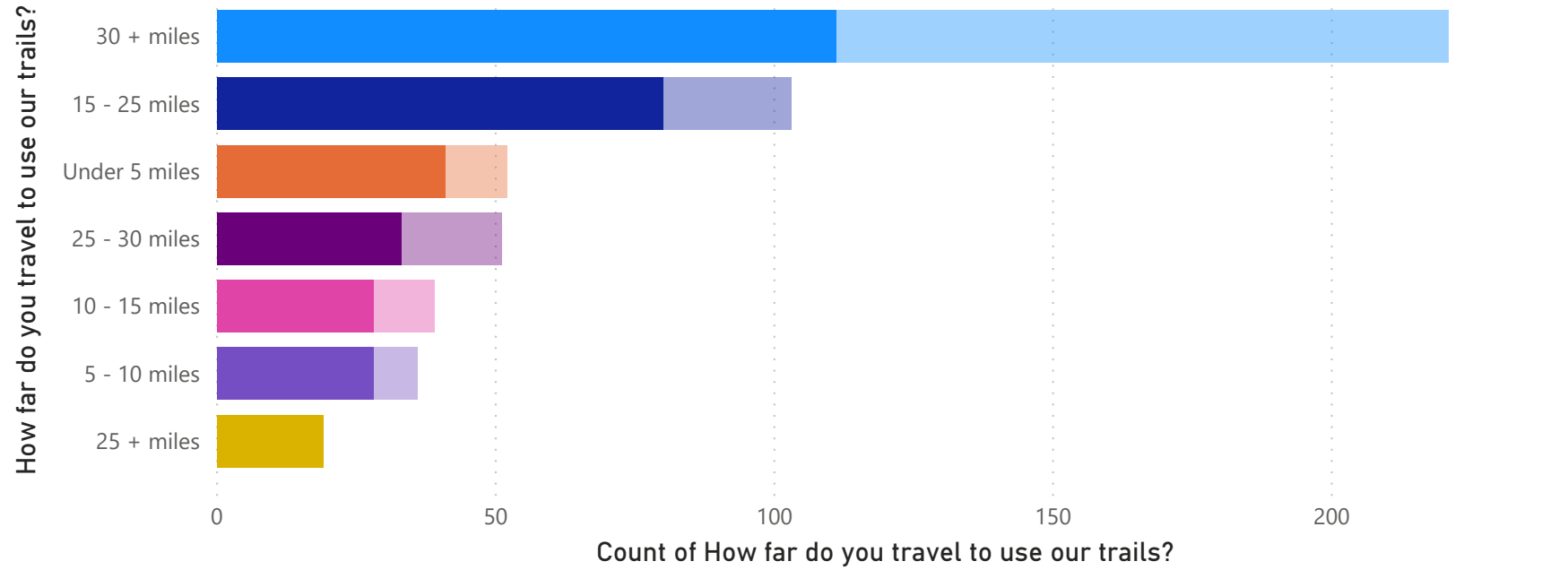
Family makeup? 47.8% Single family member
 51.2% Multiple family members

Do they shop here? 86.4% Yes

Typical Spend?			"Once per month-ers"
	14.2%	\$5-\$15	\$ 2,513.05
	23.6%	\$15-\$25	\$ 12,529.87
	50.1%	\$25+	\$ 44,332.37
			<u>\$ 59,375.29 Total</u>

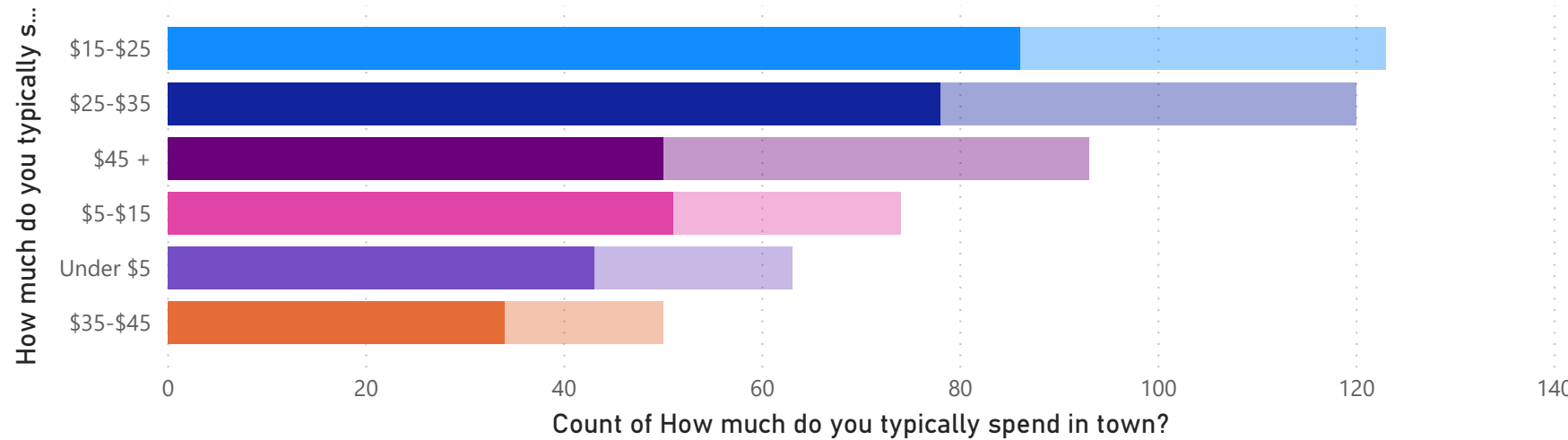
