



**DECLARATION TERMINATING
STATE OF LOCAL EMERGENCY**

WHEREAS, a local State of Emergency was declared in Queen Anne's County on March 19, 2020 at 1200 hours;

AND WHEREAS, the emergency conditions necessitating such Declaration have abated;

NOW THEREFORE, as President of the County Commissioners of Queen Anne's County, I, James J. Moran, do hereby terminate the local State of Emergency effective immediately.

Date: 6/16/2020

Time: 1200

James J. Moran, President
County Commissioners of
Queen Anne's County

COUNTY ADMINISTRATOR'S OFFICE 2

The Liberty Building
107 North Liberty Street
Centreville, MD 21617

Telephone: (410) 758-4098
Fax: (410) 758-1170
TDD: (410) 758-2126
Email: tmohn@qac.org



*Queen
Anne's
County*

County Commissioners:

James J. Moran, At Large
Jack N. Wilson, Jr., District 1
Stephen Wilson, District 2
Philip L. Dumenil, District 3
Christopher M. Corchiarino, District 4

County Administrator: Todd R. Mohn, PE

June 23, 2020

Memorandum

To: County Commissioners

ACTION ITEM

From: Todd R. Mohn 

Re: Second Amendment to Purchase and Sale Agreement
Chesapeake Bay Beach Club, LLC

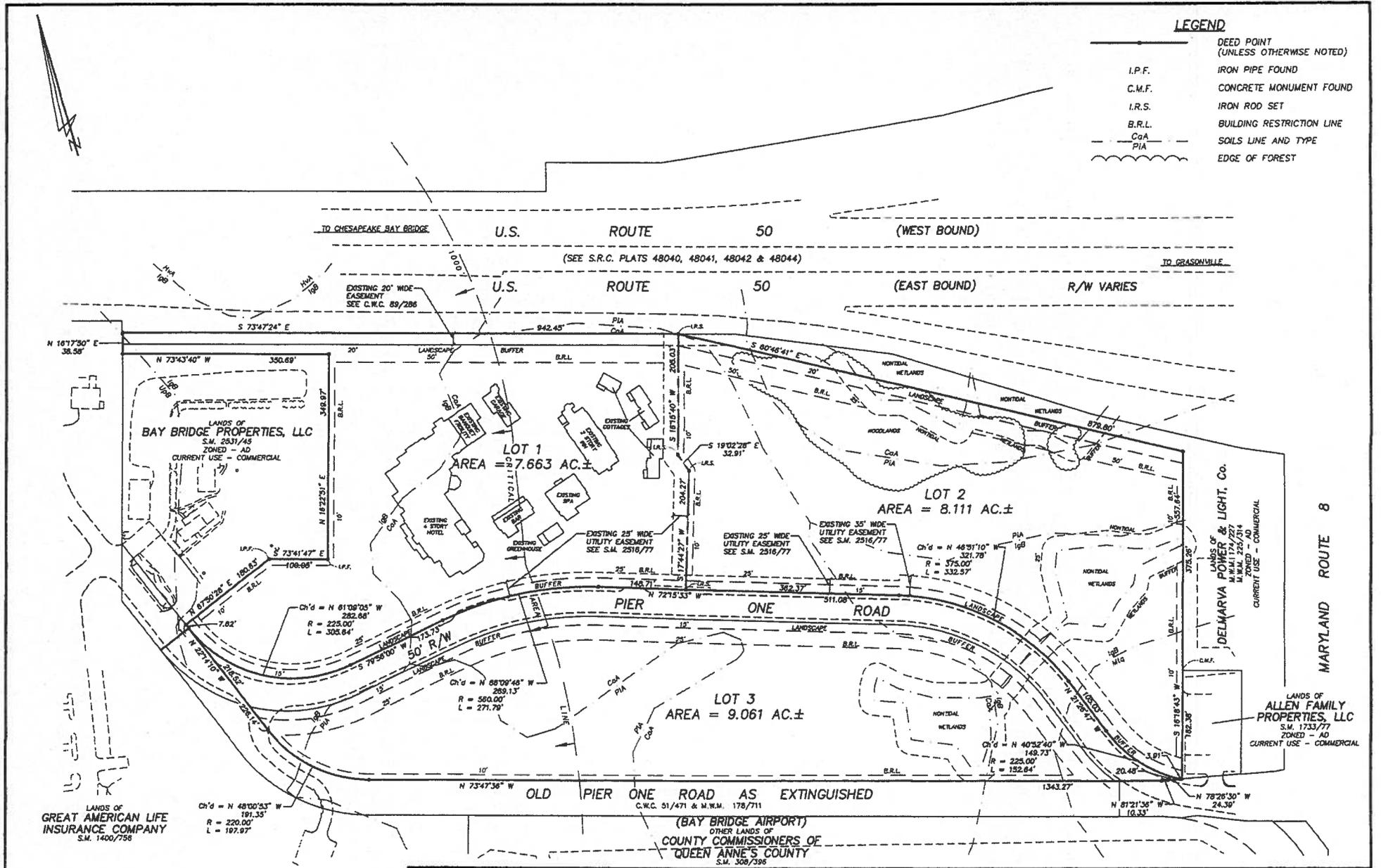
Attached is the referenced second amendment to the purchase and sale agreement between the Chesapeake Bay Beach Club and the County for the 8.111-acre parcel shown as Lot 2 on the attached plat. This is for the future expansion of the The Gardens Of Queen Anne LLC.

The original purchase and sale agreement for this property was executed in February 2019. This amendment extends the outside closing date until December 31, 2020 and adjusts other permitting agreements as post-closing conditions. Proceeds from the sale are for various Bay Bridge Airport projects.

Motion: I move to execute the Second Amendment to Purchase and Sale Agreement with the Chesapeake Bay Beach Club, LLC.

LEGEND

- DEED POINT (UNLESS OTHERWISE NOTED)
- I.P.F. IRON PIPE FOUND
- C.M.F. CONCRETE MONUMENT FOUND
- I.R.S. IRON ROD SET
- B.R.L. BUILDING RESTRICTION LINE
- CoA SOILS LINE AND TYPE
- PIA
- EDGE OF FOREST



PLAT OF MINOR SUBDIVISION #SUB-18-10-0067-C
 OF THE LANDS OF
COUNTY COMMISSIONERS /
BAY BRIDGE AIRPORT
 IN THE VILLAGE OF STEVENSVILLE
 FOURTH ELECTION DISTRICT, QUEEN ANNE'S COUNTY, MARYLAND
 TAX MAP - 56, GRID - 4, PARCEL 280

DATE	SCALE
OCTOBER '18	1" = 100'
JOB NO.	DRAWN BY
7059	J. MOORE
FOLDER REF	SHEET No
QA-1318	3 OF 3
DATE	REVISION
11-9-18	PER COMMENTS

MICHAEL SCOTT INC.
 400 S CROSS ST STE 3, CHESTERTOWN, MD 21620 (410)778-2310



SECOND AMENDMENT TO PURCHASE AND SALE AGREEMENT

This Second Amendment to Purchase and Sale Agreement (this "Second Amendment") is made as of the ___th day of _____, 2020, by and between **CHESAPEAKE BAY BEACH CLUB, LLC** as assignee of **THE GARDENS OF QUEEN ANNE, LLC**, a Maryland limited liability company ("Original Purchaser"), and **QUEEN ANNE'S COUNTY, MARYLAND**, a political subdivision of the State of Maryland ("Seller").

WHEREAS, Original Purchaser and Seller entered into that certain Purchase and Sale Agreement dated as of February 26, 2019 (the "Original Agreement"), whereby Seller agreed to sell and Original Purchaser agreed to purchase that certain real property as particularly described in the Agreement;

WHEREAS, by Assignment and Amendment of Purchase and Sale Agreement made as of January 28, 2020 (the "First Amendment"), Original Purchaser assigned its interest in the Original Agreement to Chesapeake Bay Beach Club, LLC (the "Purchaser"); and

WHEREAS, the Purchaser and Seller now desire to amend the Agreement hereinafter as set forth.

NOW, THEREFORE, Purchaser and Seller hereby covenant and agree to amend the Agreement as follows:

1. The recitals hereinabove set forth are hereby incorporated herein and made a part hereof.
2. All capitalized terms not defined in this Second Amendment shall have the meanings ascribed to them in the Original Agreement and the First Amendment.
3. The Original Agreement, as amended by the First Amendment and this Second Amendment, are referred to in this Second Amendment as the "Agreement."
4. The last two sentences of the first paragraph of Section 4 (immediately preceding Section 4.1.) are hereby deleted, and the following is inserted in lieu thereof:

Notwithstanding anything contained in this Agreement to the contrary, if the Outside Closing Date does not occur by December 31, 2020, Purchaser or Seller may terminate this Agreement upon ten (10) days' notice to the other, unless such conditions are satisfied during such ten (10) day period. If such conditions are satisfied during such ten (10) day period, Closing shall take place on or before January 22, 2021.

5. Sections 13.2., 13.3., 13.4., and 13.5. are hereby deleted.

6. The following is hereby added as Section 15 of the Agreement:

15. Post-Closing Agreements.

15.1.

If, prior to Closing, the zoning code of Queen Anne's County does not permit the sale of age restricted residential housing on the Property, after Closing, the parties will pursue in good faith, such actions as shall be necessary and appropriate to bring about such permitted sales of age restricted residential housing. However, accomplishing such status is not a condition of Closing. The parties recognize that accomplishing such status may require political considerations and legislative action. Nothing herein contained shall be construed as a guaranty or assurance that Seller will take any such legislative action.

15.2. Seller represents that all county, state and federal permits and approvals necessary for Purchaser to develop Phase II including, without limitation, site plan, water and sewer appropriation, adequate public facilities plans and subdivision have been issued and all applicable appeal periods have expired, with the following exceptions:

Building permits;
Replacement of on-site wetlands with offsite mitigation;
Maryland Aviation Administration and Federal Aviation Administration permits and approvals.

With respect to building permits, Seller shall be required to respond promptly and in good faith to all building permit applications by Purchaser.

With respect to wetland mitigation, prior to, and, if necessary, following, Closing, Seller, with Purchaser's cooperation, shall diligently and in good faith pursue final approval of offsite wetlands mitigation to permit the filling of all wetlands on the Property. In the event such final approval is not received prior to the date Purchaser intends to commence construction on the Property, Seller shall permit Purchaser to amend Purchaser's site plan to permit development without disturbing such existing wetlands. Seller's obligation to pursue such final approval shall remain notwithstanding any amendment to Purchaser's site plan or development of the Property without disturbing existing wetlands.

With respect to Maryland Aviation Administration and Federal Aviation Administration permits and approvals, if such permits and approvals are not received prior to Closing, Seller will continue to diligently and in good faith pursue such approvals in good faith. However, receipt of such approvals is not a condition of Closing.

15.3. Seller's obligations under this Section 15 shall survive closing.

7. Exhibit B attached hereto is hereby incorporated into the Agreement as Exhibit B.
8. Except as herein amended, the Agreement shall remain in full force and effect.
9. This Second Amendment may be executed in any number of counterparts, each of which shall be deemed an original, and all of which, when taken together, shall be deemed to be a single instrument.

[SIGNATURES APPEAR ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties have duly executed this Second Amendment as of the day and year first above written.

WITNESS:

SELLER:

QUEEN ANNE'S COUNTY, MARYLAND
a political subdivision of the State of Maryland

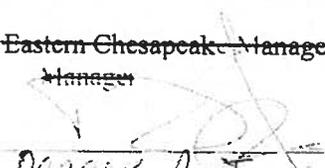
By: THE COUNTY COMMISSIONERS
OF QUEEN ANNE'S COUNTY

WITNESS:

PURCHASER:

CHESAPEAKE BAY BEACH CLUB, LLC
a Maryland limited liability company

By: Eastern Chesapeake Management, Inc.,
Manager

By: 
DEREK A. JONES
C.E.C.

JOINDER

Eagle Title, LLC joins herein to evidence its agreement to fulfill any and all obligations of Escrow Agent set forth in this Second Amendment.

Eagle Title, LLC

By: _____
Name: _____
Title: _____

EXHIBIT B

DESCRIPTION OF (LOT 2) 8.111 ACRES OF LAND MORE OR LESS
FOURTH ELECTION DISTRICT, QUEEN ANNE'S COUNTY, MARYLAND

BEGINNING FOR THE SAME at a point at the intersection of the division line between the lands of Allen Family Properties LLC. (see: S.M. 1733/77) and lot 2 lands of County Commissioners of Queen Anne's County (see: S.M. 1527/607) of which the herein described is a part, with the northernmost side of Pier One Road (see: S.R.C. Plat 50102).

THENCE, leaving the lands of Allen Family Properties LLC. and binding on said Pier One Road N 78°26'30" W a distance of 3.91' to the beginning point of a curve at the intersection of the division between Old Pier One Road, lot 3, the northernmost side of Pier One Road (50' wide) and the herein described lot 2.

THENCE, leaving Old Pier One Road and binding on the division line between lot 3 and the herein described lot 2, with said Pier One Road the following (4) four courses and distances: with the arc of a curve to the right an arc length of 152.64' to a point of tangency, said curve having a radius length of 225.00', and being scribed by a chord bearing of N 40°52'40" W, with a chord length of 149.73', thence N 21°26'47" W a distance of 105.03' to the beginning point of a curve, thence with the arc of a curve to the left an arc length of 332.57' to a point, said curve having a radius length of 375.00', and being scribed by a chord bearing of N 46°51'10" W, with a chord length of 321.78', and N 72°15'33" W a distance of 362.37' to a point between lot 3, lot 1 and the herein described lot 2.

THENCE, leaving lot 3 and Pier One Road and binding on new lines of division between lot 1 and the herein described lot 2 the following (3) three courses and distances: N 17°44'27" E a distance of 204.27' to a point, N 19°02'28" W a distance of 32.91' to a point, and N 16°15'40" E a distance of 205.03' to a point at the intersection of the division line between lot 1, the southernmost side of U.S Route 50 (see: S.R.C. Plats 48040-48044), lands of Delmarva Power & Light Company (see: M.W.M. 174/227 & M.W.M. 225/314) and the herein described lot 2.

