

1. City Council Regular Meeting Agenda

Documents:

- 01 -- AGENDA.PDF
- 02 -- MINUTES FROM 08-27-2018.PDF
- 03 -- BANNER FOR AWAKEN CONCERT.PDF
- 04 -- WALK AMERICA 10-10-2018.PDF
- 06 -- RESOLUTION 18-010 - FEE SCHEDULE.PDF

AGENDA

**City of Cambridge
City Council Meeting
September 10, 2018
Council Chambers - 305 Gay Street
Cambridge, MD 21613**

5:30 pm Mayor to Convene Council in Regular Session

SUBJECT: Closed Session

Recommendation: That Council consider a motion to go into closed session pursuant to State Government Article, Section 10-508(a) exception 1: to discuss (i) the appointment, employment, assignment, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction: or (ii) any other personnel matter that affects one or more specific individuals, because public discussion would adversely impact one or more individual's right to confidentiality.

SUBJECT: End of Closed Session

6:00 pm Mayor to Convene Council in Regular Session

Mayor to give report on Closed Session

Agenda

1. Council to approve or amend agenda as presented.

Public Comment

Requests from the Public

None

Consent Calendar

2. **SUBJECT:** Meeting Minutes from Council Meetings on August 27, 2018
Recommendation: That Council approve as submitted.
3. **SUBJECT:** Request for Banner Across Race Street for the Awaken Concert at Sailwinds (October 28th)
Recommendation: That Council allow the banner to be hung from October 12th to October 29th

4. SUBJECT: Request from Jason T. Chance (TCR Event Management) to hold "Walk Maryland Day in Cannery Park (411 Dorchester Avenue) and sidewalks shown on the application, on Wednesday, October 10th between the hours of 11:00 am and 2:00 pm
Recommendation: That Council approve the request.
5. SUBJECT: Set date, time, and ages for Trick-or-Treat on Halloween
Recommendation: That Council set the trick-or-treat time to Wednesday, October 31st between the hours of 6:00 pm and 8:00 pm for children ages 12 and under

Old Business

None

New Business

6. SUBJECT: Revise City Fee Schedule to include Mobile Food Establishments (Resolution 18-010)
Recommendation: That Council adopt Resolution 18-010

Mayor and Council

7. SUBJECT: Council Re-Appointments
Recommendation: Council to approve the following re-appointments:
 - Janice Olshesky to the Historic Preservation Commission as the alternate for a three-year term expiring 08/31/21
 - Steve Williams to the Municipal Utilities Commission for a four-year term expiring 09/30/22
 - Joseph Brooks to the Municipal Utilities Commission for a four-year term expiring 09/30/22
 - Michael Wheatley to the Ethics Commission for a four-year term expiring 09/01/22

Public Comment

Adjourn

City Council meetings are conducted in open session unless otherwise indicated. Pursuant to the Maryland Open Meetings Act, all or a portion of the Council meeting may be held in closed session by vote of the Council. Please note that the order of agenda items is subject to change and that meetings are subject to audio and video recording.

*Appeal
p.d. 9/6/18*August 27, 2018
Cambridge, MD

The City Council met in regular session on Monday, August 27, 2018 in Council Chambers. A quorum being present, Mayor Victoria Jackson-Stanley called the meeting to order at 6:00 p.m. Those Commissioners in attendance were Commissioners Rideout, Sydnor, Foster, Cannon, and Hanson. Mayor Victoria Jackson-Stanley asked for a moment of silence. Commissioner Hanson led in the Pledge of Allegiance.

Agenda

1. Council to approve or amend agenda as presented.

Commissioner Hanson asked that Council remove Item 11F from the agenda. A motion by Commissioner Hanson to approve the amended agenda was seconded by Commissioner Cannon and approved 5:0.

Public Comment

Lawrence Chitlik spoke on behalf of the Democratic Central Committee of Dorchester County. They received a letter from Pat Escher asking them to remove signs from their rented property and telling him that the signs can be installed 30 days before the election. He thinks she is referring to a section of the Code that deals with temporary signs. It does not say anything about political signs. There is no reference to political signs in the ordinance.

Commissioner Sydnor made a motion to abate this issue until maybe January when we can look at these laws and see what changes need to be made and to inform the City's Code Enforcement Division of this abatement. Commissioner Foster seconded the motion. The motion passed 5:0.