Count of How far do you travel to use our trails? by How far do you travel to use our trails? and How far do you travel to use our trails?

How far do you travel to use our tra... ● 30 + miles ● 15 - 25 miles ● Under 5 miles ● 25 - 30 ... ● 10 - 15 ... ● 5 - 10 miles ● 25 + miles



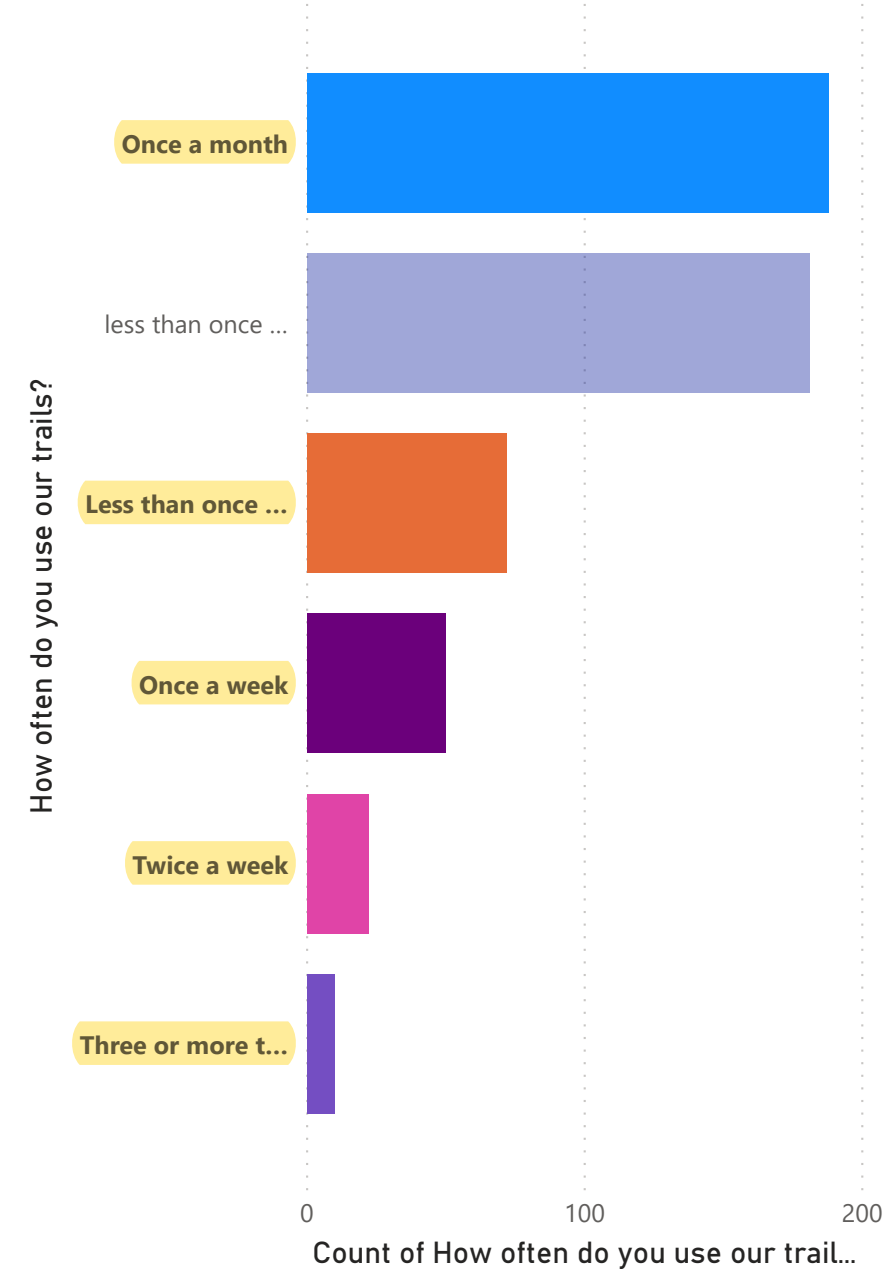
