COUNTY COMMISSIONERS SCHEDULE
TUESDAY, MARCH 26, 2019
LEGISLATIVE DAY

1. CALL TO ORDER
   4:00 p.m. Closed Session
   “Administrative Session”

   4:15 p.m. Patrick Thompson, Esquire, County Attorney
   Closed Session
   “Consult with Counsel”

   5:15 p.m. Ms. Beverly A. Churchill, Department of Human Resources Director
   Closed Session
   “Personnel”

   5:30 p.m. Call To Order,
   Pledge Of Allegiance,
   Moment Of Silence,
   Approval Of Agenda

   Accept County Commissioners’ Minutes
   - Regular Minutes – February 26, 2019
   - Budget Work Session – February 19, 2019
   - Closed Session – February 26, 2019

   Press And Public Comments**

2. NEW BUSINESS
   5:40 p.m. DEPARTMENT OF PUBLIC WORKS
   1. Draft 2019 Annual MDOT Transportation Priority Letter
   2. 214 Pier One Road LLC PWA
   3. 2011 CWSP Amendment 11-13 – Decision

   Mr. Todd Mohn, County Administrator
   “Presentation of Documents for Signatures and Weekly Correspondence”

   Action
   1. Designation For County Bond Sale
   2. Resolution 19-03 FY2019 Bond Resolution
   3. Request For Economic Development Incentive Funding – Corsica Technologies Inc
   4. Draft Standard Operating Policy
   5. Detention Center Uniform Bid
   6. Phone System Upgrade – Emergency Services And Sheriff
   7. Road Name Request
   8. DHCD – National Objective Issues CDBG Program
   9. Mosquito Control Section 2019 Budget
   10. BOE – Major State Categories Transfers
   11. BOE – Use Of Additional Fund Balance As A Funding Source
   12. Budget Amendment CC-19 – Community Partnerships CASASTART
   13. Budget Amendment CC-20 – Community Partnerships RDEF Program
   14. Budget Amendment CC-21 – Tourism Grant Fund
   15. Budget Amendment CC-22 – Preventive Park Maintenance
   16. Budget Amendment CC-24 – Community Partnerships Admin
   17. Map Amendment 19-05 – BEA & MBA
   18. Citizen Sponsored Text Amendment To Change The Year Of The Comp Plan in Chapter 18
   19. QACPS Teacher Of The Year

   Documents:
   03.26.2019DPW.pdf
   03.26.2019Action.pdf
   03.26.2019Correspondance.pdf

3. PRESENTATIONS
   6:00 p.m. Ms. Elaine Butler, Character Counts!
   Character Counts – “Trustworthy”

   Ms. Mary Margaret Revell Goodwin
   ‘Women’s History Month And Update On Women’s History Museum’

   Dr. Ciotola, Health Officer
   ‘Health Department Update’

   6:30 p.m. Tax Set Off Hearing

   Ms. Kim Umberger, Program Director Partnering for Youth After School Programs
   ‘Update On After School Program’

   Legislative Session
COUNTY COMMISSIONERS SCHEDULE
TUESDAY, MARCH 26, 2019
LEGISLATIVE DAY

CALL TO ORDER
4:00 p.m.

CLOSED SESSION

4:15 p.m.
PATRICK THOMPSON, ESQUIRE, COUNTY ATTORNEY

CLOSED SESSION

5:15 p.m.
MS. BEVERLY A. CHURCHILL, DEPARTMENT OF HUMAN RESOURCES DIRECTOR

CLOSED SESSION

5:30 p.m.
CALL TO ORDER, PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE, APPROVAL OF AGENDA

ACCEPT COUNTY COMMISSIONERS’ MINUTES

REGULAR MINUTES – FEBRUARY 26, 2019

Budget Work Session – February 19, 2019

Closed Session – February 26, 2019

PRESS AND PUBLIC COMMENTS**

NEW BUSINESS

5:40 p.m.

DEPARTMENT OF PUBLIC WORKS

1. Draft 2019 Annual MDOT Transportation Priority Letter
2. 214 Pier One Road LLC PWA
3. 2011 CWSP Amendment 11

M. TODD MOHN, COUNTY ADMINISTRATOR

PRESENTATION OF DOCUMENTS FOR SIGNATURES AND WEEKLY CORRESPONDENCE

1. Designation For County Bond Sale
2. Resolution 19-03 FY2019 Bond Resolution
3. Request For Economic Development Incentive Funding – Corsica Technologies Inc
4. Draft Standard Operating Policy
5. Detention Center Uniform Bid
6. Phone System Upgrade – Emergency Services And Sheriff
7. Road Name Request
8. DHCD – National Objective Issues CDBG Program
9. Mosquito Control Section 2019 Budget
10. BOE – Major State Categories Transfers
11. BOE – Use Of Additional Fund Balance As A Funding Source
12. Budget Amendment CC-19 – Community Partnerships
13. Budget Amendment CC-20 – Community Partnerships RDEF Program
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03.26.2019DPW.pdf
03.26.2019Action.pdf
03.26.2019Correspondance.pdf

PRESENTATIONS

6:00 p.m.

MS. ELAINE BUTLER, CHARACTER COUNTS!

Character Counts – "Trusting"

MS. MARY MARGARET REVELL GOODWIN

"Women’s History Month And Update On Women’s History Museum"

DR. CIOTOLA, HEALTH OFFICER

Health Department Update

6:30 p.m.

TAX SET OFF HEARING

MS. KIM UMBERGER, PROGRAM DIRECTOR PARTNERING FOR YOUTH AFTER SCHOOL PROGRAMS

Update On After School Program

Legislative Session

Amendment 1 To County Ordinance 18:11 - Uses Allowed in Connection with High Commercial Uses in Queen Anne’s County (available to be voted on)

Amendment 2 To County Ordinance 18:11 - Uses Allowed in Connection with High Commercial Uses in Queen Anne’s County (available to be voted on)

County Ordinance 18:11 - Uses Allowed in Connection with High Commercial Uses in Queen Anne’s County (available to be voted on)

PRESS AND PUBLIC COMMENTS**

Documents:

ORD 18-11.pdf
ORD 18-11 Amendment 1.pdf
ORD 18-11 Amendment 2.pdf

4. REPORTS

Commissioner’s Roundtable

5. BUDGET WORK SESSION

7:00 P.M. DEPARTMENT OF EMERGENCY SERVICES

7:45 P.M. DEPARTMENT OF PARKS AND RECREATIONS

* Please note that Schedule times are subject to change, except for public hearings.

** Press and Public Comments at the beginning of the meeting will last 15 minutes. Additional time will be available at the end of the meeting for anyone wishing to speak. Comments are limited to 3 minutes in length. Comments longer than 3 minutes must be submitted in writing.

*** Part of the meeting may be closed to the Public in accordance to the Open Meetings Act procedures.

****Agendas will be posted by 4:30 pm the Friday prior to the meeting. The meeting attachments will be posted on the agenda by 4:30 pm the Monday prior to the meeting.

Three or more of the County Commissioners will be attending the following events in the next few weeks:

3/28 Employee Awards
Memorandum

Date: March 26, 2019

To: County Commissioners

From: Steve Cohoon, Public Facilities Planner

Re: Draft 2019 Annual MDOT Transportation Priority Letter
For inclusion in the FY 2020-2025 Consolidated Transportation Plan

Attached for your consideration is the draft 2019 priority letter from the Queen County Commissioners to Maryland Department of Transportation Secretary, Mr. Pete Rahn. The letter outlines transportation priorities for inclusion in the 2020-2025 Consolidated Transportation Plan. The letter is very similar to past letters and continues to identify the priorities for Queen Anne’s County as:

1) Continue, and to the extent possible, expedite the process to add capacity crossing the Chesapeake Bay to reduce congestion in the Bay Bridge corridor.
2) Construct improvements on the Rt 18 corridor from Castle Marina Road to the Kent Narrows
3) Construct the US 50 & 301 interchange
4) Construct intersection improvements on the US 301 corridor
5) Continue to support the local transit efforts
6) Continue support for bicycle and pedestrian improvements

Please review the draft letter and advise if you would like any additions, revisions or corrections.

If agreeable with this letter as drafted, please make a motion similar to the following:

MOTION: I move that we execute the 2019 Annual MDOT Transportation Priority letter to Secretary Pete Rahn.
March 26, 2019

Mr. Pete K. Rahn, Secretary
Maryland Department of Transportation
Post Office Box 548
7201 Corporate Center Drive
Hanover, Maryland 21076-0548

Re: Queen Anne’s County Transportation Priority Letter
2020 – 2025 Consolidated Transportation Plan

Dear Secretary Rahn:

The “safety and mobility for our citizens” is the driving factor towards the establishment of our local transportation priorities. Attached is a listing of the Transportation priorities for Queen Anne’s County for inclusion in the 2020-2025 Consolidated Transportation Plan.

Specifically we wish to call your attention to our highest priorities which include funding for additional capacity for the Bay Bridge, critical transportation improvements on Kent Island due to Bay Bridge congestion, funding for final engineering and construction of the US Route 50 & 213 interchange, Access controls along US 301, improvements for local transit and support for bicycle and pedestrian improvements.

**William Preston Lane, Jr. Memorial Bay Bridge**

As projected in the Bay Bridge Life Cycle Cost Analysis, completed by MDOT in December 2015, traffic impacts and congestion within the Bay Bridge corridor will continue to deteriorate. The increase in traffic and limited capacity of the Bay Bridge as the single crossing of the Chesapeake Bay in Maryland will result in continued and consistent delays if not addressed now. The delays on this primary transportation and freight corridor impacts the daily operations of many Maryland residents and businesses but impacts a disproportionate number of Queen Anne’s County residents making it a top priority. It is vital to the safety and mobility of Queen Anne’s County Citizens that steps be taken now to accelerate the NEPA process, design and funding of Bay Bridge improvements. Due to both the local and regional significance of this facility it is essential that the planning and funding for additional safety and capacity improvements continue and remain on schedule. To assist with planning efforts, Queen Anne’s County has contracted with a local transportation engineering firm to begin capturing critical traffic volumes that enter the US 50/301 “congestion zone” across Kent Island. This is beginning the second year of a three-year traffic counting and classification project that will provide 24/7 volumes every single day. Our goal is to document base traffic information at strategic locations which will provide a basis to evaluate current and future changes in traffic patterns. We have discussed this project with your District Staff and we request logistical support and any financial assistance that MDOT can provide.
**Maryland Route 18**

Recognizing that the NEPA study, design and funding improvements to the Bay Bridge will take time, Queen Anne’s County has identified vital interim improvements in the Kent Island Transportation Plan to improve the movement of traffic on Kent Island. The top priority of the many improvements identified in the Kent Island Transportation Plan is to enhance the safety and capacity of Maryland Route 18. The specific project is to initiate comprehensive roadway and pedestrian improvements from Castle Marina Road to the Kent Narrows. As the only alternative route to using Route 50/301 this project will serve to increase mobility and eliminate routine congestion as well as seasonal traffic gridlock. By providing comprehensive bicycle and pedestrian improvements it will also provide residents an alternative to driving. The Kent Island Transportation Plan is posted on our website at www.qac.org/DocumentCenter/View/4460.

**US Route 50 & 213 Interchange**

Construction of an interchange at US Route 50 & 213 is a long standing priority for Queen Anne’s County. Over the last 20 years land acquisition and design work has occurred clearing the way for final engineering and construction of the project. As Route 404 is now dualized and thru traffic on Route 50 continues to increase, this overpass becomes essential to safely move traffic between Route 50 & 213 as well as providing safe access to Chesapeake College, our regional Community College serving five counties. This project is the number one component of the long-range US 50 Ocean Gateway project.

**US 301**

We applaud the new US 301/ Route 304 interchange which eliminated a very hazardous high speed at-grade crossing along the US 301 corridor. Construction of this project also facilitated access control modifications to the US 301 and Rolling Bridge Road at-grade crossing to a much safer right-in, right-out intersection. There are many more at-grade crossings along the US 301 corridor which are identified in our Highway Needs Inventory for access control improvements and interchanges. We anticipate major traffic increases using the US 301 corridor now that DELDOT has completed highway upgrades bypassing Middletown, DE. These increases will likely have a high percentage of trucks. Therefore, we urge MDOT to move more of these projects forward in the very near future.

**Transit**

The Transit Division requests continued support of County Ride, our Locally Operated Transit System (LOTS). Demand continues to increase as we are providing almost 30,000 one way passenger trips over 300,000 miles per year. Additional funding is imperative to meet the public demand. The Annual Transportation Plan for FY2020 includes capital funding for Preventative Maintenance and Vehicles to repair and replace our aging fleet. We are also requesting a Transit Bus Canopy to provide a secure and safe area for bus parking. Finally, we would like to thank MTA for the recent approval of the Statewide Transit Innovation Grant (STIG) to purchase a routing software system to create a faster and easier process for demand response and deviated fixed routes. The system will provide efficiency for dispatchers, drivers, routing, scheduling, reporting and billing. All funding provided through MTA is greatly appreciated as we continue to provide safe and reliable transportation to the citizens of Queen Anne’s County.

**Bicycle & Pedestrian Improvements**

The County is requesting continued support of our efforts to expand the Queen Anne’s County bicycle and pedestrian network. The County is planning to continue our successful partnership with MDOT by providing local funds to leverage the support of State and Federal grants towards development of capital trail improvements. The Queen Anne’s County Trail system provides for an environmentally friendly alternative mode of transportation to connect our citizens to jobs, commercial areas, schools, parks and other services. Making vital connections in our trail system promotes a healthy alternative to driving, creates recreational opportunities, and promotes tourism opportunities for visitors as well as an everyday transportation alternative for our residents.
The Board of Queen Anne’s County Commissioners appreciates your consideration of our priorities and inclusion of them in the Consolidated Transportation Plan. We would look forward to working with MDOT to implement these priority transportation projects.

THE COUNTY COMMISSIONERS OF QUEEN ANNE’S COUNTY

James J. Moran, President

Jack N. Wilson

Stephen Wilson

Philip L. Dumenil

Christopher M. Corchiarino
MEMORANDUM

Date: March 26, 2019

To: Sanitary Commission

From: Alan Quimby

Re: 214 Pier One Rd LLC
Public Works Agreement

This property is located on Pier One Road between The Inn at Chesapeake Bay Beach Club and the Bay Bridge Marina complex. It currently consists of the old "Toll House" building and two newer commercial buildings that were added in 1980. The intent is to retain the Toll House building and demolish the two commercial buildings and replace them with a single multi-use building consisting of 20,632-ft² of commercial floor area, 48 1-bed apartments and 12 2-bed apartments.

Allocation of 7,025-gpd was granted by the previous Commission on February 14, 2017.

The Agreement's format has been approved by the County Attorney.

If agreeable, please make a motion similar to the following:

I move to execute the Public Works Agreement with 214 Pier One Rd LLC to allow for the construction of a mixed use building.
THIS PUBLIC WORKS AGREEMENT, made and executed this __________ day of __________, 2019, by and between THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY, MARYLAND, a body politic of the State of Maryland, sometimes hereinafter called "COUNTY", party of the first part, and 214 PIER ONE RD LLC (contract purchaser), sometimes hereinafter called "OWNER", party of the second part.

NOW THEREFORE WITNESSETH: that for and in consideration of the mutual covenants and promises herein contained, the parties herein agree as follows:

I. Owner is currently the contract purchaser of the property identified in an instrument recorded among the Land Records of Queen Anne's County as Tax Map 56, Parcel 301, is currently an office complex holding 930-gpd of water and sewer allocation (the "Property").

II. At the closing on the Property, OWNER will pay the COUNTY the sum of TWO HUNDRED FORTY-SIX THOUSAND ONE HUNDRED SIXTY-TWO dollars ($246,162.00) as a connection for acquiring 7,025-gpd of capacity in the Kent Narrows/Stevensville/Grasonville Area Wastewater System, and ONE HUNDRED THRITY-SIX THOUSAND EIGHT HUNDRED THIRTY dollars ($136,830.00) for acquiring 7,025-gpd of capacity in the Kent Narrows/Stevensville/Grasonville Area Water System. The proposed additional capacity shall be used to demolish two of the three existing office buildings and replacing them with a single mixed-use building consisting of 20,632-ft2 of mixed commercial floor area, forty-eight 1-bedroom apartments, and twelve 2-bedroom apartments.

It is understood by all parties concerned that the property will still be subject to all charges of the Kent Narrows/Stevensville/Grasonville Area Water & Wastewater Subdistrict, including debt service charges.

III. The property will be subject to additional charges at the time building permits are applied for if to be used for other than the above mentioned uses.

IV. OWNER will be responsible for the installation of any additional sewer and/or water appurtenances necessary for service to the property (including an emergency generator to power the necessary sewerage pumps), for obtaining all necessary permits, and for the payment to the COUNTY of all associated inspection fees. Any fees unpaid within 30 days will be subject to a 1-1/2% per month interest charge.

V. The COUNTY wastewater collection system, and any COUNTY obligation or responsibility, terminates at the Pier 1 Road right of way line. Operation, maintenance, and repair, and any equipment required to collect and/or transport sewerage and wastewater to the COUNTY system, including the installation, maintenance, operation and repair of any pumping facilities necessary to transport and deliver wastewater to the COUNTY system, shall be the sole responsibility of OWNER, their successors, representatives, and assigns.

VI. OWNER recognizes they will be billed user charges at the next regularly scheduled quarterly billing following closing and the recordation of this agreement.

VII. The property owner will pay the County the aforesaid sum of $382,992.00 as follows:
A deposit $37,766.00 has been paid prior to the execution of this Public Works Agreement and the balance of $345,226.00 shall be paid over a period of Seven (7) years at 7.00% annual interest payable in twenty-eight (28) equal quarterly payments of $15,701.42. The quarterly payments shall be due January 1, April 1, July 1, and October 1 of each successive year beginning April 1, 2020, or the next regularly scheduled quarterly billing after the connection of the facility, whichever occurs first. Past due amounts will be subject to 1-1/2% per month late charge.

VIII. All monies owed to the Queen Anne's County Sanitary District hereunder (including the allocation fees herein being financed) will be liens against the property collectable in the same manner as County taxes and will be paid in full prior to any transfer of the property.

IX. All monies owed are subject to, and due in accordance with Queen Anne's County Sanitary District codes and policies.

ATTEST:

__________________________
Phil Leach
Authorized Member

__________________________
David Patalita
Authorized Member

214 PIER ONE RD, LLC

__________________________
David S. Patalita
Authorized Member
(SEAL)

__________________________
Philip R. Leach
Authorized Member
(SEAL)

ATTEST:

__________________________
James J. Moran, President
THE COUNTY COMMISSIONERS
OF QUEEN ANNE'S COUNTY

APPROVED:

__________________________
Todd R. Mohn
Director of Public Works

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

This document was prepared by, or under the supervision of, the undersigned, an attorney admitted to practice before the Court of Appeals of Maryland.
Patrick E. Thompson  
County Attorney

This instrument is being recorded by Queen Anne's County and is exempt from recording fees pursuant to Section 3-603 of the Real Property Article of the Annotated Code of Maryland.

Tax Map 56 Parcel 301  
Account Number: KS-25
MEMORANDUM

Date: March 26, 2019

To: County Commissioners

From: Alan Quimby

Re: 2011 Comprehensive Water and Sewerage Plan (CWSP)
Amendment 11-13 – Decision

We held a public hearing on Tuesday, February 26, 2019 to discuss the following project. We are not aware of any additional public comment to date. However, attached please find a memo from Mike Wisnosky in reference to his attendance at the Bay City HOA meeting held on March 11.

From the advertisement (in italics):

PONCHOCK PROPERTY – The property is an existing vacant lot of record located at 900 Broad Creek Drive within the Bay City subdivision in Stevensville. It is shown on Tax Map 56 as Parcel 196 and is approximately 3 acres in size. The property is zoned Neighborhood Conservation 20,000-ft² minimum (NC-20). The proposal is to subdivide the property into as many as 6 residential lots. The amendment request is to upgrade the sewer service designation from S-3 to S-2 (which equates to immediate service). Flows from the use are anticipated to be approximately 1500 gpd. Sewer service will be provided via the existing Collection Station ‘R’.

Should the Commissioners wish to approve the amendment please make a motion similar to the following:

I move to approve the sewer service map upgrade for the Ponchock Property from S-3 to S-2.
MEMORANDUM

Date: March 26, 2019

To: County Commissioners

From: E. Michael Wisnosky, AICP, Director, Planning and Zoning

Re: Proposed Subdivision of the Ponchock Parcel
Tax Map 56 – Parcel 196
Zoned: Neighborhood Conservation NC-20

On March 11, 2019, I attended the Bay City Home Owners Association meeting to discuss the development of the above referenced Ponchock parcel. As the commissioners will recall, an application has been filed for an amendment to the Water and Sewer Plan (CWSP) to upgrade the sewer service designation from S-3 to S-2 thereby providing immediate service. The property is surrounded by the Bay City subdivision but is not technically part of the subdivision. The proposal is to subdivide the property into as many as 6 residential lots.

At the meeting, I explained the process to the association members and indicated that at this time, a formal subdivision application has not been filed. The property is located totally within the critical area with a land use designation of Limited Development Area (LDA). The proposed lot sizes are all less than 1 acre in size. As regulated under the cluster provisions of the development ordinance, property within the NC-20 district may be developed on lots of 10,000 square feet provided that an impervious surface limit of 25% is assigned to each lot, and provided that overall the subdivision meets a 15% impervious surface limitation.

Chapter 14 (Critical Area regulations) also requires a landscape buffer, 100 feet in width measured from the mean high water elevation, for all lots proposed adjacent to the water’s edge. I indicated that staff is concerned with the amount of useable back yards for the proposed lots after the minimum CA buffer is identified. I presented a sketch plan showing the buffer line and noted that some year yards appeared unusable. The buffer area will need to be fully established and comply with CA regulations.
Regarding the proposed open space areas, Code Section 18:1-12 establishes permitted or conditional uses allowed within the open space. In review of this code section, we believe that the existing structure proposed to be turned into a community building will require conditional use approval. Therefore, in order to retain the building as proposed will require an application before the Board of Appeals.

Members in attendance were appreciative of the information and asked about being notified of the subdivision when submitted and the Board of Appeals process. I indicated that I would keep them aware of when the application is filed by reaching out to Mr. Todd McGill, the current Bay City HOA president.
TO: County Commissioners
FROM: Jonathan R. Seeman, Director
SUBJECT: Designation for County Bond Sale
DATE: March 26, 2019

The following letter for signature is from the County’s Bond Counsel. Your approval designates Jonathan R. Seeman, Director of Budget, Finance & Information Technology, to conduct the County’s bond sale, to take place on April 9, 2019. It also authorizes him to determine the best responsible bid and to award the Bonds to the selected bidder. Thank you for your attention to this matter.

Motion: I move to sign the directive to designate Jonathan Seeman to conduct the County’s bond sale to take place on April 9, 2019.
March 26, 2019

McKennon Shelton & Henn LLP
410 East Pratt Street, Suite 2600
Baltimore, Maryland 21202

Ladies and Gentlemen:

This is to confirm and certify that I, as President of the Board of County Commissioners for Queen Anne's County, Maryland (the “County”) designate Jonathan R. Seeman, the appointed Director of Budget, Finance and Information Technology of the County, to (i) conduct a sale and accept electronic bids for the County’s Public Facilities Bonds of 2019 (the “Bonds”), (ii) execute an order awarding the Bonds to the bidder(s) therefore whose bid(s) are determined to be the best responsible bid received in compliance with the terms and conditions of the official notice of sale for the Bonds, in his sole discretion, and (iii) if necessary, establish an alternative date or time for the sale of the Bonds.

QUEEN ANNE'S COUNTY
BOARD OF COUNTY COMMISSIONERS

James J. Moran, President
MEMORANDUM

DATE: March 26, 2019

TO: County Commissioners

FROM: Jonathan R. Seeman, Director
Office of Budget, Finance & Information Technology

RE: Resolution 19-03 FY2019 Bond Resolution

The FY2019 Approved Capital Budget includes funding of $9.6 million in bond funds. These funds are used to pay for a variety of projects including the new County Court House, road improvements, several Board of Education projects, County building and transfer station projects, several park projects, and various other County projects (see attached bond sale list).

We are required by law to adopt a Public Local Law to authorize the sale of the bonds. You adopted this bill, #19-03, on February 12, 2019. Since these are General Obligation Bonds, the bill authorizes the County to pledge its full faith and credit for payment of principal and interest on the bonds, and provides other provisions relating to the issuance and sale of the bonds.

You have before you today Resolution 19-03. The State law also requires that the County Commissioners adopt a Resolution providing more detail on the bond sale, such as the terms and conditions of the sale, a brief description of the projects, the anticipated repayment schedule, and authorizing the preparation of an official statement, which is the essential document describing the County’s demographics, finances, and local economy, and is provided to the bidders. In addition, the Resolution pledges the full faith and credit and taxing power of the County to the payment of principal and interest.

At this time we anticipate that the bond sale will take place on April 9, 2019. Thank you for your attention to this matter.

Recommended Action:

I move approval of Resolution 19-03, which authorizes the sale of General Obligation bonds in the maximum principal amount of $11,000,000.
<table>
<thead>
<tr>
<th>Project</th>
<th>FY2019 Bond Sale</th>
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<tbody>
<tr>
<td>Senior Centers-Improvements and Security</td>
<td>130,000</td>
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<tr>
<td>Public Drainage Projects</td>
<td>50,000</td>
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<tr>
<td>911 Center Facility Update</td>
<td>50,000</td>
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<td>Enterprise Resource Program Project</td>
<td>510,000</td>
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<tr>
<td>Chesapeake Heritage Visitors Center Improvements</td>
<td>100,000</td>
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<tr>
<td>Parks--Trail Development, Upgrade Playgrounds, Landscaping</td>
<td>334,000</td>
</tr>
<tr>
<td>Parking Lot Paving</td>
<td>400,000</td>
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<tr>
<td>County Building and Facility Renovations</td>
<td>665,000</td>
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<td>Transfer Station Improvements</td>
<td>50,000</td>
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<td>Detention Center Surveillance System</td>
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<td>Detention Center Renovation</td>
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<td>Public Works/Parks Heavy Equipment</td>
<td>329,400</td>
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<td>Circuit Courthouse</td>
<td>1,500,000</td>
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<tr>
<td>Asphalt Overlays-Road Paving</td>
<td>1,872,700</td>
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<td><strong>Board of Education</strong></td>
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<tr>
<td>ADA Upgrades</td>
<td>60,000</td>
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<tr>
<td>Building Improvements--Building Shell, Sitework, Interior Repairs</td>
<td>820,000</td>
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<tr>
<td>Security Upgrades</td>
<td>163,000</td>
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<tr>
<td>Comprehensive Building Assessment Priority Projects</td>
<td>1,000,000</td>
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<tr>
<td>Replacement Buses</td>
<td>404,000</td>
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<tr>
<td>Kent Island High School Chiller</td>
<td>784,000</td>
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<tr>
<td>Church Hill Elementary School Chiller</td>
<td>118,000</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>9,645,100</strong></td>
</tr>
</tbody>
</table>
A RESOLUTION ENTITLED
19-03

A RESOLUTION of Queen Anne’s County, Maryland authorizing the issuance and sale of a series of general obligation bonds in the maximum aggregate principal amount not to exceed Eleven Million Dollars ($11,000,000) under the provisions of Sections 19-501 et seq. of the Local Government Article of the Annotated Code of Maryland (2013 Replacement Volume, as amended), and in accordance with public local laws enacted by the Board of County Commissioners of Queen Anne’s County (the “Board of County Commissioners”) on February 12, 2019 (Bill No. 19-03); said series of bonds to be designated “Queen Anne’s County Public Facilities Bonds of 2019,” prescribing the form and tenor of the bonds and the terms and conditions for the issuance and sale thereof at public sale, including the form of the notice of sale; prescribing the terms and conditions of the bonds and all other details incident to the issuance, sale and delivery of the bonds; providing for the disbursement of the proceeds of the bonds; authorizing the preparation and distribution of a preliminary and final official statement in connection with the sale of the bonds; providing for the levy and collection of ad valorem taxes necessary for the prompt payment of the maturing principal of and interest on the bonds, and providing that the full faith and credit and taxing power of Queen Anne’s County, Maryland shall be irrevocably and unconditionally pledged to the payment of such principal and interest; and generally relating to the issuance, sale, delivery and payment of the bonds.

