

1. City Council Regular Meeting Agenda

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AGENDA

Agenda Item No. 01

City of Cambridge
City Council Meeting
January 28, 2019
Council Chambers - 305 Gay Street
Cambridge, MD 21613

Date: 01/28/2019

6:00 pm Mayor to Convene Council in Regular Session

Agenda

Mayor to give report on closed executive session on January 14, 2019

1. Council to approve or amend agenda as presented.

Public Comment

Requests from the Public

2. SUBJECT: Request from Jane Devlin, Richardson Maritime Museum, for a letter of support for their Legislative Bond Bill for the rehabilitation and re-purposing of the brick building at 103 Hayward Street to house the complete museum collection and administrative office
Recommendation: The Council approve the letter of support.
3. SUBJECT: Request from the Cambridge Yacht Club for permission for overnight camping for up to 20 tents on the front grounds either to the left or right of Yacht Club Drive during the Admiral Byrd Regatta (July 19th and 20th)
Recommendation: That Council allow camping on the two nights; Cambridge Yacht Club will be responsible for the port-a-potties; fires are not permitted directly on the ground; and an insurance certificate naming the City as additional insured be provided before the event.

Consent Calendar

4. SUBJECT: Meeting Minutes from Council Meetings on January 14, 2019
Recommendation: That Council approve as submitted.
5. SUBJECT: Request from Maces Lane Community Center Steering Committee for a letter of support for the Maces Lane Community Center for a bond bill for to complete Phase 1 and begin Phase 2
Recommendation: That Council submit the letter of support
6. SUBJECT: Request from Maces Lane Community Center Steering Committee for a letter of support for the Maces Lane Community Center for a Heritage Area capital grant
Recommendation: That Council submit the letter of support
7. SUBJECT: Request from the Dorchester Chamber of Commerce for permission to hold the Boat Docking Competition at Long Wharf on Sunday, June 2, 2019 from 11:00 am until 4:00 pm; use of City trash cans, permission to erect a tent(s); a variance from the noise

ordinance; closure of the Long Wharf parking lot from 9:00 am until 5:00 pm; permission to serve alcohol in the park

Recommendation: That Council approve the request subject to:

- A. Submission of a certificate of property and liability insurance naming the City as additional insured, acceptable to the City prior to event,
- B. Submission of copy of County liquor license prior to event

Ordinances for Introduction and First Reading

None

Ordinances for Second Reading, Public Hearing, and Adoption

None

Old Business

8. SUBJECT: Housing Report (January)

Recommendation: That Council receive a report from Yvette L. Robinson, Housing Specialist

9. SUBJECT: Main Street Funding Request

Recommendation: That Council consider the request

New Business

None

Mayor and Council

Public Comment

Adjourn

City Council meetings are conducted in open session unless otherwise indicated. Pursuant to the Maryland Open Meetings Act, all or a portion of the Council meeting may be held in closed session by vote of the Council. Please note that the order of agenda items is subject to change and that meetings are subject to audio and video recording.



Learning from the Past * Training for the Future

January 22, 2019

Board of Directors

Martin Hardy
Chairman

James D. Brighton
Vice Chairman

Peter A. Zukoski
Secretary/Treasurer

Deborah Usab

Jane Devlin
Executive Director

The Honorable Victoria Jackson-Stanley, Mayor
and City Commissioners
City of Cambridge
410 Academy Street
Cambridge, Maryland

Re: Request Letter of Support
Legislative Bond Bill

Dear Mayor and City Commissioners,

The Richardson Maritime Museum has submitted a Legislative Bond Bill Request to the State of Maryland for the rehabilitation and re-purposing of the brick building at 103 Hayward Street to house the complete museum collection and administrative office. The Request is in the amount of \$200,000 for which we have committed a 1:1 match. I respectfully request a Letter of Support from the Mayor and Council to be sent to Senator Eckardt's office.

The organization acquired the property at Maryland Avenue and Hayward Street with the intent of developing a maritime complex on the Cambridge Creek which, at some point, would accommodate all activities. We are now preparing to consolidate our business operations to the waterfront location. The 401 High Street building is under contract to be sold which necessitates the brick building at 103 Hayward Street being prepared for the relocation.

The building is one-hundred years old and is in need of interior and exterior renovations. Though the second floor has had improvements, there is much work needed to adapt the existing building into a two-story museum with the administrative office. The scope of work to be completed is extensive and will include items such as site work, roof replacement, repointing of the masonry walls, new windows & doors, electrical & hvac system upgrade. Additionally, we will be working with a team to design and install upgraded and new exhibits. Conservatively, we anticipate an investment of \$500,000 to \$600,000.

The organization is thrilled to take the next logical step in preparation for our next 20 years of being a valuable partner and resource for economic development, the marine trades and the tourism industry. I ask your support through the requested letter, draft enclosed.

Sincerely,

Jane Devlin
Executive Director

Enc.



Victoria Jackson-Stanley
Mayor

City of Cambridge

City Hall

410 Academy Street - P O Box 255
Cambridge, Maryland 21613
Phone: 410-228-4020 Fax: 410-228-4554
MD Relay (V/TTY) 711 or 1-800-735-2258
E-Mail mayor@choosecambridge.com

January 29, 2019

Capital Budget Committee
3 West, Miller Senate Office Building
11 Bladen Street
Annapolis, Maryland 21401

Attn: The Honorable Douglas J. J. Peters, Chairman

Re: Richardson Maritime Museum, Incorporated
Legislative Bond Bill Request

Dear Chairman Peters and Members of the Committee,

We ask that you seriously consider the Legislative Bond Bill request submitted by the Richardson Maritime Museum, Incorporated for the rehabilitation and re-purposing of the brick building at 103 Hayward Street, Cambridge to house the complete museum collection and administrative office.

Dedicated to preserving the maritime heritage of the area since 1992, the Richardson has made great strides in expanding their facilities and programs. Initially functioning as a museum, goals set and opportunities seized have led to the development of a maritime complex on Cambridge Creek which includes a boat building facility. Consolidating to one location will allow for the organization to run more efficiently, for visitors to have a better-defined experience and for future goals to be achieved.

Pivotal placed, the site is integral in the future development of the Cambridge waterfront with direct linkages to the Downtown Commercial District, the Historic Districts, the Sailwinds/Port property and the Sailwinds Park Visitors Center.

The Richardson remains a valuable asset to the community. We ask that you give strong consideration to the request submitted by the Richardson Maritime Museum, Incorporated.