THENCE, leaving lot 1 and U.S. Route 50 and binding on the division line between the lands of Delmarva Power & Light Company, the aforementioned lands of Allen Family Properties LLC and the herein described lot 2 the following (2) two courses and distances: S

60°46'41" E a distance of 879.80' to a point, and S 16°18'43" W a distance of 557.64' to the place of beginning. Containing in all 8.111 acres of land more or less as surveyed by Michael A. Scott Inc in October 2018.

Being known and designated as Lot 2 as shown on that Plat entitled "Plat of Minor Subdivision #Sub-18-10-0067-C, of the Lands of County Commissioners/Bay Bridge Airport", which plat is recorded among the Plat Records of Queen Anne's County in Plat Book SM 47, Page 47a-47e.



**Queen
Anne's
County**

**THE COUNTY COMMISSIONERS OF
QUEEN ANNE'S COUNTY**

The Liberty Building
107 North Liberty Street
Centreville, MD 21617

e-mail: QACCommissioners&Administrator@gac.org

County Commissioners:

James J. Moran, At Large
Jack N. Wilson, Jr., District 1
Stephen Wilson, District 2
Philip L. Dumenil, District 3
Christopher M. Corchiarino, District 4

County Administrator: Todd R. Mohn, PE

Executive Assistant to County Commissioners: Margie A. Houck

County Attorney: Patrick Thompson, Esquire

June 23, 2020

Ms. Nicky Vann,
Director, Grants and Awards Programs
National Trust for Historic Preservation
2600 Virginia Ave., NW Suite 1000
Washington, DC 20037

Dear Ms. Vann,

We are writing to support the Sudlersville Community Betterment Club, Inc., as they are applying for a grant to the National Trust for Historic Preservation under the Bartus Trew Providence Preservation Fund. They are seeking funding assistance for a major project including design and construction of a new Museum building on property owned by them.

Funding will include professional architectural design services with professional engineering civil design services for grading, drainage, storm-water management, sediment and erosion control and Maryland State Highway Administration access design and approval of the entrance from the road to a new parking lot on their property.

The Sudlersville Museum will benefit and promote heritage tourism in the Sudlersville area and more broadly, throughout Queen Anne's County. The new Museum will provide expanded space to focus on the extensive collection of community history as well as baseball memorabilia of the National Baseball Hall of Fame baseball player, Jimmie Foxx, who was a Sudlersville native.

Thank you for your full and fair consideration of the Sudlersville Community Betterment Club's application for grant funding.

Sincerely,

QUEEN ANNE'S COUNTY
BOARD OF COUNTY COMMISSIONERS

James J. Moran, President

Jack N. Wilson, Jr.

Stephen Wilson

Philip L. Dumenil

Christopher M. Corchiarino



**Queen
Anne's
County**

Housing and Community Services

104 Powell Street
Centreville, MD 21617

Telephone: (410) 758-3977

Fax: (410) 758-4499

e-mail: DHCS@qac.org

County Commissioners:

James J. Moran, At Large
Jack N. Wilson, Jr., District 1
Stephen Wilson, District 2
Philip L. Dumenil, District 3
Christopher M. Corchiarino, District 4

ACTION ITEM

DATE: June 17, 2020
TO: Queen Anne's County Commissioners
FROM: Mike Clark, Chief of Housing & Family Services 
SUBJECT: Signature Requested for QAC 2020 Housing Study Grant
Semi Annual Progress Report - Grant Number MD-20-CD-4

Attached is the Semi Annual Progress Report for grant number MD-20-CD-4 which regards the QAC 202 Housing Study grant. The report covers the time period of January 1, 2020 to June 30, 2020. The staff in the Division of Housing have completed the form. The grant period began on December 20, 2019 with an award of \$50,000 from CDBG to fund the project. Since the beginning of the grant period, the Division of Housing has successfully executed a contract for professional services with Partners for Economic Solutions, LLC to complete the Housing Study and have had a successful kick-off meeting to officially start the project.

In order to finalize this report, a signature from the President of the Board of County Commissioners is required on the attached CDBG Semi-Annual Progress Report form.

ACTION RECOMMENDED:

I move that Commission President Moran sign the Semi-Annual Progress Report as presented for the Community Development Block Grant number MD-20-CD-4, regarding the QAC 2020 Housing Study, which covers the time period of January 1, 2020 through June 30, 2020.



**MARYLAND COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
SEMI-ANNUAL REPORT PLANNING**

REPORTING PERIOD

July 1 – December 31, 20__ (Due January 10 th)	January 1 – June 30, 2020 (Due July 10 th)
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SECTION I: PROJECT INFORMATION

Grantee: Queen Anne’s County	Sub recipient: N/A
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Project Name: Housing Study	Grant #: MD-20-CD-4	Grant Start Date: December 20, 2019	Grant End Date: December 31, 2021
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Project Site Addresses: County Wide

National Objective: Benefit to Low and Moderate Income Persons – Households **Number of Households:** 9,072

SECTION II: PROJECT PROGRESS

Is the project on schedule? Yes No Is this the final Semi-Annual Report for this project? Yes No If final, what is the total leverage?

Was a single audit required to be prepared during this reporting period? Yes No If yes, was a copy provided to the CDBG Program Director? Yes No

Did you conduct your official 2nd public hearing meeting? Yes No

SPECIAL REMINDER: Grantee should refer to the *Special Terms and Conditions* section found in “Exhibit A” and *Implementation Schedule* in “Exhibit C” of the grant agreement to see if the grant is on track. Will you be able to meet the expenditure deadline per Exhibit C of your Grant Agreement? Yes No

Discuss grant progress during the reporting period and, if applicable, discuss any problems or challenges:

We have a fully executed contract for professional services with Partners for Economic Solutions, LLC (PES) for the QAC 2020 Housing Study. We held the first meeting with PES and the Affordable Housing Committee on Tuesday, June 16, 2020 and reviewed the scope and schedule for the project, gave a description of each organization represented and their roles, identified key stakeholders for outreach, identified key barriers to affordable housing, and set goals for the QAC 2020 Housing Study.

**MARYLAND COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
SEMI-ANNUAL REPORT PLANNING
SECTION III: CONTRACT INFORMATION**

Were contracts for construction or other services related to this project awarded during this reporting period? Yes No If yes, provide information below:

CONTRACTOR NAME	PURPOSE	AMOUNT	DATE CONTRACT SIGNED	SECTION 3		MBE/WBE	
				Yes	No	Yes	No
Partners for Economic Solutions	2020 Queen Anne's County Housing Study	\$56,080.00		N/A	N/A	X	

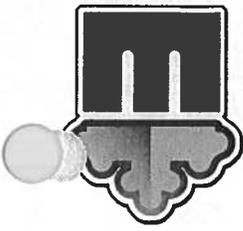
SECTION IV: GRANTEE CONTACT PERSON

Contact Name: Anne Van Benschoten	Title: Housing Program Administrator
Phone Number: 410-758-3977	Email Address: avanbenschoten@qac.org

SECTION V: CERTIFICATION OF CHIEF ELECTED OFFICIAL

I certify that the information in this report is accurate and correct.

Signature:	 Title: President of Commission	Date: 6/23/2020
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MARYLAND
Association of
COUNTIES

June 1, 2020

The Honorable James Moran
President, Board of Commissioners
Queen Anne's County
107 North Liberty Street
Centreville, MD 21617

COMMISSIONER'S OFFICE
JUN 3 '20 PM2:44

Dear Commission President Moran:

Enclosed is an invoice for the dues and assessments for Fiscal Year 2021 as approved at the Winter Conference Business Meeting held on December 5, 2019. The budget was approved with a continuation of a dues freeze from FY 2010, so the dues amount for your jurisdiction remains the same as the last 11 years. The Association's By-Laws provide that unpaid dues and assessments become delinquent after July 31, 2020.

Your participation and support have built a strong and vibrant organization that achieves many legislative victories for county governments. I wanted to take this opportunity to thank you, on behalf of MACo's Officers and Directors, for the support you and your colleagues have provided the Association and I'd like to share some of MACo's successes over the past year.

The 2020 Legislative Session was remarkable in many ways. The coronavirus pandemic led to the session ending early for the first time since the Civil War. Legislative buildings were closed to the public in observance of precautionary measures in the last week of operations, ultimately resulting in hundreds of bills being passed without direct face-to-face stakeholder input. Despite these challenges, MACo's advocacy remained strong. Building on long-standing, strong relationships with legislators, MACo was effective in fending off legislation that was adverse to counties and supporting to passage proposals that were favorable to county interests.

The Blueprint for Maryland's Future Act (HB 1300), also known as the Kirwan bill, proved to be the biggest issue of the session. The historic school funding and educational policy bill which required \$4 billion in annual state and county spending above current formulas and projections over a multi-year phase-in through FY2030, framed all fiscal discussions for the year. MACo, heavily invested in the impacts to counties, voiced concerns which led to amendments either reducing or delaying county obligations by billions. While the bill was vetoed by the Governor, a veto override is anticipated the next time the General Assembly convenes.

The ultimate disposition of many bills remains in flux as the Governor vetoed 37 bills. The overwhelming majority of which were vetoed over fiscal concerns given the unprecedented fiscal and economic situation the coronavirus pandemic has wrought. Consequently, vetoed legislation

includes those that mandate increased spending or higher taxes and fees. This includes a proposed new tax applying sales taxes to downloaded media and streaming services and a proposal to extend and modify the Disparity Grant program, which was intended to promote equitable return for counties making substantial income tax effort despite low tax bases.

One notable bill that was allowed to become law is the Built to Learn Act (HB 1), an ambitious plan to leverage casino revenues to fast-track building of public schools. The bill included over \$2 billion in state revenue bonds expected to “clear the deck” of ready-to-go projects, especially in the state’s largest jurisdictions. However, this bill also remains in limbo as an amendment made its final enactment contingent on the Kirwan bill’s enactment.

Policy issues will remain a particularly hot topic this interim given many vetoes, pending veto overrides, and unanticipated needs deriving from the pandemic. MACo will continue to invest in legislative outreach during the year to connect with members of the General Assembly at critical points during the interim leading into session. MACo hopes you continue to find our legislative tracking database helpful when accessing legislative information, testimony, and committee reports.

In the wake of the pandemic, MACo has shifted the course of its normal interim work to respond to immediate and pressing county COVID-19 needs. MACo has created and maintains a COVID-19 County Resource Page on our website. We have also increased the frequency of communication with the 13 county affiliate organizations representing professional county government staff, providing them with a platform to share best practices and lessons learned with colleagues.

On a state level, MACo has been working with the Governor’s administration and agencies on COVID-19 response and resources. In particular, we have worked with the Department of Budget and Management and the Department of Health to alleviate county concerns about the distribution of federal Coronavirus Relief Funds. A letter from MACo signed by a multitude of county leaders expressing concern that the State’s reimbursement-only model would hamper much-needed local response efforts resulted in the Budget Secretary “frontloading” distributions with an approved spending plan and indemnification agreement rather than the item-by-item reimbursement model the Department initially proposed. And on the federal level, MACo continues to work closely with the National Association of Counties (NACo) to advocate in support of federal packages to provide COVID-19 relief to county governments. MACo hosted a very successful and well-attended virtual forum with U.S. Senator Ben Cardin to provide members with an opportunity to receive an update on coronavirus issues on the federal level and ask questions of the Senator.

Despite the limitations on in-person meetings, our staff continues to strive for enhanced member communications and to provide professional development opportunities to allow you to grow in your role as an elected official through virtual offerings.

MACo’s spotlight event of the year – the Summer Conference – remains a stand-out event upheld by NACo, other states’ county associations, and thousands of participants as the leading

event of its kind. The conference provides invaluable educational and partnership opportunities for everyone involved in county services in Maryland. After considering all options and possible paths forward, the Board of Directors announced earlier in May their decision to cancel the Summer Conference due to concerns around the coronavirus pandemic. We have received overwhelming support for this decision from all stakeholders, including attendees, state officials, Corporate Partners, exhibitors, and sponsors. MACo's staff and leadership continue to weigh options for providing educational value in a virtual setting and look forward to sharing those plans with you soon.

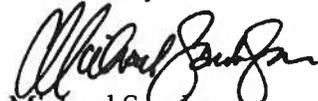
MACo's website highlights advocacy, conference, and county programs offered by MACo, enhancing information access. We continue to expand the use of the MACo news blog, *Conduit Street*, and our use of social media. Our *Conduit Street* podcast has grown in popularity this year, reaching more than 1,000 listeners per episode. The podcast provides insight and updates on issues of county interest from MACo's Policy Team with guest introductions from elected leaders across the state, including the Governor.

MACo's various communications outlets serve to keep you better informed on policy issues, professional development opportunities, and happenings in county government. We also gain important ground in advocacy and relationship-building through these efforts as they raise MACo's profile as a source of political and policy analysis in Annapolis.

Our Corporate Partner Program now includes over 30 companies and we have pursued additional sponsorships of other events held throughout the year. Our growing Endorsement Partner Program adds institutional value while also directly increasing efficiency and county service delivery. These actions have enabled us to keep dues flat for the past 11 years, in recognition of the difficulties facing each county's budget. We will continue to seek cost-saving measures, to ensure MACo members always receive excellent value for their supporting contributions.

As Executive Director, I am pleased to share these successes with you – especially during these uncertain and challenging times. With your continued support and guidance, I look forward to many more advances for our Association. If you have any questions about the attached dues invoice or budget, please do not hesitate to contact me or MACo's Administration and Finance Director, Leslie Velasco (lvelasco@mdcounties.org).

Yours truly,



Michael Sanderson
Executive Director

Attachments: Invoice - FY 2021 Dues and Assessments
Approved Budget - FY 2021

Maryland Association of Counties

169 Conduit Street

Annapolis, Maryland 21401

T-(410) 269-0043 W-(301) 261-1140

Invoice

DATE	INVOICE NO.
6/1/2020	2549

BILL TO
Queen Anne's County 107 North Liberty Street Centreville, MD 21617

P.O. NO.

