

C U M B E R L A N D
D O W N T O W N D E V E L O P M E N T C O M M I S S I O N
A Main Street Maryland Community

Minutes
May 11, 2017

I. Roll Call

In attendance – Sandi Saville, Doug Schwab, Dave Romero, Dave Love, Rhiannon Morgret, Nathan Price

Absent – Daniel Taylor-Neumann, Ed Huber, Dan Bowser, Paige McFarland, Tiffany Ritter, Renee Butler, Larry Jackson

Also in attendance – Jennifer Light, Steven Leyh, Kathy McKenney, Tabitha Barbarito

II. Minutes

Minutes accepted as recommended

III. Communications and Billing

IV. Reports

Executive Director – Jennifer Light

Downtown Beautification/Improvements/Issues

- Getting fountains up and running – fountain along Mechanic Street has pump issues
- Painting lamp posts in downtown, fountains, and planting shrubs/flowers
- Mulching and working with volunteers for Day of Caring and Sharing on May 12th
 - Planting rose bushes and boxwoods at CBIZ and Times News parklets

DHCD Community Legacy Grants

- New Community Legacy Awards (FY'17)
 - \$50,000 Façade Improvement Program
 - Deadline to apply was April 28th at noon – 6 applications submitted
 - \$50,000 Upper Story Redevelopment Program – Applications will be released this summer
- \$100,000 – Leasehold Improvement Program (FY'2016 - CEDC)
 - All seven applicants are in the process – two issued Notice to Proceed
- FY'18 Community Legacy Round – due June 8, 2017 – project recommendations include:
 - *Cumberland Theatre*
 - *Leasehold Improvements*
 - *George Street Parking Garage*
 - *Neighborhoods Matter – Gateway Corridor (Canada Viaduct)*

Main Street Improvement Grants – MIP (DHCD)

- Applications due June 14th
- Considering applying for funds to paint benches and trashcans black

Historic City Center Murals

- Western MD Signs have the signs ready for installation – waiting on install

Commercial Property Showcase

CUMBERLAND

DOWNTOWN DEVELOPMENT COMMISSION

A Main Street Maryland Community

- Working with interested property owners – about 10 properties participating
- Collaborating with the AAC to fill vacant storefront windows with artwork

CDBG

- Requested \$55,000 for FY'17 - sidewalk improvements along the George St. Parking Garage
- Recommendation to M&CC was for \$50,000 for the project

Recreational Trails Grant

- Due July 1st - Needed to match the MHAA Capital Improvement Grant for the “Cumberland History Trail”

Main Street Conference - Pittsburgh, PA (May 1-3)

- Attended sessions on tax incentive programs, new events, apps, crowd funding

Main Street Quarterly Meeting – June 13, 2017 – Cumberland will host the meeting

Promotions Director – Steven Leyh

- **FAM Tour – Saturday, April 22**
 - We hosted 11 participants from various organizations including: Maryland Office of Tourism, Downtown Cumberland Ramada, Allegany County Library, The Book Center, Get Out & Play Outfitters
- **Cumberland Comes Alive**
 - Summer kicks off at Historic City Center on Friday, June 2 with Solid Gold
- **Sponsorships**
 - We currently have raised over \$8,900 in sponsorships
 - Sponsorships still available for numerous Friday night concerts
 - Banner designed for Historic City Center stage
- **C&O Canal Towpath Resurfacing - Letter of Support**
 - With the connection to the Great Allegany Passage (GAP) Trail, C&O Canal Towpath has become a part of the premier cycling route on the East Coast.
 - Towpath improvements are needed to maintain the surface similar to the GAP trail; no roots, rocks and ruts – better for hikers and a vast improvement for bikers.
 - Allegany Trail Alliance hired Senate Engineering to prepare a study of the towpath in late 2016 and created design drawings for the repairs, including priority areas for rehabilitation.
 - Work would begin in Montgomery County and then progress through the other problem areas as outlined by the Senate Engineering study.
 - C&O Canal NHP has requested \$5.8 million over 5 years for towpath rehabilitation, to be matched by \$6.7 million in TAP funds over 5 years, should the request be approved.
 - The Mayor and Council have submitted a letter of support for the project to the National Park Service.

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• **Advertising / Marketing**

- Insert Scheduled for May 14 in Cumberland Times-News
- Allegany County Visitors Guide
- Hampshire County Getaway Guide
- Towpath to Towns Brochure
- Printed schedules
- Maryland Office of Tourism Development Calendar
- Allegany Radio
- WCBC Weekly Live Ads

A. **Financial Report – Ed Huber**

- Ed was not present. Jennifer mentioned that another transfer from the General Fund was made to DDC for \$20,000. Installment 3 of 4.

V. **Old Businesses**

- Public Art Master Plan – Sandi discussed that the Arts Council is still negotiating the total cost of the plan. The AAC is looking around \$20,000 for total costs. Asking the DDC to contribute between \$8,000 to \$10,000
- CEDC Update - Tabitha provided an update to the Commercial Property Showcase on June 24th. A landing page will be live soon listing the properties.
- TAP application has been submitted for construction
- Waiting on the state to return the bid proposal before it can go out to the public for bids.

VI. **New Business**

- FY'18 Budget - The City is reducing the amount of money it will be transferring to the DDC from the General fund from \$90,000 to \$70,000. Steve and Jennifer made the appropriate changes to reflect this change and create a balanced budget for FY'18. There was not a quorum present to vote at the meeting. Jennifer sent the proposed budget to the board through an email vote. 12 responses were to accept the budget and one person abstained from the vote. The budget was approved.
- Frostburg State University held a public meeting at the Allegany Arts Council to present students projects for the area under I68 at Canal Place. The students projects are on display at the AAC for the public to view and comment. FSU and other organizations in the community will look at taking the next steps for the project as well as seeking funding sources.
- Policy for Street Artists – It was brought the attention of the board that we need to update some policies for street artists, vendors, and food trucks. A committee will be getting together to discuss the next steps.

VII. **Public Comment (2 Minute Limit)**

- A. NONE

THE NEXT REGULAR MEETING WILL BE HELD
June 8, 2017