Sincerely,

Victoria Jackson-Stanley
Mayor

January 14, 2019

Patrick Comiskey
Cambridge City Manager
PComiskey@ChooseCambridge.com

Re: Cambridge Yacht Club
Annual Admiral Byrd Regatta
Camping inquiry and joint promotion exploration



Patrick:

During the weekend of July 19-21, CYC will be holding its annual Admiral Byrd Regatta in which we expect upwards of 40 sailboats to participate. Many of the boats who have committed to us already as well as those who are still considering participating, will be arriving with their boats on trailers as it would take too long to sail here then participate in a weekend of racing.

The first Regatta was held 108 years ago and for 62 years, from 1946 to 2008, the largest fleet to participate in the Admiral Byrd Regatta, was the Hampton fleet from Tidewater, VA. These 18' boats became the "Belle of the Ball," and the most prestigious award, the Admiral Byrd Trophy, named so after the Admiral visited the Club in 1947 to make the award (see picture), sits proudly in a case at CYC today.

About 10 years ago, we lost the Hampton Fleet partially because they could no longer camp out on the grounds in front of the Club. We are talking to the Fleet about returning this summer and this letter is intended to explore the possibility of allowing up to 20 tents for just Friday and Saturday nights, on the front grounds either to the left or right of Yacht Club Drive (aka Mill Street), as the City deems appropriate.

The ability to camp significantly lowers the cost to the Hampton crew members, making our Regatta attractive enough in which to participate, compared to the other event options the fleet has.

This is also true for the other trailered, one design fleets who have already committed to us (Shields, Comets), as well as the ones with which we're still talking / negotiating (Hamptons, Albacores, Stars, etc.)

Thinking about what we should expect of the fleet in terms of camping support / behavior / limitations, etc., our thoughts are below but are of course open to the City's thoughts as well:

- Only Friday and Saturday nights
- The club will pay for port-a-potties to be available on the lawn (or could access to the City's bathroom facilities be made available?)
- Showers will be taken at the CYC clubhouse

- The expectation will be that alcohol will not be tolerated in the campground or off Club grounds
- No vehicles or trailers may be parked on the grass
- The campsite will be left cleaner than found

We'd like to ask if the City could provide additional for that weekend.

Secondly, if the city would like to promote the event to the citizenry via the City's website or however it sees fit, as an event worthy of watching we could purposefully set the race course up such that starts and finishes are near and viewable enough to the city dock and Long Wharf. With the PHRF handicap class boats (think Wednesday night racing type boats), and potentially 5 one design classes starting one class after the other, there will likely be little time that there isn't action occurring at the start / finish line making for a great spectator experience. Perhaps there could be a festival like atmosphere planned at Long Wharf.

We have already communicated with Dorchester County Tourism and Events and expect the Regatta to be promoted there. It'll also be promoted in the publication "Spinsheet," but that is not widely viewed by the non-racing community.

I might also mention the fun fact that Saturday, July 20, 2019, is the exact day on which the Admiral Byrd Regatta was held in 1969. Several people with whom I've talked commented on how great it was to watch the Regatta, and then later that same day watch Neil Armstrong take that "Giant leap for mankind." How fun is it that the 50th anniversary of that historic event is during the Admiral Byrd Regatta again this year!

I and other representatives of CYC are ready to come talk with the Mayor and City Council, if you believe it helpful. Thank you for your willingness to take this to the Mayor and City Council and for their and your consideration.

Sincerely,



Tom Kranz
Admiral Byrd Regatta Co-Chair
CYC Board Member
1 West End Avenue
Cambridge, MD 21613
804-402-6529
Tom.TRKranz@gmail.com

The City Council met in regular session on Monday, January 14, 2019 in Council Chambers. A quorum being present, Mayor Victoria Jackson-Stanley called the meeting to order at 6:00 p.m. Those Commissioners in attendance were Commissioners Rideout, Sydnor, Foster, Cannon, and Hanson. Mayor Victoria Jackson-Stanley asked for a moment of silence. She expressed condolences to the family of our fallen comrade, recently-retired Cpl. David A. Satterfield. Commissioner Hanson led in the Pledge of Allegiance.

Agenda

1. Council to approve or amend agenda as presented.

Commissioner Hanson asked that Council add Item No. 12, a letter of support for the community by the fishing pier. A motion by Commissioners Hanson to approve the amended agenda was seconded by Commissioner Rideout and approved 5:0.

Public Comment

Sharon Smith said she believes several months ago the public got the impression that there was going to be an additional Code Enforcement Officer hired in January. She looked on the website and did not see a job posting. She asked if it was still on schedule. There has been strong sentiment for many years that Code Enforcement is not well done in the City. Having an additional person is really important.

She also would like information made more available for the public. It is frustrating to have someone come forth in a public meeting at the last minute and object to something that has been underway for months. She had an October version of Ordinance 1136. She used the search function on the City's website and there was no reference to Ordinance 1136. The last ordinance was Ordinance 1085. This information should be made available to the public in a more-timely function. She also requested that any briefings or PowerPoint presentations that are presented at public meetings also be posted on the City's website. Again speaking about Ordinance 1136, there is a 28 page PowerPoint that is not available to the public.

Sharon Smith suggested that in reference to the Mill Street Schoolhouse overlay language, that the requirement for financial disclosure of the developer also be required. That way the City does not get someone that wants to develop the property, gets half way through, and runs out of money and leaves.

Amanda Bramble showed her support for the lights going across the street in downtown Cambridge. Perception is everything. Cambridge needs some work with its perception. People love lights. It gives people a reason to come downtown and it makes them feel safe. She thanked Council for putting this on the agenda. She hopes it passes smoothly and without too many obstacles. Businesses downtown are hurting. She has been in business for a decade. She still sees the same businesses crumbling down before she opened up her own business. It puts a struggle on people who have been here for a while. Some businesses are literally just working to employ people. Just the three blocks alone easily

employ 500 people. These are people who do not have to have a college degree. The lights are the most inexpensive way to make a difference. She thanked Council.

Robert Aaron said the City gave taxpayer money to the downtown this past year. The taxpayers cannot go to any of the Main Street meetings. People tell him that they used to go to the Second Saturday events when there were games for children. They do not go anymore because everything is now drinking. He suggested that Main Street have some programs that have nothing to do with drinking.

Katie Clendaniel later responded that the Main Street Board of Directors meetings are open to the public for their observation. She will contact Mr. Aaron to let him know about the meeting date (first Wednesday in February).

Requests from the Public

(none)

Consent Calendar

2. SUBJECT: Meeting Minutes from Council Meetings on December 10, 2018
Recommendation: That Council approve as submitted.
3. SUBJECT: Meeting Minutes from Council Meetings on December 17, 2018
Recommendation: That Council approve as submitted.
4. SUBJECT: Request from Mid-Shore Fishing Club to hold their Kid's Fishing Derby at Long Wharf Park on Saturday, August 3, 2019 (August 10, 2019) between the hours of 7:30 am and 1:00 pm) and permission to install a small pop-up tent
Recommendation: That Council approve the requests subject to submission of a certificate of property and liability insurance naming the City as additional insured, acceptable to the City prior to event.

