

99TH SPECIAL SESSION AND WORK SESSION – May 19, 2020

In response to the Mayor's declaration of a Civil Emergency, this Mayor and City Council meeting was held virtually through Go-To-Meeting software and was made available for public viewing.

Mayor and City Council members and meeting participants were provided with a specific meeting ID prior to the meeting. This meeting ID is required in order to join the meeting as a participant.

The meeting was streamed live through the City of Hagerstown's Cable Channel 25, Facebook, and YouTube accounts. All members of the public were welcome to view meetings through these platforms, but only able to participate in public meetings virtually.

99TH SPECIAL SESSION AND WORK SESSION – May 19, 2020

Mayor R. E. Bruchey, II called this 99th Special Session and Work Session of the Mayor and City Council to order at 5:02 p.m., Tuesday, May 19, 2020 in the Council Chamber at City Hall. Participating with the Mayor were Councilmembers K. B. Aleshire (remotely), A. Heffernan (remotely), E. Keller (remotely), L. C. Metzner (remotely), and S. McIntire, (remotely) City Administrator Scott A. Nicewarner, and City Clerk D. K. Spickler.

On a motion duly made by Councilmember L. C. Metzner and seconded by Councilmember E. Keller, the Mayor and City Council unanimously agreed by voice vote to suspend the Rules of Procedure as to subsections 6.1, 6.2, and 6.4.

WORK SESSION – May 19, 2020

COVID-19 Update

Scott Nicewarner, City Administrator, reported the Potterfield Pool will be opening soon, but not on Memorial Day weekend. Work is being completed to comply with State of Maryland guidelines. The City Farmers' Market will be held outside again this weekend. The Market may be inside the following weekend, pending Governor Hogan's updated guidelines. The City's parks are open and signs encouraging social distancing and face coverings are in place. A permit for the July 4th fireworks has been filed with the State Fire Marshal. At this point, the State Fire Marshal's office is not releasing permits until they receive further direction from Governor Hogan. When the permit is received, the City will move forward with plans for the July 4th event.

He thanked City staff for their work to interpret and implement components of the CARES Act. He thanked Planning and Code Administration staff for making the new meeting formats successful. He thanked Public Works and Community Affairs staff for working through the regulations for reopening the City Farmers' Market.

Mayor Bruchey announced the May 26, 2020 Regular Session includes Citizen Comments. While meetings are being held virtually, citizen Comments will be accepted by email at councilcomments@hagerstownmd.org. The submitters name, address, and subject of the comments will be announced during the Citizen Comments portion of the meeting. The email will not be read but will be included in the public record for the meeting and may be viewed by the public at any time.

Consent Agenda

A. Human Resources Department:

1. Worker's Compensation Self-Insurance TPA Services – PMA Management Corporation (Blue Bell, PA) \$ 20,000.00
2. Workers' Compensation Security Deposit Bond Continuous Bond – Safety National Casualty Corporation (St. Louis, MO) \$ 38,100.00
3. Excess Workers' Compensation Liability Insurance – Safety National Casualty Corporation (St. Louis, MO) \$ 170,960.00
4. Specific Stop Loss Insurance Annual Premium – Tokio Marine HCC (Wakefield, MA) \$ 251,747.00
5. City Sponsored Life Insurance – Hartford Life and Accident Insurance Co., (Hartford, CT) \$ 47,962.00
6. Dental Insurance Administration – UCCI (Hunt Valley, MD) \$ 43,362.00
7. Administration of Medical Coverage – United HealthCare (Chicago, IL) \$ 311,753.00

B. Department of Information Technology:

1. Hosting and Software Support Agreement – Kaseya US LLC (New York, NY) \$ 14,250.77

C. Department of Parks and Engineering:

1. Miscellaneous Architectural/Structural/Mechanical Engineering Services – Newcomer Associates (Chambersburg, PA) & MSB Architects (Hagerstown, MD) On Retainer