DESCRIPTION	RATE	AMOUNT
FY 2021 Dues & Assessments Dues contributions allow MACo to provide services that include legislative advocacy, state budget defense, training and educational programs, policy analysis, Conduit Street blog and newsletter, cost-saving opportunities, and other programs and services to Queen Anne's County and its residents.	15,113.00	15,113.00
FID #52-6047837 Please remit payment to:MACo, 169 Conduit Street, Annapolis, MD 21401		Total \$15,113.00

MD Association of Counties

Approved
FY 2021 Budget

	Approved FY 2020 Budget	Projected FY 2020	Approved FY 2021 Budget
Ordinary Income/Expense			
Income			
Dues and assessments	920,771	920,771	966,810
Offset	(355,497)	(355,497)	(401,536)
Total Dues	565,274	565,274	565,274
Reserve Funding of Offset	355,497	355,497	401,536
	<u>920,771</u>	<u>920,771</u>	<u>966,810</u>
Summer Conference Income			
Attendee income	452,738	476,360	495,414
Exhibitor Income	279,900	273,900	273,900
Tech Expo Exhibitor Income	6,700	6,005	8,000
Golf Income	4,000	5,595	5,600
Sponsor Income	115,000	125,000	115,000
Total Summer Conference Income	<u>858,338</u>	<u>886,860</u>	<u>897,914</u>
Annual winter meeting			
Exhibitor income	17,350	30,400	30,400
Attendee income	156,570	170,311	184,141
Sponsorship	52,000	38,771	41,485
Total Annual winter meeting	<u>225,920</u>	<u>239,483</u>	<u>256,026</u>
MACo Hosted Meetings	8,000	8,000	8,000
Directory sales/adv.	500	500	500
Corporate Partner	296,000	354,000	296,000
LGIT Inst Value Fee	160,067	160,165	164,970
NACo PEB, LLC - Nationwide	180,000	183,246	187,277
Investment Income	40,000	80,000	80,000
Enterprise Programs	53,753	93,848	94,232
Miscellaneous Revenue	<u>1,025</u>	<u>1,025</u>	<u>1,025</u>
Total Income	2,744,374	2,927,898	2,952,754
Expense			
Salaries	1,009,920	1,040,000	1,060,000
EPA	40,397	41,600	42,400
Session support	7,500	7,500	7,500
Organizational support	13,600	13,600	13,600
Social security	75,085	70,594	70,594
Leave Buy Back	10,000	11,500	10,000
Health Benefits	165,890	159,140	171,871
Life insurance	4,818	3,600	3,679
Retirement	109,383	112,060	114,340
Disability	8,433	7,903	8,077
Building maintenance	4,332	4,448	4,546
Utilities/janitorial	15,313	15,686	16,031
Parking/mileage	31,875	30,964	31,646
Travel	40,285	28,205	28,826
Presidential Initiatives	3,000	3,000	3,000
Office supplies	6,132	6,808	6,958
Directory publication	5,592	4,699	4,802
Communications	12,812	12,959	13,244
Postage	980	3,017	3,084
Publication and dues	13,993	9,978	10,197
Professional/Administrative	35,415	33,118	33,937
Printing/Distribution/Marketing	1,893	1,803	1,893
Technology/Equipment maintenance	30,477	27,850	33,585
Enterprise Program	13,500	13,500	11,000
Miscellaneous contingency	15,000	15,000	15,000
Summer conference expense	447,642	462,844	484,314
Winter meeting expense	212,168	236,721	248,022
Director/committee mtgs	19,889	26,507	27,068
MACo Hosted Meetings	<u>20,213</u>	<u>15,196</u>	<u>15,530</u>
Total Expense	2,375,538	2,419,801	2,494,745
Net Ordinary Income	368,835	508,097	458,010



**Queen
Anne's
County**

**THE COUNTY COMMISSIONERS OF
QUEEN ANNE'S COUNTY**

The Liberty Building
107 North Liberty Street
Centreville, MD 21617

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Fax: (410) 758-1170

e-mail: QACCommissioners&Administrator@qac.org

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Christopher M. Corchiarino, District 4

County Administrator: Todd R. Mohn, PE

Executive Assistant to County Commissioners: Margie A. Houck

County Attorney: Patrick Thompson, Esquire

To: County Commissioners

ACTION ITEM

From: Margie Houck

Subject: MUTUAL AID AGREEMENT

Date: June 23, 2020

Sheriff Hofmann forwarded the attached Mutual Aid Agreement for your review. Patrick Thompson has reviewed and made the following statement. "The State law provides that this needs to be adopted by the County Commissioners "as in the regular routine for legislative enactment"". His recommendation is that it be introduced by the Commissioners as they would with legislation and advertise, hold a hearing and adopt on a legislative day.

Recommended Action:

I move to hold a hearing on the Mutual Aid Agreement.

**MUTUAL AID AGREEMENT
BETWEEN**

**WICOMICO COUNTY, MARYLAND,
THE SHERIFF OF WICOMICO COUNTY, MARYLAND**

AND

**WORCESTER COUNTY, MARYLAND,
THE SHERIFF OF WORCESTER COUNTY, MARYLAND**

**DORCHESTER COUNTY, MARYLAND,
THE SHERIFF OF DORCHESTER COUNTY, MARYLAND**

AND

**TALBOT COUNTY, MARYLAND,
THE SHERIFF OF TALBOT COUNTY, MARYLAND**

AND

**CAROLINE, MARYLAND,
THE SHERIFF OF CAROLINE COUNTY, MARYLAND**

AND

**QUEEN ANNE'S COUNTY, MARYLAND,
THE SHERIFF OF QUEEN ANNE'S COUNTY, MARYLAND**

AND

**KENT COUNTY, MARYLAND,
THE SHERIFF OF KENT COUNTY, MARYLAND**

AND

**CECIL COUNTY, MARYLAND,
THE SHERIFF OF CECIL COUNTY, MARYLAND**

THIS MUTUAL AID AGREEMENT, made this the ____ day of _____, 2020, by and between **WICOMICO COUNTY, MARYLAND**, a body corporate and politic of the State of Maryland, by and through the **COUNTY EXECUTIVE OF WICOMICO COUNTY, MARYLAND** and the **COUNTY COUNCIL OF WICOMICO COUNTY, MARYLAND**, (collectively, “**Wicomico County**”), the **SHERIFF OF WICOMICO COUNTY**, a State Constitutional Officer, (“**Wicomico Sheriff**”), and;

WORCESTER COUNTY, MARYLAND, a body corporate and politic of the State of Maryland, by and through the **COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND**, (collectively, “**Worcester County**”), the **SHERIFF OF WORCESTER COUNTY**, a State Constitutional Officer, (“**Worcester Sheriff**”), and;

DORCHESTER COUNTY, MARYLAND, a body corporate and politic of the State of Maryland, by and through the **COUNCIL MEMBERS OF DORCHESTER COUNTY, MARYLAND**, (collectively, “**Dorchester County**”), the **SHERIFF OF DORCHESTER COUNTY**, a State Constitutional Officer, (“**Dorchester Sheriff**”), and;

TALBOT COUNTY, MARYLAND, a body corporate and politic of the State of Maryland, by and through the **COUNCIL MEMBERS OF TALBOT COUNTY, MARYLAND**, (collectively, “**Talbot County**”), the **SHERIFF OF TALBOT COUNTY**, a State Constitutional Officer, (“**Talbot Sheriff**”), and;

CAROLINE COUNTY, MARYLAND, a body corporate and politic of the State of Maryland, by and through the **COUNTY COMMISSIONERS OF CAROLINE COUNTY, MARYLAND**, (collectively, “**Caroline County**”), the **SHERIFF OF CAROLINE COUNTY**, a State Constitutional Officer, (“**Caroline Sheriff**”), and;

QUEEN ANNE’S COUNTY, MARYLAND, a body corporate and politic of the State of Maryland, by and through the **COUNTY COMMISSIONERS OF QUEEN’S**

ANNE COUNTY, MARYLAND, (collectively, "**Queen Anne's County**"), the **SHERIFF OF QUEEN ANNE'S COUNTY**, a State Constitutional Officer, ("**Caroline Sheriff**"), and;

KENT COUNTY, MARYLAND, a body corporate and politic of the State of Maryland, by and through the **COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND**, (collectively, "**Kent County**"), the **SHERIFF OF KENT COUNTY**, a State Constitutional Officer, ("**Kent Sheriff**"), and;

CECIL COUNTY, MARYLAND, a body corporate and politic of the State of Maryland, by and through the **COUNTY EXECUTIVE OF CECIL COUNTY, MARYLAND** and the **COUNTY COUNCIL OF CECIL COUNTY, MARYLAND**, (collectively, "**Cecil County**"), the **SHERIFF OF Cecil COUNTY**, a State Constitutional Officer, ("**Cecil Sheriff**"),

(Collectively each aforementioned corporate and politic of the State and Sheriff herein referred to as "**The Parties**")

WHEREAS, it is in the public interest that law enforcement agencies throughout the State of Maryland cooperate to the greatest extent possible to provide prompt, effective, and professional police services; and

WHEREAS, these agencies experience similar law enforcement problems; and

WHEREAS, all law enforcement officers, (hereinafter sometimes called "police" or "officers"), are trained in current law enforcement techniques and have completed a course of training prescribed by the Maryland Police Training Commission and are certified pursuant to Md. Pub. Safety Code Ann. §3-209, *et seq.*; and

WHEREAS, police officials of both jurisdictions are aware from time to time situations have developed at locations and times in either jurisdiction when sufficient

police resources were not immediately available to enable police to render prompt, effective, and professional service to the public; and

WHEREAS, Wicomico County and Wicomico County Sheriff, and Worcester County and Worcester Sheriff, and Dorchester County and Dorchester Sheriff, and Talbot County and Talbot Sheriff, and Caroline County and Caroline Sheriff, and Queen Anne's County and Queen Anne's Sheriff, and Kent County and Kent Sheriff, and Cecil County and Cecil Sheriff are desirous of extending prompt, effective, and professional police service to the public to the extent that police resources are available; and

WHEREAS, pursuant to the authority conferred in Md. Criminal Procedure Code Ann. § 2-105, the Parties enter into this Mutual Aid Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter contained, **THE PARTIES** do hereby agree as follows:

1. Whenever, in the judgment of the **Wicomico Sheriff, Worcester Sheriff, Dorchester Sheriff, Talbot Sheriff, Caroline Sheriff, Queen Anne's Sheriff, Kent Sheriff, Cecil Sheriff** or, in the event of their absence or unavailability, an officer designated by one of the aforementioned Sheriffs, a situation occurs and the police in the County where the situation occurs, an aforementioned Sheriff, or designated officer, may request assistance in the form of police personnel or equipment from the other jurisdiction. The request shall be directed to one of the aforementioned Sheriffs, or, in the event of their absence or unavailability, an officer that has been previously designated. If, in the judgment of one of the aforementioned Sheriff's or their designees, whom the

request has been made, a situation does exist, and the police or equipment requested are available, such resources may be dispatched as requested. A participating agency will provide operational assistance only to the extent that the police and equipment are not required for the adequate protection of that jurisdiction. Additionally, an aforementioned Sheriff shall have the authority to terminate their participation in the situation at any time when circumstances are such that continued participation is deemed not in the best interest of the providing or assisting Agency. One of the aforementioned Sheriffs, or his or her designee, shall have the sole authority to determine the personnel and equipment, if any, available for operational assistance. Notwithstanding anything to the contrary herein, this Agreement shall not be construed to authorize any Sheriff to "deputize" the law enforcement officers of participating parties to this agreement as deputies within their respective jurisdictions.

2. When this Agreement is triggered and while any County police officer traverses, while on official duty, any highway, road, street, or alley in the other jurisdiction and observes any crime in progress, the police officer is authorized to act as a police officer pursuant to this Agreement.
3. The term "situation," as used in this Agreement, may include, but is not limited to, an emergency as defined under Md. Criminal Procedure Code Ann. §2-101, an unruly person or group which demonstrates the potential for violence, a hostage situation, a fire, a national disaster, an accident or other

circumstance where prompt police action requiring more than one officer or specialized equipment is required.

4. The manner of providing assistance, as set forth in this Agreement, shall not limit the authority granted police officers in matters involving fresh pursuit as provided in Md. Criminal Procedure Code Ann. § 2-301, *et seq.*, or the powers granted by §§5-802, 5-807, 5-808, and 5-901 of the Criminal Law Article.
5. Pursuant to Md. Criminal Procedure Code Ann. § 2-105(c), *et seq.*, the Parties acknowledge that the acts performed in furtherance of this Agreement by law enforcement officers, or other officers, agents, or employees and the expenditures made by **The Parties** shall be deemed conclusively to be for a public and governmental purpose.
6. The Parties acknowledge that all of the immunities from liability enjoyed by the jurisdictions when acting through its officers, agents, or employees for a public or governmental purpose within its boundaries shall be enjoyed by the jurisdictions to the same extent when acting pursuant to other lawful authority and/or agreement beyond the boundaries of the Parties in which they are commissioned or employed.
7. Pursuant to Md. Criminal Procedure Code Ann. § 2-105(c)(3), the Parties acknowledge that when their police officers or other officers, agents, or employees are acting under this Agreement or other lawful authority beyond the boundaries of the jurisdiction within the State in which they are commissioned or employed, those persons have the same immunity from liability described in §5-612 of the Courts Article and exemptions from laws,

ordinances, and regulations, and the same pension, relief, disability, workers' compensation, and other benefits, in addition to any other immunities and exemptions to which they are otherwise entitled while performing their respective duties within the boundaries of the jurisdiction in which they are commissioned or employed.

8. **THE PARTIES** to this Agreement shall be responsible for the workers' compensation and death claims of its own employees that may arise out of its employees' activities outside their respective jurisdictions under the Agreement.
9. A police officer who acts under the authority granted by this Agreement remains at all times and for all purposes an employee of the employing unit.
10. Pursuant to Md. Criminal Procedure Code Ann. § 2-105, *et seq.*, each of **THE PARTIES** to this Agreement agree:
 - (a) To waive any and all claims that are against the other Parties to the Agreement and that may arise out of their activities outside their respective jurisdictions under the Agreement; and
 - (b) To indemnify and hold harmless **THE PARTIES** to the Agreement from all claims by third parties that are for property damage or personal injury and that may arise out of the activities of the other Parties to the Agreement outside their respective jurisdictions under the Agreement.
11. The agreement to indemnify shall in no way be construed to constitute a waiver of any immunity or limited liability, which may be claimed as set forth in Section 5-639 of the Courts and Judicial Proceedings Article, and Section 12-

101, *et seq.*, of the State Government Article of the Annotated Code of Maryland. Nothing contained in this Agreement shall be construed to waive, in part or in whole, any immunity (statutory, common law or other) enjoyed by any Party hereto or by any officer, agent or employee of any such Party. This Agreement does not purport to create any "special relationship" between any law enforcement officer and any other person, when a law enforcement officer is conducting law enforcement activities pursuant to this Agreement.