Section 1. Pursuant to the authority of Sections 19-501 et seq. of the Local Government Article of the Annotated Code of Maryland (2013 Replacement Volume, as amended) (the “Enabling Act”) and a Public Local Law enacted by the County Commissioners of Queen Anne’s County (the “County”) on February 12, 2019 (Bill No. 19-03) (the “Public Local Law”), the County hereby determines to borrow money and incur indebtedness for the public purpose of providing funds to finance or refinance all or a portion of the costs of the projects described herein and in the Public Local Law. To evidence such borrowing and indebtedness, the County hereby determines to issue and sell, upon its full faith and credit, a series of its general obligation bonds in the maximum aggregate principal amount not to exceed Eleven Million Dollars ($11,000,000), to be designated “Queen Anne’s County Public Facilities Bonds of 2019” (the “Bonds”). The net proceeds from the sale of the Bonds shall be used and applied for financing or refinancing, in whole or in part, one or more of the following projects (which shall include design, engineering, planning, fiscal, and legal expenses related thereto, whether or not specifically stated, and which may represent the County’s share or contribution to the financing or refinancing of such projects): (i) road paving and resurfacing projects, including asphalt overlays; (ii) capital projects approved by the Board of Education of the County, including (without limitation) chillers for Kent Island High School and Church Hill Elementary School, building improvements and assessments, replacement busses, and security and Americans with Disabilities Act related upgrades; (iii) trail development, playground upgrades and landscaping at County parks; (iii) construction, furnishing and equipping related to a new Circuit Court Courthouse; and (iv) other capital projects as approved by the Board of County Commissioners, including (without limitation) an enterprise resource program for the County, renovations and improvements to the County detention center and certain visitor and senior centers, drainage improvements, updates and improvement of emergency call facilities, transfer station improvements, and the improvement, renovation and equipping of other County buildings...
and facilities. Proceeds from the sale of the Bonds may also be used to pay costs of issuing such bonds.

Section 2. The Bonds shall be dated the date of their delivery, numbered from one consecutively upward in the order of their respective maturities, and issued at not less than par as fully registered bonds without coupons in the denominations of $5,000 or any integral multiple thereof. Based upon a preliminary aggregate principal amount of $11,000,000, the Bonds shall mature, subject to prior redemption as hereinafter provided, in preliminary annual installments on July 1, as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Preliminary Principal Amounts</th>
<th>Year</th>
<th>Preliminary Principal Amounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020</td>
<td>$350,000</td>
<td>2030</td>
<td>$565,000</td>
</tr>
<tr>
<td>2021</td>
<td>365,000</td>
<td>2031</td>
<td>590,000</td>
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<td>2022</td>
<td>375,000</td>
<td>2032</td>
<td>615,000</td>
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<td>2023</td>
<td>395,000</td>
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<td>635,000</td>
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<td>2024</td>
<td>415,000</td>
<td>2034</td>
<td>655,000</td>
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<td>2025</td>
<td>440,000</td>
<td>2035</td>
<td>675,000</td>
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<tr>
<td>2026</td>
<td>460,000</td>
<td>2036</td>
<td>700,000</td>
</tr>
<tr>
<td>2027</td>
<td>485,000</td>
<td>2037</td>
<td>720,000</td>
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<tr>
<td>2028</td>
<td>510,000</td>
<td>2038</td>
<td>745,000</td>
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<tr>
<td>2029</td>
<td>535,000</td>
<td>2039</td>
<td>770,000</td>
</tr>
</tbody>
</table>

Notwithstanding the foregoing, bidders may designate in their proposal two or more consecutive serial maturities of a series as a term bond which matures on the maturity date of the last serial maturity of the sequence in accordance with the terms of the published notice of sale for the Bonds. Any term bond so designated shall be subject to mandatory redemption in each year on the principal payment date and in the entire amount of each serial maturity designated for inclusion in such term bond. Subject to the limitation that the final aggregate principal amount of the Bonds issued may not exceed the maximum aggregate principal amount stated in Section 1 above, the President of the Board of County Commissioners or his designee is further authorized to revise the aggregate principal amount of the Bonds and the principal amount of each annual payment from the preliminary aggregate principal amount of the Bonds and the preliminary principal amount of each annual payment for the Bonds from those set forth above in order to serve the best interests of the County.

Section 3. (a) The Bonds maturing on or after July 1, 2029 are subject to redemption on or after July 1, 2028, in whole or in part at any time on any date in any order of maturity, at the option of the County, at a redemption price of one hundred percent of the principal amount of Bonds to be redeemed, together with interest accrued to the date fixed for redemption.

(b) If less than all of the bonds of any one maturity of a series of the Bonds shall be called for redemption, the particular bonds or portion of bonds to be redeemed from such maturity shall be selected by lot by the Bond Registrar (hereinafter designated) in such manner as the Bond Registrar in its sole discretion may determine.
(c) When less than all of a Bond in a denomination in excess of $5,000 is so redeemed, then, upon the surrender thereof, there shall be issued without charge to the registered owner thereof, for the unredeemed balance of the principal amount of such bond, at the option of such owner, Bonds in any amount of the authorized denominations as specified by the registered owner. The aggregate face amount of bonds issued shall be equal to the unredeemed balance of the principal amount of the Bond surrendered, and the bonds issued shall bear the same interest rate and shall mature on the same date as the Bond surrendered.

(d) If the County elects to redeem all or a portion of the Bonds outstanding, it shall give a redemption notice to the registered owners of the Bonds to be redeemed by letter mailed first class, postage prepaid, at least 30 days prior to the date fixed for redemption to the addresses of such registered owners appearing on the registration books kept by the Bond Registrar; provided, however, that the failure to mail the redemption notice or any defect in the notice so mailed, or in the mailing thereof, shall not affect the validity of the redemption proceedings. The redemption notice shall state (i) whether the Bonds are redeemed in whole or in part and, if in part, the maturities and numbers of the Bonds to be redeemed, (ii) that the interest on the Bonds to be redeemed shall cease on the date fixed for redemption, (iii) the date fixed for redemption, and (iv) that the Bonds to be redeemed shall be presented for redemption and payment on the date fixed for redemption at the principal corporate trust office of the Paying Agent (hereinafter designated).

(e) From and after the date fixed for redemption, if notice has been duly and properly given and if funds sufficient for the payment of the redemption price and accrued interest are available on such date, the Bonds designated for redemption shall cease to bear interest. Upon presentation and surrender for redemption in compliance with the redemption notice, the Bonds to be redeemed shall be paid by the Paying Agent. If they are not paid upon presentation, the Bonds designated for redemption shall continue to bear interest at the rates stated therein until paid.

Section 4. (a) The Bonds shall bear interest at the interest rate or rates fixed at the time of the sale of the Bonds. Each Bond shall bear interest from the interest payment date next preceding the date on which it is authenticated, unless authenticated upon an interest payment date, in which event it shall bear interest from such interest payment date, or unless authenticated prior to the first interest payment date, in which event it shall bear interest from the date of the Bonds; provided, however, that if at the time of authentication of any Bond interest is in default, such Bond shall bear interest from the date to which interest has been paid. The interest on all Bonds shall be paid on January 1, 2020 and semi-annually thereafter on the 1st day of January and July of each year in which any Bonds may be outstanding.

(b) All Bonds shall be issueable as fully registered bonds without coupons and shall be registered in the name or names of the owner or owners thereof, on books kept for such purpose at the principal corporate trust office of the Bond Registrar. Payment of the principal of and interest on the Bonds shall be made to the person appearing on the registration books maintained by the Bond Registrar as the registered owner thereof, such principal to be payable at the principal corporate trust office of the Paying Agent upon presentation and surrender of such Bonds on the date such principal is payable, or if such date is not a Business Day (hereinafter defined) then on the next succeeding Business Day, and such
interest to be payable by wire transfer or check mailed by the Paying Agent on the Business Day immediately preceding the date interest is payable to the persons in whose names the Bonds are registered as of the close of business on the regular record date for the Bonds, which shall be the fifteenth day of the month immediately preceding the month in which each such interest payment date occurs (the "Regular Record Date") at the registered owner's address as shown on the registration books maintained by the Bond Registrar. Wells Fargo Bank, N.A. is hereby designated as Bond Registrar and Paying Agent for the Bonds. The President of the Board of County Commissioners is authorized to execute on behalf of the County a Paying Agent Agreement with Wells Fargo Bank, N.A. with respect to the Bonds.

(c) Any interest on any Bond which is payable but is not punctually paid or provision for the payment of which has not been made ("Defaulted Interest") shall forthwith cease to be payable to the registered owner on the relevant Regular Record Date solely by virtue of such registered owner having been such registered owner; and such Defaulted Interest may be paid by the County, at its election in each case, as provided in paragraph (1) or (2) below:

(1) The County may elect to make payment of any Defaulted Interest on the Bonds to the persons in whose names such bonds are registered as of the close of business on a record date for the payment of such Defaulted Interest (the "Special Record Date"), which shall be fixed in the following manner. The County shall notify the Paying Agent in writing of the amount of Defaulted Interest proposed to be paid on the Bonds and the date of the proposed payment (which date shall be such as will enable the Paying Agent to comply with the next sentence hereof), and at the same time the County shall deposit or cause to be deposited with the Paying Agent an amount of money equal to the aggregate amount proposed to be paid in respect of such Defaulted Interest or shall make arrangements satisfactory to the Paying Agent for such deposit prior to the date of the proposed payment, such money when deposited to be held in trust for the benefit of the persons entitled to such Defaulted Interest as provided in this paragraph. Thereupon the Paying Agent shall fix a Special Record Date for the payment of such Defaulted Interest which shall be not more than 15 nor less than 10 days prior to the date of the proposed payment. The Paying Agent shall promptly notify the County of such Special Record Date and, in the name of the County, shall cause notice of the proposed payment of such Defaulted Interest and the Special Record Date therefor to be mailed, first-class, postage prepaid, to each registered owner at his address as it appears in the registration books maintained by the Bond Registrar not less than 10 days prior to such Special Record Date. Notice of the proposed payment of such Defaulted Interest and the Special Record Date for such Defaulted Interest having been mailed as aforesaid, such Defaulted Interest shall be paid to the registered owners of such Bonds as of the close of business on such Special Record Date.

(2) The County may make payment of any Defaulted Interest in any other lawful manner not inconsistent with the requirements of any securities exchange on which the Bonds may be listed, and upon such notice as may be required by such exchange, if, after notice given by the County to the Paying Agent of the proposed payment pursuant to this paragraph, such payment shall be deemed practicable, and approved in writing, by the Paying Agent.
(d) As used in this Resolution and in the Bonds, “Business Day” means a day other than a Saturday, Sunday or day on which banking institutions under the laws of the state governing the Bond Registrar and Paying Agent are authorized or obligated by law or required by executive order to remain closed.

Section 5. The Bonds shall be executed in the name of the County and on its behalf by the President of the Board of County Commissioners, whose signature may be by facsimile, and a facsimile of the corporate seal of the County shall be imprinted thereon, attested by the Clerk, whose signature may be by facsimile. The Bonds shall be issued subject to registration as to principal and interest in the name or names of the owner or owners thereof on books kept for the registration and registration of transfer of the Bonds at the principal corporate trust office of the Bond Registrar. Each Bond shall be authenticated by the manual signature of an authorized officer of the Bond Registrar. No Bonds issued hereunder shall be valid for any purpose or constitute an obligation of the County unless so authenticated. In case any official of the County whose signature appears on any Bond shall cease to be such official prior to the authentication and delivery of such Bond, or in the case that any such official shall take office subsequent to the date of issue of any such Bond, his or her signature, in either event, shall nevertheless be valid for the purposes herein intended.

Section 6. (a) The Bonds shall be transferable only upon the registration books kept at the principal corporate trust office of the Bond Registrar, by the registered owner thereof in person, or by his attorney duly authorized in writing, upon surrender thereof, together with a written instrument of transfer in the form attached thereto and satisfactory to the Bond Registrar and duly executed by the registered owner or his duly authorized attorney.

(b) The Bonds may be transferred or exchanged at the principal corporate trust office of the Bond Registrar. Upon any transfer or exchange, the County shall issue and the Bond Registrar shall authenticate and deliver a new registered Bond or Bonds of any of the authorized denominations in an aggregate principal amount equal to the principal amount of the Bond exchanged or transferred and of the same issue and maturing on the same date and bearing interest at the same rate. In each case, the Bond Registrar may require payment by any registered owner requesting the exchange or transfer of any tax, fee or other governmental charge, shipping charges and insurance that may be required to be paid with respect thereto, but otherwise no charge shall be made to the registered owner for the exchange or transfer.

(c) The Bond Registrar shall not be required to transfer or exchange any Bond after the mailing of notice calling such Bond or portion thereof for redemption; provided, however, that this limitation shall not apply to that portion of a Bond in excess of $5,000 which is not being called for redemption.

Section 7. Except as provided hereinafter or in a resolution or resolutions of the Board of County Commissioners adopted prior to the issuance of the Bonds, the Bonds shall be issued in substantially the form set forth below. Appropriate variations and insertions may be made to provide or modify dates, numbers and amounts, and modifications not materially altering their substance may be made to carry into effect the purposes of this Resolution, to comply with recommendations of legal counsel or to provide for the Bonds to be held under a
book-entry only system. In the event any official whose signature appears on the Bonds ceases to be an official prior to the delivery of the Bonds, or, if the official whose signature appears on the Bonds shall have taken office after the date of issue thereof, the Bonds nevertheless shall be valid and binding obligations of the County in accordance with their terms. All of the covenants contained in the following form of bond are hereby adopted by the County as and for the form of obligations to be incurred by the County, and the covenants and conditions contained therein are hereby made binding upon the County, including the promise to pay therein contained:

[Remainder of Page Left Blank Intentionally]
Queen Anne’s County, Maryland a body politic and corporate organized and existing under the Constitution and laws of the State of Maryland (the “County”), hereby acknowledges itself indebted for value received, and promises to pay to the registered owner shown above or registered assigns or legal representatives, on the Maturity Date specified above (unless this bond shall be redeemable, shall have been called for prior redemption and payment of the redemption price made or provided for), upon presentation and surrender of this bond on the date such principal is payable, or if such date is not a Business Day (hereinafter defined) then on the next succeeding Business Day, at the principal corporate trust office of Wells Fargo Bank, N.A. (the “Bond Registrar” and “Paying Agent”), the Principal Amount shown above in any coin or currency which, at the time of payment, is legal tender for the payment of public and private debts and to pay to the registered owner hereof by electronic funds transfer or check, mailed to such registered owner at his address as it appears on the bond registration books kept by the Bond Registrar, interest on the Principal Amount at the Interest Rate per annum shown above until payment of such Principal Amount or until the prior redemption hereof, such interest being payable on the 1st day of January and July in each year, beginning January 1, 2020, in like coin or currency, accounting from the most recent date to which interest has been paid or, if no interest has been paid, from the Original Issue Date shown above. All interest due on this bond shall be payable to the person in whose name this bond is registered on such bond registration books as of the close of business on the Regular Record Date for such interest payment, which shall be the fifteenth day of the month immediately preceding the month in which each such interest payment date occurs, and shall be made by electronic funds transfer or check mailed by the Paying Agent on the date interest is payable to such person at his address as it appears on the bond registration books maintained by the Bond Registrar. Any such interest not so punctually paid or duly provided for shall forthwith cease to be payable to the registered owner on such
Regular Record Date, and may be paid to the person in whose name this bond is registered as of the close of business on a Special Record Date for the payment of such defaulted interest to be fixed by the Paying Agent, notice whereof being mailed, first class, postage prepaid, to the registered owners not less than 10 days prior to such Special Record Date, at the addresses of such registered owners appearing on the registration books kept by the Bond Registrar, or may be paid at any time in any other lawful manner not inconsistent with the requirements of any securities exchange on which the bonds of this issue may be listed and upon such notice as may be required by such exchange. “Business Day” means a day other than a Saturday, Sunday, or day on which banking institutions under the laws of the state governing the Bond Registrar and Paying Agent are authorized or obligated by law or required by executive order to remain closed.

This bond is one of a duly authorized issue or series of bonds of the County aggregating $___________ in principal amount, all dated the date of their delivery (the “Bonds”). The Bonds are issued pursuant to and in conformity with the provisions of Sections 19-501 et seq. of the Local Government Article of the Annotated Code of Maryland (2013 Replacement Volume, as amended) (the “Enabling Act”), a public local law, enacted by the Board of County Commissioners of Queen Anne’s County (the “Board”) on February 12, 2019 (Bill No. 19-03) (the “Public Local Law”), and a resolution of the Board adopted on March ___, 2019 (the “Resolution”) and other authorities referenced in the Resolution.

The Bonds mature and are payable, subject to prior redemption as hereinafter provided, on July 1 in the following years and amounts and bear interest at the following rates per annum:

<table>
<thead>
<tr>
<th>Year</th>
<th>Principal Amounts</th>
<th>Interest Rate</th>
<th>Year</th>
<th>Principal Amounts</th>
<th>Interest Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020</td>
<td></td>
<td></td>
<td>2030</td>
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<td></td>
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<tr>
<td>2021</td>
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<td>2029</td>
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<td>2039</td>
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</tbody>
</table>

The Bonds maturing on or after July 1, 2029 are subject to redemption on or after July 1, 2028, in whole or in part at any time on any date in any order of maturity, at the option of the County, at a redemption price of one hundred percent of the principal amount of Bonds to be redeemed, together with interest accrued to the date fixed for redemption.

[Mandatory Sinking Fund Redemption. Bonds maturing on ______, 20___ are subject redemption prior to maturity at a redemption price equal to the principal amount of thereof plus accrued interest thereon to the date set for redemption from mandatory Sinking Fund Installments on ______ of the following years in the following amounts:]

8
<table>
<thead>
<tr>
<th>$? Term Bonds Due $?, 20__</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sinking Fund</td>
</tr>
<tr>
<td>Installment</td>
</tr>
</tbody>
</table>

If the County redeems or otherwise discharges the Bonds maturing on $?, 20__, such redeemed or discharged bonds shall be credited to the applicable sinking fund installment amounts in any manner determined by the County.]

If less than all of the Bonds of any one maturity are called for redemption, the particular Bonds or portion of Bonds to be redeemed from such maturity will be selected by lot by the Bond Registrar in its sole discretion may determine.

When less than all of a Bond in a denomination in excess of $5,000 is so redeemed, then, upon the surrender thereof, there shall be issued without charge to the registered owner thereof, for the unredeemed balance of the principal amount of such Bond, at the option of such owner, Bonds in any of the authorized denominations as specified by the registered owner, the aggregate face amount of such Bonds not to exceed the unredeemed balance of the principal amount of the Bond surrendered, and to bear the same interest rate and to mature on the same date as the Bond surrendered.

If the County elects to redeem all or a portion of the Bonds outstanding, it will give a redemption notice to the registered owners of the Bonds to be redeemed by letter mailed first class, postage prepaid, at least 30 days prior to the date fixed for redemption to the addresses of such registered owners appearing on the registration books kept by the Bond Registrar; provided, however, that the failure to mail the redemption notice or any defect in the notice so mailed, or in the mailing thereof, shall not affect the validity of the redemption proceedings. The redemption notice shall state (i) whether the Bonds are redeemed in whole or in part and, if in part, the maturities and numbers of the Bonds to be redeemed, (ii) that the interest on the Bonds to be redeemed shall cease on the date fixed for redemption, (iii) the date fixed for redemption and the redemption price, and (iv) that the Bonds to be redeemed shall be presented for redemption and payment on the date fixed for redemption at the principal corporate trust office of the Paying Agent. From and after the date fixed for redemption, if notice has been duly and properly given, and if funds sufficient for the payment of the redemption price and accrued interest are available on such date, the Bonds designated for redemption shall cease to bear interest. Upon presentation and surrender the redemption in compliance with the redemption notice, the Bonds to be redeemed shall be paid by the Paying Agent at the redemption price. If they are not paid upon presentation, the Bonds designated for redemption shall continue to bear interest at the rates stated therein until paid.

The County has appointed Wells Fargo Bank, N.A., as Bond Registrar to open books for the registration and for the transfer of Bonds. This bond will be transferable only upon the registration books kept at the principal corporate trust office of the Bond Registrar, by the registered owner hereof in person, or by his attorney duly authorized in writing upon surrender hereof, together with a written instrument of transfer in the form attached hereto and satisfactory to the Bond Registrar and duly executed by the registered owner or his duly authorized attorney.
The County may deem and treat the person in whose name this bond is registered as the absolute owner hereof for the purpose of receiving payment of or on account of the principal or redemption price hereof and interest due hereon and for all other purposes.

This bond may be transferred or exchanged at the principal corporate trust office of the Bond Registrar. Upon any transfer or exchange, the County shall issue and the Bond Registrar shall authenticate and deliver a new registered bond or bonds of any of the authorized denominations in an aggregate principal amount equal to the principal amount of the bond exchanged or transferred and maturing on the same date and bearing interest at the same rate. In each case, the Bond Registrar may require payment by the registered owner of this bond requesting the exchange or transfer hereof of any tax, fee or other governmental charge, shipping charges and insurance that may be required to be paid with respect thereto, but otherwise no charge shall be made to the registered owner hereof for the exchange or transfer.

The Bond Registrar shall not be required to transfer or exchange this bond after the mailing of notice calling this bond or portion hereof for redemption; provided, however, that this limitation shall not apply to that portion of this bond in excess of $5,000 which is not being called for redemption.

The full faith and credit and taxing power of the County are hereby unconditionally pledged to the payment of this bond and of the interest payable hereon according to its terms, and the County does hereby covenant and agree to pay punctually the principal of this bond and the interest hereon on the dates and in the manner prescribed herein, according to the true intent and meaning hereof.

It is hereby certified and recited that each and every act, condition and thing required to exist, to be done, to have happened, and to be performed precedent to and in the issuance of this bond, does exist, has been done, has happened and has been performed in full and strict compliance with the Constitution and laws of the State of Maryland, the Enabling Act, the Public Local Law and the Resolution, and that the issue of bonds, of which this bond is one, together with all other indebtedness of the County, is within every debt and other limit prescribed by the Constitution and laws of the State of Maryland, and that due provision shall be made for the levy and collection of an annual ad valorem tax or taxes upon all the legally assessable property within the corporate limits of the County in rate and amount sufficient to provide for the payment, when due, of the principal of and interest on this bond.

This bond shall not become obligatory for any purpose or be entitled to any benefit under the above-mentioned laws until this bond shall have been authenticated by an authorized officer of the Bond Registrar.
IN WITNESS WHEREOF, Queen Anne’s County, Maryland has caused this bond to be executed in its name by the facsimile signature of the President of the Board of County Commissioners and by its corporate seal imprinted hereon in facsimile, attested by the facsimile signature of the Clerk to the Board of County Commissioners, all as of the ____ day of _____, 2019.

QUEEN ANNE’S COUNTY, MARYLAND

By: [Facsimile Signature]
    President, Board of County Commissioners

(SEAL)

ATTEST: [Facsimile Signature]
    Clerk
CERTIFICATE OF AUTHENTICATION

This bond is one of the registered bonds of Queen Anne’s County Public Facilities Bonds of 2019.

WELLS FARGO BANK, N.A.,
as Bond Registrar

By: ___________________________
    Authorized Officer

Date of Authentication: ________, 2019
(Form of Assignment)

ASSIGNMENT

FOR VALUE RECEIVED the undersigned hereby sells, assigns and transfers unto

PLEASE INSERT SOCIAL SECURITY OR OTHER
IDENTIFYING NUMBER OF ASSIGNEE

(PLEASE PRINT OR TYPEWRITE NAME AND ADDRESS,
INCLUDING ZIP CODE OF ASSIGNEE)

the within bond and all rights thereunder and does hereby constitute and appoint attorney to transfer the within bond on the books kept for the registration thereof, with full power of substitution in the premises.

Dated:_________

Signature Guaranteed:

Notice: Signatures must be guaranteed by a member firm of the New York Stock Exchange or a commercial bank or trust company.

Notice: The signature to this assignment must correspond with the name as it appears upon the face of the within bond in every particular, without alteration or enlargement or any change whatever.
<table>
<thead>
<tr>
<th>Date of Payment</th>
<th>Principal Amount Paid</th>
<th>Principal Amount Outstanding</th>
<th>Holder Signature</th>
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Section 8. The Bonds shall be sold by the solicitation of competitive bids at public sale. Bids shall be received electronically for the Bonds until 10:30 a.m. local Centreville, Maryland time on the date fixed for their sale. The President of the Board of County Commissioners or his designee may establish an alternative date, time, or location for the sale of the Bonds pursuant to the authority of this Resolution. In the event that an alternative date, time, or location for the sale of the Bonds is established, the Board of County Commissioners is not required to adopt an additional resolution authorizing the sale of the Bonds. The President of the Board of County Commissioners or his designee may establish an alternative date, time, or location for the sale of the Bonds pursuant to the authority of this Resolution. In the event that an alternative date, time, or location for the sale of the Bonds is established, the Board of County Commissioners is not required to adopt an additional resolution authorizing the sale of the Bonds. The President of the Board of County Commissioners or his designee shall conduct the sale of the Bonds in the name of the County and shall by order award the Bonds on behalf of the County to the bidder or bidders therefor whose bid or bids are determined to be the best responsible bid received in compliance with the terms and conditions of the official notice of sale for the Bonds (a “Notice of Sale”). Public notice of the sale of the Bonds shall be given by advertisement which shall be published in a daily or weekly newspaper having a general circulation in the County at least twice prior to the sale described therein, the first such publication to occur not fewer than 10 days prior to the date of sale. The official Notice of Sale for the Bonds, which shall constitute the form of advertisement to be published in the County pursuant to this Section, and shall be in substantially the form hereinafter set forth. The terms and conditions stated in the Notice of Sale for the Bonds are hereby adopted and approved as the terms and conditions under which the Bonds described therein shall be sold, issued and delivered at public sale. Appropriate variations and insertions shall be made to provide or modify dates, times, numbers and amounts, and modifications may be made by the President of the Board of County Commissioners to carry into effect the purposes of this Resolution or to comply with recommendations of legal counsel. The publication of a Notice of Sale for the Bonds or a summary thereof in the Bond Buyer is hereby authorized.
NOTICE OF SALE

$11,000,000*
QUEEN ANNE'S COUNTY, MARYLAND
Public Facilities Bonds of 2019

(Date: Date of Delivery)

Electronic bids via BiDCOMP/PARITY
will be received until 10:30 A.M., local Centreville, Maryland Time, on April 9, 2019

ELECTRONIC BIDS, via BiDCOMP/PARITY Competitive Bidding System (BiDCOMP/Parity) will be received for the purchase of the $11,000,000* Queen Anne’s County Public Facilities Bonds of 2019 (the “Bonds”). The Bonds will be dated the date of their delivery, and bear interest payable beginning on January 1, 2020 and semi-annually thereafter on the first day of July and January until maturity or redemption.