A motion by Commissioner Rideout to approve Consent Calendar Items 2, 3, and 4 as presented was seconded by Commissioner Cannon and approved 5:0.

Ordinances for Introduction and First Reading

5. SUBJECT: Ordinance 1138 – An Ordinance of the Commissioners of Cambridge, Maryland amending § 4.2.3 and Table 1: permitted uses by zoning district of the City's Unified Development Code ("UDC") to allow Bingo as a Permitted Use with Conditions in the General Commercial Zoning District and amending § 9.2 of the UDC to define terms associated therewith; providing that the title of this Ordinance shall be deemed a fair summary and generally relating to bingo in the City of Cambridge.
Recommendation: That Council:
 - A. Introduce Ordinance No. 1138 by reading of title only; and
 - B. Schedule January 28, 2019 for second reading, public hearing and adoption of Ordinance No. 1138.

Enforcement Authority: Pat Escher, A.I.C.P., Division Manager – Division of Planning, Housing and Economic Development, Department of Public Works

Chip MacLeod, City Attorney, read the title of the ordinance. A second reading, public hearing, and possible adoption will be held on January 28, 2019.

Ordinances for Second Reading, Public Hearing, and Adoption

6. SUBJECT: Ordinance 1131 – An ordinance of the Commissioners of Cambridge, Maryland amending § 6.5.3(B) of the City’s Unified Development Code (“UDC”) to provide that certain overhead decorative lighting is permitted along designated portions of Poplar and Race Streets with the Historic Preservation Commission’s approval and to provide for the maintenance and repair thereof; providing that the title of this Ordinance shall be deemed a fair summary and generally relating to lighting in the City of Cambridge.

Recommendation: That Council:

- A. Give Ordinance No. 1131 a second reading by reading of title only;
- B. Open the public hearing, take public comment, and close the public hearing; and
- C. Pass Ordinance No. 1131.

Enforcement Authority: Pat Escher, A.I.C.P., Division Manager – Division of Planning, Housing and Economic Development, Department of Public Works

Chip MacLeod read the title of the ordinance.

A motion by Commissioner Sydnor to open the public hearing was seconded by Commissioner Hanson and approved 5:0.

Nobody from the audience asked to speak. See comment from Amanda Bramble under public comment (above).

A motion by Commissioner Sydnor to close the public hearing was seconded by Commissioner Hanson and approved 5:0.

A motion by Commissioner Rideout to adopt Ordinance 1131 and approve the Memorandum of Understanding Between Cambridge Main Street and the Commissioners of Cambridge Regarding Overhead Decorative Lighting of Approved Sections of Poplar and Race Streets was seconded by Commissioner Hanson and approved 5:0.

7. SUBJECT: Ordinance 1136 – An Ordinance of the Commissioners of Cambridge, Maryland amending § 4.3 of the City’s Unified Development Code (“UDC”) for clarity and consistency regarding the Mixed-Use Waterfront Overlay District; amending § 4.3.5 of the UDC regarding prohibited uses in the Mixed-Use Waterfront Overlay District; and amending § 4.3.6 of the UDC for the purpose of providing that the six Downtown Waterfront Development District, Subdistricts, as determined by the

Planning Commission, shall govern development of a Mixed-Use Waterfront project; providing that the title of this ordinance shall be deemed a fair summary and generally relating to the Mixed-Use Waterfront Overlay District in the City of Cambridge.

Recommendation: That Council:

- A. Give Ordinance No. 1136 a second reading by reading of title only;
- B. Open the public hearing, take public comment and close the public hearing; and
- C. Pass Ordinance No. 1136.

Enforcement Authority: Pat Escher, A.I.C.P., Division Manager – Division of Planning, Housing and Economic Development, Department of Public Works

Chip MacLeod read the title of the ordinance.

A motion by Commissioner Hanson to open the public hearing was seconded by Commissioner Rideout and approved 5:0.

Sharon Smith made a comment about this ordinance during the public comment section (above).

Roman Jesien said there is a lot of information that has been presented on the change in Code and there is a lot of information that is not available to the general public in terms of being able to read and be able to understand what is going on as Sharon Smith just recently informed Council about. He requested Council table the vote until the next meeting so people can read and understand the ramifications for the change.

Marshall Rickert, a member of the Planning Commission, said his area of responsibility is under Commissioner Hanson in the area that is under consideration for this overlay. He summarized what has happened since Council last considered it a couple of months ago. This ordinance was sent back observing that it was complex and that there should be more interaction with the public and more presentation opportunity with the public on this ordinance before it moves forward. They had an advertised public meeting about a month and a half ago. Several Commissioners attended the meeting. They had almost a full room. Many people spoke. The viewpoint that was most commonly expressed was that moving forward as we are with new development corporation, the City needs to retain an aspirational vision, for lack of a better word. It is a piece of land that absent this type of overlay zone, could be subdivided into building lots or any of a number of other activities under the existing zoning category. The overlay carries a higher standard of development which they have developed over the last almost 15 years as these developments have occurred around the City. In essence, they have put what they learned in place in this proposal so that when a developer comes in, they know that the City has a higher vision for this property and that their starting point of conversations with the City needs to start at a higher level than has been the case in the past. Many of us experienced this earlier when the Sailwinds (Governors Hall) property was put out for an early proposal. It was essentially a blank piece of paper offered up in an RFP. This is a vision. It is very important for this project. It is an extremely important piece of property and extremely important to the future of the City. He whole-heartedly supports the earlier comment regarding financial background of any proposer. They have done that. It is most

appropriately done in an RFP; not in a zoning ordinance. Commissioner Sydnor will especially remember that this requirement was in place on the last proposal that the City Council considered. One of the concerns with the proposal was that they did not adequately present their financial background. He asked that given that they have followed up per Council's instructions and had additional meetings on this, that Council move forward and adopt the ordinance.

Commissioner Hanson said since this pertains to the area around Governors Hall, Sailwinds Park area and East Cambridge, he got information to 39+ residents in the area. They sent mailings out about the meeting because this had to do with the change in zoning. The residents came to the meeting; they testified; they talked; they learned. They viewed a PowerPoint presentation and talked about the project in detail. They left very excited about the prospect of this overlay and zoning change and therefore, they were ok with it.