Count of How much do you typically spend in town? by How much do you typically spend in town? and How much do you typically spend in town?

How much do you typically spend i... ● \$15-\$25 ● \$25-\$35 ● \$45 + ● \$5-\$15 ● Under \$5 ● \$35-\$45



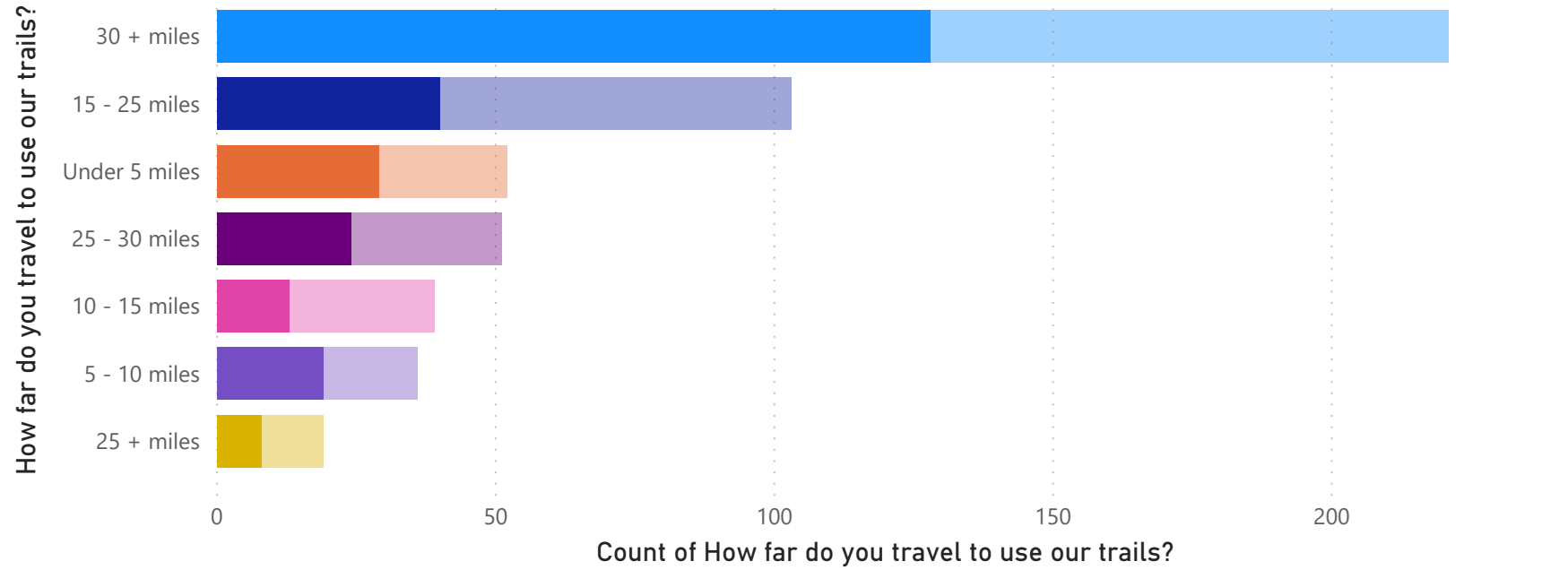
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How often do ... ● Once a mo... ● less than ... ● Less than ...