12. **THE PARTIES** agree to cooperate fully with each other in the defense of claims, pursuant to the indemnifications of Paragraph 10(b). This cooperation will include the following:

- (a) Prompt notification to the other Party of any accident, incident or enforcement action resulting in personal injury, property damage, or having the potential for liability;
- (b) Permit a Party to this Agreement to conduct a parallel independent investigation of any accident or incident;
- (c) Make reports, records, and equipment available for purposes of the defense of any claim or suit.

13. Pursuant to Md. Criminal Procedure Code Ann. § 2-105, *et seq.*, all personnel provided by the other jurisdiction shall report to the senior ranking commissioned police officer of the jurisdiction requesting aid.

14. Radio communication between the jurisdictions shall be coordinated through the Communications Section of each Party. In addition, requests for aid in mass processing of arrestees, transportation of prisoners or operation of a

temporary detention facility shall be coordinated through the Sheriff for the jurisdiction requesting the aid, or, in their absence, the senior ranking commissioned police officer.

15. This Police Mutual Aid Agreement shall commence upon execution by all of **THE PARTIES** and shall remain in effect for each Party until a Party hereto cancels its participation in this Agreement by sending a written notice thirty (30) calendar days prior to the cancellation from the Sheriff of the jurisdiction that wishes to withdraw from this agreement.
16. Notice by a Party to withdraw from this agreement does not act to void the agreement between the remaining Parties to this agreement, and only acts to sever the Party that withdraws. As such, following the written withdrawal of a Party to this agreement, an addendum to this agreement will be executed by **THE PARTIES** within forty-five (45) days following the withdrawing Party's withdrawal, indicating that said party has withdrawn from this agreement and that **The Parties** are amended to only include those remaining Parties to this agreement.
17. Copies of this agreement will be provided to **The Parties** and The Office of the State's Attorney for each jurisdiction in which a Party to this agreement is located, and upon request of The Office for The State's Attorney for any of **The Parties** jurisdictions at any time that they may make such a request that is necessary for the prosecution of any case that requires this agreement.
18. This Agreement shall supersede any prior agreements, verbal or written, that may have been previously executed, controlling the matters set forth herein.

19. This Agreement shall be governed by the laws of the State of Maryland.

[SIGNATURES TO FOLLOW ON NEXT PAGE]

AS WITNESS the hands and seals of the Parties the day, month and year first above written.

WITNESS/ATTEST

**THE COUNTY COMMISSIONERS OF
QUEEN ANNE'S COUNTY**

By: _____
James J. Moran, President

SHERIFF OF QUEEN ANNE'S COUNTY

By: _____
Gary Hofmann

Reviewed for form and legal
sufficiency and approved for
execution this ___ day of
_____, 2020.

Patrick E. Thompson
County Attorney



**Queen
Anne's
County**

**OFFICE OF BUDGET, FINANCE AND
INFORMATION TECHNOLOGY**

The Liberty Building
107 North Liberty Street
Centreville, Maryland 21617

Telephone: (410) 758-4064
Fax: (410) 758-4405

*County Administrator: Todd R. Mohn
Director, Budget, Finance and IT: Jonathan R. Seeman
Chief Treasury Officer: Jeffrey A. Rank
Information Technology Manager: Megan DelGaudio*

County Commissioners:

- James J. Moran, At Large
- Jack N. Wilson Jr., District 1
- Stephen Wilson, District 2
- Philip L. Dumenil, District 3
- Christopher M. Corchiarino, District 4

MEMORANDUM

DATE: June 23, 2020

TO: County Commissioners

FROM: Jonathan R. Seeman

ACTION ITEM

RE: Property Tax Credit for Disabled or Fallen Emergency Workers

The following application for the Property Tax Credit for Dwelling owned by a Disabled Emergency Worker, which has been reviewed by the County attorney Patrick Thompson, is recommended for approval.

John Atkins, Jr.

The amount of the credit is 100% of the County tax for the tax year 2020-2021. The estimated amount of the credit is **\$6,048.31**.

LIVE • WORK • PLAY in QA 

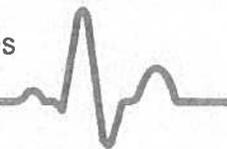
POWERED BY QACTY  visitqueenannes.com

things to do...places to go...ways to grow your business...scan for info



Queen Anne's County Department of Emergency Services
EMS • Communications • Emergency Management • Fire Marshal

100 Communications Drive • Centreville, Maryland 21617
Phone 410.758.4500 • Fax 410.758.2086



Action Item

Date: June 16, 2020

To: Board of County Commissioners

From: Scott A. Haas, Director *SAH*

Cc: Todd Mohn, Administrator

Re: Motorola Solutions 10-Year Maintenance and Lifecycle Plan

The Department of Emergency Services has been working with Motorola Solutions to update our maintenance and lifecycle sustainment services for the County's ASTRO 25 radio and paging system that currently expires on July 1st of this year. This includes both maintenance and lifecycle services that will allow Queen Anne's County to be aligned with the Maryland FIRST upgrade cadence, which is a requirement to be on the Maryland system.

Motorola Solutions is offering the county two plan options. Plan I requires an annual agreement based on a 5% escalating factor or Plan II requires a multi-year agreement with a 3% escalating factor. Over the life of Plan II the county will save a total of \$259,470.91 or 2% per year.

The Department of Emergency Services is recommending to enter into a multi-year maintenance and lifecycle agreement with Motorola Solutions. The pricing schedule is attached and totals a \$259,470.91 cost savings.

Recommended Motion: I move to authorize the Director of the Department of Emergency Services to execute a multi-year contract with Motorola Solutions for maintenance and lifecycle services for a total cost ~~savings of \$259,470.91.~~

of
\$ 1,994,590.12,

SECTION 4

LIFECYCLE MANAGEMENT PRICING

4.1 ANNUAL MAINTENANCE AND SUA II PRICING

Queen Anne's County Maintenance and Lifecycle Pricing												
Service	Maintenance Description of Services	FY '21	FY '22	FY '23	FY '24	FY '25	FY '26	FY '27	FY '28	FY '29	FY '30	
	Advanced Plus Package (SVC 1-9)											
1	Dispatch Service											
2	Network Monitoring											
3	Network Security Monitoring											
4	Infrastructure Repair w/ Advance Replacement											
5	Preventative Maintenance Level 1	\$127,621.62	\$131,751.26	\$135,703.80	\$139,774.91	\$143,968.16	\$148,287.20	\$152,735.82	\$157,317.89	\$162,037.43	\$166,899.55	
6	Onsite Infrastructure Response-Premier											
7	Security Update Service											
8	Technical Support											
9	Remote Security Update Service Management											
10	SUA II											
11	Generics	\$8,978.45	\$9,247.80	\$9,525.24	\$9,810.69	\$10,105.32	\$10,408.48	\$10,720.74	\$11,042.36	\$11,373.63	\$11,714.84	
12	DCR Fire Station Alerting Maintenance and Supp	\$17,260.91	\$17,869.84	\$18,343.93	\$18,894.24	\$19,461.07	\$20,044.90	\$20,646.25	\$21,265.84	\$21,903.61	\$22,560.72	
13	Verint	\$24,017.47	\$24,737.90	\$25,480.13	\$26,244.54	\$27,031.87	\$27,842.83	\$28,678.12	\$29,538.46	\$30,424.61	\$31,337.35	
	Package Inclusive	-\$4,271.83	-\$4,337.99	-\$4,408.00	-\$4,483.07	-\$4,562.14	-\$4,645.34	-\$4,732.67	-\$4,824.16	-\$4,919.83	-\$5,019.78	
	Total	\$173,993.93	\$177,208.80	\$180,563.84	\$184,022.41	\$187,623.21	\$191,367.99	\$195,257.11	\$199,291.48	\$203,470.22	\$207,794.34	
Prices are valid through June 30, 2020											Sub Total	\$1,994,598.10

4.2 COST-SAVINGS

Year	Fayette Site Coverage	Annual (5%)	Multi-Year (3%)	Savings
1	7/1/20 - 6/30/21	\$ 179,208.80	\$ 173,996.90	\$ 5,211.90
2	7/1/21 - 6/30/22	\$ 188,169.24	\$ 179,208.80	\$ 8,960.44
3	7/1/22 - 6/30/23	\$ 197,577.70	\$ 184,585.06	\$ 12,992.64
4	7/1/23 - 6/30/24	\$ 207,456.59	\$ 190,122.62	\$ 17,333.97
5	7/1/24 - 6/30/25	\$ 217,829.42	\$ 195,826.29	\$ 22,003.12
6	7/1/25 - 6/30/26	\$ 228,720.89	\$ 201,701.08	\$ 27,019.80
7	7/1/26 - 6/30/27	\$ 240,156.93	\$ 207,752.12	\$ 32,404.82
8	7/1/27 - 6/30/28	\$ 252,164.78	\$ 213,984.68	\$ 38,180.10
9	7/1/28 - 6/30/29	\$ 264,773.02	\$ 220,404.22	\$ 44,368.80
10	7/1/29 - 6/30/30	\$ 278,011.67	\$ 227,016.35	\$ 50,995.32
Total		\$ 2,254,069.03	\$ 1,994,598.12	\$ 259,470.91
Average Per Year Savings				\$ 25,947.09



Queen Anne's County

Department of Economic and Tourism Development
Heather Tinelli, Director

County Commissioners:

- James J. Moran, At Large
- Jack N. Wilson, Jr., District 1
- Stephen Wilson, District 2
- Philip Dumenil, District 3
- Christopher Corchiarino, District 4

425 Piney Narrows Road
 Chester, MD 21619
 Telephone: (410) 604-2100
 County Cell: (410)490-4695
 Fax: (410) 604-2101

TO: County Commissioners
 Todd R. Mohn, County Administrator

ACTION ITEM

FROM: Heather Tinelli, Director

CC: Jonathan Seeman, Director, Department of Finance

DATE: June 17th, 2020

SUBJECT: Memo of Understanding with Workforce Investment Board for Phase 2 of the Small Business Assistance and Recovery Plan.

BACKGROUND:

QAC Economic and Tourism Development department developed a two phased plan to assist businesses and residents affected by the COVID-19 Pandemic back in April 2020. The first phase of the plan is the \$2.5Million Recovery Grant Fund which is in full swing opening up during the first week in June and is expected to close first week in July.

The second phase of this plan, the Employment Assistance Program was developed to address the high underemployment and unemployment in the County due to Covid-19. QAC would partner with Upper Shore Workforce Investment Board at Chesapeake College and Maryland Department of Labor to pair those from industries most affected by COVID-19 layoffs with Queen Anne's County Businesses looking to hire. We would offer grant funding for on the job training (OJT) to those businesses willing to hire and train currently laid off QA residents. This program would focus on low income eligible workers and pair them with local businesses that have the ability to train employees in-house for higher wage jobs.

I have attached a few pages of the April Monthly Labor review as well as a link to the complete document below. As you can see from the April 2020 reports, our unemployment rate grew from 3.0% in March to 10.2% in April due to the pandemic. 24 % of our County unemployment is from Accommodations and Food Services, 16% Retail Trade and 16% from Health Care and Social Assistance.

https://mwejobs.maryland.gov/admin/gsipub/htmlarea/uploads/MonthlyLaborReview_Apr20.pdf

Funding for this program would come from the \$200,000 of CDBG funds award to the County in 1990 to establish a small business loan program. These funds were recently made available via budget amendment during the last commissioners meeting. Previously the funds have remained inactive since early 2000's. These monies would be used to reimburse company's that participate in the program for 50% of wages for a certain number of agreed upon hours while they train the employee in house. Therefore, essentially doubling the return on investment as the company will be paying the other 50% of the wages. We anticipate, based upon a calculator provided by WIB and assuming an average wage of \$20/hr and 320 hours of training that we will be able to assist approximately 60 employees.

The QACETD will work in partnership with Workforce Investment Board to implement the program. QACETD has already began to reach out to companies to evaluate interest and we have received a positive response. There are a large number of job opportunities in various fields open within the County and we will outreach to companies to match the living wage job opportunities with those seeking employment within the County. We will also work with the American Job Center and Dept of Labor on outreach to potential candidates. During the process this is also an opportunity to educate our companies on the resources available to employers through these organizations. QACETD will also handle the marketing of the program including a campaign directed at residents looking for employment and one directed at County employers.

The Workforce Investment Board will be charged with handling the of the implementation and monitoring of the program once an employee is placed with an employer as their mission is "to provide career and training services that will lead to employment that is relative and supportive to the local five-county economy. They are committed to assisting employers by offering in-demand training options designed to qualify individuals for careers in the region."

We have drafted an MOU which if approved will begin July 1,2020 and last for one year. At that time if the program is successful, we will look to expand the outreach and seek out funding opportunities as a focus on workforce development is an important component of the Economic Development Strategic Plan in Queen Anne's County.

SUGGESTED MOTION:

I motion that we support and sign the MOU with the Upper Shore Workforce Investment Board to assist in Queen Anne's County's new Employment Assistance Program as part of the overall Small Business Assistance and Recovery Plan related to the COVID-19 Pandemic.