Sharon Smith asked if the meeting Commissioner Hanson was referring to was held on October 30th. Commissioner Hanson said it was. Sharon Smith asked if it seemed to be favorably viewed by many. Commissioner Hanson said it was. Sharon Smith said she is guessing that the slides that she found in tonight's Item 7 were probably the similar to same slide that were presented then. Unfortunately, that data was never made available to people who might want to look at the details, like there is only 43,000 sq.ft. required for civic purposes. She asked for clarification on 4.3.5 Paragraph "e" talking about prohibited uses. It says institutional uses are prohibited. She asked if the Richardson Maritime Museum would be able to open a maritime school for maritime trades. Pat Escher responded that institutional would primarily would be a use like the hospital. Sharon Smith asked about industrial and manufacturing. She asked if it would preclude a shipyard in a working waterfront. Pat Escher said the City is already committed to that. Sharon Smith said a super-yacht facility would bring in millions.

Pat Escher said they incorporated financial disclosure language in the ordinance for the Mill Street property because it was a very small property.

Nobody else asked to speak.

A motion by Commissioner Hanson to close the public hearing was seconded by Commissioner Sydnor and approved 5:0.

A motion by Commissioner Hanson to adopt Ordinance 1136 was seconded by Commissioner Cannon and approved 5:0.

Old Business

None

New Business

8. **SUBJECT:** Appropriation of Federal BJAG Equipment Grant
Recommendation: That Council appropriate \$13,550 to the FY19 Federal BYRNE JAG Equipment Grant and increase the Police Department budget by \$13,550 for Police K-9 Equipment for 2 vehicles in the amount of \$13,550

A motion by Commissioner Sydnor that Council appropriate \$13,550 to the FY19 Federal BYRNE JAG Equipment Grant and increase the Police Department budget by \$13,550 for Police K-9 Equipment for 2 vehicles in the amount of \$13,550 was seconded by Commissioner Hanson and approved 5:0.

9. **SUBJECT:** Request from Downtown Cambridge/Cambridge Main Street for permission to install and complete a mosaic mural at the City parking lot in the 500 block of Race Street and \$1,223.00 in gap funding, reimbursable to Cambridge Main Street
Recommendation: For Council to consider the request

A motion by Commissioner Rideout to give Cambridge Main Street permission to install the mosaic mural; however, they will not receive any money from the City Council until such time as they present a budget for the \$20,000 that they requested in the FY2019 budget was seconded by Commissioner Sydnor and approved 5:0.

10. **SUBJECT:** Executive Secretary Position Description Update
Recommendation: That Council approve the position description update

A motion by Commissioner Hanson that Council accept the new Executive Secretary position description update was seconded by Commissioner Cannon and approved 5:0. Commissioner Hanson suggested that a confidentiality statement be signed by the person hired for this position.

11. **SUBJECT:** Memorandum of Understanding Between Cambridge Main Street, Inc. and The Commissioners of Cambridge Regarding Overhead Decorative Lighting of Approved Sections of Poplar and Race Streets
Recommendation: That Council approve the MOU

Approved with Item 6 above.

12. **SUBJECT:** Bill Burton Fishing Pier

Commissioner Hanson made a motion that the Mayor be authorized to send a letter to our local State representatives of the Maryland Department of Natural Resources, the Natural Resources Police, the Natural Park Services and the Governor supporting the request of residents who live near the Bill Burton bridge to restrict its use by the public to a period from 7:00 a.m. to sunset and that DNR and the Natural Resources Police enforce this restriction seven days a week and further that the letters from the community and the petitions shall be attached to this letter was seconded by Commissioner Rideout and approved 5:0.

Mayor and Council

Commissioner Sydnor asked for an update on the cameras for Cornish Drive. Oden Wheeler responded that they are getting estimates and are waiting to see how much money is left over from the drainage project before the cameras are purchased.

Commissioner Foster asked about the small distance between the houses that are being built by Habitat Choptank on High Street. Oden Wheeler said he will check the Zoning Code and report back to her. In some cases, if a house was demolished, it could be put back on the same foundation. Commissioner Sydnor expressed his concern about how easily fires could spread with the houses so close together. Oden Wheeler said sprinklers are required to be installed in all new single-family dwellings.

Commissioner Foster asked about the house where the car ran into the porch. There are lights on in the house. Oden Wheeler said the house is un-occupied. He knows where the family is living. The owner is having issues with the insurance company of the vehicle involved. He has until the end of January to remove it or he will be fined. Commissioner Foster suggested some 'danger' tape be placed in that area.

Commissioner Foster said the Traffic and Safety Committee talked about an issue make Camelia Street a one-way street. It was deferred to another meeting. Since that meeting, she has met with Ms. Geneva at the Housing Authority of Cambridge and she is requesting that the Traffic and Safety Committee have another meeting and allow her to be part of the meeting.

Public Comment

Katie Clendaniel's comment was included under the first Public Comment period.

Wendell Foxwell spoke on several topics to promote tourism in Cambridge (canvasback ducks which can be seen from Oakley Street; monuments or plaques honoring the governors from Dorchester County). He also spoke about the damaged Herbert Hearn building.

Closed Executive Session – Immediately following Council meeting

This meeting will be closed under General Provisions Art. § 3-305(b) – (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals

A motion by Commissioner Hanson to hold a closed executive session under the provisions stated above was seconded by Commissioner Sydnor and approved 5:0.

Adjourn

A motion by Commissioner Sydnor to adjourn the meeting was seconded and approved unanimously.

With no further business, Mayor Victoria Jackson-Stanley adjourned the meeting at 7:28 p.m. I hereby certify that the foregoing is a true and accurate account of the Council meeting Monday, January 14, 2019, insofar as I personally am aware.

Victoria Jackson-Stanley
Mayor



Victoria Jackson-Stanley
Mayor

City of Cambridge

City Hall

410 Academy Street - P O Box 255
Cambridge, Maryland 21613
Phone: 410-228-4020 Fax: 410-228-4554
MD Relay (V/TTY) 711 or 1-800-735-2258
E-Mail mayor@choosccambridge.com

Agenda Item No. 05

Date: 01/28/2019

January 29, 2019

The Honorable Larry Hogan
100 State Circle
Annapolis, Maryland 21401-1925

Dear Governor Hogan:

I am writing on behalf of the City of Cambridge to express our enthusiastic support for the Macs Lane Community Center Project. The City of Cambridge recognizes that this endeavor has the potential to help improve various conditions in our community. We hope that the General Assembly will consider granting the request for funding to the Macs Lane Community Center Steering Committee in the amount of \$250,000.

The Macs Lane Community Center Steering Committee is comprised of members of the Good Shepherds Association, Inc.; the Macs Lane Alumni Association; and the Maryland Keymakers, all of whom share a vested interest uplifting our community. These organizations have collectively provided funding for emergency social services, college educations, and cold weather shelters. They have demonstrated admirable commitment to the community and the organizational skills to shepherd major projects for the benefit of the community.