D. Utilities Department:

1. Wastewater – Muffin Monster for Pump Station No. 8 – JWC Environmental (Santa Ana, CA) \$ 17,523.05
2. Wastewater – Addition of Lab to Control Room in Pelletizing Facility - Synagro WWT, Inc. (Baltimore, MD) \$ 22,646.95
3. Water – Lagoon Cleaning and Maintenance – Synagro Central LLC (Baltimore, MD) \$ 160,000.00

This completed the Preliminary Agenda Review. There were no additional questions about any items. All items, unless noted, are scheduled for approval on May 26, 2020

Actuary Assumptions for Other Post-Employment Benefits (OPEB) and Police and Fire Employee's Retirement Plan

Don Francis, Director of Human Resources, Amy Dreisbach, HR Administrator-Benefits and Wellness (remotely), and William Karbon, Consulting Actuary with CBIZ Benefits and Insurance Services (remotely), were present to review the actuary assumptions for Other Post-Employment Benefits (OPEB) and the Police and Fire Employee's Retirement Plan.

CBIZ serves as the City's Police and Fire Retirement plan actuary and has worked with the City since the plan's inception in 1998.

Christopher Little with PNC meets regularly with the City's Police and Fire Retirement Committee to review investment performance, identify trends, project future performance, and monitor the investment policy compliance.

A defined benefit pension is a major component of an employee's overall compensation package. The Police and Fire Retirement Plan offers a benefit that provides a maximum lifetime benefit of 60% of an employee's three highest years' salary after 30 years of service. Police and Fire employees are eligible to retire after 25 years of service and their benefit is calculated at 2% of their salary for each year worked.

As a comparison, the Reformed Maryland State Plan offers a benefit of approximately 40-50% of an employee's five highest years' salary. Normal retirement is age 65 with ten years of service or based on the Rule of 90 (age and service must equal 90). The Reformed Maryland Plan also has a ten year vesting requirement.

Since the inception of the Police and Fire Plan, the City has funded 100% of the actuary's recommended employer contribution amount. The employee contribution rate is currently 8%, with Mayor and Council approved increases of the City contribution rates to make up the difference. The absorption of contributions by the City was taken to ensure a securely funded retirement plan.

Chapter 38 of the City Code details the authority and administration of the plan. Mayor and Council have ultimate authority over the Police and Fire Retirement Plan and the Committee.

The Police and Fire Retirement Committee reviews plan performance and discusses matters that could have an impact to the plan. The establishment and authority of the committee are also defined by Chapter 38 of the City's Code. Two positions on the committee require Mayor and Council's formal appointment. The Committee votes to establish a Chair and Vice-Chair, their efforts and contribution.

Mr. Karbon reported the current investment return assumption is 7.50%, with asset allocation of 60% equities, and 40% fixed income. A review of 15 years of historical

returns shows the average return of 7 %. He suggested considering transitioning to a 7.25% investment based on forward looking capital market assumptions.

The current mortality assumption is based on the current table – RP-2000 projected with Scale AA, fully generational. In February, 2019, the Society of Actuaries issued Pub-2010 Public Retirement Plans Mortality Tables that are based exclusively on public-sector pension plan experience. He recommends transitioning to Pub-2010 Projection scale-2019, which is headcount weighted and fully generational. He recommends using this table based on 50% public safety employees and 50% general employees.

An experience study provides documentable support and assesses the reasonableness of assumptions selected for the valuation. He stated he always suggests a study every 5 years to review the assumptions and compare them to the experience of the plan. An Experience Study will evaluate trends, outliers, and relationships amount assumptions, provide documentable support required by auditors to validate plan assumptions, and provide information and analysis necessary to comply with the additional disclosures required by Plan Actuaries.

The impact of an Assumption Change would be about \$ 16,000 per year and the percentage funded would drop from 29.96% to 29.28%, which is close to the June 30, 2018 funded level. Adjustment of investment assumptions is the general trend due to the uncertainty of the market.

Councilmember Heffernan agrees that 7.25% in the current market is pretty aggressive for a non-aggressive type of plan. He asked what happens to the plan if it is not completely funded. He has read about unfunded pension liabilities throughout the United States.