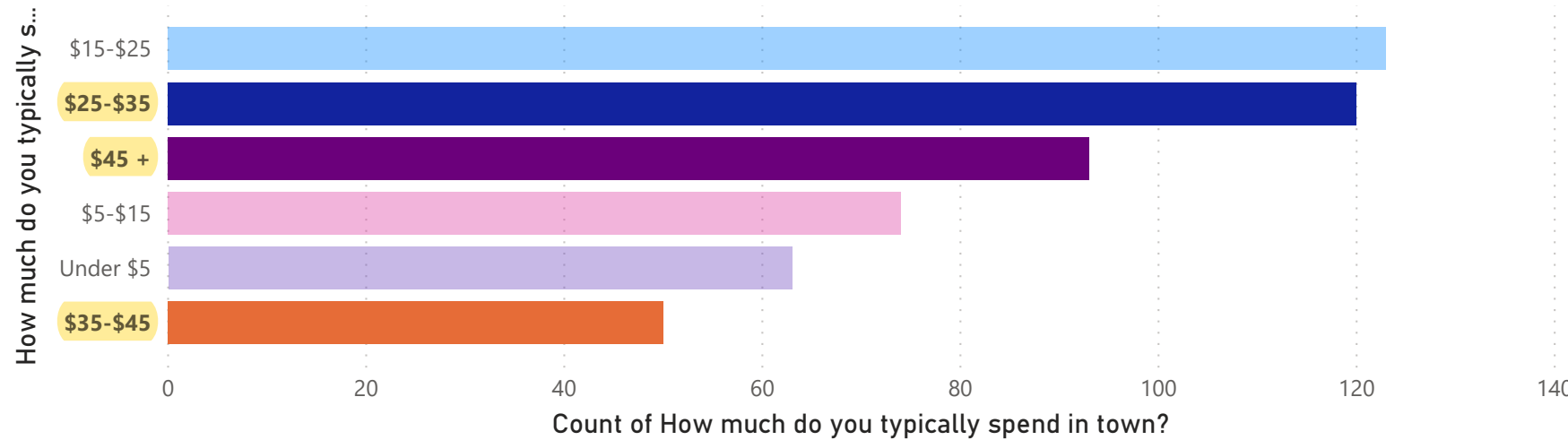
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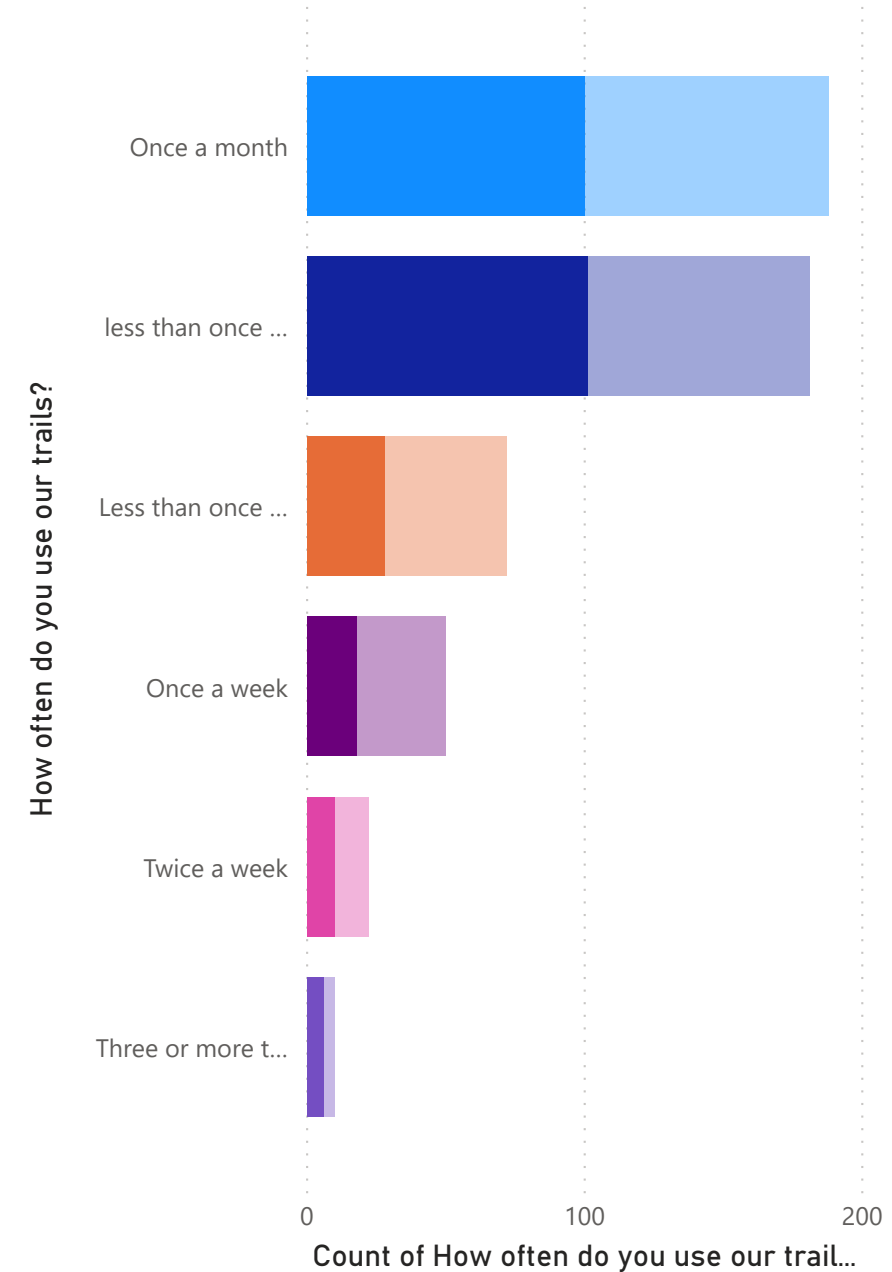