The Bonds will be issued under the authority of Sections 19-501 et seq. of the Local Government Article of the Annotated Code of Maryland, (2013 Replacement Volume, as amended); a public local law enacted by the Board of County Commissioners of Queen Anne’s County (the “County”) on February 12, 2019, Bill No. 19-03 (the “Public Local Law”), and in accordance with a Resolution of the Board of County Commissioners of the County (the “Board”).

General Provisions for the Bonds

The Bonds will mature, subject to prior redemption, as herein stated, on the first day of July in the following years and aggregate amounts:

<table>
<thead>
<tr>
<th>Year</th>
<th>Preliminary Principal Amounts*</th>
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<tr>
<td>2020</td>
<td>$350,000</td>
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<tr>
<td>2021</td>
<td>365,000</td>
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<td>2022</td>
<td>375,000</td>
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<td>2023</td>
<td>395,000</td>
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<td>2024</td>
<td>415,000</td>
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<td>440,000</td>
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<td>2038</td>
<td>745,000</td>
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<tr>
<td>2039</td>
<td>770,000</td>
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* Preliminary, subject to change.
The proceeds of the Bonds will be used to (i) finance or refinance certain capital projects approved by the County Commissioners including without limitation road paving and resurfacing projects, trail development, playground upgrades and landscaping at County parks, and the design, construction, improvement, furnishing and equipping of certain facilities serving public purposes within or of the County, (ii) pay financial, legal, planning and engineering services related thereto, and (iii) pay costs of issuance of the Bonds.

The Bonds shall be issued only in fully registered form without coupons. One Bond representing each maturity will be issued to and registered in the name of Cede & Co., as nominee of The Depository Trust Company, New York, New York (“DTC”), as registered owner of the Bonds and each such Bond shall be immobilized in the custody of DTC. DTC will act as securities depository for the Bonds. Individual purchases will be made in book-entry form only, in the principal amount of $5,000 or any integral multiple thereof. Purchasers will not receive physical delivery of certificates representing their interest in the Bonds purchased. The winning bidder, as a condition to delivery of the Bonds, will be required to deposit the bond certificates representing each maturity with DTC. The Bonds will bear interest payable semiannually on the first day of July and January, commencing January 1, 2020, until maturity or redemption. Interest will be paid to the persons in whose names the Bonds are registered on the registration books maintained by the Bond Registrar on the Regular Record Date, which is the fifteenth day of the month preceding such interest payment date, by electronic funds transfer or check mailed to each such person’s address as it appears on such bond registration books.

The Bonds maturing on or after July 1, 2029 are subject to redemption on or after July 1, 2028, in whole or in part at any time on any date in any order of maturity, at the option of the County, at a redemption price of one hundred percent of the principal amount of Bonds to be redeemed, together with interest accrued to the date fixed for redemption.

If less than all of the Bonds of any maturity shall be called for redemption, the particular Bonds or portions of Bonds to be redeemed shall be selected by lot by the Bond Registrar and Paying Agent in such manner as in its discretion, it shall determine. All Bonds herein described are secured by an irrevocable pledge of the full faith and credit and unlimited taxing power of the County.

Electronic Bids

Electronic bids will be received via BiDCOMP/PARITY, in the manner described below, until 10:30 a.m. local Centreville, Maryland time, on April 9, 2019.

Bids may be submitted electronically via BiDCOMP/PARITY pursuant to this Notice until 10:30 a.m., local Centreville, Maryland time, but no bid will be received after the time for receiving bids specified above. To the extent any instructions or directions set forth in BiDCOMP/PARITY conflict with this notice, the terms of this Notice shall control. For further information about BiDCOMP/PARITY, potential bidders may contact BiDCOMP/PARITY at (212) 849-5021.
Disclaimer

Each prospective electronic bidder shall be solely responsible to register to bid via BiDCOMP/PARITY as described above. Each qualified prospective electronic bidder shall be solely responsible to make necessary arrangements to access BiDCOMP/PARITY for the purposes of submitting its bid in a timely manner and in compliance with the requirements of this Notice of Sale. Neither the County nor BiDCOMP/PARITY shall have any duty or obligation to provide or assure access to BiDCOMP/PARITY to any prospective bidder, and neither the County nor BiDCOMP/PARITY shall be responsible for a bidder’s failure to register to bid or for proper operation of, or have any liability for any delays or interruptions of, or any damages caused by, BiDCOMP/PARITY. The County is using BiDCOMP/PARITY as a communication mechanism, and not as the County’s agent, to conduct the electronic bidding for the Bonds. The County is not bound by any advice and determination of BiDCOMP/PARITY to the effect that any particular bid complies with the terms of this Notice of Sale and in particular the “Bid Specifications” hereinafter set forth. All costs and expenses incurred by prospective bidders in connection with their registration and submission of bids via BiDCOMP/PARITY are the sole responsibility of the bidders; and the County is not responsible, directly or indirectly, for any of such costs or expenses. If a prospective bidder encounters any difficulty in submitting, modifying or withdrawing a bid for the Bonds, he should telephone BiDCOMP/PARITY (212) 849-5021 and notify the County’s Financial Advisor, Lester B. Guthorn, at Public Advisory Consultants, Inc. by facsimile at (410) 581-9808.

Electronic Bidding Procedures

Electronic bids must be submitted for the purchase of the Bonds via BiDCOMP/PARITY. Bids will be communicated electronically to the County at 10:30 a.m., local Centreville, Maryland time, on April 9, 2019. Prior to that time, a prospective bidder may (1) submit the proposed terms of its bid via BiDCOMP/PARITY, (2) modify the proposed terms of its bid, in which event the proposed terms as last modified will (unless the bid is withdrawn as described herein) constitute its bid for the Bonds, or (3) withdraw its proposed bid. Once the bids are communicated electronically via BiDCOMP/PARITY to the County, each bid will constitute an irrevocable offer to purchase the Bonds on the terms therein provided. For purposes of the electronic bidding process, the time as maintained on BiDCOMP/PARITY shall constitute the official time.

No bids will be accepted in written form, by facsimile transmission or in any other medium or on any system other than by via BiDCOMP/PARITY. No bid will be received after the time for receiving such bids specified above.

Bid Specifications

Each proposal must specify the amount bid for the Bonds (not less than 100% of par). Bidders shall state in their electronic bids (i) the rate or rates of interest to be paid on the Bonds in multiples of one-eighth (1/8) or one-twentieth (1/20) of one percent (1%), and each proposal shall be based and submitted on the rate or rates stated therein. Bidders may specify more than one rate of interest to be borne by the Bonds, but the difference between the highest and lowest
rates named may not be greater than three percent (3%) for the Bonds. Each bidder must specify in its bid a single interest rate for each maturity of the Bonds. A zero rate may not be named for any maturity. Bidders may designate in their proposal two or more consecutive serial maturities beginning no earlier than July 1, 2029 and in any year thereafter as a term bond which matures on the maturity date of the last serial maturity of the sequence. The stated maturity date for any term bond so designated may not be earlier than July 1, 2030. More than one such sequence of serial maturities may be designated as a term bond. Any term bond so designated shall be subject to mandatory redemption in each year on the principal payment date and in the entire amount of each serial maturity designated for inclusion in such term bond. No bid will be accepted for less than 100% of the par amount of the Bonds. The Bonds will be awarded to the bidder naming the lowest true interest cost for all of the Bonds in any legally acceptable proposal and offering to pay not less than par. The lowest true interest cost with respect to the Bonds will be determined by doubling the semiannual interest rate, compounded semiannually, necessary to discount the debt service payments from the payment dates to the date of the Bonds and to the amount bid. Where the proposals of two or more bidders result in the same lowest true interest cost for the Bonds, the Bonds may be apportioned between such bidders, but if this shall not be acceptable, the County shall have the right to award all of the Bonds to one bidder. The right is reserved to the County to reject any or all proposals and to waive any irregularity or informality in any proposal. The Board’s judgment shall be final and binding upon all bidders with respect to the form and adequacy of any proposal received and as to its conformity to the terms of this Notice of Sale. Any award of the Bonds may be made as late as 4:00 P.M. on the sale date. All bids remain firm until an award is made.

Procedures for Sale and Principal Amount Changes

The aggregate principal amount and the principal amount of each maturity of the Bonds are subject to adjustment by the County, both before and after the receipt of bids for their purchase. Pre-sale, the County reserves the right to increase or decrease the preliminary aggregate principal amount of the Bonds and/or change the preliminary principal amounts of the maturity schedule (the “Preliminary Aggregate Principal Amount” and the “Preliminary Principal Amount,” respectively, and collectively, the “Preliminary Amounts”) set forth above from time to time up until 9:30 a.m. prevailing Eastern Time on the date of sale. Any pre-sale revisions to the Preliminary Aggregate Principal Amount and the Preliminary Principal Amounts, as so revised (the “Revised Aggregate Principal Amount” and the “Revised Principal Amount” of each maturity schedule of the Bonds, respectively, and collectively, the “Revised Amounts”) will be made available on the BiDCOMP/Parity/www.i-dealprospectus.com system no later than 9:30 a.m. prevailing Eastern Time on the date of sale. In the event any such pre-sale revisions are made to the maturity schedule and so communicated not later than 9:30 a.m. prevailing Eastern Time on the date of sale, the last pre-sale revisions so published shall constitute the applicable maturity schedule for purposes of submitting electronic bids with respect to the Bonds and the Revised Amounts will be used to compare bids and select the winning bidder. ALL BIDS SHALL REMAIN FIRM UNTIL 4:00 P.M. ON THE SALE DATE. Changes made to the Revised Amounts after the sale of the Bonds, as so revised (the “Final Amounts”) will be communicated to the successful bidder by 5:00 p.m. prevailing Eastern Time on the date of sale and will not reduce or increase the Revised Aggregate Principal Amount of the Bonds by more than 10% from the amount bid upon. Such changes may result in the
elimination of one or more maturities of the Bonds. The dollar amount bid by the successful bidder will be adjusted proportionally to reflect any reduction or increase in the Revised Amounts of the Bonds in determining the Final Amounts. Such adjusted bid price will reflect changes in the dollar amount of the underwriters’ discount and original issue discount or premium, if any, but will not change the coupon rates and the initial public offering prices specified by the successful bidder. THE SUCCESSFUL BIDDER MAY NOT WITHDRAW ITS BID AS A RESULT OF ANY CHANGES MADE WITHIN THESE LIMITS.

Award

As promptly as reasonably practicable after the bids are opened, the County will notify the bidder to whom the Bonds will be awarded, if and when such award is made. It is noted that the County has the right to award the Bonds by private negotiation at any time and may determine to exercise such right either before bids are submitted in response to this Notice of Sale or in the event that all bids are rejected. The County may so negotiate with, and make such award to, any person, including bidders hereunder.

Good Faith

The successful bidder of the Bonds shall submit a good faith deposit in the amount of $[_____] (the “Good Faith Deposit”) for the winning bid on the Bonds to the County as provided below. The Good Faith Deposit will secure the County from any loss resulting from the failure of the successful bidder to comply with the terms of the bid. The successful bidder shall transfer the Good Faith Deposit by wire transfer directly to the County upon notification of the preliminary award of the Bonds, as indicated on PARITY (the “Preliminary Award”), but in any case no later than 4:00 p.m., prevailing Eastern Time, on the date of sale. Wire instructions will be provided to the successful bidder by the County’s Financial Advisor upon notification of the Preliminary Award.

The successful bidder will provide as quickly as it is available evidence of wire transfer to the County’s Financial Advisor by providing to the County’s Financial Advisor the federal funds reference number. The formal award of the Bonds shall not be made until the County’s Financial Advisor has confirmation of receipt of the Good Faith Deposit, and if the successful bidder fails to so deliver the Good Faith Deposit by the time designated above, the County will have the option to withdraw the Preliminary Award and the successful bidder shall be responsible to the County for all consequential damages arising from such withdrawal.

At the time of the delivery of the Bonds, the Good Faith Deposit will be applied against the purchase price for the Bonds or will be retained as liquidated damages upon the failure of the successful bidder to take and pay for the Bonds in accordance with the terms of its proposal. The successful bidder shall have no right in or to the Good Faith Deposit if it fails to complete the purchase of, and payment in full of, the Bonds for any reason whatsoever, unless such failure of performance shall be caused by an act or omission of the County. No interest will be paid upon the Good Faith Deposit to the successful bidder. Notwithstanding the foregoing, should a successful bidder fail to pay for the Bonds at the price and on the date agreed upon, the County retains the right to seek further compensation for damages sustained as a result of the successful bidder so failing.
Issue Price Determination

The County expects and intends that the bid for the Bonds will satisfy the federal tax requirements for a qualified competitive sale of bonds, including, among other things, receipt of bids for the Bonds from at least three underwriters, who have established industry reputations for underwriting new issuances of municipal bonds (a “Qualified Competitive Bid”). The County will advise the successful bidder as promptly as possible after the bids are opened whether the bid constitutes a Qualified Competitive Bid, or, in the alternative, a bid that fails to satisfy such requirements (a “Nonqualified Competitive Bid”).

If the bid is a Qualified Competitive Bid, as promptly as possible after the bids are opened, the County will notify the successful bidder, and such bidder, upon such notice, shall advise the County of the reasonably expected initial offering price to the public of each maturity of the Bonds. In addition, the winning bidder shall be required to provide to the County information to establish the initial expected offering prices for each maturity of the Bonds for federal income tax purposes by completing a certificate acceptable to Bond Counsel, on or before the date of issuance of the Bonds, substantially in the form set forth in Appendix E-1 to the Preliminary Official Statement, with appropriate completions, amendments and attachments.

If the bid is a Nonqualified Competitive Bid, as promptly as possible after the bids are opened, the County will notify the successful bidder, and such bidder, upon such notice, shall advise the County of the initial sale price or initial offering price to the public, as applicable, of each maturity of the Bonds. In addition, the winning bidder shall be required to provide to the County information and assurances to establish the initial sale price or the initial offering price to the public, as applicable, for each maturity of the Bonds for federal income tax purposes by completing a certification acceptable to Bond Counsel in substantially the form set forth in Appendix E-2 to the Preliminary Official Statement, with appropriate completions, omissions and attachments. It is noted that procedures for a Nonqualified Competitive Bid may require the winning bidder and, if applicable, other underwriters of the Bonds, to hold the initial offering prices for certain maturities of the Bonds for up to 5 business days after the sale date, as further specified in the form of such certification.

Legal Opinion

The Bonds will be issued and sold subject to approval as to legality by McKennon Shelton & Henn LLP, Baltimore, Maryland, Bond Counsel, whose approving opinion substantially in the form included in the Preliminary Official Statement referred to below will be delivered, upon request, to the purchaser or purchasers of the Bonds.
Continuing Disclosure

To assist bidders in complying with SEC Rule 15c2-12(b)(5), the County will execute and deliver a continuing disclosure agreement on or before the date of issuance of the Bonds pursuant to which it will undertake to provide certain information annually and notices of certain events. The form of this agreement is set forth in the Preliminary Official Statement and will also be set forth in the Official Statement.

CUSIP Numbers

CUSIP identification numbers will be applied for by the successful bidder with respect to the Bonds, but the County will assume no obligation for the assignment or printing of such numbers on the Bonds or the correctness of such numbers, and neither the failure to print such numbers on any Bond nor any error with respect thereto shall constitute cause for a failure or refusal by the successful bidder to accept delivery of and pay for the Bonds in accordance with the terms of this Notice of Sale.

Delivery of the Bonds

When delivered, the Bonds shall be duly executed and authenticated and registered in the name of Cede & Co., as nominee of DTC, as registered owner of the Bonds.

Not later than seven (7) business days after the award of the Bonds to the successful bidder on the day of sale, the County will authorize an Official Statement, which is expected to be substantially in the form of the Preliminary Official Statement referred to below. If so requested by the purchaser or purchasers at or before the close of business on the date of the sale, the County will include in the Official Statement such pricing and other information with respect to the terms of the reoffering of the Bonds by the successful bidder(s) ("Reoffering Information"), if any, as may be specified and furnished in writing by such bidder. If no Reoffering Information is specified and furnished by the successful bidder(s), the Official Statement will include the interest rates on the Bonds resulting from the bid of the successful bidder and the other statements with respect to reoffering contained in the Preliminary Official Statement. The successful bidder for the Bonds shall be responsible to the County and its officials for the Reoffering Information, and for all decisions made by such bidder with respect to the use or omission of the Reoffering Information in any reoffering of the Bonds, including the presentation or exclusion of any Reoffering Information in any documents, including the Official Statement. The successful bidder will also be furnished, without cost, with up to 100 copies of the Official Statement (and any amendments or supplements thereto).

Delivery of the Bonds, without expense, will be made by the County to the purchaser or purchasers on or about April 23, 2019, or as soon as practicable thereafter, through DTC in New York, New York, and, thereupon, said purchaser or purchasers will be required to accept delivery of the Bonds purchased and pay, in federal funds, the balance of the purchase price due. The Bonds will be accompanied by the customary closing documents, including a no-litigation certificate, effective as of the date of delivery, stating that there is no litigation pending affecting the validity of any of the Bonds. It shall be a condition to the obligation of said purchaser or
purchasers to accept delivery of and pay for the Bonds that, simultaneously with or before
delivery and payment for the Bonds, said purchaser or purchasers shall be furnished a certificate
or certificates of an authorized officer of the County to the effect that, to the best of their
knowledge and belief, the Official Statement (and any amendment or supplement thereto)
(except for the Reoffering Information provided by the purchaser and information regarding
DTC and DTC’s book-entry system provided by DTC, as to which no view will be expressed) as
of the date of sale and as of the date of delivery of the Bonds does not contain any untrue
statement of a material fact and does not omit to state a material fact necessary to make the
statements therein, in the light of the circumstances under which they were made, not misleading
and that between the date of sale and the date of delivery of the Bonds there has been no material
adverse change in the financial position or revenues of the County, except as reflected or
contemplated in the Official Statement (and any amendment or supplement thereto).

NOTE: The County may revise this Notice of Sale by written notice available to
prospective bidders at the place of sale at the time for submission of bids via
BiDCOMP/Parity/www.i-dealprospectus.com or by publishing notice of any revisions on
THOMPSON MUNICIPAL MARKET MONITOR (“TM3”) (www.tm3.com) at or before the
time for submission of bids. Any bid submitted shall be in accordance with, and incorporate by
reference, this Notice of Sale including any revisions made pursuant to this paragraph.

The County reserves the right to postpone, from time to time, the date established for the
receipt of bids. Any such postponement will be announced by BiDCOMP/Parity/www.i-
dealprospectus.com or TM3 by notice prior to any announced date for receipt of bids. If any date
fixed for the receipt of bids and the sale of the Bonds is postponed, any Alternative Sale Date
will be announced via BiDCOMP/Parity/www.i-dealprospectus.com or TM3 at least 48 hours
prior to such Alternative Sale Date. In addition, the County reserves the right, on the date
established for the receipt of bids, to reject all bids and establish a subsequent Alternative Sale
Date. If all bids are rejected and an Alternative Sale Date for receipt of bids established, notice of
the Alternative Sale Date will be announced via BiDCOMP/Parity/www.i-dealprospectus.com or
TM3 not less than 48 hours prior to such Alternative Sale Date. On any such Alternative Sale
Date, any bidder may submit a bid for the purchase of the Bonds in conformity in all respects
with the provisions of this Notice of Sale except for the date of sale and except for the changes
announced by BiDCOMP/Parity/www.i-dealprospectus.com or TM3 at the time the sale date and
time are announced. The Preliminary Official Statement, together with this Notice of Sale, may
be obtained from the Director, Budget, Finance and Information Technology, Jonathan R.
Seeman, Queen Anne’s County, County Office Bldg. 107 North Liberty Street, Centreville, MD
21617, (410) 758-4064 or from Lester B. Guthorn, Public Advisory Consultants, Inc., 25
Crossroads Drive, Suite 402, Owings Mills, Maryland 21117, (410) 581-4820.

Such Preliminary Official Statement is deemed final by the County as of its date for
purposes of SEC Rule 15c2-12 but is subject to revision, amendment and completion in the
Official Statement referred to above.

By order of
BOARD OF COUNTY COMMISSIONERS OF
QUEEN ANNE’S COUNTY

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Section 9. As soon as may be practicable after the sale hereinabove provided for has been held, the Bonds shall be suitably prepared in definitive form, executed and delivered to the purchaser thereof upon receipt of the purchase price therefor, plus interest accrued to the date of delivery, less the good faith deposit accompanying the proposal for such Bonds. The President of the Board of County Commissioners, the Director of Budget, Finance and Information Technology (the “Director of Finance”) and all other officers and employees of the County are each expressly authorized, empowered and directed to take any and all action necessary or appropriate to complete and close the award, sale and delivery of the Bonds to the purchaser thereof.

Section 10. Immediately after the sale of the Bonds, the interest rate or rates payable thereon shall be fixed by order of the President of the Board of County Commissioners, the County Administrator or the Director of Finance (except to the extent provided in Section 9), individually or collectively, such order awarding the Bonds to the best bidder (in such officer’s sole discretion) in accordance with the terms and conditions of the sale of the Bonds, and said Bonds shall thereupon be suitably printed and delivered to the purchasers thereof in accordance with the conditions of delivery set forth in the related Notice of Sale. The Director of Finance may deduct from the total gross proceeds from the sale of the Bonds all or a portion of the related expenses incurred in the issuance of the Bonds.

Section 11. For the purpose of paying the principal of and interest on the Bonds when due, the County shall levy or cause to be levied, for each and every fiscal year during which the Bonds may be outstanding, upon all real and tangible personal property within its corporate limits subject to assessment for County taxation, ad valorem taxes in rate and amount sufficient to provide for the prompt payment, when due, of the principal of and interest on the Bonds in each such fiscal year; and, if the proceeds from the taxes so levied in any fiscal year are inadequate for such payment, additional taxes shall be levied in the succeeding fiscal year to make up such deficiency. The full faith and credit and unlimited taxing power of the County are hereby irrevocably and unconditionally pledged to the prompt payment of the principal of and interest on the Bonds as and when they become due and payable and to the levy and collection of the taxes hereinabove prescribed as and when such taxes may become necessary in order to provide sufficient funds to meet the debt service requirements of the Bonds. The County hereby covenants and agrees with each of the registered owners of the Bonds to levy and collect the taxes hereinabove prescribed and to take any further action that may be appropriate from time to time during the period that the Bonds remain outstanding and unpaid to provide the funds necessary to pay promptly the principal thereof and the interest due thereon. The County may apply to the payment of the principal of or interest on the Bonds of an issue any funds received by it from the State of Maryland or the United States of America or any governmental agency or instrumentality, or from any other source, if such funds are granted for the purpose of assisting the County in accomplishing the type of project or projects which the Bonds of that issue are issued to finance, and to the extent of any such funds received or receivable in any fiscal year, the taxes hereby required to be levied may be reduced proportionately.

Section 12. (a) The President of the Board of County Commissioners and the Director of Finance shall be the officials of the County responsible for the issuance of the Bonds
within the meaning of Section 1.148-2(b)(2) of the Arbitrage Regulations (defined below). The President of the Board of County Commissioners and the Director of Finance shall also be the officials of the County responsible for the execution and delivery (on the date of the issuance of the Bonds) of one or more certificates of the County (collectively, the "Tax and Section 148 Certificate") that complies with the requirements of Section 148 of the Internal Revenue Code of 1986, as amended ("Section 148"), and the applicable regulations thereunder (the "Arbitrage Regulations"), and such officials are hereby authorized and directed to execute and deliver the Tax and Section 148 Certificate to counsel rendering an opinion on the validity of the Bonds on the date of the issuance of the Bonds.

(b) The County shall set forth in the Tax and Section 148 Certificate its reasonable expectations as to relevant facts, estimates and circumstances relating to the use of the proceeds of the Bonds or of any moneys, securities or other obligations on deposit to the credit of any account of the County which may be deemed to be proceeds of the Bonds pursuant to Section 148 or the Arbitrage Regulations (collectively, the "Bond Proceeds"). The County covenants that the facts, estimates and circumstances set forth in the Tax and Section 148 Certificate will be based on the County’s reasonable expectations on the date of the issuance of the Bonds and will be, to the best of the certifying officials’ knowledge, true and correct as of that date.

(c) The County covenants and agrees with each of the registered owners of the Bonds that it will not make, or (to the extent that it exercises control or direction) permit to be made, any use of the Bond Proceeds that would cause the Bonds to be “arbitrage bonds” within the meaning of Section 148 and the Arbitrage Regulations. The County further covenants that it will comply with Section 148, as amended, and the Arbitrage Regulations which are applicable to the Bonds on the date of issuance thereof and which may subsequently be made applicable thereto as long as the Bonds remain outstanding and unpaid. The President of the Board of County Commissioners and the Director of Finance are hereby authorized and directed to prepare or cause to be prepared and to execute any certification, opinion or other document, including, without limitation, the Tax and Section 148 Certificate, which may be required to assure that the Bonds will not be deemed to be “arbitrage bonds” within the meaning of Section 148 and the Arbitrage Regulations. All officers, employees and agents of the County are hereby authorized and directed to take such actions, and to provide such certifications of facts and estimates regarding the amount and use of the proceeds of the Bonds, as may be necessary or appropriate from time to time to comply with, or to evidence the County’s compliance with, the covenants set forth in this Section.

(d) The County further covenants that it shall make such use of the proceeds of the Bonds, regulate the investment of the proceeds thereof, and take such other and further actions as may be required to maintain the excludability from gross income for federal income tax purposes of interest on the Bonds.