Lawrence Chitlik said he changed the sign from the bank that previously occupied this building using the same size and the same posts. He was told he needed a permit so he volunteered to pay for it. What he is required to do is not really part of the Code. He was asked to redesign his sign as someone else's taste. He was told there is no safety issue with his sign. He was told the sign is attractive, but the current Code has changed—not for a safety reason, not for anything other than it has changed. It is not a permit thing. They have to take their sign down. He is asking for an exception so their sign will be accepted. The sign is set well back from the street because they have a front yard. There is no safety issue.

Oden Wheeler said Mr. Chitlik is referring to the UDC. There is already an appeal process in place. They can appeal it to the Board of Appeals.

Commissioner Sydnor made a motion to allow the sign stay until it goes before the Planning Commission. Commissioner Foster seconded the motion. The motion passed 3:2.

Tom Puglisi has noticed that tonight the Council will be voting on the adoption of the revised Historic Preservation Commission guidelines. He wants to speak strongly in favor of those new guidelines. He observed the Commission work for many months. He believes

their result is a guideline that is much easier to understand, much easier to enforce, and much more consistent than the previous guidelines. He urged Council to adopt those guidelines.

Michael Dodd spoke representing Deep Harbour. They are asking a more fundamental question than they have asked before. Initially, a member of Deep Harbour's association has been here at the Council meetings and had some preliminary contact with the prior City Manager about Deep Harbour being involved in the riverwalk (design and construction). He is asking for a meeting with the City Attorney to clarify this. Their question is about using that money that the City obtained (about \$80,000) for repairs to sidewalks, roads, or other public needs in any ward. He knows a lot of people in the City are of the strong opinion that we have to build the riverwalk. He would like to make the request to meet with Mr. MacLeod to clarify if that is really the case. If the riverwalk has to be built, they would like to be involved and their voices be heard.

Requests from the Public

2. SUBJECT: Representatives from the Police Athletic League to make a presentation and request permission to start this program in Cambridge
Recommendation: That Council approve the project

Kamil Arrington, Program Director of the DMV Police Athletic League; and Cherelle Hill, Executive Director made a presentation to offer Cambridge a mentoring grant to host youth programs throughout the City. The National Police Athletic League has about 700 chapters. PAL is an activities league because it is about more than sports. It is about leadership, building life skills, and things kids can use throughout their childhood as well as adult lives. The main purpose is to connect cops and kids in a positive environment with positive interactions to change some of the actions that are taking place in this country right now. It gives kids a safe space after school where kids are usually involved in delinquent behavior because their parents are usually not home. It gives the kids a chance to build mentors with the Police Force. The program runs with a 1:7 mentoring ratio. It would be one mentor to seven kids that would work with hopefully a police officer as well as two volunteers for a minimum of 21 kids. The grant from the Maryland Governor's Office as well as National PAL is about \$21,000 for this year. They are in the process of applying for a new grant and hoping for more money to do more things in a lot of communities. The program is open to kids from ages 6 through 18.

Chief Lewis said the Board of Education has given them permission to start with the middle school this year. It is a powerful step for them. They will try to recruit teachers to volunteer with homework in the evenings.

3. SUBJECT: Suzanne Sullivan, ShoreRivers, to request a letter of support for a National Fish and Wildlife Foundation Technical Service Provider grant to provide the City of Cambridge with a 5-Year Urban Tree Canopy Management Plan
Recommendation: That Council approve the request.

A motion by Commissioner Sydnor to approve the letter of support was seconded by Commissioner Foster and approved 5:0.

Consent Calendar

4. SUBJECT: Meeting Minutes from Council Meetings on August 13, 2018
Recommendation: That Council approve as submitted.

5. SUBJECT: Request from the National Multiple Sclerosis Society for permission to hold their Chesapeake Challenge Walk through Cambridge (starting and ending at the Hyatt) using Great Marsh Park and Long Wharf for rest stops on Saturday, October 27, 2018 between the hours of 7:00 am and 5:00 pm
Recommendation: That Council approve the request.

A motion by Commissioner Sydnor to approve the Consent Calendar [Items 4 (with minor changes) and 5] was seconded by Commissioner Rideout and approved 5:0.