Attachment: April Labor Report



THE LMI TEAM

*Office of Workforce Information and Performance
Division of Workforce Development and Adult Learning*

MONTHLY LABOR REVIEW

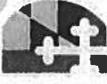
APRIL 2020

Office of Workforce Information and Performance

1100 N. Eutaw Street, Room 316
Baltimore, MD 21201
410-767-2250

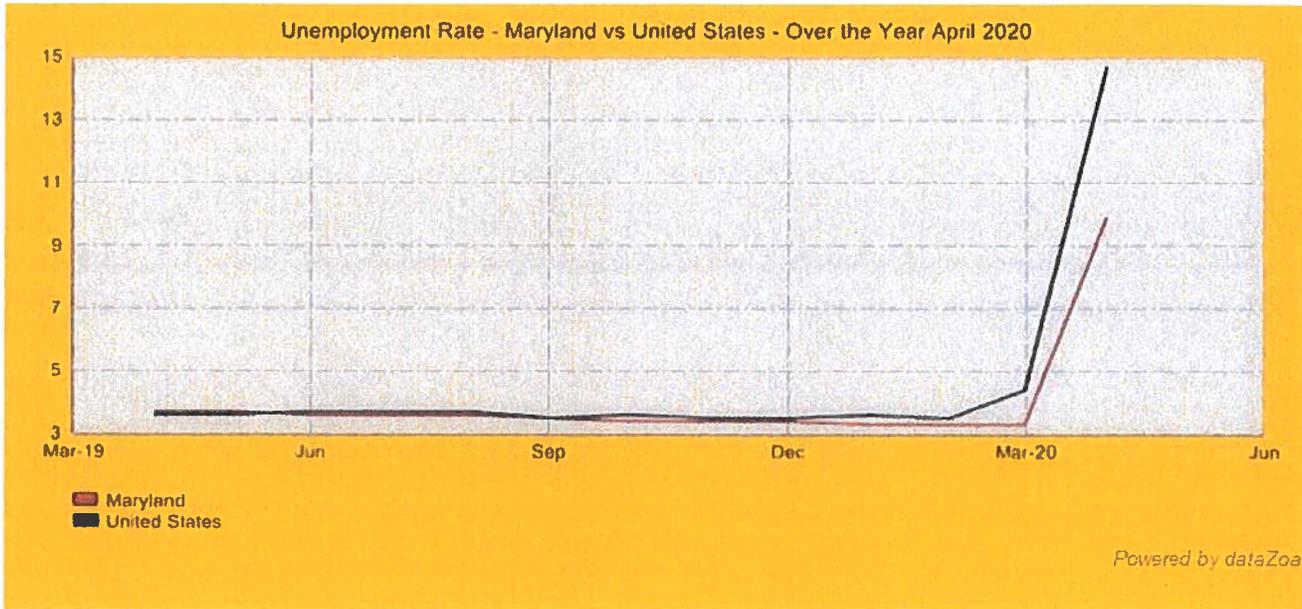
DLWDALLMI-DLLR@maryland.gov
www.labor.maryland.gov/lmi

Issued: June 4, 2020

 **Maryland**
DEPARTMENT OF LABOR

 **MARYLAND**
Workforce Exchange
Where Business and People Connect

Maryland and the United States Unemployment Rate, Employment, and Labor Force Seasonally Adjusted



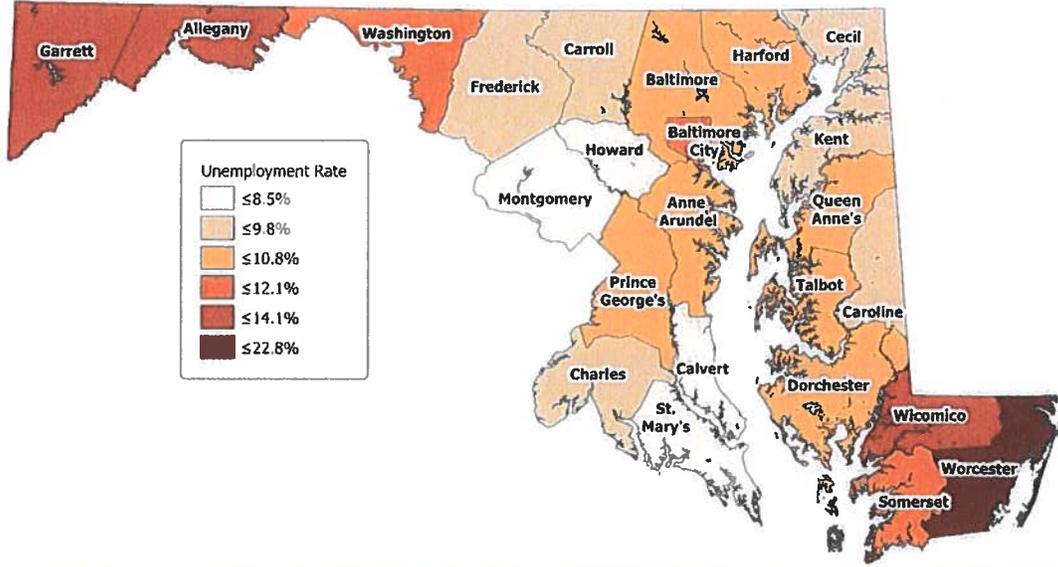
Civilian Labor Force, Employment, Unemployment and Rate	Apr 2019	May 2019	Jun 2019	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020
Maryland													
Unemployment Rate	3.7	3.7	3.6	3.6	3.6	3.5	3.4	3.4	3.4	3.3	3.3	3.3	9.9
Unemployment	119,764	119,049	118,445	117,555	116,059	114,166	112,443	111,898	112,013	109,061	107,394	109,315	304,444
Employment	3,131,352	3,135,190	3,139,739	3,145,585	3,151,418	3,156,844	3,160,658	3,160,936	3,160,365	3,167,463	3,172,883	3,175,393	2,760,034
Labor Force	3,251,116	3,254,239	3,258,184	3,263,140	3,267,477	3,271,010	3,273,101	3,272,834	3,272,378	3,276,524	3,280,277	3,284,708	3,064,478
United States													
Unemployment Rate	3.6	3.6	3.7	3.7	3.7	3.5	3.6	3.5	3.5	3.6	3.5	4.4	14.7
Unemployment	5,850	5,938	5,965	6,027	5,999	5,753	5,857	5,811	5,753	5,892	5,787	7,140	23,078
Employment Level	156,696	156,844	157,148	157,346	157,895	158,298	158,544	158,536	158,803	158,714	158,759	155,772	133,403
Labor Force	162,546	162,782	163,133	163,373	163,894	164,051	164,401	164,347	164,556	164,606	164,546	162,913	156,461

Note: Seasonally Adjusted Data --- The Most Recent Month is Subject to Data Revision

Powered by dataZoa

Local Area Unemployment Statistics by County

County Unemployment Rate April 2020



Unemployment Rate by County	Apr 2019	May 2019	Jun 2019	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020
Maryland	3.2	3.4	3.9	3.9	3.7	3.3	3.3	3.2	3.0	3.6	3.5	3.5	10.1
Allegany County	4.4	4.5	5.6	5.7	5.9	4.9	4.8	4.6	4.5	5.6	5.4	5.3	14.1
Anne Arundel County	2.7	3.0	3.3	3.4	3.3	2.8	2.8	2.7	2.5	3.0	3.0	2.9	10.0
Baltimore city	4.7	4.9	5.5	5.5	5.7	4.8	4.8	4.6	4.2	4.9	4.7	4.9	11.9
Baltimore County	3.4	3.6	4.0	4.0	3.9	3.4	3.5	3.3	3.1	3.6	3.6	3.6	10.8
Calvert County	2.8	3.0	3.6	3.7	3.4	2.8	2.8	2.7	2.5	3.0	3.0	2.9	8.3
Caroline County	3.3	3.3	3.8	3.9	3.5	3.0	3.1	3.2	3.1	3.8	3.8	3.6	9.2
Carroll County	2.5	2.7	3.2	3.3	3.1	2.6	2.6	2.5	2.4	2.9	3.0	2.8	9.4
Cecil County	3.6	3.7	4.3	4.5	4.4	3.6	3.5	3.5	3.3	4.0	4.1	3.9	9.6
Charles County	3.2	3.4	3.8	4.1	4.1	3.3	3.3	3.2	3.0	3.5	3.5	3.6	9.3
Dorchester County	4.6	4.4	5.2	4.7	4.6	4.0	4.3	4.2	4.2	5.1	4.9	5.2	10.7
Frederick County	2.8	3.1	3.5	3.5	3.2	2.9	2.9	2.8	2.6	3.2	3.2	3.0	9.8
Garrett County	3.8	3.7	4.4	4.5	4.3	3.7	3.8	4.2	4.5	5.3	5.4	5.3	13.2
Harford County	3.0	3.2	3.6	3.9	3.6	3.1	3.1	2.9	2.7	3.3	3.4	3.3	10.4
Howard County	2.4	2.7	3.1	3.1	2.9	2.5	2.5	2.4	2.2	2.6	2.7	2.6	8.1
Kent County	3.6	3.3	4.1	3.9	3.7	3.4	3.4	3.4	3.6	5.2	4.9	4.3	9.8
Montgomery County	2.6	2.9	3.3	3.2	2.9	2.7	2.7	2.6	2.4	2.8	2.9	2.8	8.5
Prince George's County	3.4	3.6	4.0	3.9	3.9	3.5	3.5	3.4	3.2	3.6	3.6	3.7	10.0
Queen Anne's County	2.7	2.9	3.3	3.4	3.2	2.8	2.7	2.7	2.6	3.3	3.3	3.0	10.2
Somerset County	5.6	5.3	6.4	6.2	6.2	5.3	5.4	5.5	5.6	6.8	6.0	5.9	11.8
St. Mary's County	2.8	3.1	3.6	4.0	3.8	2.9	2.9	2.8	2.6	3.2	3.2	3.1	7.3
Talbot County	3.0	3.2	3.6	3.6	3.2	2.8	2.8	2.9	2.9	3.8	3.9	3.7	10.6
Washington County	3.5	3.7	4.1	4.1	3.8	3.4	3.5	3.3	3.2	4.0	4.2	4.0	12.1
Wicomico County	4.4	4.0	4.6	4.5	4.4	4.0	4.1	4.4	4.5	5.2	5.0	4.8	13.5
Worcester County	7.8	5.7	5.3	5.0	4.9	4.6	5.4	8.5	9.5	10.9	9.3	9.4	22.8

Note: Data Not Seasonally Adjusted

Powered by data2go

This Grant Award Memorandum of Understanding (MOU)

by and between

Queen Anne's County Maryland

And

The Upper Shore Workforce Investment Board

Federal ID# 52-1322287; DUNS# 784756285

Po Box 8

Wye Mills, MD 21679

Contact/Attention: Daniel P. McDermott, Executive Director

Phone: 410-822-1716; Email:dmcdermott@chesapeake.edu

I. Background and Scope

The Upper Shore Workforce Investment Board submitted an unsolicited proposal to operate an On The Job Training project for Queen Anne's County residents and/or Queen Anne's County businesses. The objective of the program is to pair those from industries most affected by COVID-19 layoffs with Queen Anne's County Businesses looking to hire. Queen Anne's County residents currently working in the hospitality and retail industry have experienced a large number of layoffs therefore account for the majority of new unemployment claims in the County stemming from the COVID-19 pandemic. This program would focus on underemployed or unemployed residents and pair them with local businesses that have the ability to train workers in-house for higher wage jobs.

This award is for \$ 200,000.

The focus of the project is jobs for Queen Anne's County residents and workers for Queen Anne's County businesses.

II. Term of the MOU: July 1, 2020 – June 30, 2021

III. Roles and Responsibilities

The specific roles and responsibilities of the parties are delineated in the approved proposal and budget pages(s) which are incorporated by reference and attached to this MOU at Attachment 1.

IV. The approved budget under this MOU is based on the number of hours, wage rate, and reimbursement rate for On The Job Training contracts between Queen Anne's County businesses and the Upper Shore Workforce Investment Board.

Budget

OJT Contracts: \$195,000

USWIB Administration: \$ 5,000

Total: \$200,000

V. Recipient Assurances

The Upper Shore Workforce Investment Board does not discriminate on the basis of race, color, national origin, sex, age, or disability.

The Upper Shore Workforce Investment Board provides appropriate auxiliary aids and services, including qualified interpreters for individuals with disabilities and information in alternate formats, free of charge and in a timely manner, when such aids and services are necessary to ensure an equal opportunity to participate for individuals with disabilities;

VI. Separate Account

The Upper Shore workforce Investment Board shall establish a separate account for funds received under this MOU.

VII. Report & Invoice Schedule

A. Submit following invoices and reports as identified below:

Year 1		
Invoice Due	Amount	Report Type Due Dates
Upon receipt of execution of MOU	\$50,000	Report on recruitment & enrollment plan
Monthly	As Needed	Contracts, funds expended, funds obligated, funds needed
<i>Due no later than 60 days after the close of the grant period</i>	As Needed	Final report: contracts, financials, retention
	\$ 200,000	

B. The final invoice and final report is due no later than 60 days after the close of the grant period. Failure to submit the final report and invoice in the required timeframe may be caused to forfeit allotted funds

VIII.

A. Payment to an Upper Shore Workforce Investment Board shall only be made upon submission of a proper invoice and report to the Queen Anne's County Tourism and Economic Development Office

B. In order for an invoice to be considered proper, the following conditions must exist:

1. Full completion of the terms and conditions of the MOU must have been satisfied.
2. The invoice shall be provided on the letterhead of the Upper Shore Workforce Investment Board and include at a minimum:
 - a. Reference to the MOU or Grant Award number and
 - b. Description of the MOU or grant, the full MOU value, the basis for billing, the federal employee identification number and the name[s] and address of the proper invoice recipient.

VIII. Contingent Fee Prohibition

The Upper Shore Workforce Investment Board warrants that he/she has not employed or retained any person, partnership, corporation or other entities other than a bona

bona fide employee or agent working for the Upper Shore Workforce Investment Board to solicit or secure this MOU and that he/she has not paid or agreed to pay any person, partnership, corporation or other entities other than a bona fide employee or agent any fee or any other consideration contingent on the making of this MOU.

IX. MOU Modification

This MOU represents the entire understanding between the parties. None of the conditions or propositions of this MOU shall be held as having been waived or modified in any way by any act or knowledge of the parties hereto, or their agents, except on the evidence of an instrument in writing signed by all the signatures to this MOU. This MOU supersedes any and all understandings or MOU either oral or written, between Queen Anne's County and Upper Shore Workforce Investment Board.

X. Non-Assignment

The Upper Shore Workforce Investment Board shall not sell, transfer, or otherwise assign his/her obligations under this MOU or any portion thereof, or of its rights, title, or interest, without the prior written consent of Queen Anne's County.

XI. Non-Discrimination in Employment

The Upper Shore Workforce Investment Board agrees: a) not to discriminate in any manner against an employee or applicant for employment because of race, color, religion, creed, age, sex, marital status, national origin, ancestry, or physical or mental disability unrelated in nature and extent so as reasonably to preclude the performance of such employment; b) to include a provision similar to that contained in subsection (a) above, in any sub-MOU except a sub-MOU for standard commercial supplies or raw materials; and; c) to post and to cause sub-Upper Shore Workforce Investment Boards to post in conspicuous places available to employees and applicants for employment, notices setting forth the substance of this clause.