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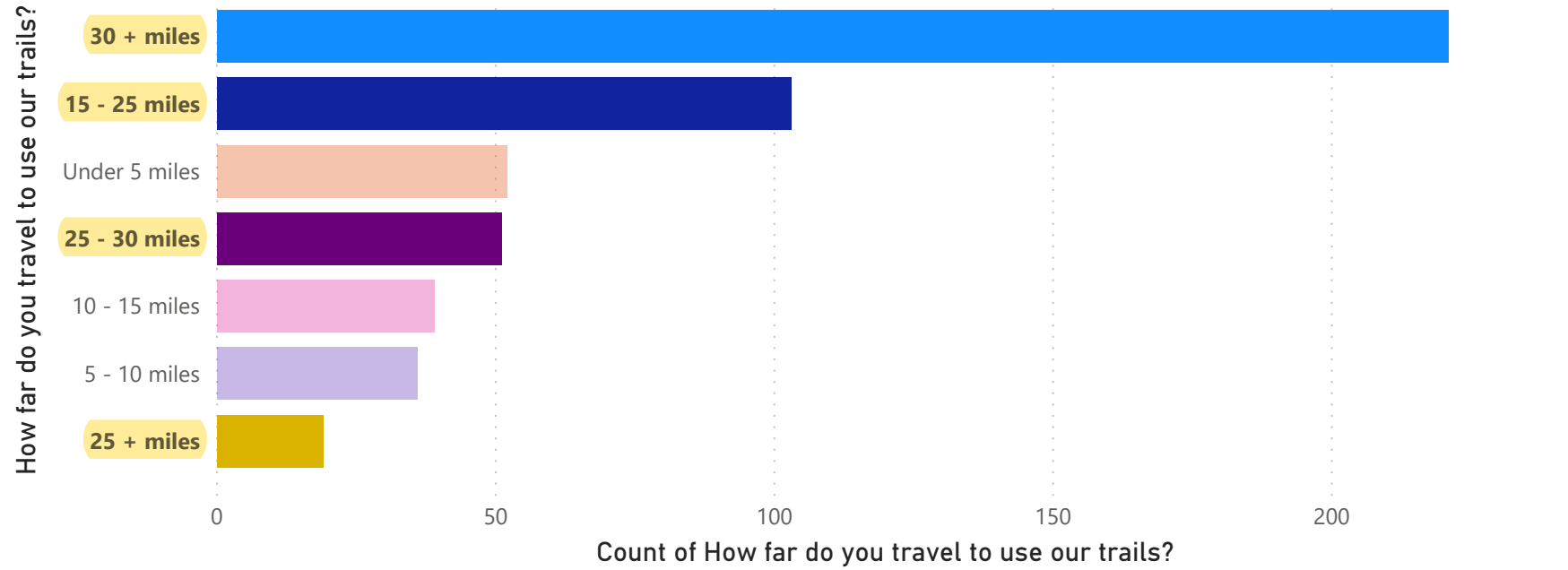
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