Our City desperately needs the services that a community center can provide. In recent years, we have faced an increase in opioid overdose deaths, low test scores among students from economically-challenged backgrounds and high rates of families living below the poverty line. After school programming, such as the Boys and Girls Club, has been shown to improve students' academic performance, improve classroom behavior, decrease drug use, encourage physical activity and good dietary habits, and improve parents' economic output. The nearest Boys and Girls Club is located too far away for our residents to benefit from it and is therefore proposed as one of the most essential programs the community center would provide. In addition to projected improvement in the above metrics we anticipate this project providing substantial economic investment in the region based on its cost of construction and programming as well as adult education services focusing on financial literacy, GED acquisition, and entrepreneurship training.

Funding for this project is of critical importance to our community. The services and resources that this project will provide will greatly impact our efforts to uplift the citizens of Cambridge and we therefore hope you will give full consideration to the request for funding from the Macs Lane Community Center Steering Committee.

Sincerely,

Victoria Jackson-Stanley, Mayor



Victoria Jackson-Stanley
Mayor

City of Cambridge

City Hall

410 Academy Street - P O Box 255
Cambridge, Maryland 21613
Phone: 410-228-4020 Fax: 410-228-4554
MD Relay (V/TTY) 711 or 1-800-735-2258
E-Mail mayor@choosecambridge.com

Agenda Item No. 06

Date: 01/28/2019 *mc*

January 29, 2019

Maryland Heritage Area
Maryland Historical Trust
100 Community Place, 3rd Floor
Crownsville, MD 21032-2023

Ladies and Gentlemen:

I am writing on behalf of the City of Cambridge to express our enthusiastic support for the Maces Lane Community Center Project. The City of Cambridge recognizes that this endeavor has the potential to help improve various conditions in our community. We hope that the Maryland Heritage Area will consider granting the request for funding to the Maces Lane Community Center Steering Committee in the amount of \$100,000.

The Maces Lane Community Center Steering Committee is comprised of members of the Good Shepherds Association, Inc.; the Maces Lane Alumni Association; and the Maryland Keymakers, all of whom share a vested interest uplifting our community. These organizations have collectively provided funding for emergency social services, college educations, and cold weather shelters. They have demonstrated admirable commitment to the community and the organizational skills to shepherd major projects for the benefit of the community.

Our City desperately needs the services that a community center can provide. In recent years, we have faced an increase in opioid overdose deaths, low test scores among students from economically-challenged backgrounds and high rates of families living below the poverty line. After school programming, such as the Boys and Girls Club, has been shown to improve students' academic performance, improve classroom behavior, decrease drug use, encourage physical activity and good dietary habits, and improve parents' economic output. The nearest Boys and Girls Club is located too far away for our residents to benefit from it and is therefore proposed as one of the most essential programs the community center would provide. In addition to projected improvement in the above metrics we anticipate this project providing substantial economic investment in the region based on its cost of construction and programming as well as adult education services focusing on financial literacy, GED acquisition, and entrepreneurship training.

Funding for this project is of critical importance to our community. The services and resources that this project will provide will greatly impact our efforts to uplift the citizens of Cambridge and we therefore hope you will give full consideration to the request for funding from the Maces Lane Community Center Steering Committee.

Sincerely,

Victoria Jackson-Stanley, Mayor



PC
H

APPLICATION FOR A SPECIAL EVENT LICENSE

Date of Application: 1/15/2019

Event Title or Type: Boat Docking Competition

Location of Event: Long Wharf

Date(s) of Event: June 2, 2019

Hours of Event: 11 am till 4 pm

Organization/Corp. Name: Dorchester Chamber of Commerce

Signature of Holder of Event: _____

Printed Name: William Christopher Title: President/CEO

Address of Holder of Event: 528 Poplar Street

Business Telephone: 410-228-3575 Residence Telephone: 443-280-0185

Is Organization Non-Profit? Yes No Is there a charge for admission? Yes No

Is event to on City, State, or Private Property? City If private, name of owner: _____

You requesting the city to provide trash containers? Yes No

Is water available at event? Yes No

If yes, list source of water (i.e. fire hydrant, Great Marsh, Sailwinds, etc.): hose bibs

Will a tent be erected? Yes No (Include on plan)

Expected Attendance: 900 Venue Seating Capacity: >2000

Is parking available: Yes No For how many vehicles? 400

Is staging or platform required? Yes No Amplification? Yes No

List types of musical instruments: PA System and small band

Are required approvals attached, e.g., State, County: Yes No

Is a street closing being requested (attach map)? Yes No (do want to close Long Wharf Parking Lot from 9 am – 5 pm)

If yes, indicate closure time (consider set up and breakdown time): _____

Will food be prepared on the premises? Yes No

If yes, is County Health Dept. Inspection Approval attached? Yes No

Will alcohol be served? Yes No

If yes, please attach a copy of the county liquor license

If no, please submit a copy after you receive it

ROAD RACE, WALK-A-THON, ETC.

On Roadway Yes No

On Sidewalk Yes No

Will notification be made to residents along the route? Yes No

Will temporary signs be posted? Yes No

(Signs must be removed by the following business day, no paint is allowed on streets or sidewalks.)

SPECIFIC ROUTE: _____

-FOR OFFICE USE ONLY-

City Manager Approved/Denied: _____ Date: _____

Special Conditions, if : _____

Police Detail Estimated Cost: \$ _____ DPW Personnel Estimated Cost: \$ 400.00

Cambridge Police Department: Approved: Denied: _____ Signature: [Signature]

Rescue Fire Department: Approved: Denied: _____ Signature: [Signature]

Department of Public Works: Approved: Denied: _____ Signature: [Signature]

Council Agenda Report

Date: January 28, 2019
Prepared by: Yvette L. Robinson, Housing Specialist
Submitted by: Patrick Comiskey, City Manager
SUBJECT: January Housing Report

Discussion:

Housing Report for January 2019.

We are moving forward with the plan with Lisa Sturtevant & Associates (LSA) and are right on schedule in accordance with the proposal for the Cambridge Neighborhood Revitalization Plan. A draft of the housing study is now complete and currently under staff review. We anticipate forwarding a final draft to Council for review and comments prior to the February housing report.

The Communication Strategy Policy draft is complete and included in your packet for review and comment. This strategy will assist in effective communication in the community for the current plan, while also serving moving forward with other programming, planning and the like.

As a quick recap, the **Cambridge Neighborhood Revitalization Coalition** is comprised of key partners that will be instrumental in the redevelopment plans in target neighborhoods throughout the city. This partnership includes Habitat for Humanity Choptank, Dorchester County, City of Cambridge, 1880 Bank, Salisbury University, State of Maryland Department of Housing and Community Development (DHCD), and members of the community.