XII. Indemnification

To the extent permitted by Maryland law and the extent of available appropriations, Queen Anne's County shall indemnify and hold harmless the Upper Shore Workforce Investment Board, its successors and assigns, from any loss, damage, expense or claim that occurs or arises out of the performance or non-performance of this MOU that is caused solely from Queen Anne's County activities hereunder.

Notwithstanding anything to the contrary, nothing herein is deemed a waiver of any governmental immunity to which Queen Anne's County be entitled under Maryland law, or otherwise.

Queen Anne's County shall not assume any obligation to indemnify, hold harmless, or pay attorney's fees that may arise from or in any way be associated with the performance or operation of this MOU. The Upper Shore Workforce Investment Board shall reimburse, indemnify, and hold harmless Queen Anne's County for all loss to Queen Anne's County arising from the negligence of the Upper Shore Workforce Investment Board in performance of this MOU and for the loss to the Queen Anne's County resulting from the non-performance thereof.

XIII. Termination for Default

If the Upper Shore Workforce Investment Board fails to fulfill its obligations under this MOU properly and on time, or otherwise violates any provision of the MOU, Queen Anne's County may terminate the MOU by written notice to the Upper Shore Workforce Investment Board. The notice shall specify the acts of omission relied on as cause for termination. Queen Anne's County shall pay the Upper Shore Workforce Investment Board fair and equitable compensation for satisfactory performance prior to receipt of notice of termination, less the amount of damages caused by the Upper Shore Workforce Investment Board's breach. If the damages are more than the compensation payable to the Upper Shore Workforce Investment Board, the Upper Shore Workforce Investment Board will remain liable after termination and Queen Anne's County can affirmatively collect damages. Termination hereunder, including the determination of the rights and obligations of the parties, shall be governed by the provisions of *COMAR 21.07.01.11B*.

XIV. Termination for Convenience

The performance of work under this MOU may be terminated by Queen Anne's County in accordance with this clause in whole, or from time to time in part, whenever Queen Anne's County shall determine that such termination is in the best interest of Queen Anne's County. Queen Anne's County will pay all reasonable costs associated with this MOU that the Upper Shore Workforce Investment Board has incurred up to the date of termination and all reasonable costs associated with termination of the MOU. However, the Upper Shore Workforce Investment Board shall not be reimbursed for any anticipatory profits which have not been earned up to the date of termination. Termination hereunder, including the determination of the rights and obligations of the parties, shall be governed by the provisions of *COMAR 21.07.01.12A (2)*.

XV. Anti-Bribery

Queen Anne's County, Upper Shore Workforce Investment Boards and Consultants are required to be aware of State Finance and Procurement Art. §16-202 of the Annotated Code of Maryland which requires that any person convicted of bribery, attempted bribery, or conspiracy to bribe based upon acts in the obtaining of an MOU from the State or any of its subdivisions, shall be subject to disqualification from entering into an MOU with the State, or any county or other subdivision of the State, for the supply of materials, supplies, equipment, or services by the person.

XVI. Audit and Records

The Upper Shore Workforce Investment Board shall maintain records and documents relating to the performance of the MOU and shall keep all such records and documents for three (3) years after the completion of the MOU, and shall make such records available for inspection and audit by authorized representatives of Queen Anne's County.

XVII. Dispute Clause

Disputes will be made in writing to Queen Anne's County within 30 days of when the Upper Shore Workforce Investment Board knew or should have known the basis of the dispute and shall contain an explanation of the dispute and facts upon which the dispute is based. The Upper Shore Workforce Investment Board may supplement the file with additional documents it deems relevant. The dispute will be decided solely on the basis of the written record, unless Queen Anne's County decides to conduct

fact-finding procedures or an oral hearing on the dispute. Any fact-finding or hearing shall be conducted using procedures that Queen Anne's County deems appropriate. Pending resolution of a dispute, the Upper Shore Workforce Investment Board shall proceed diligently with the performance of the agreement in accordance with the procurement officer's decision. This dispute clause does not limit Queen Anne's County ability to recover grant funds following an audit of the grant consistent with federal law and the assurances.

- XVIII. **Maryland Law Prevails**
The provisions of this MOU shall be governed by the laws of Maryland.

Signatures:

By: _____

Daniel P. McDermott
Executive Director
Upper Shore Workforce Investment Board

Date: _____

By: _____

Queen Anne's County

Date:

On the Job Training

Proposal: The USWIB is proposing to use Queen Anne's County funds to provide OJT opportunities for customers.

Customers: The target customers are Queen Anne's County residents and/or Queen Anne's County Businesses. Customers will have a connection to Queen Anne's County either by living in Queen Anne's County or working for a business located in Queen Anne's County.

Employers: Employers participating in the On the Job Training program will be Queen Anne's County businesses. The Queen Anne's County Economic Development Office staff will determine if a business is a Queen Anne's County business.

QACETD will work with local businesses and Department of Labor to market the program. Focus will be on individuals unemployed or underemployed and matching them with QAC businesses seeking employees and offering living wage jobs. A Marketing campaign will be developed geared to QAC residents looking for employment or opportunities to train for a new career path reducing unemployment #'s in the County and increasing the economic quality of life for those seeking jobs.

QACETD has begun initial outreach with area businesses in a variety of industries and there has been great interest in the program. Partnerships will with USWIB, Dept of Labor, local job centers etc. as a resource to deliver and market the program.

On The Job Training Contract: The USWIB will negotiate an OJT contract with the Queen Anne's County business that includes:

- Business Name
- FEIN
- Start Date
- End Date
- Wage Rate
- Reimbursement Percentage
- Total Hours
- Training Plan
- Legal Compliance Language: Contract Terms and Conditions
- Signatures

Contract Approval: The USWIB will forward contracts to the Queen Anne's County Economic Development Office for final approval.

Employer Reimbursement: The USWIB will reimburse employers based on verifiable invoices in support of hours worked, training provided and contract terms and conditions.

Data Management: The USWIB will document the OJT relationship in a spreadsheet or other data management tool in order to track contract status, funds available, and funds expended.

Follow Up: The USWIB will provide follow up services for OJT participants and QACETD will have ongoing consultation and outreach with companies participating in the program to include providing resources for additional training dollars through Maryland Programs.



Queen Anne's County

THE DEPARTMENT OF PARKS & RECREATION OF QUEEN ANNE'S COUNTY

1945 4H Park Rd. Centreville, MD 21617 www.qac.org/229/parks-recreation Telephone: (410) 758-0835 Fax: (410) 758-0566

County Commissioners:

- James J. Moran, At Large Jack N. Wilson, Jr., District 1 Stephen Wilson, District 2 Philip L. Dumenil, District 3 Christopher M. Corchiarino, District 4

County Administrator: Todd Mohn Executive Assistant to County Commissioners: Margie A. Houck County Attorney: Patrick Thompson, Esquire

MEMORANDUM

Date: June 23, 2020

To: County Commissioners

ACTION ITEM

From: Stephen Chandlee, Director, Department of Parks and Recreation James Wood, Public Landings Supervisor, Department of Parks and Recreation

Subject: Corsica River Maintenance Dredging

The Department of Parks and Recreation seeks approval to contract with Ray Nornes, Inc. to provide Dredging Operations for Corsica River Dredging Project to maintenance dredge the Corsica River channel and municipal boat slips.

An Invitation to Bid (ITB) was advertised in accordance with Queen Anne's County's procurement procedures on May 8, 2020. A pre-bid meeting was held on May 18, 2020. Three bids were received and read aloud at a Bid Opening on June 1, 2020. The County Attorney reviewed the bid results and provided clarification that the base bid reported on page 330-3 of the bids provides the correct base bid on which to base this award.

As noted in the attached letter from the County's consulting engineer, BayLand Consultants and Designers, Ray Nornes, Inc. submitted the lowest qualifying base bid with a cost of \$263,000. BayLand, County and MD-Department of Natural Resources (MD-DNR) staff reviewed the proposals, see attached letter from DNR. There is concurrence Ray Nornes, Inc as the low bidder, has the required experience, equipment and personnel to effectively complete this project as requested.

Funding for this contract will come from the approved CORSICA RIVER DREDGING project (#330001) budget that has ample funds available for this expense, see table 1. The project is primarily funded by two grants totaling \$800,000 received from MD-DNR Waterway Improvement Program.

REQUESTED ACTION/MOTION:

I move to authorize the Department of Parks and Recreation enter into a contractual agreement with Ray Nornes, Inc. for Dredging Services. This contract will be for the base bid of \$263,000 with options to execute four add alternates and change orders, as necessary, up to a total of \$351,550 for services described in the invitation to bid, addendum and bid proposal. The contract award shall be contingent upon pending approval of wetland permits. Funding will be provided by MD-DNR grant funds as identified in the Corsica River Dredging Capital Project #330001.

cc: Jon Seeman

Table 1: Corsica River Dredging Project Funding Status	
PARKS AND RECREATION DEPARTMENT - PUBLIC LANDING DIVISION	
CORISCA RIVER DREDGING – Project: 330001	
Approved DNR Waterway Improvement Grants	\$800,000.00
Expenditures incurred for Engineering Services, FY19 and FY20 YTD	\$62,136.00
Projected Expenditures for Engineering Services, FY20 & FY 21	\$18,364.00
Expenditures incurred for DMPS Remediation, FY20	\$38,506.50
Projected Expenditures for DMPS Remediation, FY20 & FY21	\$101,688.50
Other expenses incurred for permits, advertising, rents, etc., FY16 - FY20	\$29,878.00
Total Incurred & Projected Expenditures, FY16 to FY21	\$250,573.00
PROPOSED Expenditures:	
<i>Ray Nornes, Inc.</i> - Dredging of Federal Corsica River Channel and Municipal Boat slips	\$351,550.00
Total Incurred, Projected and PROPOSED Expenditures, FY16 to FY21	\$602,123.00
Remaining Budget with PROPOSED Expenditure	\$197,877.00

June 3, 2020

Mr. James Wood
Queen Anne's County
Parks and Recreation Department – Public Landings Division
1945 4-H Park Rd.
Centreville, Maryland 21617

Re: Corsica River Maintenance Dredging – Project No. QA-CR 2019 08
Bid Recommendation

Dear Mr. Wood:

On Monday, June 1, 2020, sealed bids were opened for the above referenced project. Three bids were received as follows:

CONTRACTOR	BID PRICE (Base Bid Items 1 – 2)	TOTAL PRICE (Base Bid Items 1 – 2 & Contingent Bid Item 3 & Add Alternate Bid Items (4 – 7)
Ray Nornes, Inc.	\$ 263,000.00	\$ 351,550.00
Southern Maryland Dredging	\$ 287,450.00	\$ 444,942.50
Mobile Dredging & Video Pipe, Inc.	\$ 404,117.35	\$ 523,123.30

We have reviewed the bids and found Ray Nornes, Inc. to be the apparent low bidder with the lowest base bid of \$263,000.

Ray Nornes, Inc. has successfully completed similar hydraulic dredging projects designed by BayLand for Maryland Department of Natural Resources (DNR) and others. We believe Ray Nornes Inc. has the equipment and experience necessary to perform this work. BayLand has reviewed the bid and found it fair and reasonable. BayLand recommends awarding the Corsica River Maintenance Dredging project to Ray Nornes, Inc. for the total project price of \$351,550.00 inclusive of all Bid Items 1 thru 7; pending approval of the wetland permits.

If you have any questions, please do not hesitate to contact me at 410-694-9401 or sbaharlou@baylandinc.com.

Sincerely,



Sepehr Baharlou, P.E.
Project Manager

Aj/cr

P:\18_32101_Corsica River Dredging\01 Dredging Engineering Services\Bidding Services\Bid Recommendation.docx



Larry Hogan, Governor
Boyd Rutherford, Lt. Governor
Jeannie Haddaway-Riccio, Secretary
Charles Glass, Deputy Secretary

June 3, 2020

Mr. James Wood
Public Landings Supervisor
Queen Anne's County
Parks and Recreation Department
1945 4-H Park Rd
Centreville, MD 21617

RE: Bid Approval for Corsica River Dredging Award
Corsica River Dredging Grants: DG-1707H-17 \$300,000 & MDG-1502 \$500,000

Dear Mr. Wood,

Thank you for submitting the bid information for the Corsica River Dredging project. After reviewing the information, our office concurs with Queen Anne's County's recommendation to award the contract to Ray Nornes, Inc. in the amount of \$351,550. As per the bid documents, contract costs above the base bid amount of \$263,000 are contingent on the County obtaining the pending wetland permits. The following actions must be completed to ensure proper grant management and efficient disbursement of funds:

(1) Please notify our office of any scheduled pre-construction meeting.

(2) When the contract has been awarded, a copy of the executed contract and the Notice to Proceed should be forwarded to this office.

Your cooperation is appreciated in meeting the terms and conditions of our grant process. Please keep us updated on project progress and documentation. Also, change orders for contracts/purchase orders must be approved in advance by our office.

We look forward to working closely with you on this project. If you have any questions or comments, please contact Isaac Wilding at 410-260-8443, email isaac.wilding@maryland.gov or Sandi Pepe at 410-260-8466, email sandi.pepe@maryland.gov.

Sincerely,

Isaac Wilding
Statewide Dredging Coordinator

cc: Carla Fleming, Director – Center for Waterway Improvement and Infrastructure
Sandi Pepe, Program Administrator



*Queen
Anne's
County*

**THE DEPARTMENT OF PARKS & RECREATION
OF QUEEN ANNE'S COUNTY**

1945 4H Park Rd.
Centreville, MD 21617
www.qac.org/229/parks-recreation
Telephone: (410) 758-0835
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County Commissioners:

James J. Moran, At Large
Jack N. Wilson, Jr., District 1
Stephen Wilson, District 2
Philip L. Dumenil, District 3
Christopher M. Corchiarino, District 4

*County Administrator: Todd Mohn
Executive Assistant to County Commissioners: Margie A. Houck
County Attorney: Patrick Thompson, Esquire*

MEMORANDUM

Date: June 23, 2020

To: County Commissioners

ACTION ITEM

From: Stephen Chandlee, Director, Department of Parks and Recreation
James Wood, Public Landings Supervisor, Department of Parks and Recreation

Subject: Request to reinstate PT contractual position into QA Public Landings budget

The Department of Parks and Recreation requests that a 1,300 hour part time contractual position be reinstated into the Queen Anne's County Public Landings FY 21 budget, # 330010.

