

EXECUTIVE SESSION – June 8, 2021

On a motion duly made by Councilmember R. E. Bruchey, II and seconded by Councilmember S. McIntire, the Mayor and City Council unanimously agreed by voice vote of all members present to meet in closed session to consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State (#4) (Section 3-305(b)), to conduct collective bargaining negotiations or consider matters that relate to the negotiations (#9) (Section 3-305(b)), and to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation or performance evaluation of appointees, employees, or officials over whom it has jurisdiction (#1) (Section 3-305(b)), on Tuesday, June 8, 2021 at 2:33 p.m. in the Council Chamber, 2nd floor, City Hall, Hagerstown, Maryland. Councilmember K. B. Aleshire was not present at the time of the vote.

The following people were in attendance: Mayor E. Keller, Councilmember K. B. Aleshire, Councilmember R. E. Bruchey, II, Councilmember T. Burnett, Councilmember T. Martinez, Councilmember S. McIntire, City Administrator Scott Nicewarner, Michelle Hepburn, Chief Financial Officer, Jill Thompson, Director of Community and Economic Development, Jonathan Kerns, Community Development Manager, Police Chief Paul “Joey” Kifer, Fire Chief Steven Lohr, Don Francis, Director of Human Resources, Wes Decker, Communications Manager, and Donna K. Spickler, City Clerk.

The meeting was held to discuss three business proposals, the labor contract for IAFF 1605, and to consider membership of the Historic District Commission. No formal action was taken at the meeting. On a motion duly made, seconded, and passed, the meeting was adjourned at 3:32 p.m.

WORK SESSION – June 8, 2021

Mayor E. Keller called this Work Session of the Mayor and City Council to order at 4:00 p.m., Tuesday, June 8, 2021 in the Council Chamber at City Hall. Participating with the Mayor were Councilmembers K. B. Aleshire, R. E. Bruchey, II, T. Burnett, T. Martinez, and S. McIntire, City Administrator Scott A. Nicewarner, and City Clerk D. K. Spickler.

Heart of the Civil War Heritage Area

Elizabeth Shatto, Executive Director of Heart of the Civil War Heritage Area, and Dan Spedden, Executive Director of Visit Hagerstown, were present to provide an update of the Heart of the Civil War Heritage Area (HCWHA). Washington County is one of 13 certified heritage areas in Maryland. Rachel Nichols, Assistant, and Intern Jona Tiveria were also present.

HCWHA’s mission is to promote the stewardship of the historic, cultural, and natural Civil War resources; encourage superior visitor experiences; and stimulate tourism,

economic prosperity, and educational development. They are improving the quality of life in the community for the benefit of both residents and visitors.

HCWHA became certified as part of the Maryland Heritage Areas Program in July, 2006. It is an independent, nonprofit organization guided by a Board of Directors and an Advisory Council comprised of representatives of local government units, state and national parks, private organizations and businesses, and individuals from all three counties in the Heritage Area.

In April, 2021, four annexed areas were added to the areas, as well as the Hagerstown Aviation Museum. HCWHA can now deliver services to these activities.

An impact study showed a \$ 450.2 million economic impact, 6,376 jobs supported and sustained, and \$ 60.3 million in state and local taxes. No other area has been funded at the same level as Hagerstown has. Between FY07 and FY21, the Maryland Heritage Area awarded \$ 348,700 to Hagerstown municipal projects and \$ 316,048 for other Hagerstown-based projects. Combined City and Hagerstown nonprofit project requests for grants of \$ 126,369 is currently under review by the MHAA for FY22.

Past grants include: sidewalk café district, interpretive markers and street banners, sign at the Cultural Trail, Hager House, Mt. Aetna, Cannon, and the Doleman Black Heritage Museum (DBHM). Other funding includes the Museum of Fine Arts, Maryland Theatre Expansion, and the Washington County Historical Society. They also help with technical assistance. Washington County is the only Heritage Area with a person dedicated to promoting the locations. A walking tour of the Underground Railroad was developed last year and the geocache trail was updated.

Customary operating budget revenue streams are as follows:

1. 75% - contributions from tourism organizations in Carroll, Frederick, and Washington County, and a MHAA Management Grant (results known on July 8, 2021)
2. 25% -funds raised from local governments, individuals, corporate and nonprofit partners.