(e) The President of the Board of County Commissioners or the Director of Finance may make such covenants or agreements in connection with the issuance of the Bonds as either of them shall deem advisable in order to assure the registered owners of the Bonds that interest thereon shall be and remain excludable from gross income for federal income tax purposes, and such covenants or agreements shall be binding on the County so long as the
observance by the County of any such covenants or agreements is necessary in connection with the maintenance of the exclusion of the interest on such Bonds from gross income for federal income tax purposes. The foregoing covenants and agreements may include such covenants or agreements on behalf of the County regarding compliance with the provisions of the Code as the President of the Board of County Commissioners or the Director of Finance shall deem advisable in order to assure the registered owners of the Bonds that interest thereon shall be and remain excludable from gross income for federal income tax purposes, including (without limitation) covenants or agreements relating to the investment of Bond Proceeds, the payment of certain earnings resulting from such investment to the United States, limitations on the times within which, and the purpose for which, Bond Proceeds may be expended, or the use of specified procedures for accounting for and segregating Bond Proceeds. Such covenants and agreements may be set forth in the Tax and Section 148 Certificate.

Section 13. (a) The distribution of an Official Statement pertaining to the Bonds is hereby authorized, the final form of such Official Statement to be approved by the President of the Board of County Commissioners as evidenced by said President's signature thereon. The distribution of the Preliminary Official Statement with respect to the Bonds is hereby authorized. The Official Statement shall be in substantially the form of such Preliminary Official Statement, with such changes, modifications, additions and deletions as the President of the Board of County Commissioners may approve.

(b) The President of the Board of County Commissioners is hereby expressly authorized to approve the form of and execute and deliver on behalf of the County, a continuing disclosure agreement to assist bidders in complying with Securities and Exchange Commission Rule 15c2-12(b)(5).

(c) The President of the Board of County Commissioners is also hereby expressly authorized to (i) approve the form and contents of, and provisions for the execution and delivery of, such documents as the President of the Board of County Commissioners shall deem necessary or desirable to evidence, secure or effectuate the issuance, sale and delivery of the Bonds and (ii) to specify, prescribe, determine, provide for or approve such other matters in connection with the authorization, issuance, execution, sale, delivery and payment of the Bonds and the consummation of the transactions contemplated by this resolution as may be deemed appropriate by the President of the Board of County Commissioners.

[Signatures appear on following page]
Section 14. This Resolution shall become effective on the date of its adoption.

COUNTY COMMISSIONERS OF
QUEEN ANNE'S COUNTY, MARYLAND

James J. Moran, President

Jack N. Wilson, Jr., Vice President

Christopher M. Corchiarino, Commissioner

Philip L. Dumenil, Commissioner

Stephen Wilson, Commissioner

Adopted on March 26, 2019
At its meeting on February 19, 2019 the Economic Development Incentive Fund (EDIF) Commission recommended approval of a conditional loan of $208,063 to Corsica OPCO, LLC d/b/a Corsica Technologies for Phase II of its expansion project, located at 2977 4H Park Road, Centreville, MD 21617. The funds are to purchase equipment, workstations, a generator and construction associated with the expansion.

The company, which specializes in providing managed information technology services, relocated from a small location in Centreville to its current location in June 2018. The project involves the build out of space within the new location, which is the entire second floor. Phase I of the expansion project has been completed and included hiring eighteen (18) new employees. Phase II is the final phase of the expansion project which will complete the build out of the second floor for individual office space, a conference room, and additional workstations. The business currently employs fifty (50) full-time employees at its headquarters in Centreville. The EDIF Commission recommends the award be conditioned upon the creation of fifteen (15) new full-time positions within three (3) years of disbursement of funds. The company would also be required to maintain that employment level and remain in operation for five (5) years. The collateral for the conditional loan is the equipment. The EDIF agreement to be prepared by the county attorney will include guarantees and employment reporting requirements. Upon performance of the conditions of the agreement, the conditional loan would revert to a grant.

SUGGESTED MOTION: I motion to approve the disbursement of $208,063 from the EDIF fund to Corsica OPCO, LLC d/b/a Corsica Technologies for the project described. The disbursement of funds is contingent upon a signed agreement between the EDIF Commission and the company outlining the conditions of the agreement and performance of the project in accordance with the application submitted to the EDIF Commission.

ATT: Project Summary
Project Summary

Company: Corsica OPCO, LLC d/b/a Corsica Technologies
Location: 2977 4H Park Road, Centreville, MD 21617
Website: www.corsicatech.com

Business Profile: Corsica Technologies provides managed information technology services to small to mid-sized companies nationwide from its headquarters in Centreville, MD. The company was founded in 2000 by Dale Walls; a Queen Anne’s County native and retired USMC. In 2003 the company incorporated and quickly grew to provide services to businesses and residential customers, in addition to government agencies. In 2006 the company relocated from Walls’ home to a dedicated office in Centreville. Corsica acquired three different computer services businesses, opened several new offices, and continued to double in size in both staff and revenue each year. Today, Corsica Technologies has over 50 employees, with offices in Houston, TX and New York, NY with plans for rapid growth in other markets.

Project Description: The project involves the expansion of Corsica’s 24x7x365 Network Operations Center Headquarters into 8,400 square feet at 2977 4H Park Road, Centreville. Phase I began in June 2018 and included the buildout of roughly half the space and the addition of eighteen (18) new employees for a total of fifty (50) full-time employees. The cost associated with Phase I is $65,345. Phase II is the buildout of the balance of the space to include additional offices, a conference room, several workstations and a generator at a cost of $208,063. Total project cost is $273,408. The projected number of new full-time jobs resulting from the completion of Phase II is a minimum of twelve (12).

Demonstrated Need For EDIF Funds: EDIF Funding is requested to purchase equipment need to expedite the final phase of the company’s expansion project at its national headquarters in Centreville, MD.
TO: Queen Anne’s County Commissioners  
FROM: Beverly A. Churchill, Director, Human Resources  
DATE: February 26, 2019  
SUBJECT: Draft Standard Operating Policy  

ACTION ITEM

Attached is the revised Employee Recognition Policy incorporating the Service Award Bonus Program. The policy has been reviewed by the Department Directors.

If you wish to adopt this revised policy, please make a motion similar to this:

*I move that the Employee Recognition Policy be adopted as presented.*
QUEEN ANNE’S COUNTY
STANDARD OPERATING POLICIES

SECTION: 300 - Human Resources

POLICY TITLE: Employee Recognition

POLICY NUMBER: 300-410

APPROVAL: Director of Human Resources


REFERENCE(S): Human Resources Ordinance §27-92, §27-93, Payroll Policies

FORM: Employee Suggestion Form #300-410F

1. PURPOSE: To establish a process to recognize County employees for years of service and cost-saving suggestions.

2. APPLICABILITY/ELIGIBILITY: Full-time and part-time County employees in the classified service and professional and executive service.

3. PROCEDURE:

3.1 Responsibilities. The Employee Awards Committee shall have the following responsibilities:

3.1.1 Perform oversight for County employee awards as established by this policy.

3.1.2 Make recommendations to more effectively structure and operate award programs.

3.1.3 With respect to Employee Suggestion Awards:

3.1.3.1 Receive and preliminarily evaluate each suggestion.

3.1.3.2 Refer suggestions to specific County departments for technical evaluation in order to establish their merit on the basis of practical application and amount of cost savings, if any, associated with such suggestions.
3.1.3.3 Receive and review technical evaluations prepared by County departments.

3.1.3.4 Obtain independent technical evaluations of suggestions where appropriate and with the approval of the County Administrator.

3.1.3.5 Identify appropriate suggestions as qualifying suggestions for purposes of an employee award. A qualifying suggestion shall be one which:

- May be implemented by using technology or equipment which is readily available on the market.

- Will have a direct and ascertainable cost-saving impact upon current County operations over the course of a 12-month period. In evaluating cost savings, the Committee shall examine the cost of implementing the suggestion in terms of new equipment, new employees, training and other relevant factors.

- Does not replicate current County processes or equipment or those which the County can document have been identified prior to the filing of the suggestions by the employee.

3.1.3.6 Make a determination of the amount of an employee award and make such determination to a recommendation which shall be made by the Committee for approval by the County Administrator. Awards of $5,000 or more must also be approved by the County Commissioners. In the event of a team award, team members will share equally. The amount of an award shall be consistent with the following scale:

<table>
<thead>
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<th>Annual Cost Savings to County</th>
<th>Type of Award</th>
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</thead>
<tbody>
<tr>
<td>$ 0 to $5,000</td>
<td>$ 50</td>
</tr>
<tr>
<td>$ 5,001 to $10,000</td>
<td>$ 100</td>
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<tr>
<td>$ 10,001 to $50,000</td>
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<td>$ 50,001 to $100,000</td>
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<tr>
<td>$100,001 to $500,000</td>
<td>$ 5,000</td>
</tr>
<tr>
<td>$500,001 and more</td>
<td>$10,000</td>
</tr>
</tbody>
</table>

3.2 Types of Awards.
3.2.2 **Length of Service Award** is awarded to full-time and percentage part-time employees meeting milestone years of service with the County as of December 31. Employees shall receive recognition from the County at an awards ceremony held annually. Awards will be in five (5) year service increments (refer to the Payroll Procedures Policy) and will be determined by the Employee Awards Committee and based on the approved Human Resources budget. In addition, employees meeting milestone years of service beginning with 20 years will receive a bonus award in accordance with the chart below and as approved in the budget. Thirty years’ continuous service will also receive an order granting the employee his or her birthday as an additional day off charged to administrative leave.

<table>
<thead>
<tr>
<th>Years of Service</th>
<th>Amount of Bonus</th>
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<tr>
<td>20 Years</td>
<td>$1,000</td>
</tr>
<tr>
<td>25 Years</td>
<td>$1,500</td>
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<tr>
<td>30 Years</td>
<td>$2,000</td>
</tr>
<tr>
<td>35 Years</td>
<td>$2,500</td>
</tr>
<tr>
<td>40 Years</td>
<td>$3,000</td>
</tr>
</tbody>
</table>

Note: Part-time Percentage Employees will receive a bonus based on their corresponding percentage.

3.2.3 **Employee Suggestion Award** is for an employee who made a suggestion regarding methods by which County operations may be made more efficient.

3.2.3.1 Suggestions shall be made using the Employee Suggestion Form #300-410-F. Completed forms may be submitted to the employee's supervisor or to Human Resources. Employees are encouraged to submit the suggestion form to their supervisor especially if it pertains to anything affecting the operation of his or her unit.

3.2.3.2 Employees shall be recognized and rewarded for qualifying suggestions and will be invited to attend an awards ceremony held annually. To be identified as a “qualifying suggestion,” a suggestion must be received and evaluated by the Employee Awards Committee for an award and designated as such (refer to section 3.1.3).

3.2.3.3 Employee suggestions shall be referred to appropriate departments and/or external technical consultants for review for a technical evaluation of the suggestion. In reviewing such suggestions, departments and/or external technical consultants shall:
QUEEN ANNE'S COUNTY
STANDARD OPERATING POLICIES

- Consider the practicality of the suggestion in terms of cost of implementation in comparison to direct value to the County of the benefit which will reasonably be derived.

- Determine whether the suggestion replicated a documentable action which the County was planning to take before the suggestion was submitted.

- Value the net savings to the County in specific terms if the suggestion were to be implemented.

3.2.4 Technical evaluations shall be completed and a written report provided to the Employee Awards Committee within 30 days after receipt by a department or external technical consultant.

3.2.5 Employees who make a suggestion informally which is subsequently adopted, must submit the suggestion in writing through prescribed channels within six months after it is placed in effect in order to qualify for a cash award.

3.2.6 Suggestions which are rejected may be resubmitted for consideration within 90 days. Such requests must be based on new information provided by the employee.

3.2.7 The County Administrator and Department Heads are not eligible for Employee Suggestion Awards.
ACTION ITEM

To: Queen Anne's County Commissioners

From: Warden LaMonte E. Cooke

Re: Uniform Bid

Date: March 5, 2019

The Queen Anne's County Department of Corrections has solicited bids for the replacement of correctional officers' uniforms and related equipment.

We sent requests for bid proposals to four known vendors. Only one company responded and that was Howard Uniform Co. This expenditure is budgeted in our FY19 operating budget.

I move the bid be awarded to Howard Uniforms for correctional officers' uniforms.
BID LIST

Graves Uniforms
102 Savannah Road
Lewes, DE 19958

Alex Sgambato
Arrow Safety Device Co.
123 Dixon Street
Selbyville, DE 19975

Atlantic Tactical
772 Corporate Circle
New Cumberland, PA 17070

Jeff Caples
Howard Uniform Co.
1915 Annapolis Road
Baltimore, MD 21230
## BID TABULATION

**Queen Anne’s County Detention Center**

**Uniform Bid**

**March 5, 2019**

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<th>Price</th>
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<tr>
<td>Short Sleeve Shirts (Officers)</td>
<td>45.50</td>
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<tr>
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<td>Sweaters</td>
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<td>Coats</td>
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<td>Jackets</td>
<td>52.00</td>
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<tr>
<td>Nylon Duty Belt with Accessories</td>
<td>48.50</td>
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</table>

**RECOMMEND AWARD TO:** HOWARD UNIFORMS

**AWARDED TO:**

**DATE AWARDED:**
MEMORANDUM

DATE: March 20, 2019

TO: Todd R. Mohn, County Administrator
Jonathan R. Seeman, Department of Budget, Finance and IT
Jason Smith, Network Engineer

FROM: Megan DelGaudio, IT Manager

RE: Phone System upgrade – Emergency Services and Sheriff

This is a request to upgrade the current Mitel phone system at Emergency Services and Office of the Sheriff as noted in the FY19 budget. The phone system currently used in all other County offices, Toshiba, was purchased by Mitel in 2017. In an effort to unify all of the County systems we explored systems that would integrate with what is currently used. The upgraded equipment proposed is the only equipment that has been lab tested by Toshiba and Mitel engineers to verify continued function between the current system and the Mitel system. The County has a significant investment in the current system (~$262,000).

The County has worked with Chesapeake Telephone Systems (CTS) for the majority of our phone system needs so they have the most knowledge of the current system. For this reason we plan to use their services to install the new system ($11,950 labor).

In an effort to get a competitive bid on equipment we put out a Request for Quotes and received the following:

- CTS - $54,602.70
- Vertical - $54,614.92 (Bid came in at $52,614.92 and it would cost ~$2000 to change the "Dealer of Record" for the hardware purchase and back to CTS for installation.)
- Total Communications - $55,497.93
- Frontrunner - $61,515.72
- McEnroe Voice and Data - $67,570.32
- Communications by Design - $71,838.02

The phone system upgrade with a one year warranty on hardware and support is estimated to cost $66,552. Current funds available in the IT capital budget are approximately $370,811.

We move that we approve the recommendation of the Department of Budget, Finance and IT to purchase the upgraded Mitel phone system from Chesapeake Telephone for a total purchase price of $66,552 (labor and hardware).
MEMO

TO: Todd R. Mohn, County Administrator
FROM: John E. Shelton, Planning Supervisor
DATE: March 19, 2019

RE: Road Name Request

Please forward the following request to the County Commissioner’s for their approval.

Mr. & Mrs. Robert Craft have requested their private lane to be named Craft Lane. The lot is approximately 1500 feet from the main road and the neighboring properties have existing private lane names so this request will maintain consistency in that portion of Romancoke Road.

Mr. Jim Alfree from the Department of Emergency Services has reviewed this request and doesn’t have any issues with the name. The road name has not been duplicated in the House Numbering Database.

The Department recommends the County Commissioner’s favorable action on this request.

Thanks,

Attachment
To. John E. Shelton
Planning Supervisor Clerk To The Planning Commission

From. Robert E Craft III
Parcel 113 Robert Craft Property
Romancoke Road, Stevensville, MD 21666
Tax 63 Block 07 Tax Account # 1804024125

Purchase Property On: 2/22/2019

Name Choices
1. Eagle Landing Lane
2. Eagle Way Lane
3. Craft Lane ✓
4. Freedom Lane
5. Plott Hound Lane ✓

The Road Names Listed Above: Meaning And Dedication:
• Family Owned And Operated Business For 23 Years (Eagle Precision Inc) Aerospace Machinist Shop
• Dedication To Are Family Heritage Cherokee And Lumbee Native American Indian.
• Dedication To The Memory Of Robert Eugene Craft Jr., American Vet And His Love Of The American Bald Eagle.
• We As A Family Value - Love, Blood, Honesty, Truth, Respect, Freedom.

In Addition To Are Road Name Listed. We Have A New Loyal Family Dog by The Name Of Ashley Craft. Her Breed Is The State Dog Of North Carolina.

We Look Forward To Talking To You Again In Make A Very Important Decision On The Road Name And New Residence Of Queen Anne’s County.

Thanks, Robert Eugene Craft III And Buffy Craft
Robert E. Craft III
robert@eagleprecisioninc.com
(work) 410-305-4911
(fax) 410-305-4669
(home) 410-923-4342

Buffy Craft
buffyrobert5@verizon.net
(cell) 410-913-4976
(home) 410-923-4342

Home Address: 313 Charles Hall Drive Millersville MD 21108
Business Address: 348 Baldwin Road Odenton MD 21113
John E. Shelton,

We Prefer The Name (Craft Lane)

Parcel 113 Robert Craft Property
Romancoke Road, Stevensville, MD 21666

Thanks
Robert E Craft III And
Buffy Craft
buffyrobert5@verizon.net
(cell) 410-913-4976
(home) 410-923-4342

---

On Wednesday, March 6, 2019 John E. Shelton <JShelton@que.org> wrote:

Hi,

Sorry. I’ve been away from my office – Which name do you prefer, Craft Lane or Plott Hound Lane?

Thanks,

John

---

From: James Alfree
Sent: Thursday, February 28, 2019 3:10 PM
To: John E. Shelton
Subject: RE: Proposed Road Name - thoughts

John, I am good with either;
These people are requesting a private road name (see below) – I’m okay with their choices of #3 and #5 – I think the others may cause a conflict but I wanted your thoughts.

Their property is Parcel 113.
Thanks,

John

From: Buffy Craft [mailto:buffyrobert5@verizon.net]
Sent: Sunday, February 24, 2019 12:53 PM
To: John E. Shelton; robert@castleprecisioninc.com
Subject: ***Name Road - Robert Craft Property Parcel 113

***Attention:*** This email originated from an external source. DO NOT CLICK any links or attachments unless you recognize the sender and know the content is safe.

To: John E. Shelton
Planning Supervisor Clerk To The Planning Commission

From: Robert B Craft III
Parcel 113 Robert Craft Property
Romancoke Road, Stevensville, MD 21666
Tax 63 Block 07 Tax Account # 1804024125

Purchase Property On: 2/22/2019

Name Choices

1. Eagle Landing Lane
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The Road Names Listed Above: Meaning And Dedication:
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(cell) 410-913-4976
(home) 410-923-4342

Home Address: 313 Charles Hall Drive Millersville MD 21108
Business Address: 348 Baldwin Road Odenton MD 21113
### View Map

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Homeowners' Tax Credit Application Status: No Application | Date: 
http://sdat.dat.maryland.gov/RealProperty/Pages/viewdetails.aspx?County=18&SearchType=ACCT&District=04&AccountNumber=024125
The Honorable James Moran  
President  
Board of Commissioners  
Queen Anne’s County  
107 North Liberty Street  
Centreville, MD 21617

RE: National Objective Issues  
Maryland Community Development Block Grant Program  
Grant Number: MD-11-ED-70 Industrial Park Improvements

Dear President Moran:

On December 5, 2011 the State authorized a Community Development Block Grant of $500,000 to Queen Anne’s County for Phase I site improvements at the Matapeake Industrial Park, a County owned industrial property that was being converted into user-ready parcels for multiple business tenants. The County later requested and received additional funding of $75,000 for this project.

The program objective for this grant required that 60 jobs be created by the businesses locating on the improved sites. At least 31 jobs were to be created or made available to low and moderate income persons. The County agreed to execute written jobs agreements with businesses locating on the site. As of March 11, 2013, all site work was complete and all grant funds were drawn. On March 9, 2018, program staff met with members of your staff and agreed to extend the time period for additional job creation until February 28, 2019. To date, only 6 jobs had been created.

The State is willing to broaden the scope of job creation at the industrial park to include businesses in Phase 2 of the development, on the condition that the County increases the number of jobs to be created to 130, of which 66 are to be taken by or made available to low and moderate income persons. The State will extend the deadline for meeting this requirement to February 20, 2021. Alternatively, the County may choose to reimburse the State those funds that were used for this project that did not meet the national objective of job creation. Based on the six jobs that were created, proportional to the total amount of funds, the total payback amount would be $517,502. We look forward to your response within the next 30 days.

If you have any questions, please contact your Project Manager, Dona Sorce, at 301-429-7502.

Sincerely,

Cindy Stone  
Director  
Community Development Programs

cc: Gregg Todd, County  
Dona Sorce, CDBG  
Les Hall, Department of Commerce
The Honorable Mark A. Anderson, Commissioner President
Board of County Commissioners
107 N. Liberty Street
Centreville, Maryland 21617

Dear Mr. Anderson:

The Maryland Department of Agriculture, Mosquito Control Section, has prepared an estimate of operating expenses for mosquito control in Queen Anne’s County during the 2019 season. This budget estimate is based on previous years’ expenditures and anticipated costs for the upcoming season.

The proposed mosquito control budget for the 2019 season in Queen Anne’s County is enclosed. If these amounts are acceptable, please sign and return two copies. If you wish to revise the suggested amounts, please line through the typed amount, write the new amount, initial and return two signed two copies of the document to the Maryland Department of Agriculture. Please note that if the local and/or county share is reduced, there will be a proportional reduction of State funds allotted. Once the copies are received by the Department, both copies will be signed, one will be returned to you, and one will remain in the Department file.

Please give this matter prompt attention as mosquito control activities will be starting soon in many areas. Thank you for your continued support. I trust that our cooperative efforts will result in a successful mosquito control program in Queen Anne’s County. Please call me if you have any questions.

Sincerely,

Brian Prendergast
Program Manager

BFP/dch
Enclosure

cc: Kevin Conroy, Assistant Secretary
PROPOSED BUDGET
QUEEN ANNE'S COUNTY-MOSQUITO CONTROL
CALENDAR YEAR 2019
(FY 2020 SETTLEMENT)

<table>
<thead>
<tr>
<th>TEMPORARY WORK</th>
<th>LOCAL</th>
<th>COUNTY</th>
<th>STATE</th>
<th>TOTAL WORKING BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>Integrated Mosquito Management County-wide Surveillance/Larvicidal</td>
<td>None</td>
<td>$30,000</td>
<td>$20,000</td>
<td>$50,000</td>
</tr>
<tr>
<td>Adult Mosquito Surveillance and Control in Participating Communities</td>
<td>74,000</td>
<td>None</td>
<td>None</td>
<td>74,000</td>
</tr>
<tr>
<td>Total</td>
<td>$74,000</td>
<td>$30,000</td>
<td>$20,000</td>
<td>$124,000</td>
</tr>
</tbody>
</table>

All MDA adulticiding costs, including supervision, surveillance, spray technicians, spray equipment, insecticides and supplies will be invoiced at 100% of total cost.

APPROVED BY COUNTY:

Name/Title
Signature
Date

APPROVED BY STATE:

Kevin Conroy, Assistant Secretary
Name/Title
Signature
Date
Dear Mr. Wilson,

In accordance with Section 5-105(b) of the Annotated Code of Maryland, the Board of Education requests County Commissioner approval of the transfers listed below between major state categories, for the period January 1, 2019 to January 31, 2019.

**Major Category: Administration – Addition $21,998**

- Contracted Services - $20,898
- Mandatory upgrade the Financial and Human Resources Management Systems
- Equipment - $1,100
- Laptop Purchase for Finance Office

**Major Category: Fixed Charges – Reduction ($21,998)**

- Retirement – ($21,998)
- Anticipated savings to offset mandatory upgrade the Financial and Human Resources Management Systems and laptop for Finance Office

**Major Category: Instruction – Reduction ($132,000)**

- Salaries & Wages – ($132,000)
- Anticipated salary lapse to offset increased salaries in Health Services ($23,000) and Transportation ($109,000)

**Major Category: Health Services – Addition $23,000**

- Salaries - $22,500
- Adjust budgets to reflect anticipated salary expenditures
- Other Charges - $500
- Adjust budget to reflect actual expenditures in Meetings & Conferences

**Major Category: Transportation – Addition $109,000**

- Salaries - $95,000
- Adjust budgets to reflect anticipated salary expenditures
- Other Charges - $14,000
- Adjust budget to reflect actual expenditures in Vehicle Insurances

202 Chesterfield Avenue * Centreville, MD 21617 * 410-758-2403 * qacps.org
February 8, 2019

Mr. Stephen Wilson, President
Queen Anne’s County Commissioners
The Liberty Building
107 North Liberty Street
Centreville, MD 21617

Dear Mr. Wilson,

In accordance with Section 5-101 of the Annotated Code of Maryland, the Board of Education requests County Commissioner approval of the use of additional Fund Balance as a funding source for the FY2020 Operating Budget, effective July 1, 2018.

On June 20, 2018, the Board of Education approved the use of Fund Balance in the amount of $234,000 to balance its FY 2019 Operating Budget. This amount is shown as Committed Fund Balance, as included in the Board of Education's Financial Statements for the period ending June 30, 2018.

Thank you for your consideration in approving this request.

If you need further information, please do not hesitate to contact me.

Sincerely,

[Signature]
Andrea M. Kane, Ph.D.
Superintendent

AMK/jmp

202 Chesterfield Avenue * Centreville, MD 21617 * 410-758-2403 * qacps.org
<table>
<thead>
<tr>
<th>Description of expenditure/revenue accounts to increase/(decrease):</th>
<th>Account Code</th>
<th>Increase (Decrease) Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>increase Community Partnerships CASASTART other fed op grants</td>
<td>682035 32490</td>
<td>$78,688</td>
</tr>
<tr>
<td>increase Community Partnerships CASASTART contracted services</td>
<td>682035 5995</td>
<td>$78,359</td>
</tr>
<tr>
<td>increase Community Partnerships CASASTART travel</td>
<td>682035 8010</td>
<td>$329</td>
</tr>
</tbody>
</table>

**Net Increase in Expenses** $78,688

**Justification:**

To amend budget to accurately reflect revenues provided by Governor's Office of Crime Control and Prevention through the CASASTART program and expenditures allowed by same grant for FY2019. This grant is for the Substance Abuse Diversion program and provides the County with funding for Substance Abuse Counselors of the program, plus travel.

The total award for this grant is $78,688. In addition, the CASASTART program has a state grant award of $60,319 for a total grant amount of $139,007.