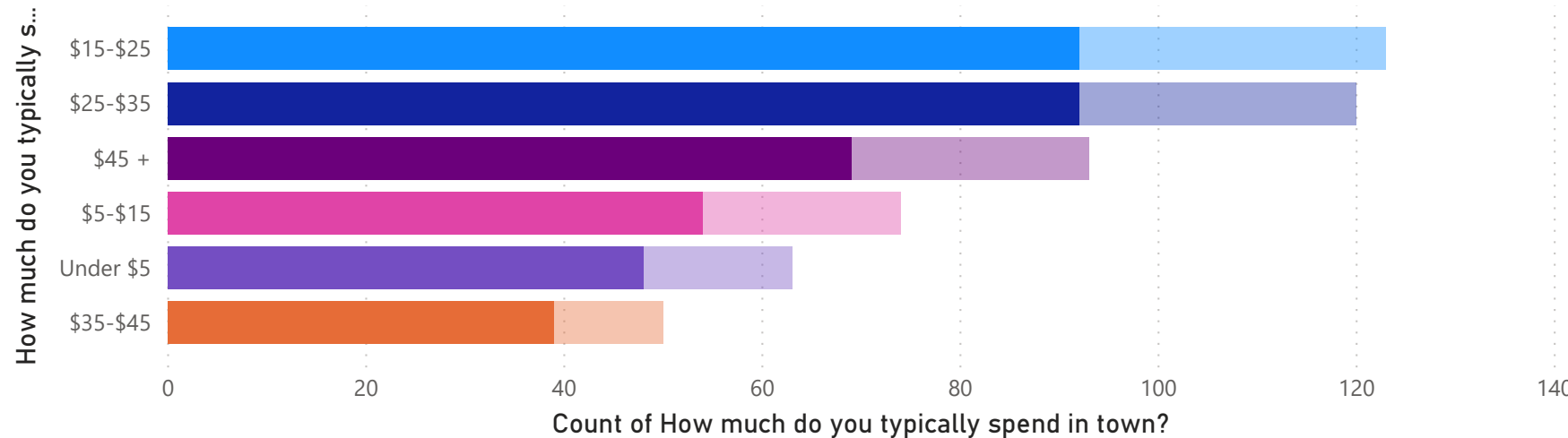
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