A contribution for the City of Hagerstown will help continue services that benefit the City's government and nonprofits. A 3% donation of the budget would be \$ 7,200.

In December, 2020, they began receiving \$ 600 per month from the tourism budget of the Visit Hagerstown.

Councilmember McIntire appreciates the work of the HCWHA. She requested scheduling a discussion about funding possibilities from the City of Hagerstown.

Strategic Plan Discussion

Mayor Emily Keller and Captain Tom Alexander presented the results of the recently completed Community Survey that was issued by this administration.

Captain Alexander stated there are two components to the survey. Random surveys were sent to a select group of residents. The group was chosen by proportionate random sampling based on the four police beat areas (SW, SE, NW, and NE) of Hagerstown. At the close of the random survey deadline, the survey was posted on-line for responses. Captain Alexander noted the on-line survey did not meet the rigors of a survey based on the scientific method, therefore, conclusions cannot be drawn that the responses are truly representative of city residents. It is important to complete a mailed survey, as it helps reduce selection bias. Surveys were not sent to commercial properties or abandoned/vacant houses.

A total of 1,347 surveys were mailed and 296 were returned. These surveys were collected through March 2, 2021. The on-line survey was released to the public on March 12, 2021 and closed on April 5, 2021. A total of 645 on-line surveys were completed. Captain Alexander stated the typical response rate is 5% to 35%. The response rate for the City's survey is 22%. On-line results were in line with the results of the mailed surveys.

Mayor Keller stated a telling result is that 80% of respondents indicated they felt safe or somewhat safe in Hagerstown. The biggest issues noted are drug addiction, blight, homelessness, and safety/security. Many responses indicated they would like to have a multiuse baseball and event center. People want events with music, arts, and culture. They would like more block parties.

Mayor Keller reviewed all the responses and read all the open ended responses. People want more police coverage, speed control, lighting, cameras, and speed bumps. Many are proud of their neighborhoods because they are clean, diverse, safe, have friendly neighbors, and parks are close by. For those who aren't proud of the neighborhood, they indicated there were unfriendly neighbors, trash, panhandling, and drug use.

People who responded offered ideas for making communities more positive. Some ideas are clean up trash initiatives, promoting community pride, more police presence, more parks, a City fair, and an on-line community newspaper. Mayor Keller noted a number of these ideas were discussed during the recent Mayor and City Council Strategic Planning Session.

The City can't remove Section 8 housing or social service programs from a particular area. Speed cameras and speed bumps can't be placed just anywhere. There are guidelines the City has to follow to install cameras and speed bumps. Speed cameras are limited by State law for where they can be located. They have to be within a certain distance from schools. A number of people suggested utilizing the old YMCA (corner of Potomac Street and Church Street) for a homeless shelter. Mayor Keller stated she would love to do that but the City does not own the building. The City can't tell people released from prison where they can live. Legislation for this was defeated during the Session last year. Mayor Keller pointed out Antietam Broadband does not have a monopoly on cable service in Hagerstown. Any internet provider is more than welcome to come to Hagerstown.

Overall, people feel safe in Hagerstown and residents are proud of their neighborhood when it is clean. The community takes pride in ownership. Residents are not proud of their neighborhoods when they are dirty and rundown and criminal activity occurs often.

During the Strategic Planning Session, the Mayor and City Council discussed inviting community partners to future Work Sessions who are working to deal with issues in Hagerstown. For example, the Health Department has programs in place to assist people with drug addictions. Community partner's efforts will be incorporated into the Strategic Plan as well.

Councilmember McIntire thanked Mayor Keller and Captain Alexander for their work on summarizing the community survey. She would like to continue to provide a way to engage the public and receive input. She asked if an initiative such as Mind Mixer could be considered.

Mr. Nicewarner stated the City had used Mind Mixer at one time but it turned into a complaint outlet rather than productive input.

Councilmember McIntire stated she also thinks the Mayor and City Council need to go to the communities to hear residents' concerns. There needs to be a way for residents to be engaged with a solid stream of information being provided.

Mayor Keller stated the results of the survey are available for viewing at www.hagerstownmd.org/communitysurvey.

Street Closure Request, Noise Ordinance Exemption

Kitty Clark, Community Events Coordinator, Leah Perry, and Sabina Spicher, Girls on the Run (GOTR), were present to discuss a new event being organized by Girls on the Run.