Requester printed Department: Community Partnerships for Children
Requester signature & date: **Nichole Hempf 3/20/19**
Finance Director signature & date: **John Senn 3/21/19**

Approval & date: 3/21/19
# CC-20

QUEEN ANNE'S COUNTY
REQUEST FOR BUDGET AMENDMENT
FY2019

## Page 1/1

<table>
<thead>
<tr>
<th>Description of expenditure/revenue accounts to increase/(decrease):</th>
<th>Fund</th>
<th>Account Code</th>
<th>Increase (Decrease)</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>increase Community Partnerships RDEF Program other state op grants</td>
<td>682</td>
<td>682060 33590</td>
<td>$145,656.00</td>
<td></td>
</tr>
<tr>
<td>increase Community Partnerships RDEF Program conference/consultant</td>
<td>682</td>
<td>682060 5020</td>
<td>$11,250.00</td>
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<tr>
<td>increase Community Partnerships RDEF Program contracted services</td>
<td>682</td>
<td>682060 8040</td>
<td>$17,850.00</td>
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<tr>
<td>increase Community Partnerships RDEF Program other charges</td>
<td>682</td>
<td>682060 5995</td>
<td>$100,000.00</td>
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<tr>
<td>increase Community Partnerships RDEF Program other charges</td>
<td>682</td>
<td>682060 8995</td>
<td>$16,556.00</td>
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<tr>
<td>Net Increase in Revenue</td>
<td></td>
<td></td>
<td>$145,656.00</td>
<td></td>
</tr>
<tr>
<td>Net Increase in Expenditures</td>
<td></td>
<td></td>
<td>$145,656.00</td>
<td></td>
</tr>
</tbody>
</table>

Justification:

To amend budget to accurately reflect revenue and expenses as approved by the Governor's Office for Children (GOC) for FY2019.

The County received $145,656 of grant revenue in prior years, but the funds have been deferred. Community Partnerships is able to spend the funds in FY19 through an agreement with GOC and the Wicomico County LMB. This amendment establishes authority to spend those funds.

No County funds are requested.

Requester printed Department: Community Partnerships for Children
Requester signature & date: 2/11/19
Finance Director signature & date: 3/24/19
Approval & date:
REQUEST FOR BUDGET AMENDMENT
FY2019

Description of expenditure/revenue accounts to increase/(decrease):

<table>
<thead>
<tr>
<th>Increase</th>
<th>Tourism - Grant Fund</th>
<th>Other State Op Grants</th>
<th>Account Code</th>
<th>(Decrease) Amount</th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>515507</td>
<td>$19,012.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>33590</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Advertising</td>
<td>515507</td>
<td>$19,012.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>8070</td>
<td></td>
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</tbody>
</table>

Justification:

This amendment is to increase the Tourism Grants budget by $19,012 to reflect the total awarded grant amount of $49,012.

No additional County funds are requested.

Requester printed Department: [Name]
Requester signature & date: [Signature] 2/12/19
Approval & date: [Signature] 3/18/19
County Administrator signature & date: [Signature] 3/18/19
REQUEST FOR BUDGET AMENDMENT
FY2019

<table>
<thead>
<tr>
<th>Description of expenditure/revenue accounts to increase/(decrease):</th>
<th>Fund</th>
<th>Project Only Account Code</th>
<th>Increase Amount</th>
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<tbody>
<tr>
<td>Increase Preventive Park Maintenance POS Grant Revenue</td>
<td>410</td>
<td>414000 33720 400215</td>
<td>$ 45,010.00</td>
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<tr>
<td>Increase Preventive Park Maintenance Improve other than bldgs</td>
<td>410</td>
<td>414000 9042 400215</td>
<td>$ 45,010.00</td>
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</table>

Total increase in expenditures $ 45,010.00

Justification:

This amendment is to recognize the requested Program Open Space Local Grant Award received to resurface the tennis courts at Old Love Point Park. The total awarded amount was $67,500 with a match of $22,500 for a total of $90,000. The actual cost of the work was $60,013. The POS reimbursement amount will be $45,010 with a match of $15,003 which was already funded in the FY18 budget.

NO NEW COUNTY FUNDS ARE REQUESTED

Requester printed Department: Laura Polk, Office Coordinator III
Requester signature & date: 3/18/19
Finance Director signature & date: 3/20/19
Approval & date:
QUEEN ANNE'S COUNTY
REQUEST FOR BUDGET AMENDMENT
FY2019

Page 1/1

Description of expenditure/revenue accounts to increase/(decrease):

<table>
<thead>
<tr>
<th>Increase</th>
<th>Account Code</th>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td></td>
<td>680010</td>
<td>Community Partnerships Admin</td>
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</tr>
<tr>
<td></td>
<td>680010</td>
<td>Community Partnerships Admin</td>
<td>$500</td>
</tr>
<tr>
<td></td>
<td>680010</td>
<td>Community Partnerships Admin</td>
<td>$(250)</td>
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<tr>
<td></td>
<td>680010</td>
<td>Community Partnerships Admin</td>
<td>$12,000</td>
</tr>
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<td></td>
<td>680010</td>
<td>Community Partnerships Admin</td>
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<td>Community Partnerships Admin</td>
<td>$640</td>
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<td>680010</td>
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<td>$688</td>
</tr>
<tr>
<td></td>
<td>680010</td>
<td>Community Partnerships Admin</td>
<td>$12,000</td>
</tr>
<tr>
<td></td>
<td>180000</td>
<td>General Fund Other Sources / Uses</td>
<td>$26,178</td>
</tr>
<tr>
<td></td>
<td>190000</td>
<td>General Fund General Revenue</td>
<td>$26,178</td>
</tr>
</tbody>
</table>

Net Increase in Revenue $26,178
Net Increase in Expenses $26,178

Justification:

Request to amend budget by $26,178. $12,000 in program supplies for families in need to help pay for their children to attend camps and other respite activities. $12,000 in other charges is for 10 hours/week for the Family Navigator to spend with children of Queen Anne's County and their families that are involved with the Local Care Team (LCT). The remainder is for misc. expenses not included in FY19 budget. These budgetary items have been requested in FY2020 budget, but were overlooked when preparing the FY2019 budget, and we are trying to clean it up.

The second part of the amendment balances the transfer in to Community Partnerships with the corresponding transfer out from the General Fund.

In order to keep the General Fund in balance, additional revenue is being recognized.

Requester printed Department: Community Partnerships for Children
Requester signature & date: 3/1/2019
Finance Director signature & date: 3/2/2019
Approval & date: 3/3/2019
TO: BOARD OF COUNTY COMMISSIONERS

FROM: HELEN M. SPINELLI, AICP, PRINCIPAL PLANNER
SAM STANION, GIS COORDINATOR

MEETING DATE: MARCH 26, 2019

RE: MAP AMENDMENT # 19-05 – WILL REPLACE THE BUFFER EXEMPT AREA (BEA) WITH A MODIFIED BUFFER AREA (MBA) TO BE INCORPORATED INTO THE COMPREHENSIVE CRITICAL AREA BOUNDARY LINE ADJUSTMENTS AND TO ESTABLISH THE Digitally GENERATED, GEO-REFERENCED MODIFIED BUFFER AREA (MBA) WITHIN THE 1,000 FOOT CRITICAL AREA OVERLAY DESIGNATIONS THAT DELINEATE INTENSELY DEVELOPED AREAS (“IDA”), LIMITED DEVELOPMENT AREAS (“LDA”) AND RESOURCE CONSERVATION AREAS (“RCA”).

COUNTY COMMISSIONER ACTION

Action requested:
- Conceptually approve Map Amendment # 19-05 and forward it to the Chesapeake Bay Critical Area Commission for review and approval and request Map Amendment 19-05 be reviewed as a program refinement.

In 2008 the State of Maryland amended its Environmental Article and determined that the Critical Area Commission, a division of the Department of Natural Resources, would update the Chesapeake Bay Critical Area boundary maps as it pertains to those counties with coastal areas within one thousand feet (1,000) of tidal waters.

BACKGROUND

The process of updating the Critical Area Overlay Map in Queen Anne’s County occurred over a number of years with draft maps presented to the county and reviewed by Critical Area Commission and county staff. The overall Critical Area Maps were updated and adopted by the Queen Anne’s Board of County Commissioners and the Critical Area Commission in 2018. As part of that update the county and Critical Area Commission reviewed the area known as the Buffer Exempt Area (BEA) separately, which was
MA19-05 – replace the Buffer Exempt Area (BEA) with the Modified Buffer Area (MBA) on Critical Area Maps in Queen Anne’s County

recommended by the Critical Area Commission. The BEA line was established with the original Critical Area Mapping and intended to provide buffer exemption for developed lots along the shoreline that were established prior to the Critical Area law that became effective in December of 1985. As with the original Critical Area Mapping, the BEA line was based on the 1972 Maryland State Wetland maps which was represented on Mylar Maps and have many inaccuracies. The Critical Area Commission contracted Salisbury State University Geographic Information System (GIS) Department and revised the BEA line in Queen Anne’s County using digitally generated geo-referenced information to create a new designation known as the Modified Buffer Area (MBA). The BEA and newly established MBA have specific reduced buffer provisions and other standards which are found in Section 14:1-53 of Chapter 14, the Chesapeake Bay Critical Area Act (sectio).

OBJECTIVE

To adopt the Comprehensive update of the Critical Area Buffer Exempt Area (BEA) Maps to a digitally generated geo-referenced overlay layer of the Critical Areas designations of Intensely Developed Areas (IDA), Limited Development Areas (LDA) and Resource Conservation Areas (RCA) renamed as the Modified Buffer Area (MBA) Maps.

Attachments: Map Amendment # 19-05 replace Buffer Exempt Area (BEA) with Modified Buffer Area (MBA).
A BILL ENTITLED

AN ACT CONCERNING the Amendment and Update of the Queen Anne’s County Critical Area Maps;

FOR THE PURPOSE of adopting the comprehensive update of the Critical Area Buffer Exempt Area Maps by replacing the same with a digitally generated geo-referenced Modified Buffer Area mapping as part of the Queen Anne’s County Critical Area Overlay Maps;

BY AMENDING the official Queen Anne’s County Critical Area Maps by replacing the Critical Area Buffer Exempt Area Maps with the Modified Buffer Areas shown on the digitally generated geo-referenced Modified Buffer Area mapping.

SECTION I

BE IT ENACTED BY THE COUNTY COMMISSIONERS OF QUEEN ANNE’S COUNTY, MARYLAND that the Queen Anne’s County Official Critical Area Overlay Maps be and are hereby AMENDED as respects Buffer Exempt Areas by REPLACING the Critical Area Buffer Exempt Area Maps with the digitally generated geo-referenced Modified Buffer Area mapping.

SECTION II

BE IT FURTHER ENACTED that this Ordinance shall take effect on the forty-sixth (46th) day following its adoption.

INTRODUCED BY: _______________________

DATE: ________________________________

PUBLIC HEARING HELD: ________________

VOTE: __________ Yea __________ Nay

DATE OF ADOPTION: ____________________

EFFECTIVE DATE: _____________________
The Queen Anne's County Planning Commission at their March 14, 2019 did not recommend the Citizen Sponsored Text Amendment concerning the date of Comprehensive Plan and since there are no specific changes to Chapter 18 related to Moderately Priced Dwelling Units (MPDU) Section 18:1-108 there is not forthcoming a recommendation related to MPDUs.

The Planning Commission does offer language which the County Commissioner may want to use to add to Chapter 18, Part 2, Purpose and Scope Section, if they so choose (refer to page 3 of this memo). Additionally, since no specific changes were recommended in the Citizen Sponsored Text Amendment request to the Moderately Priced Dwelling Unit (MPDU) Section of Chapter 18, the Planning Commission suggested that any changes concerning MPDUs should be considered during the 2020-21 Comprehensive Plan Update.

**COUNTY COMMISSIONER ACTION**

**Action requested:**
- Request Patrick Thompson, Esq. draft an ordinance for Citizen Sponsored Text Amendment to change the date of the Comprehensive Plan from 2002 to 2010 and add “and subsequent additions” to section 18:1-04 A. (1).
- Schedule a Public Hearing on the drafted ordinance.

**OBJECTIVE**
The Citizen Sponsored Text requests a change to Section 18:1-4 A. (1) of Chapter 18, the Purpose and Scope section of the code, and suggests intentions to modify the provisions for Moderately Priced Dwelling Units...
in Chapter 18, Land Use and Development Code, but does not suggest specific code changes to 18:1-108 Moderately priced dwelling units.

**PROPOSED TEXT AMENDMENT TO CHAPTER 18 LAND USE AND DEVELOPMENT**

The Citizen Sponsored Text Amendment would modify Part 2, Purpose and Scope Section of Chapter 18 in 18:1-4 A. (1) and those changes are represented as follows: underlined and yellow highlighted text for new wording, strikethrough for text being removed and Chapter 18 Land Use and Development code text in italics:

**CHAPTER 18:1 Zoning and Subdivision Regulations**

...
Citizen Sponsored Text Amendment and Suggested Changes to Moderately Priced Dwelling Units (MPDU) in Chapter 18 Land Use & Development Code

(k) Protecting the values of property throughout the County;
(l) Protecting landowners from adverse impacts of adjoining developments;
(m) Encouraging in-fill development;
(n) Mitigating the off-site impacts of new development in public facilities; and
(o) Preserving open space as new development occurs.

(2) The purposes listed in Subsection A(1) of this section serve to balance the interests of the general public of the County and those of individual property owners.

...The second request in the Citizen Sponsored “Text Amendment” is in reference to Chapter 18:1-108 Moderately priced dwelling units. There is identified as an intention for a number of items pertaining to MPDUs such as:

1. Increase the number of MPDUs in Queen Anne’s County;
2. Set a reasonable price and time frame for the construction of MPDU’s in the county;
3. Paying fees in lieu of constructing MPDUs have a set price and the price per unit should be based on the average price of the last 10 homes sold in 12 months;
4. Fees collected for MPDUs be placed in a lock box and used for the sole purpose of purchasing land and building MPDUs within 3 years of the last payment.

It should be noted that none of these four items have been incorporated into Chapter 18:1-108 of the Queen Anne’s County Land Use and Development Code in the submitted Citizen Sponsored Text Amendment document.

DISCUSSION

The changes suggested to 18:1-04 A. (1) are not necessary since the current adopted Plan is the 2010 Queen Anne’s County Comprehensive Plan and is the reference document for Chapter 18. If a change to this section is desired it is recommended as follows:

A. Purpose.

(1) The purpose of this Chapter 18:1 is to implement the 2002 adopted Queen Anne’s County Comprehensive Plan as amended and promote the health, safety and general welfare of the present and future inhabitants of the County by:

Since there are no specific text changes suggested regarding the Moderately Priced Dwelling Units section of Chapter 18 it may be appropriated to defer any further discussions concerning MPDU to the upcoming Update of the 2010 Queen Anne’s County Comprehensive Plan.

DECISION

The Queen Ann’s County Planning Commission does not recommend the changes to Part 2, 18:1-04 A. (1) as drafted and recommends any changes to Modified Dwelling Unit section of Chapter 18 be reviewed during the Comprehensive Plan Update.

Attachments: Citizen Sponsored Text Amendment

March 26, 2019
Wednesday, February 13, 2019

Margie A. Houck, Clerk  
The County Commissioners for Queen Anne's County  
107 North Liberty Street  
Centreville, Maryland 21617

Re: Petition for Text Amendment

Dear Ms. Houck:

Please find enclosed two “Petition for Text Amendment” requesting amendment to the provisions to Chapter 18 of the County Code, Sections

18: 1-4 of the Code of Public Local Laws of Queen Anne's County Relating to year of the Comprehensive Plan. We request the following change to correctly relating Planning and Zoning determinations to the proper Comprehensive Plan we recommend modifying Code of Public Law from 2002 Queen Anne's Comprehensive Plan to 2010 and subsequent legal amendments.

and

18: 1-108 of the Code of Public Local Laws of Queen Anne's County Relating to MPDU Moderately priced dwelling units. We request the following changes to facilitate the implementation the Intentions of the citizens of Queen Anne's County to increase the number of moderately priced dwelling units in Queen Anne's County. It is recommended to set reasonable price and time frame for the construction of MPDU's within the county. It is recommended that paying fees in lieu of constructing MPDUs have a set price. This price per unit should be the average price of the last 10 homes sold 12 months. It is also recommended that the fees collected be placed in a lock box and use for the sole purpose of purchasing land and building MPDU's within 3 years of the last payment as set forth in the following ordinance.

We are filing the petitions as residents of Queen Anne's County, property owners. We respectfully request that these Petitions for Text Amendments be processed in accordance with Section 18:1-218 of the County Code and forwarded to the Planning Commission for its review and recommendations.

If you have any questions, please do not hesitate to contact any of us. Thank you in advance for your kind assistance.

Mike Koval, kovalbuild@atlanticbb.net, (443) 324-7507  
Robert Buckey, rbuckey@verizon.net, (240) 619-6509  
Helen Bennett, helen.anita.bennett@gmail.com, (571) 277-6964  
Ann Williams, amwilliams6302@hotmail.com, (410) 739-6302
COUNTY ORDINANCE NO. 09 -

A BILL ENTITLED AN ACT CONCERNING MPDU - Moderately priced dwelling units

For Amendments to Chapter 18: 1-108 of the Code of Public Local Laws of Queen Anne's County Relating to MPDU Moderately priced dwelling units.

FOR THE PURPOSE of Implementing the intentions of the citizens of Queen Anne's County to allow development in the County as long as there is a balance in socio-economic growth. It is recommended to set reasonable price and time frame for the construction of MPDU's within the county. It is recommended that paying fees in lieu of constructing MPDU's have a set price. This price per unit should be the average of the last 10 homes sold in the past 12 months. It is also recommended that the fees collected be placed in a lock box and use for the sole purpose of purchasing land and building MPDU's within 3 years of the last payment as set forth in the following ordinance.

Current Law

§ 18: 1-108 Moderately priced dwelling units

A. -C.

D. Compliance.

(1) At least 10% of the units in a residential development subject to this article shall be designated as MPDU's and meet all requirements of this article.

(2) Compliance with this section may be achieved through either of or a combination of the following options as prioritized below:

(a) Constructing MPDU's. Compliance may be achieved by constructing MPDU's on the site where the residential development is to occur or off the site where the residential development is to occur if the Planning Commission has approved the off-site location based on the location's access to public amenities and compatibility of surrounding uses and densities.

(b) Paying fees in lieu of constructing MPDU's.

[1] Compliance with this section may be achieved by contributing to the Moderately Priced Housing Fund where the Planning Commission finds that:

[a] In the project or subdivision originally proposed by the applicant, an indivisible package of residents and facilities to be provided to all households would cost the occupants of the MPDU's so much that it is likely to make the MPDU's effectively unaffordable by eligible persons; or
[b] The dedication required by Subsection D(2)(b)[1][a] above is unsuitable or impracticable due to size, topography, drainage, site configuration, or other physical site characteristic; and

c] The public benefits of paying a fee outweigh the benefits of constructing MPDUs in each subdivision throughout the County, and acceptance of applicant's fee in lieu will achieve the objective of providing a broad range of housing opportunities throughout the County. The amount of fees due under this section shall be calculated yearly by subtracting the maximum allowable price of an MPDU from the median price of the same size unit, with comparable number of rooms, sold in the County in the preceding year.

[3] Payment of fees in lieu shall be made to the County according to the time schedule below.

<table>
<thead>
<tr>
<th>Percentage of Market Rate Units</th>
<th>Percentage of Payment in Lieu</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to 30%</td>
<td>None required</td>
</tr>
<tr>
<td>30% plus 1 unit</td>
<td>At least 10%</td>
</tr>
<tr>
<td>Up to 50%</td>
<td>At least 30%</td>
</tr>
<tr>
<td>Up to 75%</td>
<td>At least 50%</td>
</tr>
<tr>
<td>75% plus 1 unit</td>
<td>At least 70%</td>
</tr>
<tr>
<td>Up to 90%</td>
<td>100%</td>
</tr>
</tbody>
</table>

[c] Donation of land to the County.

[1] The County may accept donations of land in fee simple, on- or off-site, that the Housing Department determines are suitable for the construction of MPDUs. The value of donated land shall be equal to or be greater than the value of the fee-in-lieu payment required by this section. The Housing Department may require, prior to accepting land as satisfaction of the requirements of this article, that the applicant submit appraisals of the land in question, as well as other data relevant to the determination of equivalent value. The land shall be donated into the Modestly Priced Housing Fund.

[d] The procedures for considering and implementing alternatives other than constructing MPDUs on the site shall be established by the Planning Commission. To implement an alternative, the applicant must sign an agreement with the County not later than a time provided by the Planning Commission in its approval of the alternative.

[3] Compliance with this article also shall require that:

[a] The applicant provides covenants, recorded among the land records of the County, that states that the unit will continue to be a MPDU for the control period, in compliance with this article; and

[b]
The applicant sign a moderately priced dwelling unit (MPDU) agreement, which includes a calculation of MPDUs, required to comply with this article in which the applicant agrees to meet the requirements of this article. This form shall be kept on file at the Planning Department.

E. Adjustments for MPDU qualification.

(1) If the Planning Commission finds that conditions of the design, construction, pricing, or amenity package of an MPDU project will lessen the ability of eligible persons to afford the MPDUs, the Planning Commission may eliminate or modify those conditions or other costs that reduce the affordability of the MPDUs.

(2) If the County Commissioners find that impact fees required to be paid pursuant to Chapter 19:3 will substantially lessen the ability of eligible persons to afford the MPDUs, the County Commissioners, upon written petition, may subsidize, exempt or adjust such impact fees upon such terms and conditions as the County Commissioners, in their discretion, shall find necessary in order to implement the housing goals of the Queen Anne’s County Comprehensive Plan Land Use Policy.

F. Construction of MPDUs.

(1) Integration.

(a) MPDUs within market rate developments shall be integrated with the overall development plan and shall be generally consistent in exterior design and appearance with other units in the proposed development. The following criteria may be considered in determining whether the requirements of this subsection have been met:

[1] Whether there are existing or proposed physical barriers between market rate units and MPDUs.

[2] Whether the MPDUs are located within reasonable proximity of proposed market-rate units.

[3] Whether the MPDUs of a particular housing type (e.g., multifamily or single-family) are reasonably blended with market rate units of the same type.

(b) Consistent with the purpose and intent of this article, the Planning Commission may authorize an applicant to increase the sale price of a MPDU by no more than 10%. However, no increase shall be allowed unless the Planning Commission finds, in exceptional cases, that a price increase is necessary to achieve compliance with Subsection F(1) above.

(2) Phasing. Where feasible, MPDUs shall be provided coincident to the development of market-rate units, but in no event shall the development of MPDUs be delayed beyond the schedule below.

<table>
<thead>
<tr>
<th>Percentage of Market Rate Units</th>
<th>Percentage of MPDUs</th>
</tr>
</thead>
</table>
Up to 30%
30% plus 1 unit
Up to 50%
Up to 75%
75% plus 1 unit
Up to 80%

None required
At least 10%
At least 30%
At least 50%
At least 70%
100%
PROPOSED COUNTY ORDINANCE NO. 09 -

A BILL ENTITLED AN ACT CONCERNING Statement of purpose as it relates to the Comprehensive Plan

For Amendments to Chapter 18: 1-4 of the Code of Public Local Laws of Queen Anne's County Relating to year of the Comprehensive Plan

FOR THE PURPOSE of correctly relating Planning and Zoning determinations to the proper Comprehensive Plan we recommend modifying Code of Public Law from 2002 Queen Anne's Comprehensive Plan to 2010 and subsequent legal amendments.

SECTION I

BE IT ENACTED BY THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY, MARYLAND that Section 18:1-4 A(1) of the Code of Public Local Laws be amended to read as follows:

S. 18:1-4 Statement of purpose; interpretation.
A. Purpose.(1)

The purpose of this Chapter 18:1 is to implement the 2010 Queen Anne's County Comprehensive Plan and subsequent additions and promote the health, safety and general welfare of the present and future inhabitants of the County by:
February 27, 2019

County Commissioners
Queen Anne’s County Commissioners
107 N. Liberty Street
Centreville, MD 21617

Dear County Commissioners,

Queen Anne’s County Public Schools (QACPS) will host its 16th Annual Awards Gala on April 12, 2019, at the Chesapeake Bay Beach Club. This event celebrates the finalists for Teacher of the Year (TOY) and outstanding accomplishments of twelve (12) support employees. This event is a highlight of our school system in which the spotlight shines on our dedicated QACPS employees. The evening culminates with the announcement of our 2019-2020 Teacher of the Year.

Much of the success for this event comes from THE SUPPORT OF our sponsors. Your generous contribution will ensure we have great awards for every honoree. Please make this event a success by being a sponsor.

- Platinum Sponsor - Donation of $1,000 or more
- Gold Sponsor - Donation of $500 - $999
- Silver Sponsor - Donation of $200 - $499
- Bronze Sponsor - Donation of $100 - $199
- Supporting Sponsor - Donation of up to $99

Sponsorships may be in the form of checks, gift cards, goods, or services and are tax deductible. All proceeds from sponsorships will directly benefit the honorees. Please see the enclosed sponsorship form for details. We ask that all donations and gifts be sent to the QACPS by March 20, 2019.

We are proud of our great teachers and employees who all work together to educate and inspire QACPS’s almost 7,800 students. We are grateful for our community partners who work with us in recognizing these amazing individuals through your generous support.

Sincerely,

[Signature]
Andrea M. Kane, Ph.D.
Superintendent of Schools
QACPS Annual Awards Gala Sponsorship

Join Us in Honoring the Best and Brightest of Queen Anne's County Public School System Employees

As a sponsor, you will receive the following:

<table>
<thead>
<tr>
<th>Sponsor Level</th>
<th>Lunch with the Superintendent</th>
<th>Logo/ Sponsor Level Displayed at Entrance to Event &amp; Recognition Plaque</th>
<th>Company Logo Showcased on <a href="http://www.qacps.org">www.qacps.org</a> as a Sponsor</th>
<th>Logo Included on all Event Advertising and Printed Materials</th>
<th>Recognition During the Event Presentations</th>
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</thead>
<tbody>
<tr>
<td>Platinum</td>
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<td>✗</td>
<td>✗</td>
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<tr>
<td>Gold</td>
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<tr>
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<td></td>
<td></td>
<td></td>
<td>✗</td>
<td>✗</td>
</tr>
</tbody>
</table>

Please accept my sponsorship as a sponsor at the following level:
[ ] Platinum  [ ] Gold  [ ] Silver  [ ] Bronze  [ ] Supporting

Please accept my sponsorship in the form of:
[ ] Check in the amount of $________
[ ] Gift card(s) totaling $________
[ ] Other valued at $________

Description: ____________________________________________

Your Name: Queen Anne's County Commissioners

Company Name: Queen Anne's County Commissioners

Phone Number: 410-758-4098 Email Address:

If you are interested in sponsoring a particular award, please indicate by checking the appropriate box below.