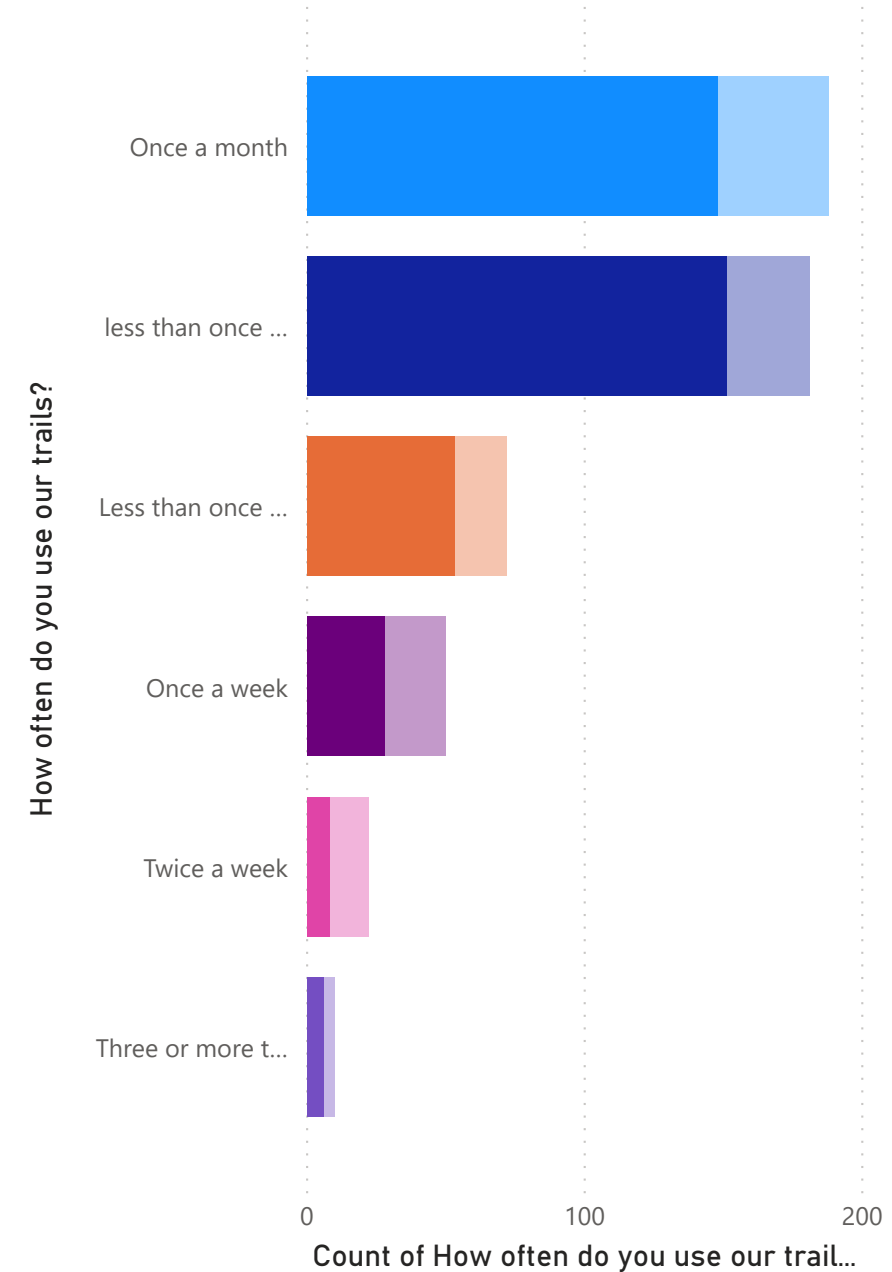
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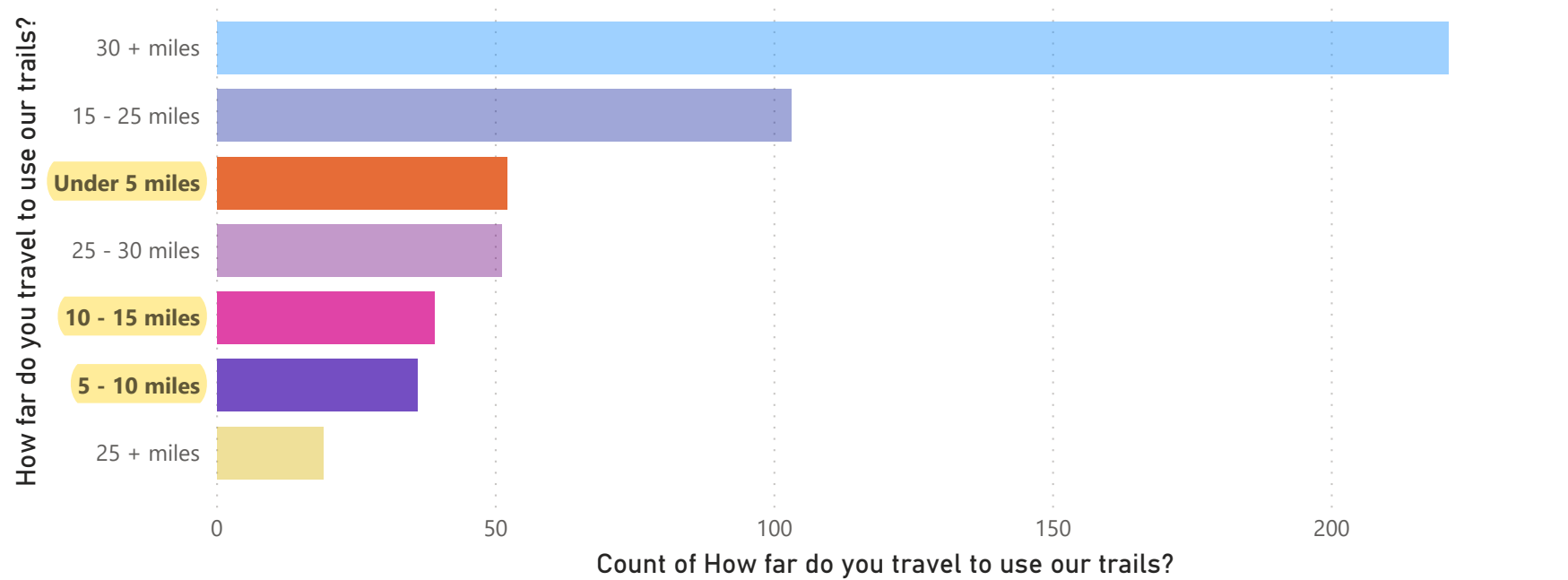