GOTR is organizing a new event, Gingerbread Dash 5k. This event requires a Level Two street closure, for new or high impact events, which must be approved by the Mayor and City Council. Additionally, GOTR is requesting an exemption to the noise ordinance for this event.

Representatives from GOTR met with the City's Logistics Committee to review preliminary event information in March, 2021. The Gingerbread Dash is scheduled to take place the morning of Sunday, December 5, 2021. This event is modeled after a successful event in Frederick called the Candy Cane Dash.

The route of the Gingerbread Dash begins and ends on the Cultural Trail at the Mural of Unusual Size. It uses public streets as well as Bester Elementary grounds and Rose Hill Cemetery. GOTR has gained permission from Washington County Schools, Rose Hill Cemetery, and the Hagerstown Housing Authority (HHA) for the parts of the route which fall on those properties. GOTR is requesting approval to close streets for this vent.

The event will also have amplified music and announcements at the Mural of Unusual Size. Because of this, GOTR is requesting approval of an exemption from City Code Chapter 155-Noise. GOTR has communicated with HHA about the amplified sound and HHA is aware of it and has no concerns about it.

If the street closures and noise ordinance exemption are approved by the Mayor and City Council, the Logistics Committee will continue to work with the event organizers to ensure compliance with City regulations, safety, and to create conditions for optimal event outcome.

Ms. Perry has been involved with Girls on the Run for 10 years. GOTR is an after school program that teaches girls to be healthy and happy through running. She is proud of what they have been able to accomplish. They work with Girls, Inc., whose programs teach all types of lessons including turning negative self-talk into positive self-talk and managing emotions. She has dreamed of doing something in Hagerstown for the holidays that is festive and family driven.

It was the general consensus to include approval of the requested street closures and noise ordinance exemption on the June 22, 2021 agenda.

FY 2022 Community Legacy Applications

Megan Flick, Planner, was present to discuss the FY 2022 Community Legacy Applications.

The Community Legacy and Strategic Demolition Funds are two community revitalization assistance programs through the Department of Housing and Community Development (DHCD). The goal of the programs is to provide funding to local governments and community development organizations for essential projects aimed at strengthening declining urban areas through a comprehensive approach that includes activities such as business retention and attraction, encouraging home-ownership and rehabilitation, and commercial revitalization. Projects must be consistent with the goals and strategies outlined in the City's Sustainable Community Plan and the projects must be located in the City's Sustainable Community Area.

The Maryland Department of Housing and Community Development has \$ 6 million in Community Legacy funding and \$ 7 million in Strategic Demolition Fund funding for grant and loan awards around the State in FY 2022. Community Legacy funds may be used only for capital projects – bricks and mortar projects or loan/grant programs for brick and mortar projects. The City's Community Legacy representative at the State has indicated that projects must be ready to go and be completed within two years. While there is no matching requirements, the application needs to show that the project will leverage other funds. The Strategic Demolition Fund may be used for pre-construction costs of a project – acquisition, demolition, architectural and engineering services, etc. and the matching requirement is 25%.

The proposal for applications to Community Legacy this year is to request funding for an Upper Floor Market Rate Housing Development Fund (\$ 500,000), and Vacant White Elephant Buildings Fund (\$ 1,000,000). The proposal for applications to the Strategic Demolition Fund this year is to request funding for Life Safety Plus (\$ 200,000) and to re-apply as a pass-through for the Doleman Black Heritage Museum (DBHM) (\$ 250,000). The projects are consistent with the City's Sustainable Community Plan.

If funded, the match for the Upper Floor Market Rate Housing Development Fund will be provided by the developer. The City was awarded \$ 200,000 in Community Legacy funding in FY2021 for this project.

The Vacant White Elephant Buildings Fund would serve as a targeted priority project grant fund to contribute to redevelopment of buildings like the YMCA and Alms House building. The local match would be provided by the developer.

Life Safety Plus would provide funding for water vaults, sprinklers, cost to connect, and benefit charges for water/wastewater. The City was awarded \$ 125,000 in Strategic Demolition funding for the water vaults for fire lines in FY2020. The developer would provide the local match.

The Doleman Museum plan for a Strategic Demolition Fund program request is \$ 250,000. This would allow for flexibility for a wide variety of building preparation activities, such as select demolition, clean-out of the building, utility line work, and abatement of environmental issues. The local match would be provided by DBHM.