Teacher of the Year [ ] TOY Finalists [ ]
Outstanding Bus Driver [ ] Coach/Advisor of the Year [ ]
Community Volunteer of the Year [ ] Outstanding Educational Specialist [ ]
Outstanding Leadership Award [ ] Outstanding New Teacher [ ]
Outstanding Operational Employee [ ] Para-Educator of the Year [ ]
Secretary of the Year [ ] Sodexo Employee of the Year [ ]
Outstanding Student Services Award [ ] Outstanding Support Employee [ ]

Please return this completed form and your donation to: QACPS Finance Office, Attn: Ms. Poad
202 Chesterfield Ave.
Centreville, MD 21617

Or contact Ms. Poad at 410-758-2403 x123 to arrange pick-up or if you have questions.

DONATIONS MUST BE RECEIVED BY MARCH 20, 2019
March 6, 2019

The Honorable James Moran  
President, Brd. of Commissioners  
Queen Anne’s County  
107 North Liberty Street  
Centreville, MD 21617

Dear Commissioner President Moran,

The Maryland Association of Counties (MACo) is proud to introduce American Fidelity Assurance Company as its newly endorsed partner. American Fidelity, a company focused on serving local government nationwide, has been assisting Maryland public sector employers with managing the increasing costs, complexities, and time requirements related to employee benefit administration.

American Fidelity holds a strong reputation nationally as they currently assist over 6,000 counties, municipalities, and school districts. This expertise makes them well-suited to help each of our members better manage the key benefit challenges we all share. American Fidelity is known for its customer service and ability to work with members on customized solutions that best fit their needs.

Some of the key areas where American Fidelity is helping our local members include:

- Reimbursement Account Administration; FSA, HSA, HRA
- Enrollment Solutions & Employee Education
- Enrollment Technology
- Enhanced Employee Funded Benefits
- Dependent Verification Review
- Section 125 Administration

With increases in audit activity, benefit plan design changes, and overall costs, this would be an opportune time to evaluate how American Fidelity’s solutions could provide value to both you and your employees.

I encourage you to learn more about American Fidelity and review how they may be able to assist your county by contacting Jared Levy, Public Sector Director, at 800.654.8489, ext. 2432, or emailing jared.levy@americanfidelity.com.

Sincerely,

Barry Glassman  
President, MACo  
County Executive, Harford County

Michael Sanderson  
Executive Director, MACo
March 8, 2019

The Honorable James B. Moran
President
Board of Commissioners
Queen Anne’s County
107 North Liberty Street
Centreville MD 21617

The Department of Housing and Community Development ("The Department") has implemented a change to the timing for the Annual Housing Bond Allocation Process. Local governments are being notified earlier in the year to provide ample time to review the allocation and determine what portion they are transferring back to the Department. This change will eliminate the rush during late July/early August from previous years allowing local government sufficient time to plan and review.

The Department invites Queen Anne’s County to transfer its 2019 housing bond allocation to the Department. By doing this, the Department utilizes local government housing bond allocations to issue bonds to fund housing programs or to issue mortgage credit certificates. The allocation represents the amount of volume cap authority that would have been available to the local government should it choose to issue the bonds itself in order to raise capital for mortgage loans. In prior years, the annual housing bond allocation has been an extremely powerful and successful tool in creating affordable housing opportunities.

The housing bond allocation for your jurisdiction is $1,771,681. In order for the Department to utilize the housing bond allocation for your jurisdiction, you must transfer your allocation to the Department in writing on or before May 1, 2019. Attachment I is a form letter to be prepared on your letterhead authorizing the transfer of bond allocation to the Department.

We ask your cooperation in transferring your 2019 bond authority to the Department. Attachment I must be prepared on your letterhead and be returned no later than May 1, 2019 to the following address:
Maryland Department of Housing and Community Development

7800 Harkins Road,

Lanham, Maryland 20706

Attn: Karl Metzgar, CDA/Single Family Housing, ROOM 360

Included, for informational purposes only is Attachment II - Maryland Mortgage Program Purchase Activity for FY 2016, 2017, 2018 and 2019 as of February 28, 2019.

We look forward to your continued support of home ownership opportunities for residents of your County. Should you have any questions or need additional information, please contact Karl Metzgar at 301-429-7826 or by email at karl.metzgar@maryland.gov.

Thank you.

Sincerely,

Maddy Ciulu
Maddy Ciulu, Director
Single Family Housing

Enclosures: Attachment I Form Letter for Transfer of Allocation

CC: Kristen Musallam, Deputy Director, Community Development Administration
ATTACHMENT I

FORM LETTER FOR 2019 TRANSFER OF ALLOCATION

[Date]

Maddy Ciulu, Director
Single Family Housing
Community Development Administration
Department of Housing & Community Development
7800 Harkins Road, Room 367
Lanham, Maryland 20706

Dear Ms. Ciulu:

Pursuant to Sections 13-801 through 13-807 of the Financial Institutions Article of the Maryland Annotated Code, [Name of Jurisdiction] hereby irrevocably transfers to the Community Development Administration, for use in issuing housing bonds or mortgage credit certificates on behalf of this jurisdiction, $________________ of its total $________________ tax-exempt housing bond allocation as set forth in 2019 allocation of the Maryland State Ceiling made by the Secretary of Commerce pursuant to the Article.

Very truly yours,

[Signature]

[Name & Title of Chief Elected Official]

Certificate of Counsel

This transfer of a tax-exempt bond allocation is duly authorized and executed and constitutes the valid, binding and irrevocable act of [Name of Jurisdiction].

[Signature]

[Name & Title of Attorney]

Attorney for: [Name of Jurisdiction]
MARYLAND MORTGAGE PROGRAM
PURCHASE ACTIVITY
FOR
QUEEN ANNE'S COUNTY

<table>
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<tr>
<th>Fiscal Year</th>
<th>Regular MMP #</th>
<th>Loan Amount</th>
<th>Bond portion of HIDP1 loan #</th>
<th>Loan Amount</th>
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<td>2017</td>
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<tr>
<td>2018</td>
<td>6</td>
<td>$1,533,154</td>
<td>0</td>
<td>$0</td>
</tr>
<tr>
<td>2019</td>
<td>9</td>
<td>$2,133,120</td>
<td>0</td>
<td>$0</td>
</tr>
</tbody>
</table>

1 The Homeownership for Individuals with Disabilities Program (HIDP) blends bond funds with State Funds
Issue Date: March 15, 2019 in The Record Observer

The Water and Science Administration (Administration) is reviewing the applications for the State Permits listed below. The application and related information are on file at the Administration; arrangements may be made for inspection and copying. Opportunity is afforded individuals to provide written comments, or to be placed on an interested persons list for the listed application. Any further notices about actions on an application will be provided only by mail to those individuals on a mailing list of interested persons. Comments or requests must be received in writing by the Administration on or before March 29, 2019. All inquiries and requests should include the permit application number; your name, address and telephone number; and should be addressed to John Grace, Chief, Source Protection and Appropriation Division, Water and Science Administration, 1800 Washington Blvd., Baltimore, Maryland 21230. Telephone: (410) 537-3590.

QUEEN ANNE'S COUNTY

QA2019G001/01 - Samuel J. Kern, 804 Murphy Road, Centreville, MD 21617 has applied to appropriate and use an annual average of 11,900 gallons of groundwater per day (gpd) and an average of 23,800 gpd in the month of maximum use for a poultry operation using evaporative cooling pads. Water will be withdrawn from eight wells in the Aquia aquifer. The project is located at 782 Clarks Corner Road, approximately 1.2 miles south of Price, Queen Anne's County, Maryland.

The wells will be approximately 380 feet deep. Impacts to the resource and nearby users were evaluated using aquifer data from geologic reports available to the Administration. Modeling of maximum permitted pumping rates with no recharge to the aquifer produces less than a foot of drawdown in the Aquia aquifer in the region of the withdrawal about 1/4 mile away. No unreasonable impacts to other users of the resource are expected from this proposed use.
Dear Property Owner or Local Official:

Samuel Kern has applied for a Permit to Appropriate and Use Waters of the State, which has been assigned permit application number QA2019G001/01. The applicant seeks to appropriate and use an annual average of 11,900 gallons of groundwater per day (gpd) and an average of 23,800 gpd in the month of maximum use for a poultry operation using evaporative cooling pads. Water will be withdrawn from eight wells in the Aquia aquifer. The project is located at 782 Clark Corners Road, approximately 1.2 miles south of Price, Queen Anne's County, Maryland.

Since you are a contiguous property owner or an appropriate local official, you are being notified of this application, as required by the Maryland Annotated Code Environment Article §5-506. The Water and Science Administration (Administration) has placed your name on the “List of Interested Persons” for the above referenced project. At a later date, you will be notified when the proposed project is being published, any projected impacts, and be offered an opportunity to comment on the matter before a decision is rendered by the State to issue or deny the permit.

The Administration has created a file for this proposed project. If you wish to review the Administration’s application file or make comments on the application at this time, you may contact the Administration by mail at Water Supply Program, Source Protection and Appropriation Division, 1800 Washington Boulevard, Baltimore, Maryland 21230 or by phone at 410-537-3590. If you have any questions concerning the application, please contact me by phone at 410-490-0162 or by mail at the address listed below.

Sincerely,

[Signature]

Samuel Kern
804 Murphy Road
Centreville MD 21617
THE COUNTY COMMISSIONERS OF
QUEEN ANNE'S COUNTY

Department of Human Resources
The Liberty Building
107 North Liberty Street
Centreville, MD 21617
Telephone: (410) 758-4406
Fax: (410) 758-6913
TDD: 410-758-2126
e-mail: qachr@qac.org
www.qac.org

DATE: March 13, 2019
SUBJECT: Law Enforcement Officers' Pension System Valuation

The Maryland State Retirement and Pension System offers an alternative retirement plan for emergency services providers. Attached is a brief summary of the benefits for both the Employees' Retirement and Pension System (Employees' plan) and the Law Enforcement Officers' Pension System (LEOPS).

The primary reason for the interest in the LEOPS plan is the 25 years or age 50 normal retirement benefit compared to either 30 years (or age 62) with the old Employees' plan or the rule of 90 (combination of age and service equal 90) with the reformed Employees' plan.

The initial step in determining if the County has an interest in the LEOPS plan was to conduct a preliminary valuation by an actuary to determine the cost of participation. Attached is the preliminary valuation which establishes our new entrant payment of $3,238,353 as of July 1, 2019 which would be amortized with level dollar payments of $279,034.

The 2019 annual rate the County will pay to fund this benefit has been calculated by the State to be approximately 32.2% compared to 9.4% that we currently pay for the Employees' plan. This is a difference of about $500,000 annually.
**Summaries of Benefits**

### Employees’ Pension System (for members enrolled on or after July 1, 2011)

<table>
<thead>
<tr>
<th>Member Contributions</th>
<th>7% of earnable compensation</th>
</tr>
</thead>
</table>
| **Service Retirement Eligibility** | **Eligibility**: Age 65 with 10 years of eligibility service or the Rule of 90 (age and eligibility service equals at least 90 – for example 57 years old with 33 years of eligibility service)  
**Annual Maximum Allowance**: 1.5% of Average Final Compensation¹ (AFC) for each year of creditable service (.015 x AFC x Years of Creditable Service) |
| **Early Retirement** | **Eligibility**: Age 60 with at least 15 years of eligibility service.  
**Allowance**: The early service retirement benefit is a reduced service retirement benefit. Reduction is 0.5% for each month (6% for each year) you retire prior to reaching age 65. Maximum reduction is 30%. |
| **Ordinary Disability** | **Eligibility**: Five years of eligibility service, permanent incapacity to perform your job duties due to medical reason, and approved by the Maryland State Retirement Agency Medical Board and the Board of Trustees.  
**Allowance**: Service retirement benefit formula with creditable service projected to age 65. |
| **Accidental Disability** | **Eligibility**: Permanent incapacity to perform your job duties as a result of an accident which occurs while you are performing your job duties, and approved by the Maryland State Retirement Agency Medical Board and the Board of Trustees  
**Allowance**: 2/3rds (66.67%) of AFC, plus an annuity based upon your member contributions. |
| **Cost-of-Living Adjustment** | Eligible to receive up to 2.5% compounded cost of living adjustment when the System’s investment fund earns or exceeds its assumed actuarial rate of return or limited to 1% compounded cost of living adjustment in years when the assumed actuarial rate is not met. |
| **Active Member Death Benefit** | Payment of member’s contributions and interest if the member has less than one year of eligibility service, or  
Payment of member’s contributions and interest plus an amount equal to one year of the member’s earnable compensation if the member has at least one year or eligibility service, or  
Payment to the member’s surviving spouse of a monthly benefit payment under Option 2 if the spouse was the member’s sole primary designated beneficiary and the member was at the date of death eligible to retire, had at least 25 years of eligibility service, or was at least 55 years old with at least 15 years of eligibility service, or  
Payment to the member’s surviving spouse, child under 26 years of age, disabled child or dependent parent of a monthly benefit payment based upon 2/3rds (66.67%) of the member’s AFC, plus payment of the member’s balance of contributions and interest to their designated beneficiary if the member’s death arose out of or in the course of the actual performance of duty and without willful negligence by the member. |
| **Vested Benefit** | Ten years of eligibility service. Accrued allowance payable at age 65. |
| **Reemployment After Service or Disability Retirement** | **Service Retirement**: A retiree returning to employment with the same participating employer from which they retired may be subject to an earnings limitation.  
**Disability Retirement**: Contact the State Retirement Agency for explanation on the effects of reemployment as a disability retiree. |

¹ Average Final Compensation equals the highest average earnable compensation of the member during a five consecutive year period.
| **Law Enforcement Officers’ Pension System** (for members enrolled on or after July 1, 2011) |
|---------------------------------|---------------------------------|
| **Member Contributions** | 7% of annual compensation |
| **Service Retirement** | Eligibility: Age 50 or any age with 25 years of eligibility service<br>Allowance: 2% of Average Final Compensation (AFC) for each year of creditable service. Maximum benefit 65% of AFC. AFC is the average of five highest consecutive years. |
| **Early Retirement** | N/A |
| **Ordinary Disability** | Eligibility: Five years of eligibility service and certification by Maryland State Retirement Agency Medical Board that member is permanently disabled from performing their job duties.<br>Allowance: Service benefit formula – projected to age 50. Maximum 32.5 years creditable service. |
| **Accidental Disability** | Eligibility: Certified by Maryland State Retirement Agency Medical Board, member is permanently and totally disabled from performing their job duties arising out of, or in the course of, the actual performance of duty.<br>Allowance: 2/3rds of AFC, plus annuity of member’s contributions and interest. |
| **Cost-of-Living Adjustment** | Eligible to receive up to 2.5% compounded cost of living adjustment when the System’s investment fund earns or exceeds its assumed actuarial rate of return or limited to 1% compounded cost of living adjustment in years when the assumed actuarial rate is not met. |
| **Active Member - Normal Death Benefit** | If member has less than one year of eligibility and death does not arise out of or occur in the course of performance of duty, member’s accumulated contributions paid to member’s designated beneficiary(ies).<br>If member has at least one year of eligibility service and death does not arise out of or occur in the course of performance of duty, an amount equal to the member’s annual earnable compensation plus the member’s accumulated contributions paid to member’s designated beneficiary (ies).<br>If member has at least two years of eligibility service and death does not arise out of or occur in the course of performance of duty, and the member is survived by a spouse, child under the age of 26 or disabled child, a monthly benefit of 50% of an ordinary disability allowance. |
| **Survivor Benefit** | **Active Member - Special Death Benefit**<br>If death occurs without willful negligence and arising out of or in the course of the actual performance of duty, and the member is survived by a spouse, child under the age of 26 or disabled child, a monthly benefit of 2/3rds of the AFC with the member’s accumulated contributions paid to member’s designated beneficiary(ies). |
| **Retiree** | Basic Allowance Retiree’s spouse will receive a monthly benefit of 50% of their monthly allowance. If member has no spouse, the monthly payment will be divided and paid to their children under age 26 years old until they are 26 years of age (lifetime for disabled child). Allowance ceases at death if retiree has no spouse or minor children.<br>Optional Allowances All six provide a reduced retiree monthly allowance. See retirement application for information about survivor benefits under each optional allowance. |
| **Vested Benefit** | Retirement allowance payable at age 50 with at least 10 years of eligibility service. |
| **Reemployment After Retirement** | Must separate from employment in SRPS for at least 45 days. May have an earnings limit if returning to same employer or another participating employer. Contact the State Retirement Agency for clarification on the effects of reemployment. |
February 25, 2019

Ms. Melody Countess, CPA
Chief Operating Officer
Maryland State Retirement Agency
120 East Baltimore Street – 16th Floor
Baltimore, Maryland 21202

Re: Queen Anne's County – Employee Transfer – Preliminary Valuation - REVISED

Dear Melody:

It is our understanding that 45 employees currently enrolled under Queen Anne's County (Location 8211) are to be transferred from the Employees' Contributory System (ECS) to the Law Enforcement Officers' Pension System (LEOPS). We understand the transfer will be effective July 1, 2019, and is considered a partial withdrawal from ECS and an entry into LEOPS. Assets to be transferred to LEOPS as well as a new entrant liability (or asset) are calculated for the transferring members.

**Asset Transfer at Market Value**

In order to calculate the assets transferring to LEOPS, we used the calculation methodology set forth in Section 21-305.5 for determining assets allocable to employees who elect to withdraw from a system. We applied that method to this situation to determine the assets allocable to the 45 employees who are being transferred. We believe that this method is reasonable for this purpose, although it is not actually dictated by statute. **If another method should be used, please let us know.**

The Market Value of Assets attributable to the 45 transferring employees from Queen Anne's County is $2,839,316, (the Actuarial Value is $2,838,447). In order to calculate the assets attributable to the transferring employees, assets were projected to June 30, 2019 using a 7.45% market rate of return. The June 30, 2018 Participant Funding Ratio (PFR) of 84.86% for ECS was used for this valuation. This is the PFR for the fiscal year preceding the effective date of transfer calculated in accordance with Section 21-305.5 of the Maryland Code. The PFR was developed from the annual valuation as of June 30, 2018, of the MSRPS for participating Municipal Corporations. The following exhibits contain details of this calculation:

- Exhibit I – Description of the Withdrawal Calculation for Withdrawals from ECS
- Exhibit II – Calculation of the Participant Funding Ratio (PFR)
- Exhibit III – Calculation of the Asset Transfer at Withdrawal
- Exhibit IV – Summary of the Data Used in the Calculation (as of June 30, 2018)
Calculation of the New Entrant Liability (or Asset)

Queen Anne's County will contribute the municipal LEOPS Basic Employer Cost Rate for its transferring employees plus the calculated new entrant unfunded liability payment/(credit) shown in Exhibit VI. Consistent with historical practice, PGUs entering the System contribute the pooled Basic Employer Rate. Differences in the demographic characteristics of the members of the PGU compared to the total LEOPS Municipal System may result in higher or lower costs if the PGU was valued individually. The fiscal year 2019-2020 municipal LEOPS Basic Employer Cost Rate is 32.22% of payroll. This contribution will cover the future service benefit accruals of the employees joining the System. The actual rates will change from year to year based on future gains and losses, benefit changes, and assumption changes.

As requested, we have completed the valuation with 100% recognition of past service for all participants. The past service recognition will count toward all past service used for benefits and eligibility purposes. The new entrant liability credit is a result of comparing the estimated Unfunded Actuarial Accrued Liability (UAAL) contribution rate of 8.55% (based on the demographics of Queen Anne's County employees that are transferring and after applying the $2,839,316 transferred assets) to the 18.64% LEOPS Municipal UAAL contribution rate as of June 30, 2019. The UAAL contribution rates are based on amortizing the UAAL as a level percentage of payroll over a closed 20-year period as of June 30, 2019 (the remaining amortization period for LEOPS Municipal as of that date).

The resulting estimated new entrant credit is $3,238,353 as of July 1, 2019. This amount can be amortized with level dollar credits of $279,034 over a 25-year period. All amortizations are over 25 years as provided by Section 21-306.1(d) of the Maryland Code. These annual credits are illustrated to begin December 31, 2019.

The following exhibits contain details of this calculation:

- Exhibit IV – Summary of the Data Used in the Calculation (as of June 30, 2018)
- Exhibit V – Calculation of the UAAL Contribution Rates and the New Entrant Payment/(Credit)
- Exhibit VI – New Entrant Payment/(Credit) Amortization Schedule

Data and Assumptions

The actuarial assumptions and applicable benefit provisions are the same as those adopted by the Board for first use in the actuarial valuation as of June 30, 2018. In particular, the assumed rate of investment return was 7.45% and the assumed rate of active member payroll growth was 3.10%.
The liability for transferring members is based on payroll and service from the actuarial valuation as of June 30, 2018. Transferring members were identified based on a file provided by SRA. Data and liabilities for the remaining members were from the valuation as of June 30, 2018. The Market Value of Assets as of June 30, 2018 was projected to June 30, 2019 using an assumed market rate of return of 7.45% for fiscal year 2019. The calculations in this letter are based on assumptions and methods as described in the actuarial valuation as of June 30, 2018. All disclosures in the actuarial valuation report apply to the calculations in this letter.

The results of the final valuation will differ from the preliminary valuation based on such factors including, but not limited to: the extent actual experience differs from the assumptions used in the preliminary valuation, future assumptions or benefit changes that are adopted and effective between the date of the preliminary valuation and the transfer date, or any differences or changes in the demographic data for LEOPS or the County’s employees from the information used in the preliminary valuation, which may require a payment instead of receiving a credit. If you have reason to believe that the assumptions used are unreasonable, you should contact the author prior to relying on the information conveyed herein.

**Required Disclosures**

This report was prepared at the request of Queen Anne’s County and is intended for use by the Maryland State Retirement Agency (SRA) and Queen Anne’s County and those designated or approved by the SRA or Queen Anne’s County. This report may be provided to other parties only in its entirety and only with the permission of the SRA or Queen Anne’s County. GRS is not responsible for unauthorized use of this report. The purpose of this valuation is to calculate the new entrant liability or credit and resulting amortization payments or credits to be made over a 25-year period for Queen Anne’s County to enter into the municipal Law Enforcement Officer’s Pension System (LEOPS) as of July 1, 2019. This report should not be relied on for any purpose other than the purpose previously described.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period or additional cost or contribution requirements based on the plan’s funded status); and changes in plan provisions or applicable law. The actuary did not perform an analysis of the potential range of such future measurements in this actuarial valuation report.
This report has been prepared by an actuary who has substantial experience valuing public employee retirement systems. We certify that, to the best of our knowledge, this report is complete and accurate and has been prepared in accordance with Maryland's Annotated Code and generally recognized and accepted actuarial principles and practices which are consistent with the Code of Professional Conduct and applicable Actuarial Standards of Practice as promulgated by the Actuarial Standards Board.

The signing actuary is independent of the plan sponsor.

Brad Lee Armstrong is a Member of the American Academy of Actuaries (MAAA), and meets the Qualification Standards of the American Academy of Actuaries to render the actuarial opinions contained herein.

Please contact us if you have any questions or comments.

Sincerely,

Brad Lee Armstrong, ASA, EA, FCA, MAAA
Consulting Actuary

BLA:rmn
Enclosure

cc: Dean Kenderdine, Executive Director
    Tony Roberts, Accountant Supervisor
    Patricia Fitzhugh, Deputy Chief Operating Officer
    Brian Murphy, GRS
Description of Withdrawal Calculation
Withdrawals from ECS

Upon application of withdrawal by the Participating Governmental Unit (PGU) a special one-time calculation will be made by the actuary to determine: (1) whether any assets can be transferred out of the State System to a new successor plan on behalf of the withdrawing participants; and (2) whether a withdrawal liability needs to be assessed against the withdrawing PGU to fund liabilities remaining in the State System.

These determinations will be made as follows: At the time of withdrawal, an allocation of current State system assets, if any, will be made to all participants of the withdrawing PGU. This allocation will be based upon a determination made by the actuary in the preceding year’s valuation which determines what portion of the actuarial value of total State System assets are available, if any, to cover the actuarial liabilities of all participants in the State System. This ratio will be called the “participant funding ratio” (PFR) and will be calculated as follows: The “adjusted actuarial value of assets” will be equal to the total actuarial value of assets less the present value of all future credits applied to over-funded PGUs, and plus the present value of all future (1) charges payable by under-funded PGUs, (2) special payments payable by prior new entrants, and (3) withdrawal liability payments due from PGUs who have withdrawn on or after July 1, 1997. The ratio of the "adjusted actuarial value of assets" to the total actuarial liability of the plan participants is the preliminary PFR for that valuation. If the preliminary PFR is less than 1.0, then the final PFR will equal the preliminary PFR. If the preliminary PFR is greater than 1.0 but less than 1.1, the final PFR will be set to 1.0. If the preliminary PFR is greater than 1.1, the final PFR will equal the preliminary PFR reduced by 0.1. That is, the final PFR will recognize any overfunding in excess of 110% of the liabilities. A separate PFR is calculated for those PGUs who declined to elect the enhanced pension system.

Once it is determined which participants of the withdrawing PGUs are electing to withdraw from the State System, and which elect to remain, the PFR from the prior year’s valuation will be applied to the actuarial liabilities of each group to make the final determinations. Except for the transition amounts, which will be discussed on the following page, the assets available to be transferred out of the State System will be equal to the PFR times the actuarial liability attributable to withdrawing participants, less the outstanding balance, if any, of the future deficit charges and special payments owed by the withdrawing PGUs. This actuarial value of assets will be adjusted to a market value basis by applying the ratio of market value to the actuarial value of assets of the PGU plan as of the date of withdrawal.

The withdrawing PGU will continue to make normal cost, unfunded actuarial accrued liability contributions, and Retirement System surcharge payments for members who elect to remain within the State System. In addition, the PGU may make payments towards a withdrawal liability, calculated to fund the unfunded liability of those members remaining. The withdrawal liability for any withdrawing PGU shall be equal to the actuarial liabilities remaining in the State System on behalf of the remaining active participants multiplied by the complement of the PFR (i.e., 1-PFR%), but not less than zero.
**Transition Rule**

When the withdrawal rules were changed in 1997 there was a special, one-time calculation made to avoid windfalls due to the change.

To avoid the situation of a particular PGU receiving a sudden gain in position between the current and previous withdrawal rules, a transition amount was determined for each PGU who as of June 30, 1995 was determined to be “underfunded” and as a result have been assessed the payment charge described earlier. For each of these affected PGUs a transition amount was determined as of June 30, 1995 which is equal to the difference, if any, between the net position of the PGU between the current and previous rules for withdrawal. If a withdrawal action is initiated by one of the PGUs which has a transition amount, the remaining balance of the transition amount will be used to reduce the assets otherwise transferable. This transition amount is being written down at the rate of 4% per year until it is eliminated 25 years from June 30, 1995.

As just stated, the transition amount is the difference between the net position of the PGU before and after the current withdrawal rules were applied, as of the effective date of the current rules. The net position is equal to the difference between the assets available to be transferred and the withdrawal liability amount as of the effective date assuming all Pension System active participants of the PGU elected to withdraw and all former and active participants in the Retirement System elected to remain in the System.