Mr. Korban pointed out many government plans are unfunded. The nearly 30% puts the City of Hagerstown way ahead of other governments. The City is being as responsible with this plan as possible. A larger concern is that the Police and Fire Retirement fund is less than 50% funded. The City does not have the capability of funding the plan at a higher level at this time. The impact of a less than 100% funded plan would be realized in the future.

Councilmember Heffernan asked if the contribution, either by the employee or the City, should be increased. Mr. Koran stated that would be a City of Hagerstown decision.

Michelle Hepburn, Director of Finance, stated bond rating agencies have indicated the City's rating could be affected if the investment is not level on both sides. The City usually covers all the expenses and invests \$ 650,000. The FY21 proposed budget includes a contribution of \$ 700,000. Staff is working on a plan to keep it at that level to keep the fund strong.

Councilmember Aleshire asked what is the City's maximum contribution level is. He noted any change to employee contributions would need ample time for notices to employees. He is concerned it doesn't appear a maximum contribution has been established.

Review of Upcoming Annexation in May 2020

Kathleen Maher, Director of Planning and Code Administration, and Megan Flick, Planner, were present to review an upcoming annexation.

It is a goal of the Mayor and City Council to ensure that the City of Hagerstown has a diverse, business-friendly economy that supports the community's needs. In order to implement that goal, the Mayor and City Council have prioritized the review of pre-annexation agreements and the exploration of new possibilities for annexation opportunities. Annexation, particularly of properties utilizing City services, is a fiscally responsible way to grow the assessable base and ensure that customers and citizens continue to benefit from high-level municipal services and outstanding quality of life.

As a result of this initiative, the Planning Commission is recommending the following annexation to be introduced on May 26, 2020:

A-2020-05: Annexation of Thomas Bennett Hunter (11661 Hopewell Road)

The City is initiating pre-annexation agreement Case No. WS-2015-07. The property is 19.37 acres in size and current County zoning is IG (Industrial General). The proposed City zoning is IG (Industrial General). The property is within the City's Medium Range Growth Boundary (MRGA) and within the County's UGA (Urban Growth Area). The property is also within the State's designated Priority Funding Area. The undeveloped property is not currently served by water or wastewater. It will be serviced by City Water and County Wastewater upon annexation. The property includes a portion of Halfway Blvd. and CSX Right-of-Way. There is no change in ownership or service of Halfway Boulevard. The City will provide Police and Fire service.

The proposed annexation area includes the Thomas Bennett Hunter property and a portion of Halfway Boulevard and CSX Right-of-Way. The Thomas Bennett Hunter property has an existing pre-annexation agreement signed by the property owner and the Mayor and recorded in the Washington County land records. As a condition of receiving City water services, the property owner agreed that the property would be subject to annexation when it becomes contiguous to the corporate boundary. In 2019, the City annexed sections of I-81, CSX, and Halfway Boulevard rights-of-way in the vicinity of the I-81/Halfway Boulevard interchange. This annexation makes these properties contiguous to the corporate boundary of Hagerstown and therefore subject to the annexation conditions in the pre-annexation agreement.

Following introduction of the annexation resolution on May 26, 2020, a public hearing will be scheduled. At a meeting following the public hearing, the Mayor and City

Council will vote on approval of the annexation resolution. Annexations become effective 45 days following approval.

It was the general consensus to include Introduction of the Annexation Resolution and approval of the Annexation Plan on the May 26, 2020 Regular Session agenda.

Comprehensive Rezoning Public Input

Megan Flick, Planner, and Kathleen Maher, Director of Planning and Code Administration, were present to review public input regarding Comprehensive Rezoning.

The Mayor and Council held a public hearing for the addition of Trey Alter's vacant tract on Security Road and Pangborn Park Townhomes in the City's Comprehensive Rezoning. Both properties are proposed to be rezoned from RMOD (Moderate Density Residential) to RMED (Medium Density Residential).

Staff received a letter from Jackie Burkett of 722 Security Road, who is opposed to the rezoning of the Security Road tract from RMOD to RMED. She states in her letter dated April 23, 2020 that multi-family housing units will diminish the value of hers and other single-family homes in the neighborhood. She also states that the vacant tract has always been used as farmland since her family has lived here. She has lived her entire life on this street. Ms. Burkett urges the Mayor and Council in her letter to consider long-time residents before making a change like this.