We are continuing our relationship development with 1880 Bank. Currently they are exploring the possibilities for the creation of Cambridge specific financial programming. We are exploring the development of a targeted housing mortgage program for critical skill workers such as police, fire, healthcare, teachers, veterans, etc. The goal of this program would be to develop an incentive beneficial program for home ownership for this targeted population. More information to come.

Community Engagement

The development of the Cambridge Neighborhood Revitalization plan includes the involvement and engagement of the community. Therefore, we have had and will continue to conduct community meetings that will seek the input of members of the community in the development of this plan. The purpose is to ensure that any plan that the coalition and the city implement is a true reflection of the desires and needs of the community.

Below is the schedule of meetings:

- November 15, 2018 at the empowerment Center. (summary of the meeting included in your packet)

The next community engagement meetings are as follows:

- Core Group meeting - Wednesday, Jan. 30th at 5:30 PM
- Community Engagement meeting - Thursday, Feb. 28th from 5:30 to 7:30 PM
- Core Group meeting - Thursday, March 28th at 5:30 PM
- Community Engagement meeting - Saturday, April 6th from 11 AM to 1 PM

The community engagement meetings will be facilitated by city staff and the students from the Salisbury University Urban Planning class with Professor Dr. Ali.

RECAP OF CORE GROUP PURPOSE

2.1 Identify Key Stakeholders and Establish Core Group

A critical component to any planning process is the set of local stakeholders who provide valuable input, leadership, and serve as liaisons to the broader community. The LSA team will work with staff to identify key stakeholders in the Cambridge community to serve on the core group for the Neighborhood Revitalization Plan process. The composition of the core group should reflect the wider community and include residents of the plan neighborhood, members of the local business community, cultural institutions, city staff, and other stakeholders as identified with staff.

The first of the stakeholder meetings (core group) should be held a few weeks in advance of the first general community meeting to provide orientation to the core group members on the planning process and solicit feedback on content and organization of the larger community-wide meeting. It is anticipated that an additional two to four core group meetings will be scheduled throughout the planning process. City staff, with support from Salisbury University faculty and students, will organize and facilitate these meetings. LSA will provide content for the meetings, including updates on project status and questions to be used to guide discussion among the core group of stakeholders.

CDBG UPDATE

We have had several meetings with the State of Maryland DHCD to complete the housing policy for home ownership rehabilitation. DHCD will be coming for a site visit on Monday, January 28 from 10 AM to 3 PM. This meeting is to go over the project status and update etc. (more to report in the February housing report).

Habitat Detailed Report:

New Construction: Construction is under way on 3 single family, new construction homes. The addresses of the homes are: 507 High Street, 519 High Street and 603 High Street in the area designated as the Pine Street Historic District. These are the three homes indicated as “shovel ready” during the grant application process. Habitat Choptank’s total investment to date in the new construction projects is \$163,400. The grant has been billed approximately \$30,000 and an additional \$26,000 will be billed at the end of January. The homes are projected to be complete in the spring of 2019. One home has a qualifying homeowner working toward purchase of the home. These homes are single family homes, built to Energy Star Standards, incorporating Universal Design principles

to assist with aging in place, and built with durable materials to ensure a low maintenance, low cost of operation home.

Acquisition: During the reporting period 2 properties have been identified and the first appraisals completed. The properties are in the process of a review appraisal and we hope to make an offer following our meeting with CDBG on January 28th. Both properties are on Pine Street, in the Pine Street Historic Neighborhood. The appraisals and review appraisals for these properties are attached. We have contact information for 2 additional properties on Pine Street, as well as one property on Fairmount Ave. Currently we are reviewing the appraisal process with the homeowners and evaluating the properties for suitability.

Rehabilitation: During the reporting period the Policy and Procedure manual for the Rehab program was approved, and we have preliminary inquiries from 16 homeowners in the Pine Street Historic District. 6 of these homes are on Pine Street. The remaining homes are in the Historic District on Fairmount, Wells, High, Douglas and Noble streets, among others. These inquiries were homeowners that have contacted Habitat for Humanity Choptank for repair information and have submitted contact information and a brief description of the repairs desired by the homeowner. Formal applications and project review will begin now that the Policy and Procedure manual for the Rehab program has been approved.

Data on Location of Applications:

Location	# of Applicants
Pine St	6
High St	2
Douglas St	1
Schoolhouse Ln	1
Fairmount Ave	1
Dunns Ct	1
Wells St	1
Noble St	1
Just Outside Area	2

Habitat Staffing Update:

Habitat Choptank has created a Family Services position to assist with grant execution, applicant processing, documentation, and family partnership and education services for all our repair programs.

This position will assist in processing all existing inquiries and advertising the available programs in the Pine Street Historic Neighborhood.

All admin on Habitat Choptank's side is shown as In-Kind services, leveraging the grant funds, and allowing the amount billed to the grant to be used for direct repair, acquisition, and construction costs.

GOALS FOR 2019

- Continue to secure additional funding for program implementation.
- Seek out capacity building funding for an organization to assist residents in becoming home-buyer ready in areas such as financial planning, credit repair, home-buyers education classes etc.
- Identify key projects that can include the community for implementation through creative place making.
- Develop a marketing strategy to begin seeking developers to partner with the city in implementing key projects as found in the neighborhood Revitalization plan once it is completed

Communications and Public Engagement Strategy

Cambridge Neighborhood Revitalization Plan



The overall goal of the communication and Public Engagement Strategy is to ensure that all City of Cambridge residents, employers and other stakeholders have information about the Neighborhood Revitalization Plan and to have opportunities to provide meaningful input that will guide development of strategy recommendations and build broad support for the final plan.

As a result of the communication and public engagement activities described below, several positive outcomes are anticipated that will help facilitate broad community support for the Neighborhood Revitalization Plan and successful adoption of the Plan by the City Council and implementation by staff:

- The residents of Cambridge are fully informed about the planning process, its goals and its activities;
- The business community in Cambridge is involved with the process and understands the opportunities for investment in the neighborhood;
- Community members understand the benefits of having a full range of quality housing in the City that is affordable and appropriate for individuals and families from all economic backgrounds;
- Existing residents of the neighborhood feel their concerns and needs were taken into consideration and their input contributed toward the final product; and
- The City Council can have confidence in the quality and transparency of the process and the recommendations that result from it.

Audiences and Key Messages

The following audiences and related key messages will be considered in all of the communication materials and events throughout the plan process.