**Partial Withdrawals**

In the case of a partial withdrawal, that is a withdrawal for which only a certain homogenous group of members (e.g., law enforcement officers, detention center officers, or firefighters) is eligible, the calculations for asset transfer follow the same rules as for a full withdrawal. The only difference is that a first step must be taken to allocate all surplus amounts, deficit amounts, transition amounts and special payment amounts between the eligible group and the ineligible group on the basis of the ratio of active accrued liabilities of these groups.

In case of a partial withdrawal, there is no calculation of withdrawal liability. Members of the withdrawal-eligible group who elect to remain with the plan are treated in the same fashion as employees of the PGU who were not eligible to withdraw. The PGU will continue the full Pooled contribution rate on the payroll of these members.
### Employees Combined System
### Participant Funding Ratio
### as of June 30, 2018*

<table>
<thead>
<tr>
<th>Numerator of the PFR</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1) Actuarial Value of Assets</td>
<td>$4,269,928,713</td>
</tr>
<tr>
<td>(2) New Entrant Liability</td>
<td>2,058,943</td>
</tr>
<tr>
<td>(3) Deficit Allocated</td>
<td>28,750,151</td>
</tr>
<tr>
<td>(4) Withdrawn Liability</td>
<td>379,886</td>
</tr>
<tr>
<td>(5) Surplus Allocated</td>
<td>(1,202,224)</td>
</tr>
<tr>
<td>(6) Adjusted Assets (1) + (2) + (3) + (4) + (5)</td>
<td>$4,299,915,469</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Denominator of the PFR</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>(7) Total Entry Age Actuarial Accrued Liability</td>
<td>$5,067,035,762</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Participant Funding Ratio</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>(8) Preliminary Participant Funding Ratio (6) / (7)</td>
<td>84.86%</td>
</tr>
<tr>
<td>(9) Excess over 100% [(8) - 100%, bounded by 0%,10%]</td>
<td>0.00%</td>
</tr>
<tr>
<td>(10) Final Participant Funding Ratio (8) - (9)</td>
<td>84.86%</td>
</tr>
</tbody>
</table>

*2018 results from Table III-2, Table III-3, Table III-4, and Table IV-1 of the Maryland Municipal Corporations actuarial valuation report as of June 30, 2018.
Queen Anne’s County
Asset Transfer at Withdrawal

(1) ECS Actuarial liabilities attributable to remaining active members# $ 47,234,375
(2) ECS Actuarial liabilities attributable to transferring active members# 3,344,859
(3) Total ECS actuarial liability of all active members (1) + (2)# 50,579,234

(4) **Outstanding Balance as of July 1, 2019**

<table>
<thead>
<tr>
<th>Remaining</th>
<th>Transferring</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Entrant/Deficit Balance $ - $ -</td>
<td></td>
</tr>
<tr>
<td>Surplus Balance - -</td>
<td></td>
</tr>
<tr>
<td>Balances of Special Payments - -</td>
<td></td>
</tr>
<tr>
<td>Transition Amount - -</td>
<td></td>
</tr>
</tbody>
</table>

(5) Participant Funded Ratio (PFR) at June 30, 2018 (from Exhibit II) 84.86%

(6) Portion of active assets attributable to transferring active members at actuarial value (2) x (5) $ 2,838,447

(7) **Reduce by transferring balance of**

a. Deficit Balance $ - $

b. Surplus Balance - -

c. Balances of Special Payments - -

d. Transition Amount - -

e. Total Reductions (a + b + c + d) $ - -

(8) Actuarial value of assets to be transferred (6) - (7) $ 2,838,447

(9) ECS Market Value of Assets (MVA) at July 1, 2019* $ 4,400,165,112

ECS Actuarial Value of Assets (AVA) at July 1, 2019* $ 4,398,819,225

ECS Ratio of MVA to AVA at July 1, 2019* 1.000306

(10) Gross assets attributable to transferring employees on a market value basis (8) x (9) $ 2,839,316

# Actuarial liabilities are projected from the measurement date of June 30, 2018 to the projected transfer date of July 1, 2019.

* Estimated based on assuming a market rate of return of 7.45% in fiscal year 2019.
Queen Anne’s County
Summary of Data used in Calculations

Active Members as of June 30, 2018

<table>
<thead>
<tr>
<th>Count</th>
<th>Average Age</th>
<th>Average Service</th>
<th>Average Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assumed to Transfer to LEOPS*</td>
<td>45</td>
<td>36.8</td>
<td>8.9</td>
</tr>
<tr>
<td>Assumed to Remain with ECS</td>
<td>379</td>
<td>46.3</td>
<td>12.0</td>
</tr>
<tr>
<td>Total Active</td>
<td>424</td>
<td>45.3</td>
<td>11.7</td>
</tr>
</tbody>
</table>

*Includes one person hired after June 30, 2018.

Summary of Data Used in New Entrant Liability Calculations

<table>
<thead>
<tr>
<th>Queen Anne’s County at June 30, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number: 45</td>
</tr>
<tr>
<td>Covered Payroll: $2,321,739</td>
</tr>
<tr>
<td>Average Age: 36.8 years</td>
</tr>
<tr>
<td>Average Eligibility Service Recognized: 9.0 years</td>
</tr>
<tr>
<td>Average Annual Pay: $51,594</td>
</tr>
</tbody>
</table>
**MARYLAND STATE RETIREMENT AND PENSION SYSTEM**

**Calculation of New Entrant Liability Payment/(Credit)**

**Queen Anne's County**

<table>
<thead>
<tr>
<th></th>
<th>Queen Anne's County</th>
<th>LEOPS Municipal</th>
<th>New Entrant Contribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>LEOPS Actuarial Accrued Liability (AAL) as of June 30, 2018</td>
<td>$4,779,601</td>
<td>$46,467,015</td>
<td></td>
</tr>
<tr>
<td>Projected LEOPS AAL as of June 30, 2019</td>
<td>$5,626,686</td>
<td>$47,525,389</td>
<td></td>
</tr>
<tr>
<td>Actuarial Value of Assets (AVA) as of June 30, 2018</td>
<td>$295,035,407</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Market Value of Assets (MVA) as of June 30, 2018</td>
<td>$291,591,543</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Projected AVA as of June 30, 2019</td>
<td>$318,585,107</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Projected MVA as of June 30, 2019*</td>
<td>$2,839,316</td>
<td>$318,719,742</td>
<td></td>
</tr>
<tr>
<td>Projected New Entrant Liability Balances as of June 30, 2019</td>
<td>$</td>
<td>$(11,868,194)</td>
<td></td>
</tr>
<tr>
<td>Projected Unfunded AAL (UAAL) as of June 30, 2019</td>
<td>$2,787,370</td>
<td>$168,536,986</td>
<td></td>
</tr>
<tr>
<td>20-year Level Percent of Pay Amortization Factor</td>
<td>13.402459</td>
<td>13.402459</td>
<td></td>
</tr>
<tr>
<td>UAAL Amortization Payment</td>
<td>$207,975</td>
<td>$12,575,080</td>
<td></td>
</tr>
<tr>
<td>Payroll as of June 30, 2018</td>
<td>$2,322,683</td>
<td>$62,825,559</td>
<td></td>
</tr>
<tr>
<td>Projected Payroll as of June 30, 2019</td>
<td>$2,394,686</td>
<td>$64,773,151</td>
<td></td>
</tr>
<tr>
<td>Payroll Projected to Next Fiscal Year</td>
<td>$2,431,521</td>
<td>$65,769,473</td>
<td></td>
</tr>
<tr>
<td>UAAL Contribution Rate</td>
<td>8.55%</td>
<td>18.64%</td>
<td>(10.09)%</td>
</tr>
<tr>
<td>New Entrant UAAL Balance (Payroll * NE UAAL rate * 20-year amort. factor)</td>
<td>$</td>
<td>(3,238,353)</td>
<td></td>
</tr>
<tr>
<td>25-Year Level Dollar Amortization Factor</td>
<td>11.605569</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Level Dollar Payment/(Credit)</td>
<td>$</td>
<td>(279,034)</td>
<td></td>
</tr>
</tbody>
</table>

* For LEOPS, assumes a market rate of return of 7.45% in fiscal year 2019.
<table>
<thead>
<tr>
<th>Date</th>
<th>Balance before Payment/(Credit)</th>
<th>Payment/(Credit)</th>
<th>Interest*</th>
<th>Principal</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 31, 2019</td>
<td>$(3,356,815)</td>
<td>$ (279,034)</td>
<td>$ (118,462)</td>
<td>$(160,572)</td>
<td>$(3,077,781)</td>
</tr>
<tr>
<td>December 31, 2020</td>
<td>$(3,307,076)</td>
<td>(279,034)</td>
<td>(229,295)</td>
<td>(49,739)</td>
<td>$(3,028,042)</td>
</tr>
<tr>
<td>December 31, 2021</td>
<td>$(3,253,631)</td>
<td>(279,034)</td>
<td>(225,589)</td>
<td>(53,445)</td>
<td>$(2,974,597)</td>
</tr>
<tr>
<td>December 31, 2022</td>
<td>$(3,196,204)</td>
<td>(279,034)</td>
<td>(221,607)</td>
<td>(57,427)</td>
<td>$(2,917,170)</td>
</tr>
<tr>
<td>December 31, 2023</td>
<td>$(3,134,499)</td>
<td>(279,034)</td>
<td>(217,329)</td>
<td>(61,705)</td>
<td>$(2,855,465)</td>
</tr>
<tr>
<td>December 31, 2024</td>
<td>$(3,068,197)</td>
<td>(279,034)</td>
<td>(212,732)</td>
<td>(66,302)</td>
<td>$(2,789,163)</td>
</tr>
<tr>
<td>December 31, 2025</td>
<td>$(2,996,956)</td>
<td>(279,034)</td>
<td>(207,793)</td>
<td>(71,241)</td>
<td>$(2,717,922)</td>
</tr>
<tr>
<td>December 31, 2026</td>
<td>$(2,920,407)</td>
<td>(279,034)</td>
<td>(202,485)</td>
<td>(76,549)</td>
<td>$(2,641,373)</td>
</tr>
<tr>
<td>December 31, 2027</td>
<td>$(2,838,155)</td>
<td>(279,034)</td>
<td>(196,782)</td>
<td>(82,252)</td>
<td>$(2,559,121)</td>
</tr>
<tr>
<td>December 31, 2028</td>
<td>$(2,749,776)</td>
<td>(279,034)</td>
<td>(190,655)</td>
<td>(88,379)</td>
<td>$(2,470,742)</td>
</tr>
<tr>
<td>December 31, 2029</td>
<td>$(2,654,812)</td>
<td>(279,034)</td>
<td>(184,070)</td>
<td>(94,964)</td>
<td>$(2,375,778)</td>
</tr>
<tr>
<td>December 31, 2030</td>
<td>$(2,552,773)</td>
<td>(279,034)</td>
<td>(176,995)</td>
<td>(102,039)</td>
<td>$(2,273,739)</td>
</tr>
<tr>
<td>December 31, 2031</td>
<td>$(2,443,133)</td>
<td>(279,034)</td>
<td>(169,394)</td>
<td>(109,640)</td>
<td>$(2,164,099)</td>
</tr>
<tr>
<td>December 31, 2032</td>
<td>$(2,325,324)</td>
<td>(279,034)</td>
<td>(161,225)</td>
<td>(117,809)</td>
<td>$(2,046,290)</td>
</tr>
<tr>
<td>December 31, 2033</td>
<td>$(2,198,739)</td>
<td>(279,034)</td>
<td>(152,449)</td>
<td>(126,585)</td>
<td>$(1,919,705)</td>
</tr>
<tr>
<td>December 31, 2034</td>
<td>$(2,062,723)</td>
<td>(279,034)</td>
<td>(143,018)</td>
<td>(136,016)</td>
<td>$(1,783,689)</td>
</tr>
<tr>
<td>December 31, 2035</td>
<td>$(1,916,574)</td>
<td>(279,034)</td>
<td>(132,885)</td>
<td>(146,149)</td>
<td>$(1,637,540)</td>
</tr>
<tr>
<td>December 31, 2036</td>
<td>$(1,759,537)</td>
<td>(279,034)</td>
<td>(121,997)</td>
<td>(157,037)</td>
<td>$(1,480,503)</td>
</tr>
<tr>
<td>December 31, 2037</td>
<td>$(1,590,800)</td>
<td>(279,034)</td>
<td>(110,297)</td>
<td>(168,737)</td>
<td>$(1,311,766)</td>
</tr>
<tr>
<td>December 31, 2038</td>
<td>$(1,404,493)</td>
<td>(279,034)</td>
<td>(97,727)</td>
<td>(181,307)</td>
<td>$(1,130,459)</td>
</tr>
<tr>
<td>December 31, 2039</td>
<td>$(1,214,678)</td>
<td>(279,034)</td>
<td>(84,219)</td>
<td>(194,815)</td>
<td>$(935,644)</td>
</tr>
<tr>
<td>December 31, 2040</td>
<td>$(1,005,349)</td>
<td>(279,034)</td>
<td>(69,705)</td>
<td>(209,329)</td>
<td>$(726,315)</td>
</tr>
<tr>
<td>December 31, 2041</td>
<td>$(780,425)</td>
<td>(279,034)</td>
<td>(54,110)</td>
<td>(224,924)</td>
<td>$(501,391)</td>
</tr>
<tr>
<td>December 31, 2042</td>
<td>$(538,745)</td>
<td>(279,034)</td>
<td>(37,354)</td>
<td>(241,680)</td>
<td>$(259,711)</td>
</tr>
<tr>
<td>December 31, 2043</td>
<td>$(279,059)</td>
<td>(279,059)</td>
<td>(19,348)</td>
<td>(259,711)</td>
<td>-</td>
</tr>
</tbody>
</table>

*Interest calculated at 7.45% through the payment date.

#If there is a positive balance, this represents a payoff amount to eliminate future liability payments assuming all prior payments were made in a timely manner. Please contact the SRA prior to submitting payment for a payoff.
MEMORANDUM

TO: County Commissioners
   Todd Mohn, County Administrator

CC: Planning Commission
    Economic Development Commission

FROM: E. Michael Wisnosky, AICP, Director

DATE: March 26, 2019

SUBJECT: Monthly Department Report – February 2019

The following information is compiled by the staff of the Department of Planning and Zoning. The information provided is current as of February 28, 2019

Planning:

- Long-Range Planning/Community Planning/Text Amendments/ Environmental/Critical Area Planning:

  PLANNING COMMISSION HEARINGS:

  MAP AMENDMENT 19-05
  Pursuant to Article XIV Sections 14:1-71, 14:1-72, 14:1-73 and 14:1-74 of Chapter 14 the Chesapeake Bay Critical Area Act of the Queen Anne’s County Code, the Planning Commission holds a public hearing pertaining to the Buffer Exempt Area (BEA) by replacing the BEA with a Modified Buffer Area (MBA) to be incorporated into the comprehensive Critical Area Boundary line adjustments and to establish the digitally generated, geo-referenced Modified Buffer Area (MBA) within the 1,000 foot critical area overlay designations that delineate Intensely Developed Areas (“IDA”), Limited Development Areas (“LDA”) and Resource Conservation Areas (“RCA”).

  TEXT AMENDMENT/ COUNTY ORDINANCE #19- 04
  Revisions to Chapter 18 APP: APPENDIX A: GLOSSARY: TRUCK STOP AND TRAVEL PLAZA definition.

- Development Review/Site Plans/Subdivision Plats/Growth Allocations/Adequate Public Facilities:
  No Concept Plan, Major Site Plan, or Major Subdivisions received in February
Administrative Subdivision plat reviews, with final approval
Four Administrative Subdivisions were received:
* SUB-19-02-0093, Leager
* SUB-19-02-0094, Knight
* SUB-19-02-0096, Cole
* SUB-19-02-0098, Sorensen

Minor Subdivision plat reviews
One Minor Subdivision was received:
* SUB-19-02-00097, States

Minor Site plan review
* SP-19-02-0019, United Community Volunteer Fire Department

STAC meetings
One STAC Meeting was held February 26, 2019
* Major Subdivision, The Enclave at Prospect Bay

Planning Commission meeting, February 14, 2019
MAJOR SITE PLAN #SP-18-09-0010 (Approved)
Kingstown Storage 6420 Church Hill Rd, Chestertown
Proposing to construct two (2) 9,000 sq. ft. climate-controlled storage facilities.

CONCEPT PLAN #CP-17-09-0003-C (Approved)
Jemal’s of Kent Narrows, LLC 59 Piney Narrows Road, Chester

Board of Appeals, February 27, 2019
CU-17040010 – Casper Solar Center, LLC – solar array (continued)

Zoning:
- Building Permit Information (Source: Energov & Sungard):

![Graph showing permit applications submitted, permits issued, residential, and commercial permits from Feb-19 to 2018 YTD.]

23
Building Permit Tracking 2019

<table>
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<th>Permit Applications Submitted</th>
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<td>$22,075,250</td>
<td>$15,477,050</td>
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</table>

- Highlights of Commercial Permits Issued in February:
  - Use Permits:
    - 1707 Main St, Chester, Chesapeake Outdoors, “Charlie’s Chicken and Eats” food truck, 0 employees.
    - 136 Log Canoe Cir, Stevensville, KRM Development, “Miltec Corporation”, 4499 sq. ft 5-6 employees
  - Commercial Renovations:
    - 201 Clay Dr, Queenstown, Animal Welfare League of QAC, Cattery Addition 12’6 x 20’5 and 6’0 x 6’8 screened room.
    - 7406 Church Hill Rd, Chestertown, Rebecca Middletown, convert existing garage into office, lobby area, bathroom & storage for proposed tee shirt, sign & banner design business.
    - 500 Marina Club, Stevensville, Chesapeake Bay Beach Club, enclose existing 53’ x 40’ rooftop deck to create a ballroom.
    - 1845 Main St, Chester, Kent Town Market East LLC, renovate Chick Fil A with the addition of an order point and meal pick up windows, and the addition of a drive thru lane.

- Inspection and Enforcement Activity for February:
  - Citations Issued: 2  YTD Issued: 6
  - Total fines issued: $1,000  (YTD Issued: $3,000; YTD Paid: $2,000)
  - Nuisance Complaints/Code Violation Inspections Conducted: 25 (2 of which in Critical Area) (YTD: 55/2)
  - Zoning Inspections Conducted: 182 (90 of which within Critical Area) (YTD: 389/173)
  - Liquor Law Compliance Inspections: 60 (YTD: 131)
Zoning Boards:

- **Board of Appeals:**
  - **Meeting Date:** February 27, 2019
  - Applications heard:
    - CU-17040010 – Casper Solar Center, LLC – solar arrays – POSTPONED

- **License Commission (Liquor Board):**
  - **Meeting Date – February 5, 2019**
  - **Temporary Licenses issued to:**
    - Saving Future Feral Cats Inc. – Date of event – February 9
    - Wicomico Hunt Club, Inc. – Date of event – March 2
    - Queen Anne/Hillsboro Vol. Fire Co. – Date of event – March 16

- Hearing held for new Class “B” beer license for Smoke, Rattle & Roll (Centreville) – CONTINUED
- Hearing held for transfer of Class “B” license to Red Eyes Dock Bar 2.0 - CONTINUED

EMW: mes
March 7, 2019

Via Hand Delivery

Queen Anne’s County Commissioners
c/o Todd Mohn, Administrator
107 Liberty Street
Centreville, Maryland 21617

Re: Allocation Commitment Extension Request.

Dear Commissioners,

I represent Mears Point Associates ("Mears") which is the owner of the Mears Point Marina property consisting of approximately 40 acres, zoned Waterfront Village Center (WVC) and located at the terminus of North Kent Narrows in Grasonville (the "Property"). The Property currently contains a full-service marina, marine sales, offices, commercial uses and two restaurants. As you know, on February 9, 2016 the County Commissioners, sitting as the Sanitary Commission, granted 26,424 gallons per day (gpd) of water and sewer allocation ("allocation") for the redevelopment of Mears Point Marina complex and the creation of 211 apartments in addition to the existing uses, and applicable deposits were paid. The grant of allocation was preceded by Concept Plan approval from the County Planning Commission, months of cooperative design workshops with the Planning Staff as well as two zoning text amendments. The planning and design process to create a true mixed-use development on the Property has been ongoing and continuous since 2013.

Following the grant of allocation, Mears (in partnership with Southern Management Corporation hereinafter "Southern") proceeded through the County’s Site Plan process receiving "conditional final Site Plan approval" on January 12, 2017. Mears and Southern were working to finalize the Site Plan and proceed to construction when Southern decided to step away from the project due to the untimely passing of its founder, David Hillman. Since that time Mears has been seeking a new entity for the apartment development and construction, and recently entered into an agreement with the Klein Enterprises, a Baltimore region builder of multifamily dwellings.

Mears has been working closely with both the Planning Staff and Planning Commission providing regular updates regarding the status of the project, and introduced the principals of Klein Enterprises to the Planning Commission just a couple of weeks ago at the February meeting.
Furthermore, the Planning Commission has extended the conditional final site plan approval to August 2019.¹

Mears is in receipt of the Commissioner’s February 13, 2019 letter to Southern advising of the potential loss of allocation commitment. Due to the delays in finalizing the project, much of which was the result of the departure of Southern, Mears respectfully request the County Commissioners grant a 12-month extension to the sewer and water allocation commitment. A 12-month extension should provide adequate time to finalize the enter into a PWA, finalize the Site Plan and proceed to construction.

Mears would be happy to meet with you or member of your staff to provide further information regarding the status of the project, and answer any questions you may have. Thank you for your consideration of this request.

Very truly yours,
STEVSNS PALMER, LLC

Joseph A. Stevens

cc: Patrick E, Thompson, Esq., County Attorney
Alan Quimby, P.E. Dept. of Public Works
Michael Wisnosky, Planning Director
Marc Meisel, Mears Point Assoc.

¹ It is possible Mears could seek further extension if necessary, or should Klein Enterprises not proceed with the apartment development resulting in Mears finding a new development partner.
March 7, 2019

Via Hand Delivery

Queen Anne's County Commissioners
c/o Todd Mohn, Administrator
107 Liberty Street
Centreville, Maryland 21617

Re: Allocation Commitment Extension Request, Enclave.

Dear Commissioners,

I represent Mallard Construction Group ("Mallard") which is contract purchaser of a 10 acre portion of property located in the Prospect Bay community in Grasonville, Maryland (the "Property"). The Property is zoned Countryside (CS), vacant and adjacent to the Prospect Bay Golf Course. As you know, on September 13, 2010 the County Commissioners, sitting as the Sanitary Commission, granted 3,500 gallons per day (gpd) of water and sewer allocation for the 14-lot residential subdivision on the Property known as the "Enclave", and the applicable deposit were paid. Following the grant of allocation, the Prospect Plantation West HOA ("Prospect") went through the long process of amending its covenants to allow for the development of the Enclave. Following the successful covenant amendment process the Prospect sought a qualified developer to prepare final design of the Enclave, obtain subdivision approval, purchase the Property and proceed to construction.

Due to the downturn in the real estate market and the importance for the Prospect to partner with a developer that understood the community, it was not until 2018 that Prospect entered into a contract with a subsidiary of Mallard to acquire the Property and develop the Enclave. Since entering into contract with Prospect, Mallard has prepared subdivision plans, designed stormwater management and road facilities, and filed all required plans necessary to move through the subdivision process. A STAC meeting was held on February 27, 2019 and the enclosed STAC report suggests that there are no major impediments to subdivision approval. Mallard is now in the process of addressing STAC comments then will seek Preliminary Subdivision approval from the Planning Commission. Following Preliminary Subdivision approval, Mallard will prepare final subdivision plan for staff review, and once complete to staff satisfaction, Mallard will request Final Subdivision approval from the Planning Commission. This process could easily take 6-9 months.
Mallard is in receipt of the Commissioner's February 13, 2019 letter to Prospect advising of the potential loss of allocation commitment. Mallard recognizes that there were substantial delays in the project proceeding through final approvals as originally anticipated. Nonetheless, Mallard now has the Property under contract and is diligently proceeding through the subdivision approval. As contract purchaser of the Property, Mallard respectfully request the County Commissioners grant a 12-month extension to the sewer and water allocation commitment, which will allow it sufficient time to obtain final subdivision approval of the Enclave, enter into a PWA and pay all allocation fees.

Mallard would be happy to meet with you or member of your staff to provide further information regarding the status of the Enclave and answer any questions you may have. Thank you for your consideration of this request.

Very truly yours,

STEVENS PALMER, LLC

Joseph A. Stevens

cc: Patrick E. Thompson, Esq., County Attorney
    Alan Quimby, P.E. Dept. of Public Works
    Michael Wisnosky, Planning Director
    James DiDonato, Mallard Construction Group
Staff Technical Advisory Committee Combined Staff Report

STAC Meeting Date: Wednesday, February 27, 2019
File Number: SP 16020029 & SUB 19-01-0092
File Name: Enclave at Prospect Bay

Owner/Developer: Prospect Plantation West Homeowner’s Association
Contract Purchaser: Enclave Land Group, LLC
Property Address: 300 Prospect Bay Drive
Grasonville, MD 21638

Agent: Tom Davis
DMS & Associates

General Information:
Map/Block/Parcel: 72/4/78
Parcel Size: 70.967 acres
Zoning District: NC-1
Critical Area Designation: N/A

Proposal and Requested Action: Planning Commission Approval for the creation of 14 Fee Simple Duplex Residential Lots

Original Site Plan Submitted: February 6, 2016
1st STAC Review: March 2, 2016
2nd STAC Review: February 27, 2019
Staff Comments:

Environmental Health Department Contact John Nickerson, 410-758-2281:
Comments:
This proposal must be served by public water and public sewer.

Engineering Department (Contact , 410-748-0925) Approval is withheld subject to the comments being addressed; resubmit for engineering review.

Sanitary District Contact Alan Quimby, 410-643-3535

PLAT REVIEW COMMENTS:
1. The proposed 10-foot wide utility easement is not shown on the plat. However, it is unclear of the intent of the easement? The grinder pumps are shown within the easement which may imply the County maintains them which we will not. Please explain.

PLAN REVIEW COMMENTS:

Sheet 10
1. All gravity sewer to be Schedule 40 or DR-21 PVC (global).
2. All pressure sewer mains are to be HDPE DR-11 (global).
3. All water mains to be C-900 or DR-18 PVC (global).
4. There is a blow-off hydrant that is on Lot 16. Label as such and call for its removal.

Sheet 11
1. Profile sewer.
2. Blow-off is shown as water service to Lot 16. Correct and call for removal of blow-off and show water meter connecting to new water main.
3. Call for cap on abandoned 4-inch line.

Sheet 12
1. Title block refers to ‘vacuum sewer’.
2. Profile sewer.

Sheet 13
1. Ditto Sheet 12.
2. Label sewer cleanouts and water meters as ‘end of County maintenance’.
3. Pressure services to be Dr-7.