Staff also received a letter from Curtis Keltner of 721 Park Road. He is opposed to the rezoning of the Security Road tract from RMOD and RMED because he believes that rental properties cause problems that disrupt the neighborhood. He also states that parking near the rental property 724 Medway is nearly impossible, and claims there are enough townhome developments in the area already.

Unofficially, staff spoke to Dave Williams on the phone who is also opposed to the rezoning of the Security Road tract from RMOD to RMED. He is opposed to higher density housing in the area. Staff does not have an official written statement from him, but do have a few voicemails.

Councilmember Heffernan asked if the Alter property can be developed as currently zoned. Ms. Flick indicated there are some floodplain restrictions. Mayor Bruchey thinks the reason the owner requested RMED is to be able to recoup some of the lost revenue from the unbuildable areas. Ms. Flick noted that townhomes are permitted in the RMED zoning district but not in the RMOD zoning district. Councilmember Keller clarified that apartments are not permitted in RMED. Ms. Flick indicated that is correct.

Councilmember Aleshire asked why this rezoning was not included in the initial Comprehensive Rezoning plan. Ms. Flick stated the request was received as part of the public input process.

It was the general consensus to include approval of the change within the Comprehensive Rezoning process on the May 26, 2020 Regular Session agenda.

FY21 Budget Review

Michelle Hepburn, Director of Finance, was present to continue review of the FY 21 Proposed Budget.

Ms. Hepburn noted that due to the pandemic and stock market uncertainty, there may be changes in the State of Maryland's funding to municipalities in the second quarter.

General Fund Agency Contributions and Public Functions schedules were then reviewed.

The proposed budget includes \$ 284,600 for Agency Contributions. A listing of the amounts and the agencies can be found in the FY21 budget book in Section 2, page 2. Ms. Hepburn reminded the Mayor and City Council that additional obligations were approved previously for the Washington County Museum of Fine Arts and the Discovery Station. FY21 is the final year of these multi-year obligations. The City of Hagerstown provided an additional \$ 500/month to the Hagerstown Neighborhood Development Partnership (HNDP) to assist with rent or utility costs when the City sold the building. This obligation ends in FY20. HNDP has inquired about extending the monthly assistance.

Mayor Bruchey stated everyone realizes this budget will be different and challenging as the pandemic subsides and the economy begins to recover. He is interested in knowing if these agencies applied for and received any Payroll Protection Program (PPP) funding through the Federal CARES Act. If they have, they may not need the City's assistance in FY21.

Councilmember Keller informed the group that HNDP approached the Washington County Commissioners for assistance with rent and utilities. They received \$ 3,000 from the County and are asking the City to consider providing \$ 3,000.

Ms. Hepburn indicated a decision on the amounts is not needed immediately. She stated staff could send a correspondence to each agency informing them a final decision has not been made and asking them if they have applied for, and received, any CARES Act assistance, as well as budget information. It was the general consensus to send this correspondence.

Councilmember Aleshire has heard there may be a decrease in State Shared Taxes of about 15%. If that occurs, he would consider reducing contributions by 15%.

Councilmember Keller stated it is important to her to see the overall budget for each of the organizations. The City's contribution may be the main source of revenue for some of the organizations.

MAYOR AND CITY COUNCIL

HAGERSTOWN, MARYLAND

Councilmember Metzner pointed out there may be savings in some areas of the budget due to events and projects being cancelled. He mentioned specifically the Miss Maryland pageant. Ms. Hepburn stated the City's contract with the Miss Maryland organization may require a partial payment from the City. Councilmember Heffernan stated the City needs to save funds where possible and suggested not paying anything to the Miss Maryland organization since the event is cancelled.

Councilmember McIntire would like to provide assistance to these organizations that have not received other funding. She wondered if the Municipal Band applied for any assistance. Ms. Hepburn pointed out the contract with the Municipal Band requires the City to provide the contribution even if a season is cancelled.