It was the general consensus to approve submittal of FY2022 applications to the State as discussed. Formal approval of the applications will be scheduled for the June 22, 2021 Regular Session.

Catalyst Project #3 – Development Agreements for Two Proposed Student Housing Projects: 170 West Washington Street and 17-21 East Franklin Street

Jonathan Kerns, Community Development Manager, was present to request approval of two Student Housing Development Agreements for two proposed student housing projects. The projects are:

1. 170 West Washington Street – to be developed by 170 West Washington Partners, LLC
2. 17-21 East Franklin Street – to be developed by WLR Residential Properties, Inc.

A resolution for each Development Agreement is scheduled for approval during the June 22, 2021 Regular Session. This is a joint recommendation from staff and USMH and is a result of the negotiations with each project developer as part of the Student Housing Project Request for Proposal (RFP) process.

The goal of Catalyst Project #3 – USMH Expansion Support is to support the growth of USMH from 500 to 750 students, and to support the addition of facilities for new educational programs including physician assistant, culinary arts, tourism and hospitality. Over a 10 year period, it is envisioned that student housing opportunities will be captured downtown through multiple building renovation projects. Two previous model student housing projects, located at 104 N. Potomac Street and 140 West Antietam Street, were successfully completed in 2015 and 2019 respectively. The newly proposed projects, to be located at 170 West Washington Street and 17-21 East Franklin street, will create a total of 17 new student apartments.

An RFP seeking a developer partner was advertised in the Fall of 2020. City staff and USMH staff reviewed and ranked all proposals received through the RFP process. During the January 12, 2021 Work Session, the rankings led to a recommendation of two developers to be the next developer partners of two new student housing projects. The Mayor and City Council authorized staff to negotiate Development Agreements with both WLR Residential Properties, Inc. and 170 West Washington Partners LLC. All negotiations are now complete.

The City intends to facilitate the development of the third and fourth model student housing projects in partnership with USMH and each developer partner. The proposed Development Agreements are modeled after developer agreements utilized for the first and second model student housing projects. Unlike the first two student housing project agreements, the new agreements would not include a rent guarantee. The following provides a summary of key details from each proposed Development Agreement:

1. 170 W. Washington Street:
 - a) Developer to construct 9, one-bedroom apartments to accommodate up to 9 students
 - b) Developer to receive a \$ 100,000 State of Maryland Community Legacy Grant for rehabilitation/construction expenses
 - c) Student units must be ready for occupancy by May 1, 2022
 - d) Student apartment options with monthly rents ranging from \$ 800 to \$ 825
 - e) All on-site parking to be dedicated for Student Units
 - f) If any apartments/units are unfilled by USMH students after October 1, 2022, USMH may work with developer for established, alternative occupancy options

2. 17-21 East Franklin Street
 - a) Developer to construct 8, two-bedroom apartments to accommodate up to 16 students
 - b) Developer to receive a \$ 100,000 State of Maryland Community Legacy Grant for rehabilitation/construction expenses
 - c) Student units must be ready for occupancy by May 1, 2022
 - d) Student unit options with monthly rents of \$ 675 per month (\$ 1,350 total for two-bedroom apartment)

- e) If any apartments/units are unfilled by USMH students after October 1, 2022, USMH may work with developer for established, alternative occupancy options

City staff worked closely with City Attorney Jason Morton on finalizing the agreement language. USMH staff and representatives of each developer partner also assisted with finalizing the agreement. Per State of Maryland Community Legacy funding requirements, Maryland Historic Trust review has been completed for both of the proposed student housing projects.

It was the general consensus of the Mayor and City Council to include approval of the development agreements, as outlined, on the June 22, 2022 Regular Session agenda.

FY22 Budget for General Fund Agency Contributions

Michelle Hepburn, Chief Financial Officer, reviewed the City’s General Fund Agency Contributions. Per the General Fund Agency Contributions policy, there were discussions in October, 2020 to keep the current eight agencies in place for the FY22 fiscal year.

As outlined in the policy, the eight agencies to receive funding are as follows. This information is also included in the FY22 Budget Book in Section 2, page 57:

Art Museum	\$ 40,500
Community Rescue Service	\$ 25,100
Hagerstown Municipal Band	\$ 18,000
Hagerstown Neighborhood Development Partnership	\$ 28,450
Maryland Symphony Orchestra	\$ 16,550
Maryland Theatre	\$109,000
Washington County Free Library	\$ 30,500
Washington County Historical Society	<u>\$ 4,000</u>
Total	\$272,100

Since that time, requests have been made by representatives of the Heart of the Civil War Heritage Area to be included in this listing and/or receive a donation. As the FY22 Budget has already been approved, any changes would need to be documented before notification memos are sent out to all the agencies that will receive funding. In addition, a reduction in other line items above would be needed.