Sheet 14
1. Use SKI sewer service detail.
2. Use Roads Board patch detail.
3. Delete vacuum sewer vent detail.
4. E-one detail is for duplex pump.
5. Add the following pressure sewer testing notes:
   a. Phase 1 – Community Mains Only – Expansion
      i. Maintain the specified initial hydrostatic testing pressure for a period
         of 4 hours, adding make-up water as required to maintain the target
         pressure of 130 psi.
      ii. Any exposed pipe, fittings, valves, and joints shall be examined
          carefully during the test. Any damaged or defective pipe, fittings, or
          valves that are discovered shall be repaired or replaced with sound
          material and the test shall be repeated. All observed leaks, regardless
          of the amount, shall be repaired.
   b. Phase 2 – Community Mains Only – Leakage
      i. After successfully maintaining the initial hydrostatic testing pressure
         for the specified duration of 4 hours, reduce the pressure inside the
         pipe to the specified 1-hour test phase pressure of 125 psi.
      ii. Continue to monitor the pressure for a period of at least 1 hour
          without adding make-up water or otherwise attempting to increase the
          system pressure.
      iii. The pressure in the pipe section shall remain above 120 psi, i.e. within
           ~5% of 125 psi, for the full 1-hour duration of the Phase 2 leakage
           test. Pressure readings below 120 psi at any point during Phase 2 of
           the testing procedure shall constitute a failure of the test.
   c. Phase 3 – Community Mains and Service Connections – Expansion
      i. After successfully passing the Phase 1 and Phase 2 test, service
         connections can be made on the length of the pipe tested.
      ii. Once all service connections are complete (corporation stop, service
          line, and curb stop, repeat procedures for the Phase 1 expansion test
          but at 75 psi.

GENERAL
1. Allocation has been granted and deposit has been made.
2. Need PWA and easement agreement.
3. Need estimate, surety and fee.

RECOMMENDATION: Re-submit for engineering review

Volunteer Fire Department - As of the date of preparation of this report, no comments were received.

Deputy Fire Marshal Contact Jeffrey C. Morgan, 410-758-4500 – ext. 1144

Comments:
1. If a residential single-family home or larger is constructed on the property a fire
   sprinkler system shall be required. (NFPA 101 and NFPA 13D).
2. Separate plans shall be submitted for each of the above-mentioned systems.
3. A fire department access road shall extend to 50 ft of at least one door of any new one- and two-family dwelling. Section 18.2.3.2.1 (NFPA 1). Where a one-or two-family dwelling, or townhouse, is protected with an approved automatic sprinkler system that is installed in accordance with NFPA 13D or NFPA 13R, as applicable, the distance in 18.2.3.2.1 shall be permitted to be increased to 150 ft. 18.2.3.2.1.1 (NFPA 1).

4. Fire Department Access Roads shall have an unobstructed width of not less than 20 ft, and unobstructed vertical clearance of not less than 13 ft 6 in. Sections 18.2.3.4.1.1, 18.2.3.4.1.2 (NFPA 1).

5. Fire Department Access Road surface shall be designed and maintained to support the imposed loads of fire apparatus and shall be provided with an all-weather driving surface. Section 18.2.3.4.2 (NFPA 1).

6. Dead-end fire department access roads in excess of 150 ft in length shall be provided with approved provisions for the fire apparatus to turn around. 18.2.3.4.4 (NFPA 1).

7. Fire hydrants shall be located not more than 12 ft. from the fire department access road. Section 18.5.1.6 (NFPA 1).

8. Fire hydrants shall be provided for detached one-and two-family dwellings in accordance with both of the following: Section 18.5.2 (NFPA 1)
   a. The maximum distance to a fire hydrant from the closest point on the building shall not exceed 600 ft.
   b. The maximum distance between fire hydrants shall not exceed 800 ft.

This permit is Approved subject to the comments being addressed and final field inspections.

A Fire review fee of $100 is requested. Please make your check payable to: Queen Anne's County Commissioners, forward to: Permit Office 110 Vincit St, Ste. 104 Centreville, MD 21617

Heritage Review Contact Jean Fabi, 410-758-1255:
No Comments

Department of Parks (Contact Nancy Scozzari, 410-758-0835, ext. 2506)

Soil Conservation District Donna Landis-Smith, 443-988-4178:
Comments:
For Site Plan:
On sheet c-1 #9 Note states mom-tidal wetlands do not exist in the area of proposed development. There is non-tidal wetlands.

On Sheet C-# the area of proposed woodland to be cleared in in a Forest Conservation area, how can that be cleared? Lots 13 and 14 plus part of the cul-de-sac shows as non-tidal wetlands, although not designated on the plans.
Mt. Hope Lane LLC is not listed as an adjacent landowner on sheet C-2.

**For Major Subdivision:**
Sheet 3 of 3 does not show non-tidal wetlands. Must have a permit for clearing trees in

**State Highway Administration** Henry Dierker, 410-778-3061
**Comments:**
MDOT SHA has no comments to issue about The Enclave at Prospect Bay Major Subdivision. There does not appear to be any direct impacts to MDOT SHA property.

**Land Use Attorney** Contact Christopher F. Drummond, 410-758-0030:
**Comments:**
No comments presently, though the suggested amendment to the FCA easement will require review.

**911 Addressing** Contact John Shelton, 410-758-1255
**Comments:**
Developer will need to submit a road name for this proposed development.

**Planning Department** Contact Stan Kosick, 410-758-1255:
**Comments:**

**Subdivision Plat Comments:**
1. Change Todd Mohn to Lee Edgar.
2. Add Jeffrey C. Morgan to the Fire Marshal Office Signature Block
3. Add SUB-19-01-0092 to the Planning & Zoning Signature Block
4. Add SUB-19-01-0092 to the title block
5. Note 10 refers to QAC Aerial Photo in 2013. There is a 2016 photo. Is there a difference? Why not use most current?
6. Site Statistics mention Parcel A and Parcel E. What about Parcel H? Should Parcel H be included?

**Site Plan Comments:**
1. Please provide a short narrative about the proposal and how it is intended to fit with the PB community and the County's comprehensive plan.
2. Note 10 refers to QAC Aerial Photo in 2013. There is a 2016 photo. Is there a difference? Why not use most current?
3. The open space that is required for this proposal is not shown. Where it will be located or per the site statistics, to be reconfigured.
4. Regarding the forest information, it is not clear that the proposed development has been addressed by the past forest plan. Please provide a coy (it may be 11x17 in size) of the approved forest conservation plan that you've referenced. We need a new/amended forest plan along with new/amended forest legal documents. Forest
information needs to be revised. Staff calculations come up with 1.3 acres to be planted.

5. Please provide architectural renderings showing the elevations of the proposed units and with that information, the landscaping should reflect how the development will look once planted.

6. Will there be a sign at the entrance? If so, please provide information about signage. Any monument style sign; with or without illumination??

7. Will there be any decorative or otherwise, street lighting?

8. Sidewalk should be extended to intersection with Prospect Bay Road.

9. Sidewalks with rolled or mountable curbs end up becoming extension to the on-street parking thus reducing the sidewalk’s ability to serve its purpose – as the community’s pedestrian access.

10. Landscaping: Staff received no landscaping plans. On-site landscaping requires 4 plan units per acres of required open space or landscape surface area (an impervious calculation should be provided even though impervious has no specific percentage for this kind of proposal).

11. No adjacent zoning district buffer is required. No street buffer is required. Will there be street trees?

12. Public Comment Letter
   a. The original plans by McCrone had the 10,11,12,13,14 pushed back toward Prospect Bay Road. The new plans are in my property line of site which will greatly depreciate the value of my property. No one else will have this view.
   b. I have asked Prospect Bay HOA to redesign the Enclave out of my line of site.
   c. Landscaping & rear view of units. I have found no info.
   d. Prospect Bay Road is dangerous. Will there bank, put speed bumps in, or maybe a light. Needs a study done.
   e. Flood area where will all the water go
   f. Units too close to golf course. One of the best assets of PBCC 1 acre lots, houses are not directly on golf course.
   g. HOA has never presented new plan to the residence of PBCC for approval.
Dear County Commissioners:

I have received your letter of February 12, 2019. It may be helpful if I address some of the misconceptions contained in that letter.

The Housing Authority of Queen Anne's County ("HAQAC") takes its obligations seriously. In compliance with our obligations under the Maryland Open Meetings Act, notices of meetings of the Board of the HAQAC are posted in three easily accessible locations:

(i) our website on the page https://www.qacha.org/board-information.asp (see attached screenshot),
(ii) the public notice boards of our multi-family residences and
(iii) the outer front and back doors of our office building.

Notice of the cancellation of the January meeting of the HAQAC Board was posted in each of these locations prior to the meeting. Any member of the public that wants information about the meetings of the Board of the HAQAC may find notices about our meetings at these three locations.

We are always happy to be of service to our residents. When residents and other members of the public call into our offices we regularly provide available information and also direct their attention to other sources of the information. We are also aware that many of our residents are elderly, have limited education, or have limited access to technology and that communication can sometimes be difficult. We strive to be helpful and accommodating, and we are hopeful that those who call into our offices appreciate our efforts to assist.

With respect to the functionality of the HAQAC website, we agree that it is in need of an upgrade. The current design of the website is difficult to administer. While notices regarding our Board meetings are readily available at the link referenced above, we do want to improve the HAQAC website for easier use by the public, administration by our staff and the general presentation of information. To this end, we have been soliciting bids from web developers, and are hopeful that we can unveil a new and improved website in the not too distant future for the benefit of our residents and the other citizens of Queen Anne's County. Of course, these upgrades will require an expenditure of capital.

As a not-for-profit, governmental agency that administers housing for low-income residents, HAQAC has limited resources from which pay for updates to our website while also providing the other
necessary services our residents require. It was easier for us to meet all of these needs before the Queen Anne’s County Commissioners effectively substantially decreased our operating budget by eliminating funding for the HAQAC.

In addition to website upgrades, there are several of the HAQAC properties that require maintenance and upgrades that would benefit our residents. Among these, as we have previously notified you, the Riverside Estates county-owned property requires extensive mold remediation. There are insufficient funds in the HAQAC budget to accomplish all of the needed work. We are in the process of conducting physical needs assessments of our facilities to determine what amount of funding will be required. We expect to present our findings to you as part of the periodic report that we will deliver to you under the provisions of the Maryland Housing Authorities Law. If the sentiments that we believe you have expressed in your letter, namely that you care as much as we do about our residents, are sincerely held by the County Commissioners, we are hopeful that, for the sake of our residents, you will authorize funding for these needed projects rather than continue to deny funding to the HAQAC as you have in recent years past.

It is worth noting that there is another matter that is of significant interest to the residents of our Foxtown and Terrapin Grove Senior Centers. In December 2017, the County and HAQAC entered into an agreement under which the County agreed to install a secure key-card entry system for these properties in order to provide greater security for the residents and the building infrastructure. That last communication from the County relating to this project was in January 2019. To date, these secure entry systems have not been installed, and the security risks at these properties continue. It is important that the County follow through on its commitments to these residents, or provide the necessary funds to HAQAC so that we can complete this project ourselves. It is not safe for our residents for this situation to continue as is.

As a last item, we noticed that the Queen Anne’s County official website incorrectly says that Commissioner Hynson’s term expires on June 30, 2020. Actually, Commissioner Hynson’s term expires on June 30, 2022.

Thank you for your concern for the HAQAC residents.

Sincerely,

Jeremy R. White
Executive Director
Housing Authority of Queen Anne’s County

205 E. Water St. Suite 100
Centreville, MD 21617

37
March 6, 2019

Mr. James J. Moran, President
Queen Anne’s County Commissioners
The Liberty Building
107 North Liberty Street
Centreville, MD 21617

Dear Mr. Moran,

In accordance with Section 5-105(b) of the Annotated Code of Maryland, the Queen Anne’s County Board of Education reports the following transfers within major state categories, for the period: February 1, 2019 to February 28, 2019.

**Major Category: Administration**
- Salaries to Contracted Services - $15,000
  - Contract with Communications Consultant through June 30, 2019.
- Salaries to Supplies & Materials - $11,900
  - To purchase ADP time clocks for all locations due to manufacturer software upgrade.

**Major Category: Instruction**
- Salaries to Contracted Services - $39,000
  - Contract with Equal Opportunity Schools. Partial funding provided by MSDE.

**Major Category: Special Education**
- Salaries to Contracted Services - $250,000
  - For contracted special education services required due to special education vacancies and other special education needs.

If you need further information, please do not hesitate to contact me.

Sincerely,

John M. Pfister
Chief Financial Officer

CC: Andrea M. Kane, Ph.D.
    Capt. Beverly Kelley
    Board of Education Members
The meeting was called to order at 9:00 a.m.

A motion was made by Dorsey Patchett to approve the December minutes as sent; this was seconded by Zeke Warner and approved by all.

SANITARY DISTRICT: Lawrence Gannon did not attend.

HEALTH DEPARTMENT: The County is beginning to start connecting homes in Kent Island Estates and Romancoke on the Bay, to the Queen Anne’s County Sanitary District’s sewage treatment plant. Our office is receiving numerous complaints about failing septic systems, because of the wet weather conditions.

CLERK: Was not present.

HVAC: Nothing new to report

Mike Sipes reviewed with the Board a letter sent from the Maryland State Board of Plumbing in reference to a complaint we sent them about unlicensed people advertising to do plumbing work as if they were licensed Master Plumbers.

Being no further business the meeting adjourned at 9:40 a.m.

Checks to be requested: John Nickerson $25  Mike Bozek $25  Dorsey Patchett $25  Mike Sipes $25  James Warner $25  Robby Pardoe $25

Michael Sipes, President

Cindy Gadow, Clerk
### Jobs per District

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### Type of Construction

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<td>Replacement</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>102</strong></td>
</tr>
</tbody>
</table>

### Administrative Fee Revenue

- Administrative Fee: 70 @ $10.00 = $700.00
- Public Sewer Connection Permit: 0 @ $50.00 = $0.00
- Public Water Connection Permit: 0 @ $50.00 = $0.00
- Mechanical Permit: 34 @ $50.00 = $1,885.00
- Plumbing Permit: 29 @ $50.00 = $2,770.00
- Gas Permit: 7 @ $50.00 = $350.00
- Re-Inspection Fees: 0 @ $0.00 = $0.00

**Fees From Permits:** $5,705.00

### Backflow Test and Maintenance Forms

- 21 @ $25.00 = $525.00
- 11 @ $0.00 = $0.00

**Fees From Backflow:** $525.00

### Fees From Licenses

- Master HVACR (HM): 2 @ $30.00 = $60.00
- Master Plumber Non-Resident (PN): 2 @ $100.00 = $200.00
- Master Plumber Resident (PR): 1 @ $100.00 = $100.00
- Master Restricted HVACR (HR): 1 @ $0.00 = $0.00
- Master Restricted HVACR (HR): 2 @ $30.00 = $60.00

**Fees From Licenses:** $420.00

No Refunds were issued during this period.

### Total Revenue

- Administrative Fees (this month): $700.00
- Middle Dept. Permits (75% this month): $3,753.75
- Q.A. County Permits (25% this month): $1,251.25
- Refunds (this month): $0.00
- Administrative Fee Revenue (07/01/2018 - 01/31/2019): $6,470.00
- Q.A. County License Revenue (07/01/2018 - 01/31/2019): $5,050.00
- MDIA Permit Revenue (07/01/2018 - 01/31/2019): $31,944.94
- Q.A. County Permit Revenue (07/01/2018 - 01/31/2019): $10,648.31
- Q.A. County Backflow Forms (07/01/2018 - 01/31/2019): $3,250.00
- Refunds (07/01/2018 - 01/31/2019): $-260.00

**Total Revenue (07/01/2018 - 01/31/2019):** $56,103.25
March 7, 2019

County Commissioners of QAC
107 N. Liberty Street
Centreville, MD 21617

RE:  MINOR SITE PLAN FOR SEALING TRUST LLC, LOCATED MATAPEAKE BUSINESS PARK, STEVENSVILLE, TAX MAP 56, PARCEL 221 LOT 3, DMS & ASSOCIATES JOB #2019006

To Whom It May Concern:

Attached please find the adjacent property owners Notification Form associated with the above referenced project. As required by the County Code the developer is responsible for notifying adjacent property owners of the project.

If you should have any questions about the project please call me at (443) 262-9130.

Sincerely,

DMS & Associates, LLC

Kevin J. Shearon, P.E., LEED AP
Project Manager
Dear Adjacent Property Owner,

In accordance with County regulations, your property has been identified as being adjacent to a proposed project or development. As part of the requirements of Queen Anne's County, this notification is part of the application package required by the Planning Department for any subdivision or site plan approval. This notification must be in writing and prior to the submittal of the application to the County.

The application package will be submitted to the Planning Department on March 2019.

Identification of Property:
Tax Map: 56 Block: _______ Parcel: 221 Lot: 3

Property Address:
(if no street address is available because the property is vacant, provide a description of the location)
1310 Sonny Schulz Blvd
Stevensville, MD 21666

Intent and purpose of the proposed development to be submitted:
Construct a free standing building to be connected to the existing warehouse by a breezeway and additional parking.

Applicant Information:
Applicant(s) Name: Sealing Trust, LLC
Project Name:
Applicant(s) Address: P.O. Box 2002, Queenstown, MD 21658
Applicant Phone/Email: 410-604-3330
Applicant's Agent: DM54 Associates, LLC
Agent's Address: P.O. Box 80, Centreville, MD 21617
Agent’s Phone/Email: 410-262-9130

Property Owner:
(f not the same as the applicant listed above)
Name: SAME
Address:

This is a notification and does not require a response. All applications are public information once submitted and may be reviewed at the Department of Planning & Zoning during regular business hours from 8:00am – 4:30 pm. Please see attached information on how to contact the Department of Planning & Zoning.
March 8, 2019

QAC Commissioners
107 North Liberty Street
Centreville, MD 21617

Dear Commissioners: (Mr. James Moran, Jack Wilson, Jr, Stephen Wilson, Christopher Corchiarino, Phillip Dumenil)

First of all, I’d like to thank you for what you do in helping the residents of Queen Anne’s County. However, on February 25, 2019 I visited the Housing Authority of QAC and later that day I wrote a letter addressing my concerns regarding the main door at Terrapin Grove not operating on many occasions. (I have enclosed/attached the letter that I sent to Mr. White). As of today, March 8, I have not heard back from him as I requested. By not reaching out to me, it makes it appear that he is not concerned about the tenants at that location. According to the tenants, those doors have been defective for a long while and needs to be addressed now. Many tenants keep telling me how bad it is and they tell me nobody cares about them at Terrapin Grove. I told them “I do and I would advocate for them”.

As I mentioned in the letter to Mr. White, I would hate for something dreadful to happen because the seniors living in that dwelling could not enter their place of dwelling-panic attack, medical emergency or someone trying to do them bodily harm. That is not safe and it doesn’t make sense that they have to knock and knock and knock on the door just for someone to open it. How about if it is at night when residents are asleep, what are they supposed to do then? Stand outside and freeze? Sometimes the key card works and sometimes it doesn’t. That is unacceptable. How about if you or your loved one lived at Terrapin Grove and you were not able to enter your place of dwelling? How would you feel?

I am now requesting that our Commissioners step in and see that this matter at Terrapin Grove is taken care of. I would hate to see something happen to any of the tenants due to the failures to address such a safety issue. Your attention to this matter is appreciated!

Sincerely,

Stephanie Ayers

Stephanie Ayers
323 Sawmill Lane
Grasonville, MD 21638
410-271-1964

Cc: Mr. Stephen Wilson
    Christopher Corchiarino
    Phillip Dumenil,
    James Moran
    Jack Wilson, Jr.
February 25, 2019

Mr. Jeremy White  
Executive Director  
205 E. Water Street  
Suite 100  
P.O. Box 280  
Centreville, MD 21617

Dear Mr. White:

As a concerned citizen and family member of one of the tenants in Terrapin Grove I write you this letter today to inform you of a serious safety issue. The main door to Terrapin Grove often malfunctions and gets stuck and will not open with the swipe card or when entering the code number. Many residents have informed me that they too have had issues with the door on numerous occasions and even had a hard time being able to get inside.

I am concerned for the safety of ALL the tenants. What happens if someone has a panic attack because of fear they can't get in? Or, what if an emergency occurs and EMT can't get it? It could mean a matter of life and death if they could not enter. Lastly, how about if someone was coming after them to do bodily harm and they were trying to enter the safety of their building, but could not enter because the doors were malfunctioning and would not open? That could be a sad outcome.

I spoke with the Property Manager, Ms. Lorraine Richardson today and she informed me that she did put in a formal request a while ago to have the doors repaired. However, as of February 25, 2019 this issue with the main door still has not been address. I am asking you, as Executive Director to please make the safety of the tenants your priority and please make the necessary repairs in a timely fashion. I would hate for something tragic to happen because your Terrapin Grove doors would not open. My family member, me and the rest of the tenants at Terrapin Grove would greatly appreciate your attention to this matter.

I would also appreciate it if you would me know when you have scheduled to make the necessary arrangements to repair the door.

Sincerely,

Stephanie Ayers  
323 Sawmill Lane  
Grasonville, MD 21638  
410-271-1964

cc: Mr. James Hynson, Chairman BOC  
Ms. Lorraine Richardson, Property Manager, Terrapin Grove
COUNTY ORDINANCE NO. 18-11

A BILL ENTITLED

AN ACT CONCERNING Uses Allowed in Connection with High Commercial Uses in Queen Anne’s County;

FOR THE PURPOSE of amending the definition of “High Commercial Uses” in Chapter 18 App of the Code of Public Local Laws of Queen Anne’s county, Maryland to clarify that high speed diesel fuel pumps, truck parking, overnight vehicle parking, truck stops and travel plazas are not permitted in the High Commercial Use of convenience stores with gas pumps and gasoline stations.

BY AMENDING the definition of High Commercial Uses in Chapter 18 App: Appendix a; Glossary of the Code of Public Local Laws.

SECTION I

BE IT ENACTED BY THE COUNTY COMMISSIONERS OF QUEEN ANNE’S COUNTY, MARYLAND that Chapter 18 App; Appendix A; Glossary be and is hereby AMENDED to read as follows:

CHAPTER 18 App: Appendix a: Glossary

...COMMERCIAL USE
Any development approved by the County or a municipal corporation that involves the retail or wholesale marketing of goods and services. Commercial uses shall be categorized as follows:

A. HIGH COMMERCIAL USES
Include the following and other similar uses of comparable intensity, scope, character, and impact: bowling alleys; package stores/stores selling liquor, beer or soft drinks (in sealed containers, not for consumption on-premises); retail sales or stores; recreational vehicle sales; convenience stores; convenience stores with gas pumps (does not include high speed diesel fuel pumps, truck parking, overnight vehicle parking, truck stops, travel plazas); fast-food restaurants; gasoline service stations (does not include high speed diesel pumps, truck parking, overnight vehicle parking, truck stops, travel plazas); taverns; bars; shopping centers; regional shopping centers; new and used vehicle sales/service and repair with exterior storage and/or repair areas; light manufacturing and assembling of goods in conjunction with retail or wholesale sales (provided that all manufacturing and assembling activities are conducted indoors and such activities are clearly subordinate to the principal commercial use of the property).

...
SECTION II

BE IT FURTHER ENACTED that this Ordinance shall take effect on the forty-sixth (46th) day following its adoption.

INTRODUCED BY: Commissioner Moran

DATE: October 23, 2018

PUBLIC HEARING HELD: February 26, 2019 @ 5:55 pm

VOTE: ___________ Yea   ____________ Nay

DATE OF ADOPTION: ______________________

EFFECTIVE DATE:  ______________________
AN AMENDMENT TO
A BILL ENTITLED
AN ACT CONCERNING Uses Allowed in Connection with High Commercial Uses in Queen Anne’s County;

FOR THE PURPOSE of amending pending County Ordinance No. 18-11 to add a definition of “High Speed Diesel Fuel Pump”.

BY AMENDING County Ordinance No. 18-11 to add a definition of High Speed Diesel Fuel Pump to Chapter 18 App of the Code of Public Local Laws of Queen Anne’s County;

SECTION I

BE IT ENACTED BY THE COUNTY COMMISSIONERS OF QUEEN ANNE’S COUNTY, MARYLAND that pending County Ordinance NO. 18-11 be and is hereby AMENDED to ADD the following definition to Chapter 18 App of the Code of Public Local Laws.

Chapter 18App: Appendix a: Glossary

§ 18App-1
Definitions. In Chapter 18, the following words have the meanings indicated:
... 

HIGH SPEED DIESEL FUEL PUMP
A fuel pump that has flows equal to or greater than 10 gallons per minute.

SECTION II

BE IT FURTHER ENACTED that this Amendment shall take effect immediately upon adoption.

INTRODUCED BY: Commissioner Moran
DATE: February 26, 2019

VOTE: ___________ Yea ____________ Nay

DATE OF ADOPTION: ______________________

EFFECTIVE DATE: ________________________
AN AMENDMENT TO
A BILL ENTITLED

AN ACT CONCERNING Uses Allowed in Connection with High Commercial Uses in Queen Anne’s County;

FOR THE PURPOSE of amending pending County Ordinance No. 18-11 to clarify that the prohibition on overnight vehicle parking does not apply to overnight parking associated with vehicle repairs.

BY AMENDING pending County Ordinance No. 18-11.

SECTION I

BE IT ENACTED BY THE COUNTY COMMISSIONERS OF QUEEN ANNE’S COUNTY, MARYLAND that the definition of High Commercial Uses proposed by County Ordinance 18–11 be and is hereby Amended to read as follows:

CHAPTER 18 App: Appendix a: Glossary

COMMERCIAL USE
Any development approved by the County or a municipal corporation that involves the retail or wholesale marketing of goods and services. Commercial uses shall be categorized as follows:

A. HIGH COMMERCIAL USES
Include the following and other similar uses of comparable intensity, scope, character, and impact: bowling alleys; package stores/stores selling liquor, beer or soft drinks (in sealed containers, not for consumption on-premises); retail sales or stores; recreational vehicle sales; convenience stores; convenience stores with gas pumps (does not include high speed diesel fuel pumps, truck parking, overnight vehicle parking except in association with vehicle repair, truck stops, travel plazas); fast-food restaurants; gasoline service stations (does not include high speed diesel fuel pumps, truck parking, overnight vehicle parking except in association with vehicle repair, truck stops, travel plazas); taverns; bars; shopping centers; regional shopping centers; new and used vehicle sales/service and repair with exterior storage and/or repair areas; light manufacturing and assembling of goods in conjunction with retail or wholesale sales (provided that all manufacturing and assembling
activities are conducted indoors and such activities are clearly subordinate to the principal commercial use of the property).

SECTION II

BE IT FURTHER ENACTED that this Amendment shall take effect immediately upon adoption.

INTRODUCED BY: Commissioner Moran

DATE: February 26, 2019

VOTE: ___________ Yea ____________ Nay

DATE OF ADOPTION: ______________________

EFFECTIVE DATE: ______________________