Ms. Hepburn noted that several events in the FY20 budget don't happen until mid-March to June 30. Some of these events were cancelled and others may be as well. Expenses for events is likely to be slightly under budget. Some events delayed from FY20 may be re-scheduled during FY21, causing funding for two events within one budget year.

Proposed COVID-19 Small Business Emergency Relief Grant Fund

Jill Thompson, Director of Community and Economic Development (DCED), was present (remotely) to review recommended Guidelines and an Application Form for a proposed COVID-19 Small Business Emergency Relief Grant Fund. Susan Small, Washington County Director of Business Development, was also present (remotely).

Washington County is expecting State approval of Federal CARES Act Funding that includes a portion of funding for a Business Stabilization grant program to provide direct, emergency operating assistance to businesses affected by the COVID-19 pandemic. No City funding is required for this program. The City would commit staff time to administer the program in partnership with the Washington County Department of Business Development.

Ms. Thompson reported nearly \$ 20 million will be coming to Washington County. Approximately \$ 9.2 million is being designated for small business recovery assistance. The other \$ 13.2 million is for non-public health activities.

DCED staff is working in partnership with Washington County staff to quickly get grant funds to businesses. This grant is for businesses with fewer than 50 employees who demonstrate a financial crisis and need due to the pandemic. The business must have been in operation as of September 1, 2019 and been in good standing prior to January 1, 2020. They must pledge to retrain and hire employees and continue operations for the next 12 months in order to be eligible for the funding. Requirements for the use of the grant funds is broad and can be used for operating expenses and may include unbudgeted expenses.

The City Attorney has suggested adding language to the application noting information submitted is protected by the Public Information Act.

The application and guidelines are designed to be simple and provide flexibility. The documents are modeled after the Maryland Department of Commerce's Emergency COVID Relief Fund. The Maryland Commerce program is now unfunded and is not expected to be re-funded. The City and the County are working in partnership with the business community to get information out as soon as possible after the funding arrives.

Ms. Thompson indicated staff is seeking approval of the Guidelines and Application Form during the Special Session later today, subject to the State's and County's approval of funding and providing the City Administrator and/or the City Attorney the ability to make any necessary edits to finalize the program documents.

Councilmember Heffernan stated this is very good news. He wants to avoid some of the mistakes in other federal relief programs. For example, large companies received significant funding, leaving very little for mom and pop type businesses.

Ms. Thompson stated staff can review the application to ensure this does not happen. She thinks the number of employees and annual revenue requirements make larger companies and their subsidiaries ineligible.

Councilmember Heffernan stated reporting information and applying for assistance can sometimes be overwhelming for a business, especially if half their staff is out of the office.

Councilmember McIntire stated communication is key in this process. Business owners need to know when they will be receiving the money and what they can use it for. She asked what the timeline is for applying. Ms. Thompson stated there is not a timeline attached to the application at this time. Applications will be reviewed on a first come, first served basis. The program will be kept open until the funding is depleted.

Ms. Thompson stated both City and County staff are committed to this process and to doing it well. They will keep it moving at a fast pace.

Mayor Bruchey asked what amount will be for City businesses. Ms. Small indicated that information has not been formalized yet. A meeting to review the program information is scheduled for tomorrow. Mayor Bruchey suggested approving the documents now and being ready to disburse funding as soon as it is received. Ms. Thompson stated staff agrees to moving quickly and that is why approval of the documents is scheduled for later today.

Councilmember McIntire asked if the 12 month operation requirement is realistic, given there may be another wave of the pandemic later this year. Ms. Thompson stated that is a good point and language can be included to address this.

It was the general consensus to formally approve the documents during the Special Session scheduled for later today.

CITY ADMINISTRATOR'S COMMENTS

Scott A. Nicewarner, City Administrator, has received requests for letters of support for the C & O Canal Towpath Rehabilitation project through the Maryland Department of Transportation Alternatives Program and from Early Intervention Special Education for a program to enhance education for families in Western Maryland, using the Pyramid Model.