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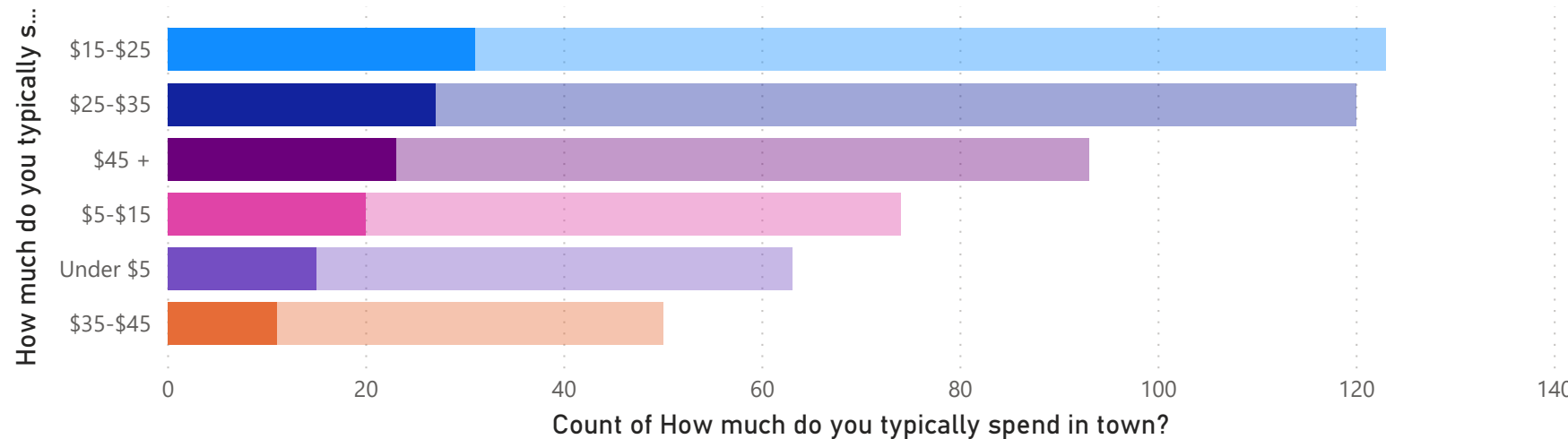
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