1. Residents of the Pine Street Neighborhood

Primary goals of communication and outreach:

- To provide Pine Street Neighborhood residents opportunities for engagement and involvement with the planning process.
- To use feedback from the residents to help shape the direction of the Neighborhood Revitalization Plan.
- To identify priority areas for the community and to gain a clear understanding of what specific improvements/changes are needed to enhance the quality of life in the neighborhood.
- To cultivate a sense of ownership of the plan for neighborhood residents

Summary of key messages/communication:

- The goal of the Neighborhood Revitalization Plan is to create a roadmap for investment in the Pine Street Neighborhood.
- These investments could take many forms ranging from housing development and rehabilitation, public realm improvements to streets, sidewalks, and open spaces, and economic/zoning incentives to the spur business growth in the neighborhood.

- Input from residents of the neighborhood will be a critical component of the plan, and will help shape the goals and identify the priority areas of the community to focus the revitalization efforts and strategies.
- Neighborhood revitalization can often take years to implement, this plan is an important step in this journey for the neighborhood.
- Plans for the neighborhood will respect the history of the Pine Street neighborhood and will ensure that current residents benefit from investments/improvements.

2. Employers/businesses in Cambridge

Primary goals of communication and outreach:

- To gain a clear understanding of how the Pine Street Neighborhood impacts the business community (customers, employees, proximity, etc.)
- To use feedback from local employers and businesses to gain insights into existing barriers of business development in the neighborhood (e.g., zoning, commercial space suitability/availability, crime impacts, market demand, labor pool, parking, etc.)
- To generate ideas and have conversations about how the business community can be part of the solution for revitalizing the neighborhood.
- To prioritize strategies/tools for business growth and investment in the neighborhood that will have the greatest impact.

Summary of key messages/communication:

- The goal of the Neighborhood Revitalization Plan is to create a roadmap for investment in the Pine Street Neighborhood.
- Improving the health and vibrancy of the neighborhood can have a direct impact on the economy in Cambridge.
- The Pine Street Neighborhood is an important and core piece of the overall community in Cambridge, and investment in the neighborhood is a priority for the City.
- Revitalizing the Pine Street Neighborhood presents many opportunities for the business community in the Cambridge and can serve as a catalyst growth in other neighborhoods and corridors in the City.

3. Residents of Cambridge:

Primary goals of communication and outreach:

- To provide residents of Cambridge opportunities for engagement and involvement with the planning process.
- To use feedback from the residents to help shape the direction of the Neighborhood Revitalization Plan.
- To provide information and engage in a dialogue with residents that illustrates the link between the health of the Pine Street Neighborhood to the overall health of adjacent neighborhoods and the City as a whole.
- To foster community cohesion and create common goals for Pine Street and Cambridge through vision sessions and overlapping priorities for the neighborhood and the City at-large.
- To cultivate a sense of ownership of the plan for neighborhood residents

Summary of key messages/communication:

- The goal of the Neighborhood Revitalization Plan is to create a roadmap for investment in the Pine Street Neighborhood.

- These investments could take many forms ranging from housing development and rehabilitation, public realm improvements to streets, sidewalks, and open spaces, and economic/zoning incentives to the spur business growth in the neighborhood.
- Input from residents will be a critical component of the plan and will help shape the goals and identify the priority areas of the community to focus the revitalization efforts and strategies.
- The health and vibrancy of the Pine Street Neighborhood is a key priority for the City. Revitalizing the Pine Street Neighborhood will provide benefits to adjacent neighborhoods and enhance a core and highly visible neighborhood within the larger historic downtown area.
- Neighborhood revitalization can often take years to implement, this plan is an important step in this journey for the community.
- Creating a more inclusive and integrated city will strengthen the community and make it more attractive for investment.

4. Public officials, representatives, and other stakeholders:

Primary goals of communication and outreach:

- Communicate the needs, goals, and priorities of the residents of the Pine Street neighborhood and the wider community as identified through the public engagement and visioning process.
- Identify political allies that will help the Pine Street Neighborhood Revitalization Plan through the local approval process and gain traction at the County and State level for future investment/funding opportunities that align with the goals of the plan.
- To provide information that illustrates the link between the health of the Pine Street Neighborhood to the overall health of adjacent neighborhoods and the City's economy.

Summary of key messages/communication:

- The goal of the Neighborhood Revitalization Plan is to create a roadmap for investment in the Pine Street Neighborhood.
- The residents of the Pine Street neighborhood have identified _____, _____, _____, and _____ as key areas of their neighborhood that need revitalization and should be prioritized during the implementation phase of the project. (priorities TBD, will come out of community visioning process).
- Revitalization of and investment in the Pine Street neighborhood will provide positive outcomes for the historic core/downtown of the City, and are a critical part of overall economic development efforts for the City and County.

Materials, Media, and Activities

1. **Website** (to be designed and launched by the City)
 - a. Information about public meetings
 - b. Draft and final plan reports and other documents
 - c. Fact sheets
 - d. Opportunity to provide input online
2. **Communications toolkit**
 - a. Power Point for use in public meetings
 - b. Education-based fact sheets
3. **Community Visioning Meetings**
 - a. Meeting materials and structure
 - b. Facilitator discussion guides
 - c. Handouts and informational documents

4. **Neighborhood Revitalization Plan Core Group**
 - a. Meeting schedule and agendas
 - b. Meeting content and discussion guides
5. **Social Media Calendar**



Community Day Meeting

Recap

Empowerment Center

November 15, 2018

1- Housing:

- Senior Housing needed (both in multifamily and in 1 level cottages)
- Create a space/building with community amenities serving both the new housing and the neighborhood (possibility: DCS site in back of Waugh Chapel); adult day care, food services, social space facing High Street, above Muir Street.
- Need is identified by all for **affordable** housing; low income, but also middle income that either does not qualify for assistance nor is sufficient for market rate
- Encourage + increase homeownership / develop quality rentals if rentals are done
- Extend the mixed-use zone from Dunns Court to the top of Pine street / Gay Street; would allow a continuous commercial “loop” with Race / Poplar Street, all the way down to Washington Str. and create a cross connection at Cedar & Elm
- Report bad landlords / substandard conditions; educate tenants about rights / retaliatory evictions
- Provide education services for mortgage qualification and financing / credit to residents

2- Businesses and Services

- Primary need identified = Restaurant / Neighborhood coffee shop (social space) + Entertainment (theater)
- Define an overall business strategic plan that **integrates** Pine Street with Race Street / Main Street commercial district (complement – not compete)
- Bring in convenience stores, boutique shops (clothing, shoes, barber...); proximity shopping + walkability
- Lack of small banks, or ATM in neighborhood
- Use vacant properties to provide start up locations for incubator businesses, young entrepreneurs
- Provide a health center / Gym
- Orient new business towards the commemoration of the Pine Street heritage