It was the general consensus to provide a letter of support for the Towpath Rehabilitation. However, there is a concern that the project includes paving the towpath. No answer was received from the State regarding this.

It was the general consensus to provide the requested letter of support for the Special Education program.

Plans are moving forward for a virtual Imagine Hagerstown event. Details will follow. Staff is continuing the commitment to Imagine Hagerstown.

MAYOR AND COUNCIL COMMENTS

Councilmember K. B. Aleshire had no additional comments.

Councilmember L. C. Metzner had no additional comments.

Councilmember E. Keller is sad to report there was a tremendous loss in the community as someone passed away who was actively involved in the recovery community. The country is still suffering from the opioid crisis. Resources are available for people looking for help. The Washington County Health Department is open every day.

Councilmember A. Heffernan pointed out as restaurants are allowed to reopen, they will be facing limited seating capacity. He asked if some streets could be closed to traffic to allow for additional outdoor seating for restaurants. Mr. Nicewarner informed the group more information will be coming on this possibility.

Councilmember S. McIntire thanked Brenda Hawbaker, Administrative Coordinator, and Eric Deike, Director of Public Works for their efforts to have the congratulations to the Class of 2020 banners hung on the railroad overpasses quickly.

Mayor R. E. Bruchey, II is frustrated that nearby restaurants (in West Virginia) are allowed to have indoor dining but that is not permitted in Maryland. Restaurants and businesses need to be allowed to reopen. Washington County can be as safe as

neighboring West Virginia. The number of positive cases of COVID-19 is lower than in other Maryland counties.

Mr. Nicewarner reiterated the commitment of the City Management Team that they will do everything possible to assist restaurants and businesses when things reopen. City staff is prepared to meet the needs of Hagerstown's citizens and businesses. The quick turnaround of the documents needed for the anticipated CARES Act funding is a good example of this. City staff are prepared to move forward as fast as Governor Hogan allows.

Mayor Bruchey has been in touch with restaurant owners and other businesses. They all have plans for reopening that are adjusted each day.

A break was taken at 6:34 p.m. The meeting resumed at 7:04 p.m.

SPECIAL SESSION – May 19, 2020

Mayor R. E. Bruchey, II called this 99th Special Session and Work Session of the Mayor and City Council to order at 7:02 p.m., Tuesday, May 19, 2020 in the Council Chamber at City Hall. Participating with the Mayor were Councilmembers K. B. Aleshire (remotely), A. Heffernan (remotely), E. Keller (remotely), L. C. Metzner (remotely), and S. McIntire, (remotely), City Administrator Scott A. Nicewarner, and City Clerk D. K. Spickler.

On a motion duly made by Councilmember K. B. Aleshire and seconded by Councilmember S. McIntire, the Mayor and City Council unanimously agreed by voice vote to meet in Special Session at 7:04 p.m.

Public Hearing – FY2020/21 Tax Rate

A public hearing was held to discuss the proposed tax rate for FY2020/21. Michelle Hepburn, Director of Finance, was present for both hearings.

Ms. Hepburn stated the Mayor and City Council of the City of Hagerstown, Maryland advertised the notice for this public hearing as follows:

The Mayor and City Council of the City of Hagerstown, Maryland proposes to decrease real property taxes. For the tax year beginning July 1, 2020, the estimated real property assessable base will decrease by 0.3%, from \$ 2,385,656,605 to \$ 2,378,374,276. If the City of Hagerstown maintains the current tax rate of \$ 1.0020 per \$ 100 of assessment, real property tax revenues will decrease by 0.3% resulting in \$ 72,969 of reduced real property tax revenues. In order to fully offset the effect of decreasing assessments, the real property tax rate should be increased to \$ 1.0051, the constant yield tax rate. The City of Hagerstown is considering not increasing its real property tax rate enough to fully offset decreasing assessments. The City of Hagerstown proposes to adopt

a real property tax rate of \$ 1.0020 per \$ 100 of assessment. This tax rate is 0.3% lower than the constant yield tax rate and will generate \$ 72,969 less in property tax revenues.