This position was included in the FY 20 and prior budgets. Funding for this position has been used for seasonal help for various tasks including enforcement, litter pickup and maintenance. Due to an oversight by Public Landings staff, the omission of this position from the FY21 budget was not corrected during the FY21 budget preparation and approval process.

The Public Landings Division operates as an enterprise fund. Therefore this request will not impact the general fund. The need for this position has never been greater to assist in addressing recent unprecedented use of Public Landings facilities, particularly the Fishing Piers.

Per QA Finance office, the salary and benefits for this position are \$ 30,294. Current surplus revenue from facility entrance fees for FY 20 exceeds this amount, and support similar projections for FY21. In addition, ample funding is available from the Public Landings Prior Year Fund Balance.

Recognizing the current hiring freeze, the Public Landings Division requests approval to hire part time contractual staff to help address the current and anticipated significant seasonal needs at the Public Landings facilities. This cost will not impact Queen Anne's County general funds.

REQUESTED ACTION/MOTION:

I move that a 1300 hour part time contractual position with salary and benefits cost of \$30,294 be reinstated into Public Landing FY21 operating budget # 330010. And I authorize hiring of staff to address the significant seasonal needs of the Public Landings Division.

cc: Jon Seeman
Beverly Churchill

file: Request to QACC to reinstate Vacant PT position into QAPL FY21 budget_v1f.docx



**Queen
Anne's
County**

County Commissioners:

James J. Moran, At Large
Jack N. Wilson, Jr., District 1
Stephen Wilson, District 2
Philip L. Dumenil, District 3
Christopher M. Corchiarino, District 4

**THE DEPARTMENT OF PARKS & RECREATION
OF QUEEN ANNE'S COUNTY**

1945 4H Park Rd.
Centreville, MD 21617
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Telephone: (410) 758-0835
Fax: (410) 758-0566

*County Administrator: Todd Mohn
Executive Assistant to County Commissioners: Margie A. Houck
County Attorney: Patrick Thompson, Esquire*

MEMORANDUM

Date: June 23, 2020

To: County Commissioners

ACTION ITEM

From: Stephen Chandlee, Director, Department of Parks and Recreation
James Wood, Public Landings Supervisor, Department of Parks and Recreation

Subject: Corsica River Dredging – Easements for dredge pipe

The Department of Parks and Recreation (DPR) requests authority to negotiate temporary easements with four property owners to place piping on private property for operations associated with the planned Corsica River Dredging Project.

County staff has received verbal approvals from the property owners. The easements will put into place a written agreement for a 20 foot wide easement and specify the terms, duration and responsibilities.

DPR requests the authority, in consultation with the County Attorney to negotiate the terms and details of the easements, assurances for repairs of any damages, and compensation, if any.

The Corsica River Dredging Project #330001 is grant funded. DPR will consult with MD-DNR, related to the terms of the grant funding for the project. Any costs associated with this request will not impact Queen Anne's County general funds.

REQUESTED ACTION/MOTION:

I move that the Department of Parks and Recreation be authorized to negotiate temporary easements with four property owners to place piping on private property associated with the planned Corsica River Dredging Project #330001.

cc: Jon Seeman

file: Request to QACC to authorize QADPR to execute easements for Corsica Dredging pipe route_v2_rev1.docx.docx

13



**Queen
Anne's
County**

DEPARTMENT OF PUBLIC WORKS

312 Safety Drive
Centreville, MD 21617

Telephone: (410) 758-0925
Fax: (410) 758-3341
www.qac.org

County Commissioners:

James J. Moran, At Large
Jack N. Wilson, Jr., District 1
Stephen Wilson, District 2
Philip L. Dumenil, District 3
Christopher M. Corchiarino, District 4

MEMORANDUM

Date: June 23, 2020

ACTION ITEM

To: County Commissioners

From: Dave MacGlashan

Subject: Detention Center Property Acquisition Contract

Attached for signature is the Detention Center Property Acquisition Contract in the amount of \$160,000. The 6.413 acres is necessary for the Detention Center Expansion. Approval of the purchase was voted on and approved in the May 12, 2020 County Commissioner meeting.

There is \$297,750 remaining in the capital budget for 'land acquisition' related to the Detention Center Expansion.

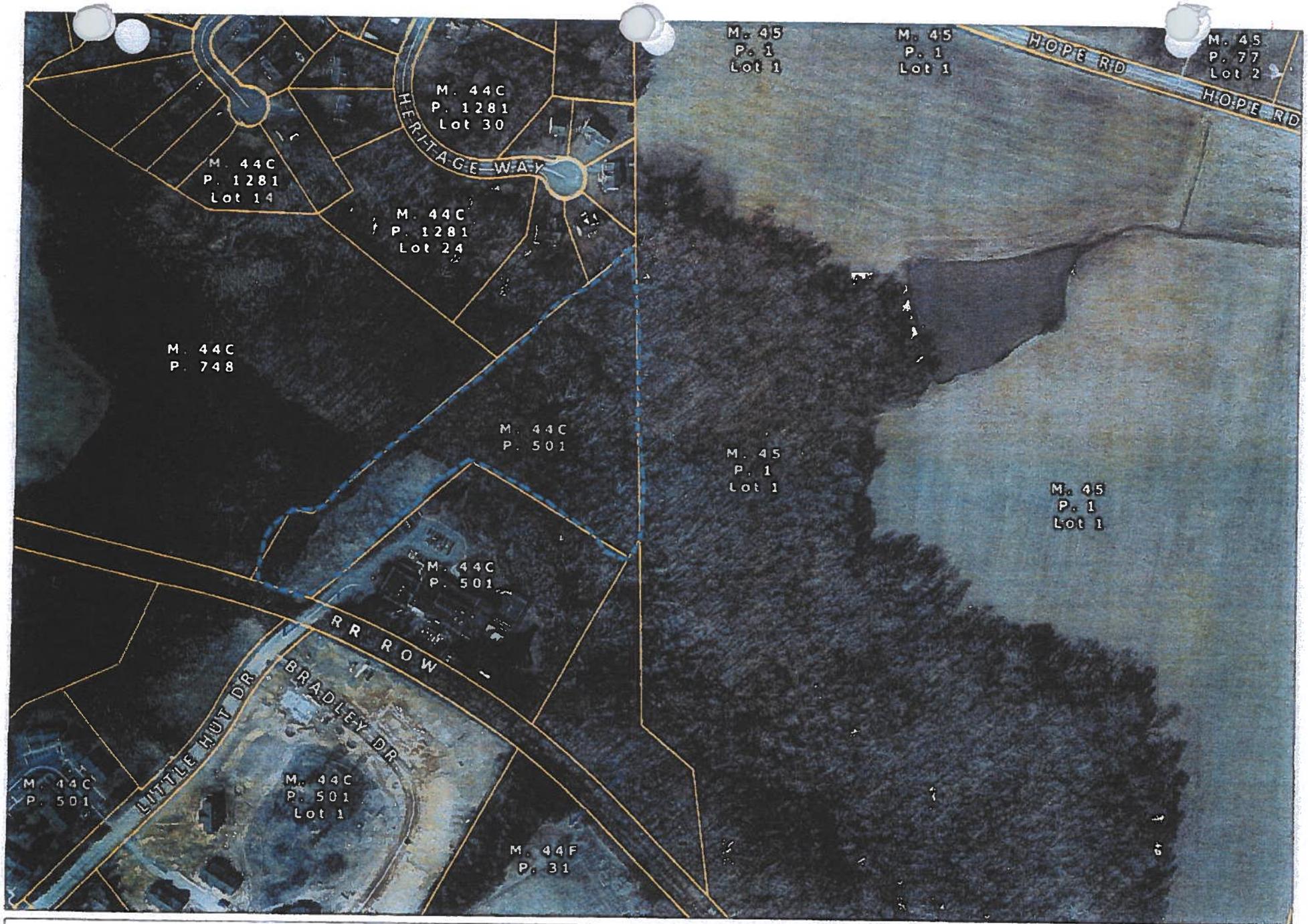
Recommended Motion:

I move to sign the purchase contract with the Town of Centreville in the amount of \$160,000.

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1 3,757



DISCLAIMER: Property information contained on this map is for reference purposes only and is NOT to be construed as a "legal description" The map scale displayed is not accurate and serves as a general representation only

ENGINEERING AND GENERAL SERVICES DIVISION
FY 2020 - HISTORIC COURTHOUSE RENOVATIONS CAPITAL BUDGET

Approved FY 2019 & 2020 Project 400883 Capital Budget		\$300,000.00
	FY19	\$250,000.00
	FY20	\$50,000.00
	<u>Total Available Funds</u>	<u>\$300,000.00</u>
Expenditure	Land Appraisal	(\$2,250.00)
		\$297,750.00
Expenditure	Land Acquisiton - 6.413 Acre Parcel I	(\$160,000.00)
	Remaining Balance	\$137,750.00

AGREEMENT OF SALE

THIS AGREEMENT OF SALE, made this _____ day of _____, 2020, by and between **THE TOWN COUNCIL OF CENTREVILLE**, called "Seller"; and **THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY**, hereinafter called "Buyer", witnesseth, that:

1. AGREEMENT OF SALE AND PURCHASE - In consideration of the several covenants of the parties hereto, and subject to the terms and conditions set forth herein, Seller hereby agrees to sell to Buyer, and Buyer hereby agrees to purchase from Seller, all Seller's one-half undivided interest as tenant in common in and to that property described in Paragraph 2 hereof, the same being sometimes called the "Subject Property".

2. PROPERTY DESCRIPTION - The Subject Property is known and described as follows:

ALL that part of a parcel or tract of land situate, lying and being in the Third Election District of Queen Anne's County, within the Town of Centreville, State of Maryland, shown and designated as "PARCEL I AREA = 6.413 Ac. +/-", on the plats entitled "SPECIAL PURPOSE EXHIBIT" prepared by McCrone, Inc., registered engineers and surveyors, dated June 21, 2018 and recorded in Liber S.M. No. 2953, folio 40 of the Land Records of

Queen Anne's County, Maryland.

RESERVING, HOWEVER unto the Seller, an easement for the construction, maintenance and repair of a municipal water line, over, under, through and across the above described property as "Proposed Variable Width Public Utility Easement Reserved by The Town Council of Centreville" on the drawing entitled "Utility Easement - Exhibit A" attached hereto.

TOGETHER with the improvements thereon and all and every rights, roads and ways appurtenant thereto.

3. PURCHASE PRICE - The total purchase price of the Subject Property shall be **ONE HUNDRED SIXTY THOUSAND DOLLARS (\$160,000.00)**, of which **FIVE THOUSAND DOLLARS (\$5,000.00)** has been paid unto Seller as a deposit and to be held in the escrow account of Stevensville Title and Escrow. The balance of the purchase price is to be paid at settlement by cash or certified funds.

4. CONTINGENCY - The parties further agree that settlement shall be contingent in its entirety on Seller's satisfaction of all legislative requirements authorizing the transaction contemplated herein and upon failure of such contingency, the deposit shall be returned to Buyer and neither party shall have any further right or obligation under this Agreement of Sale.

5. SELLER'S WARRANTIES - Seller hereby warrants that title

to the aforementioned property is to be good and merchantable, free of liens and encumbrances, save and excepting normal utility easements and the easement for a water line being reserved by Seller.

6. SETTLEMENT - Settlement shall be held on or before thirty (30) days from the date of the fulfillment of the contingency set forth in Paragraph 4 (no later than December 1, 2020) at the law offices of Braden, Thompson, Poltrack & Mundy, LLP, 102 St. Claire Place, Suite 2, Stevensville, Maryland 21666, or at any other mutually agreeable time and place. Time is of the essence to this contract.

7. TITLE - Buyer shall have prepared, at its own expense, and shall submit to Seller at or before the time of settlement hereunder, a deed to the Subject Property containing covenants of further assurances, which deed shall convey to Buyer a good and merchantable, fee simple title in and to the Subject Property, free and clear of all liens and encumbrances.

The aforesaid deed shall be executed, acknowledged and delivered by the Seller to the Buyer at the time of settlement hereunder, provided that the Buyer shall have theretofore, or simultaneously therewith, performed all its obligations hereunder.

8. POSSESSION - Buyers shall have the right to inspect the

property at all reasonable times prior to settlement. Full possession shall be given to Buyers at settlement. The rights of any tenant or occupant of the premises shall be terminated by Seller prior to settlement and Buyer shall have complete and uncontested possession of the premises at settlement.

9. TAX ADJUSTMENTS - Real property taxes and all other public charges assessed on an annual or other regular periodic basis against the Subject Property, if any, shall be apportioned between Buyer and Seller as of the date of settlement.

10. COMMISSIONS - Each party warrants and represents to the other that their execution of this Agreement of Sale was not caused, procured or facilitated by a real estate agent and each shall indemnify and hold the other harmless from any claims or demands for real estate commissions.

11. SELLER'S DEFAULT - In the event of any default by Seller in its obligations hereunder, Buyers shall have the right to sue for specific performance of this Agreement; provided, however, that if Seller's default shall be occasioned by the existence of a defect in the title to the Subject Property of such significance as to render such title, in the judgment of a reputable title insurance company, uninsurable at standard rates, Seller shall refund to Buyer all monies theretofore paid by Buyer hereunder,

whereupon this Agreement shall be terminated and neither party shall have or assert any further right or claims against the other arising herefrom.

12. BUYER'S DEFAULT - In the event of any default by Buyer in her obligations hereunder, Seller shall be entitled to retain, as liquidated damages, all sums paid by Buyer to Seller or Sellers' agent at the time of execution hereof or at any other time prior to such default, and neither party shall thereafter have or assert any further right or claim against the other arising out of this Agreement.

13. ASSIGNABILITY - Buyer shall have the right to assign this contract with the consent of Seller.

14. EXPENSES OF TRANSFER -

"Section 14-404 of the Real Property Article of the Annotated Code of Maryland provides that, unless otherwise negotiated in the contract or provided by local law, the cost of any recordation tax or any State or local transfer tax shall be shared equally between the buyer and seller."