Councilmember McIntire stated the Civil War Heritage Area is requesting \$ 7,200 from the City of Hagerstown. The HCWHA has provided significant grants and assistance to the City. They have help create tremendous tourism revenue. She suggested reducing the eight core agencies by \$ 800 in order to provide funding to the HCWHA.

Councilmember Aleshire stated there are more than 600 non-profit organizations in the community. The Mayor and City Council has reduced the list from 17 to 8 during the past several years. He stated the Council does not know if any of these entities are grant oriented organizations. He noted a donation to the HCWHA would be essentially paying them to bring money back to Hagerstown. If the requested funding is not provided, he wondered if the City's future applications for grants would be looked at less favorably.

Councilmember McIntire stated she does not believe the application process would be any different.

Councilmember Aleshire stated he is sure there are other organizations that would appreciate additional funding.

Councilmember Bruchey stated he would support reducing the eight core agencies by \$ 900 in order to provide \$ 7,200 to the HCWHA.

Ms. Hepburn noted the City did provide \$ 5,000 to the HCWHA prior to the adoption of the policy. The Mayor and City Council spent a significant amount of time discussing which organizations to include in the core list.

Councilmember McIntire pointed out this isn't the first time the HCWHA has requested funding.

Councilmember Bruchey stated consideration of requests is available to organizations every year. He supports providing \$ 7,200 to the HCWHA this year. The funding may or may not continue. Their presentation showed that a significant amount of funding has been provided for Hagerstown projects and the community.

It was the general consensus to add funding of \$ 7,200 to the HCWHA to the FY22 fiscal year.

FY21 Employee Stipends: Calendar 2020 COVID

Michelle Hepburn, Chief Financial Officer, was present to discuss potential FY21 employee stipends. Staff is requesting Mayor and City Council consideration of a gross payment of \$ 3,000 to full-time, regular employees as a retroactive stipend. As discussed in many meetings over the past fourteen months, the employees of the City have been expected to continue to work in all divisions in order to continue to provide services and support the local community. The employees were all deemed essential staffing for continuous operations as this pandemic was not isolated to a single day or week. Staff continued to report to work daily throughout the pandemic and resulting hiring and salary freeze. To date, the City has not been able to provide any type of premium pay to any group of employees in recognition of the challenges and risks taken to physically report to work while many other industries and businesses were closed. Further, it is recommended that this compensation be paid during FY21 prior to the close of the fiscal year.

The stipend would be provided based on all the following conditions:

1. Coverage period of January 27, 2020 through December 31, 2020. January 27, 2020 is the date currently recognized by the US Treasury as the pre-pandemic payroll event date
2. Must be a full-time employee
3. Must have been physically at work a minimum of thirty business days during this covered period
4. Must be an active employee currently employed as of Monday, May 24, 2021
5. Excludes any full-time employees that have left employment during this time period except retirees eligible for rehire
6. Excludes any full-time employees that have tendered a resignation prior to Monday, May 24, 2021

Based on the above criteria, there are a total of 394 active full-time employees and 11 eligible retirees, which is approximately \$ 1.2 million in wages and \$ 93,000 in employer FICA or \$ 1,300,000 in total. Of the total, \$ 915,000 is General Fund and \$ 396,000 is across all other Enterprise Funds.

Staff proposes to utilize a portion of the \$ 20.4 million in American Recue Plan Act (ARPA): Funding for State and Local Governments. The federal dollars include strict criteria on premium pay to employees that would be eligible costs. While there were some employees that worked from home, it was for short periods during the calendar year 2020. By enforcing the guidelines and criteria above based on current guidance and available documentation, staff recommends reimbursement from this funding source.

Councilmember Bruchey pointed out this would be \$ 1.3 million of the \$ 10.2 million in ARPA funds the City has received. There will be another \$ 10.2 provided to the City during the next fiscal year.

Councilmember McIntire and Councilmember Martinez strongly support the recommendation.