The City of Hagerstown has a different rate for Apartments real properties. A chart showing the corresponding information for tax rates for those properties is included in the published notice.

The total decrease in revenue across all categories of real estate tax is approximately \$ 70,000.

There was no testimony presented, either in favor of, or against the proposed tax rates.

Ms. Hepburn reported the notice of this public hearing was published on May 4, 2020.

The hearing was then closed. The record will remain open for 10 days for additional comments.

Approval of the Ordinance for the tax rates is scheduled for later in this meeting.

Public Hearing – FY 2020/21 Budget

A public hearing was held to discuss the proposed budget for Fiscal Year 2020/21. The proposed budget is \$ 157,531,087. The General Fund total is \$ 78,319,842. Ms. Hepburn stated money in the general fund budget is received from property tax revenues, State Highway User Revenues, State Income Taxes, Licenses and Permits, Refuse Collection Fees and other revenues. Expenditures include Capital Improvements, maintenance and repairs, and material/supplies/utilities.

The Capital Improvement budget is \$ 24,090,259. The majority of the projects are funded with grants and bond proceeds. These funds are strictly restricted and cannot be used for other purposes.

Ms. Hepburn anticipates changes made to revenue projections due to the coronavirus pandemic.

There was no testimony presented, either in favor of, or against the proposed budget.

The hearing was then closed. The record will remain open for 10 days for additional comments.

Approval of the Ordinance for the proposed budget is scheduled for later in this meeting.

Approval of an Ordinance: Tax Rates Beginning July 1, 2020

Action: On a motion duly made by Councilmember A. Heffernan and seconded by Councilmember E. Keller, the Mayor and City Council unanimously

agreed by voice vote to introduce an ordinance on May 12, 2020 to establish the City's tax rates for the fiscal year July 1, 2020 through June 30, 2021 on the basis of \$ 1.002 per \$ 100 of assessed value of all real property excluding properties designated as Apartments which will be \$ 1.032 per \$ 100 of assessed value and \$ 2.505 per \$ 100 of assessed value of all business personal property within the City of Hagerstown. These rates are the same as current FY20 rates.

Introduction of an Ordinance: Budget FY 2020/21

Action: On a motion duly made by Councilmember S. McIntire and seconded by Councilmember A. Heffernan, the Mayor and City Council unanimously agreed by voice vote to introduce an ordinance May 12, 2020 to adopt the City's budget for fiscal year July 1, 2020 through June 30, 2021 in the total amount of \$ 157,531,087.

Approval of a Resolution: Letter of Support for Collaborative Food Desert Initiative and Washington County Community Action Council USDA Grant Request

Action: On a motion duly made by Councilmember E. Keller and seconded by Councilmember A. Heffernan, the Mayor and City Council unanimously agreed by voice vote to adopt a resolution authorizing a letter of support for a collaborative food desert initiative that seeks to establish a nonprofit grocery store in the City of Hagerstown. The Washington County Community Action Council will apply for a U.S.D.A. grant to fund the initiative. This collaborate initiative involving non-profit organizations, businesses, and governmental entities is intended to help citizens with limited access to healthy food resources in food desert areas within the City. The letter of support is a part of the resolution.

Approval of Guidelines and Application Form for COVID-19 Small Business Emergency Relief Grant Program

Action: On a motion duly made by Councilmember A. Heffernan and seconded by Councilmember E. Keller, the Mayor and City Council unanimously agreed by voice vote to approve the Guidelines and Application Form for the COVID-19 Small Business Emergency Relief Grant Program subject to the State's and the County's approval of the funding, and providing the

99TH SPECIAL SESSION AND WORK SESSION
2020

MAY 1 9,

MAYOR AND CITY COUNCIL

HAGERSTOWN, MARYLAND

City Administrator and/or the City Attorney the ability to make any
necessary edits to finalize the documents.

There being no further business to come before the Mayor and City Council, on a
motion duly made, seconded and passed, the meeting was adjourned at 7:15 p.m.

Respectfully submitted,

Original signed by D. K. Spickler

Donna K. Spickler
City Clerk

Approved: June 23, 2020