Buyer shall be solely responsible for the cost of all recordation tax stamps and the State and County transfer tax as well as all other normal and customary settlement expenses. Seller shall be responsible for the cost of removing any liens or

encumbrances on the property.

15. CHOICE OF LAW - This Agreement, and the respective rights and duties of the parties thereto, shall in all respects be governed by and construed under the laws of the State of Maryland, except to the extent, if any, that those laws may have been pre-empted by the laws of the United States.

16. ENTIRE AGREEMENT - This instrument sets forth the entire intention, understanding and agreement between the parties, and there exists no warranties, representations, promises, covenants, agreements or undertakings except those expressly set forth herein. This instrument is intended to constitute an integration of all warranties, representations, promises, covenants, agreements and undertakings expressed by either party to the other at any time prior to, or contemporaneously with, the execution thereof, all of the same being deemed to have merged into this Agreement, which Agreement, standing alone, fully and completely expresses the intentions of the parties as of the date hereof.

17. PARTIES TO BE BOUND - All of the provisions hereof shall be binding upon, and shall inure to the benefit of, the parties themselves and their respective heirs, personal representatives, successors and assigns. In the event that there shall be more than one Buyer or more than one Seller, their respective

liabilities hereunder shall be both joint and several.

18. MODIFICATION AND WAIVER - This Agreement may not be modified, altered or amended except by a subsequent written instrument executed by all of the parties hereto. No waiver of any provision of this Agreement shall be binding unless evidenced by a subsequent written instrument executed by the party against whom it is sought to be enforced.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

ATTEST:

THE TOWN COUNCIL OF CENTREVILLE

Carolyn M. Brinkley

Steve Walls

Steve Walls, Town Manager

ATTEST:

THE COUNTY COMMISSIONERS OF
QUEEN ANNE'S COUNTY

James J. Moran, President

Jack N. Wilson, Jr.

Stephen Wilson

Philip L. Dumenil

Christopher M. Corchiarino

NOTES:

1. FOR DEED REFERENCES SEE: S.M. 823/141 & S.M. 1624/380. FOR PLAT REFERENCE SEE: M.W.M. 243/570, S.M. 31/54 & S.M. 38/91.
2. 60' WIDE UTILITIES EASEMENT SHOWN HEREON PURSUANT TO PLAT M.W.M. 243/570, STATUS IS UNDETERMINED.
3. 60' WIDE UTILITIES AND ACCESS EASEMENT SHOWN HEREON PURSUANT TO PLAT S.M. 38/91, STATUS IS UNDETERMINED.
4. THIS PLAT WAS PREPARED WITHOUT BENEFIT OF REVIEW OF AN ABSTRACT OF TITLE.

LEGEND

N/F - DENOTES NOW OR FORMERLY

• - DENOTES DEED POINT

N/F LANDS OF
MATTER ELLIOTT
OSTERLING
3108/1
LOT 28

N/F LANDS OF
LINDA BRUNO
3253/284
LOT 25

N/F LANDS OF
AHSLEY FAMILY
LIMITED PARTNERSHIP
3241/47

N/F LANDS OF
STATE OF MARYLAND
DEPARTMENT OF
TRANSPORTATION
M.W.M. 185/231

SURVEYOR'S CERTIFICATE

THE EASEMENT BOUNDARY SHOWN HEREON WAS PREPARED BY McCRONE, AT WHICH TIME THE UNDERSIGNED REGISTERED SURVEYOR WAS IN RESPONSIBLE CHARGE AND TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF ITS PREPARATION AND THE SURVEYING WORK REFLECTED THEREIN IS IN COMPLIANCE WITH THE REQUIREMENTS STATED IN COMAR 09.13.06.12 OF THE MINIMUM STANDARDS FOR SURVEYORS.
AS WITNESS MY HAND AND SEAL THIS 20th DAY OF MAY, 2020.

DONALD EAST SUTTON
PROPERTY LINE SURVEYOR #481 (EXPIRES 1-12-2021)



PUBLIC UTILITIES EASEMENT COURSES AND DISTANCES

LINE	BEARING	DISTANCE
1	N 29°17'16" E	188.52'
2	S 78°57'44" E	49.50'
3	N 48°28'22" E	895.20'
4	S 02°07'29" E	38.82'
5	S 48°29'22" W	1120.02'
6	S 64°00'35" E	131.85'
7	S 48°29'25" W	32.47'
8	N 72°12'43" W	150.16'
R=2032.00'		L=150.19'

AREA=0.986 ACRES±

N/F LANDS OF
DONALD W. DAWKINS &
JOAN QUIMBY DAWKINS
S.M. 758/140

N/F LANDS OF
THE TOWN COUNCIL
OF CENTREVILLE
K.B.H. 2953 / 37

PROPOSED VARIABLE WIDTH
PUBLIC UTILITY EASEMENT
RESERVED BY THE TOWN
COUNCIL OF CENTREVILLE

N/F LANDS OF
COUNTY
COMMISSIONERS OF
QUEEN ANNE'S COUNTY
M.W.M. 243/365

N/F LANDS OF
BOARD OF
EDUCATION OF QUEEN
ANNE'S COUNTY
C.W.C. 5/460

60' WIDE UTILITIES
EASEMENT (SEE
NOTE #3)

66' WIDE R/W

LITTLE HUT DRIVE
(VARIABLE WIDTH ROW)

UTILITY EASEMENT - 'EXHIBIT A' ACROSS PART OF THE LANDS OF THE TOWN COUNCIL OF CENTREVILLE

SHEET NO.:
1 of 1

**THE TOWN COUNCIL OF
CENTREVILLE**

3RD DISTRICT
QUEEN ANNE'S COUNTY, MARYLAND
TAX MAP 44C, GRID 18, P/O PARCEL 501
PREPARED FOR: THE TOWN COUNCIL
OF CENTREVILLE

McCRONE

- Engineering
- Environmental Sciences
- Construction Services
- Land Planning & Surveying

ANNAPOLIS • CENTREVILLE • ELTON • SALISBURY
300 PENNSYLVANIA AVENUE
CENTREVILLE, MARYLAND 21717
410.720.2527 • FAX 410.720.2528

DATE:
5/20/2020

JOB NUMBER:
C2170073

FOLDER REF.:
680B

SCALE:
1" = 150'

DRAWN BY:
SEL

DESIGNED BY:

APPROVED BY:
DES

CC-35

Date 6/4/2020

**REQUEST FOR BUDGET AMENDMENT
FY2020**

Description of expenditure/revenue accounts to increase/(decrease):			Fund	Project Only Account Code			Increase (Decrease) Amount
Increase	Pub Lndgs-Corsica River Dredging	State Cap Grants	330	330090	33705	330001	\$ 500,000.00
Increase	Pub Lndgs-Corsica River Dredging	Dredging	330	330090	5477	330001	\$ 500,000.00

Justification:

This amendment establishes additional budget authority in the amount of \$500,000 to Public Landings capital project #330001 - Corsica River Dredging.
The additional funding is from MD-DNR Fiscal Year 2015 and will be used for anticipated costs for the planned dredging of Corsica River.

NO NEW COUNTY FUNDS ARE REQUESTED

*NA
6/9/20*

Requester printed Department: Karen Rodgers, Finance
 Requester signature & date: *Karen Rodgers* 6/4/20
 Finance Director signature & date: *John Sellm* 6/10/20
 Approval & date: _____

QUEEN ANNE'S COUNTY
REQUEST FOR BUDGET AMENDMENT
FY2020

Description of expenditure/revenue accounts to increase/(decrease):	Fund	Activity	Account	Project	Increase (Decrease) Amount
Downs Building					
decrease Downs Building			FY18 Prior Year Fund Balance	410 39938 400873	\$ (25,000.00)
decrease Downs Building			Buildings-Additions/Alter	410 9040 400873	\$ (25,000.00)
Total Decrease in Project					\$ (25,000.00)
County Wide Mapping					
decrease County Wide Mapping			FY15 Prior Year Fund Balance	410 39935 400015	\$ (50,000.00)
decrease County Wide Mapping			Consultants	410 5020 400015	\$ (50,000.00)
Total Decrease in Project					\$ (50,000.00)
Cross County Connector Trail					
decrease Cross County Connector Trail			FY19 Prior Year Fund Balance	410 39939 400391	\$ (264,111.00)
decrease Cross County Connector Trail			FY16 Prior Year Fund Balance	410 39936 400391	\$ (85,889.00)
decrease Cross County Connector Trail			Land Improvements	410 9034 400391	\$ (350,000.00)
Total Decrease in Project					\$ (350,000.00)
Watershed Improvement Plan					
decrease Watershed Improvement Plan			FY15 Prior Year Fund Balance	410 39935 400647	\$ (150,000.00)
decrease Watershed Improvement Plan			FY14 Prior Year Fund Balance	410 39934 400647	\$ (50,000.00)
decrease Watershed Improvement Plan			Improve Other Than Bldgs	410 9042 400647	\$ (200,000.00)
Total Decrease in Project					\$ (200,000.00)
Total Project Decreases					\$ (625,000.00)

This amendment adjusts the above capital projects that were reduced during the FY21 budget work sessions.

No new County Funds are requested

Handwritten: nHeptu 6/11/20

Requester printed Department: Karen Rodgers, Finance

Requester signature & date: Karen Rodgers 6/10/20

Finance Director signature & date: Julian N. Seem 6/16/20

Approval & date: _____

**QUEEN ANNE'S COUNTY
REQUEST FOR BUDGET AMENDMENT
FY 2020**

Page 1 of 2

Description of expenditure/revenue accounts to increase/(decrease):	Fund	Account Code			Increase (Decrease) Amount
		Activity	Account	Project	
Increase Aging Transit Grant Revenue for the CARES grant funding					
Increase Annapolis-Sect 5311-Driver	Fed COVID Grant (CARES)	649	649050	32220	11,982
Increase Annapolis-Sect 5311-General	Fed COVID Grant (CARES)	649	649070	32220	2,757
Increase Sr Ctr-Sect 5311-Admin	Fed COVID Grant (CARES)	650	650040	32220	4,605
Increase Sr Ctr-Sect 5311-Driver	Fed COVID Grant (CARES)	650	650050	32220	32,210
Increase Easton-Sect 5311-Admin	Fed COVID Grant (CARES)	654	654040	32220	2,303
Increase Easton-Sect 5311-Driver	Fed COVID Grant (CARES)	654	654050	32220	42,428
Increase Access to Jobs-Sect 5311-Admin	Fed COVID Grant (CARES)	655	655040	32220	10,460
Increase Access to Jobs-Sect 5311-Driver	Fed COVID Grant (CARES)	655	655050	32220	52,164
Increase Access to Jobs-Sect 5311-Dispatcher	Fed COVID Grant (CARES)	655	655060	32220	12,114
Increase Access to Jobs-Sect 5311-General	Fed COVID Grant (CARES)	655	655070	32220	9,499
Increase SSTAP-Sect 5311-Admin	Fed COVID Grant (CARES)	656	656040	32220	2,522
Increase SSTAP-Sect 5311-Driver	Fed COVID Grant (CARES)	656	656050	32220	54,257
Increase SSTAP-Sect 5311-Dispatcher	Fed COVID Grant (CARES)	656	656060	32220	16,109
Increase SSTAP-Sect 5311-General	Fed COVID Grant (CARES)	656	656070	32220	6,132
Net increase in revenue					259,542
Decrease General Fund transfer to Aging					
Decrease Annapolis-Sect 5311-Driver	Interfund Transfer	649	649050	39910	11,982
Decrease Annapolis-Sect 5311-General	Interfund Transfer	649	649070	39910	2,757
Decrease Sr Ctr-Sect 5311-Admin	Interfund Transfer	650	650040	39910	4,605
Decrease Sr Ctr-Sect 5311-Driver	Interfund Transfer	650	650050	39910	32,210
Decrease Easton-Sect 5311-Admin	Interfund Transfer	654	654040	39910	2,303
Decrease Easton-Sect 5311-Driver	Interfund Transfer	654	654050	39910	42,428
Decrease Access to Jobs-Sect 5311-Admin	Interfund Transfer	655	655040	39910	10,460
Decrease Access to Jobs-Sect 5311-Driver	Interfund Transfer	655	655050	39910	52,164
Decrease Access to Jobs-Sect 5311-Dispatcher	Interfund Transfer	655	655060	39910	12,114
Decrease Access to Jobs-Sect 5311-General	Interfund Transfer	655	655070	39910	9,499
Decrease SSTAP-Sect 5311-Admin	Interfund Transfer	656	656040	39910	2,522
Decrease SSTAP-Sect 5311-Driver	Interfund Transfer	656	656050	39910	54,257
Decrease SSTAP-Sect 5311-Dispatcher	Interfund Transfer	656	656060	39910	16,109
Decrease SSTAP-Sect 5311-General	Interfund Transfer	656	656070	39910	6,132
Net increase in expenditures					259,542

Decrease General Fund	Transfer out - Aging	100	130010	8990	259,542
Decrease General Fund	Prior Year fund balance	100	199000	39920	259,542

Justification: Department of Aging received the FY2020 CARES Act Funding Award for FTA/MTA Transit services on May 6, 2020 for a total of \$1,001,225. The grant award can be spent from January 20, 2020 until the funds are fully expended or until otherwise notified by FTA or MDOT MTA. The award letter details the use of the funding as well as the anticipated reduction of FY21 State Funding for operating expenses in which the CARES funding can be used for through FY21. We have submitted a budget to MTA to utilize \$259,542 of the CARES Act funding in FY20 which will pay for and save the county that amount in our local overmatch for the 4th quarter billing. The remainder of the grant will be applied to FY21 to cover operating expenses throughout the year covering state reductions as well as saving the county substantial local overmatch dollars.

The last section of the amendment reduces the transfer out of the General Fund, in order to keep that balanced with the budgeted transfer in to Aging. That reduction is offset by also reducing the amount for budgeted prior year fund balance.

No additional County Funds Needed

*M Hepfer
6/16/20*

Requester printed Department: Catherine R. Willis, LMSW, Director, Dept of Comm Services
 Requester signature & date: *Catherine R. Willis 6/15/20*
 Finance Director signature & date: *Julian K. Smith 6/16/20*
 Approval & date: _____