Councilmember Aleshire thinks the stipend amount is too low. The ARPA regulations have been altered in the intents and purposes through the political processes of state and federal governments. The City is fortunate to receive this amount without further alterations. It is intended to be provided for a response of equity from the first two components of the federal legislations for the stimulus. He believes recognition of public employees who continued to work through the pandemic has been minimal.

Councilmember Bruchey agreed.

Mr. Nicewarner stated this is a number staff felt comfortable recommending, based on what they have been reading in the ARPA regulations. At first the funding was to be transformative and flexible. Now the criteria (which is constantly changing) makes it restrictive and inflexible. He agrees the amount is too low, particularly since City staff worked when others did not. Employees working remotely returned on-site last summer

as the positivity rate slowed. He wishes a stipend could be provided to all employees – including part time and seasonal employees. That is not possible under this funding at this time. He is hopeful that a stipend for those employees can be considered at a later date. Staff is currently creating a list of potential projects that fit within the funding parameters.

Councilmember Bruchey asked that an update of the potential projects be provided to the Mayor and City Council members. Mr. Nicewarner will send out the list. He stated a group meets weekly to review what is possible. The Community Survey results are also included in the project list.

Ms. Hepburn pointed out there are many restrictions. Unfortunately, the definitions in the CARES Act remain in place and pigeon holes municipalities, counties, and State governments. Each of these entities are able to spend the money on the same things. There are significant reporting requirements for the ARPA funds. The group meeting weekly has discussed the possibility of a position dedicated to completing the reporting requirements. This employee would also provide updates to the Mayor and City Council.

Mr. Nicewarner stated there is still other funding being considered. The National League of Cities is concerned that Congress will take the second allocation and use it pay for the proposed infrastructure bill. They, and others, are urging jurisdictions to contact legislators asking them not to take away the second allocation. The funding for next year could be in jeopardy.

Ms. Hepburn stated the City of Hagerstown has to submit an overall plan to the Treasury Department by August 31, 2021. The funding will be use in positive ways for the community.

Councilmember Aleshire appreciates that the ARPA funds provide the opportunity for benefiting the community. Clearly within the process, public safety employees lobbied heavily the fact they were working throughout the pandemic. Private sector employers were reimbursed and are still being reimbursed. Now there is an incentive to get people back to work. The 5% of the total funding provided to the City being considered for this stipend is small and the Mayor and City Council should do their best to increase the amount.

Councilmember Bruchey stated it is small, but it good to be able to provide something.

It was the general consensus to hold a Special Session on June 15, 2021 to approve the recommendation of a \$ 3,000.00 stipend to full-time employees who meet the criteria established under the ARPA funding.

CITY ADMINISTRATOR'S COMMENTS

Scott A. Nicewarner, City Administrator, announced Hagerstown has achieved the status of Banner City from the Maryland Municipal League for the second year in a row.

He congratulated the Mayor and City Council for this achievement. There will be a ribbon cutting at the Train Hub on Saturday, June 12, 2021 at 10:30 a.m. The first 100 kids will receive a gift bag. The Community Yard Sale is being held on June 12, 2021 at the Fairgrounds Park. Music on the Square continues on June 11, 2021 with Wild Whispers providing entertainment. Even with the challenging weather recently, attendance at the Music on the Square events has been good. He hopes people take advantage of the opportunity to attend and enjoy the many events happening in Hagerstown.

MAYOR AND COUNCIL COMMENTS

Councilmember K. B. Aleshire had no additional comments.

Councilmember R. E. Bruchey, II had no additional comments.

Councilmember T. Burnett had no additional comments.

Councilmember T. Martinez had no additional comments.

Councilmember S. McIntire received an email about illegal activity, trash, and tall weed concerns on Salem Avenue. She suggested this be another area for the police department to focus on. HPD does a good job addressing the things that go on there. The property is unsightly and the owner needs to take pride in their property.

Councilmember Bruchey asked when the parking lot at the Quik Mart on Potomac Avenue will be paved. Kathleen Maher, Director of Planning and Code Administration, will find out.

Mayor E. Keller gave a shout out and thank you to the Temple Art Tattoo Studio who recently donated \$ 1,600 to the skate park project. She asked everyone to keep Commissioner Jeff Cline in their thoughts and prayers as his family is going through a difficult time.

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 5:28 p.m.

Respectfully submitted,

Original signed by D. K. Spickler

Donna K. Spickler
City Clerk

Approved: July 27, 2021