3- Workforce

- Need more jobs in the immediate community: artists, construction trades, startup entrepreneurs ...)
- Find locations to provide practical training (trades ..., but also looking into the future; example: electrical vehicles, downtown bike shop, sailing boats parts...)
- Define practical jobs relating to moms and pops boutiques (retail, cooking ...)
- Business to be focused on what makes the Pine Street district special and unique; relation to culture, history, food...
- Youth involvement in businesses involving production of memorabilia (ex. Harriett Tubman, Underground Railroad)
- Youth built program for job training

4- Resources and Amenities

- Public Transportation available in the neighborhood
- Walkability, i.e. safety of pedestrians as well as attractiveness of sidewalks and public spaces with benches sitting along the street
- Need vibrant social gathering spaces (entertainment, theater, restaurants, bars coffee shops) at heart and entrances of the neighborhood
- Need places for music (indoor & outdoor) Pine Street heritage
- More street festivals (community cohesion)

5- Public Spaces

- Need safe parks for kids (well lit, community watched ...)
- Consider skate board, splash pad, dog park, basketball
- Suggestion by table #4 to have a playground at the South end of Pine Street (new activity anchor /extend neighborhood engagement)
- Use some of the vacant lots as pocket parks with tree canopy + benches; explore use of vacant lots for additional off-street parking (ex: chapel's funerals)
- Include outdoor art displays, heritage plaques, small community gardens
- Celebrate community's history through street improvements and preserved buildings' architecture

6- What defines the Pine Street Historic District?

"PARADISE LOST" (Mayor Victoria Jackson Stanley) ... when Pine Street felt like a village.

From Herve O. Hamon, AICP, Planner 1



January 22, 2019

Attn: Yvette Robinson, City of Cambridge

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MEMO: Update on Neighborhood Revitalization Funding

I am writing to share some good news Habitat Choptank has received regarding resources to support Neighborhood Revitalization in Cambridge.

We recently received notice of award from the Maryland Energy Administration for \$150,000 for our weatherization program. These funds can be used in both Talbot and Dorchester counties for making energy efficiency improvements to homes, such as adding insulation and updating HVAC systems. In past years, almost 70% of this funding was utilized within Cambridge city limits. This funding is important to show as matching funds, enabling Habitat Choptank and/or our partners in the Neighborhood Revitalization plan to show investment that can leverage additional funding requests. These funds serve homeowners with an income less than 85% of the AMI for their county of residence. The release of funds is expected to be in March or April.

In addition, the Rural Maryland Council has funded our request for Health and Safety Repair funding for \$40,000 for Talbot and Dorchester counties. This funding is critical to assist in completing projects that may not be able to utilize other grant funds due to a hazard in the home, such as a roof leak, or asbestos pipe insulation.

These resources can be paired with the CDBG funding to ensure that critical home repair projects are completed, rather than deferred due to the size of the project, or other health hazards on site.

In addition, we have also been selected to apply for an Aging In Place grant from Habitat for Humanity International. We are among 25 affiliates (from 1400 nationwide) that were invited to apply. Only 3 grants will be awarded, but this invitation does demonstrate that through our collaboration and successes, we are attracting investment to the Neighborhood Revitalization program from grantors and funders other than the Department of Housing. Please feel free to share this information with partners, staff and City Council as you see fit.

Thank you,
Rhodana



Habitat Choptank Office
29350 Maple Avenue, Unit 1
Trappe, Maryland 21673
410-476-3204

Habitat Choptank ReStore
8610 Commerce Drive
Easton, Maryland 21601
410-820-6186

www.HabitatChoptank.org

Council Agenda Report

Agenda Item No. 09

Date: 01/28/2019

Date: January 28, 2019

Submitted by: Katie Clendaniel, Main Street Director

Prepared by: Patrick Comiskey, City Manager

Subject: Main Street Program Funding Request

Recommendation: That Commissioners consider the request. I also recommend that Commissioners consider directing some of the funds toward the Pine Street decorative lighting project.

DISCUSSION: Last spring, the Mayor and Commissioners requested Main Street incorporate more activities and programming for Pine Street. Main Street responded by holding a cultural festival on Pine Street in late summer. A financial contribution from Main Street and a letter of support may help the city receive state support for the lighting project.

Fiscal Impact: \$20,000

Enforcement Authority: Patrick Comiskey, City Manager

Approved by: Patrick Comiskey, City Manager

		City of Cambridge	CMS / GRANT FUNDS / Sponsorship	Total Cost	Notes / Description
1	Artist Banners on Pine Street	\$2,000	\$0	\$2,000	\$58.75 cost per banner x 34 banners = \$1997.5, does not include design. Art submissions by local artists, potential competition opportunity.
2	Public Art - Pine Street Mural	\$1,000	\$5,000	\$6,000	Secure and install a public art mural along Pine Street.
3	Mosaic - 500 block Race Street 2019	\$1,000	\$5,220	\$6,220	Grant for \$5,000 covers a portion of the project cost. Proposal specifics were presented to council. CMS will contribute \$220.00 towards this project.
4	300 High Holiday Wreaths & Bows 2019		\$2,420	\$2,420	Until end of February wreaths and bows are discounted 33%. Each wreath is \$310 with discount (need 5), each bow \$87 with discount (need 10). We have a grant for \$2,000 in hand. CMS will put \$420 towards this purchase.
5	Spring Valley Tree Lighting 2019	\$500	\$500	\$1,000	Costs include sound & production, cost of tree, candy canes for Santa, replacement of the luminary lights each year. A grant from Rotary for \$500 is sought each year.
6	Groove City Culture Fest 2019	\$3,500	\$6,500	\$10,000	City funds would go towards a portion of the cost of entertainment and production (such as talent costs, sound and stage rentals).
7	Groove Fest Downtown Music Festival - Entertainment 2019	\$2,000	\$2,800	\$4,800	City funds would go towards a little less than half of the entertainment & production costs for the event.
8	Marketing Fund - Promote Second Saturday, all festivals & events 2019	\$5,000	\$5,750	\$10,750	Funds would support marketing expenses for downtown festivals, events, attractions, Second Saturdays, and general district promotion.
9	Business Retention Program - SBDC Retail & Restaurant Specialist 2019	\$5,000	\$55,000	\$60,000	Garrett Glover (Statewide Retail and Restaurant Specialist SBDC) will be working in Cambridge one-on-one with downtown district businesses working towards strengthening existing businesses, helping them to achieve longevity, and develop tools and strategy for their businesses. This program successfully launched in Ellicot City following 2016 flood. Target is \$75,000 for first year, grants recieved to date from USDA & George B Todd Fund.
	TOTALS	\$20,000	\$83,190	\$103,190	