Ordinances for Second Reading, Public Hearing, and Adoption

6. SUBJECT: Ordinance 1130 -- An ordinance of the Commissioners of Cambridge, Maryland to adopt the Cambridge Historic District Design Guidelines; providing that the title of this ordinance shall be deemed a fair summary and generally relating to the Historic District in the City of Cambridge.
Recommendation that Council:
 - A. Give Ordinance No. 1130 a second reading by reading of title only;
 - B. Open the public hearing, take public comment and close the public hearing; and
 - C. Pass Ordinance No. 1130.

Chip MacLeod read the title of the ordinance. A motion by Commissioner Hanson to go into public hearing was seconded by Commissioner Cannon and approved 5:0.

See note from Tom Puglisi under Public Comment above.

Nobody asked to speak. A motion by Commissioner Hanson to close the public hearing was seconded by Commissioner Rideout and approved 5:0.

A motion by Commissioner Hanson to pass Ordinance 1130 was seconded by Commissioner Rideout and approved 5:0.

Old Business

None

New Business

7. SUBJECT: Chesapeake Bay Trust Grant Application

Recommendation: That Council approves the administrations' request to submit a grant application to the Chesapeake Bay Trust Outreach and Restoration grant.

A motion by Commissioner Rideout that the City Manager and Ms. Robinson on at least a monthly basis report to Council on the progress of the work that is being done on the housing project was seconded by Commissioner Hanson and approved 5:0.

A motion by Commissioner Hanson that Council approve the request to submit a grant application to the Chesapeake Bay Trust Outreach and Restoration grant was seconded by Commissioner Cannon and approved 3:2.

8. **SUBJECT:** Request from the University of Maryland Shore Regional Health for a letter of support for their Certificate of Need Letter of Intent with the Maryland Health Care Commission for a new hospital in Easton, Maryland

Recommendation: The Council approve the requested letter of support

A motion by Commissioner Rideout to approve the requested letter of support was seconded by Commissioner Hanson and approved 5:0.

9. **SUBJECT:** Appropriation of Police Athletic League (PAL) Grant

Recommendation: That Council appropriate \$20,500 to the FY19 PAL Grant (Police Athletic League) and increase the Police Department budget by \$20,500 for operations, supplies, and overtime.

A motion by Commissioner Rideout to appropriate \$20,500 to the FY19 PAL Grant (Police Athletic League) and increase the Police Department budget by \$20,500 for operations, supplies, and overtime was seconded by Commissioner Hanson and approved 4:0. Commissioner Foster abstained.

10. **SUBJECT:** Host Venue Agreements for Ironman Eagleman 70.3 & Ironman Maryland.

Recommendation: That Council authorize Mayor Jackson-Stanley to execute the Host Venue Agreements for Ironman Eagleman 70.3 & Ironman Maryland for FY2019 through FY2023 between the City of Cambridge, Dorchester County, and World Triathlon Corporation.

A motion by Commissioner Rideout that Council authorize Mayor Jackson-Stanley to execute the Host Venue Agreements for Ironman Eagleman 70.3 and Ironman Maryland for FY2019 through FY2023 between the City of Cambridge, Dorchester County, and World Triathlon Corporation was seconded by Commissioner Hanson and approved 5:0.

Meeting Notes

11. **SUBJECT:** Traffic & Safety Committee Report and Recommendations

Recommendation: That Council:

- A. Begin the public process to consider changing Vue De Leau St. to a one-way street or permit parking on one side only.

- B. Approve the Department of Public Works (DPW) to install “No Commercial Vehicle” signs in the 200 Block of Rambler Road.
- C. Approve the Department of Public Works to create a 3-way stop at the intersection of Choptank Ave. and Church St. to assist with slowing the traffic speed on Choptank Ave.
- D. Deny the request for a decrease in speed limit and elimination of commercial traffic on High St.
- E. Deny the request for a streetlight at 502 Burton Street. Commissioners Cannon and Foster will talk with resident and suggest alternative methods for lighting her property.
- ~~F. Approve CPD to place no littering and/or loitering pamphlets on vehicles in both Spanish and English on Radiance Drive between Route 50 and Killarney Road between Aug. 27th and Sept. 30th and continue to monitor.~~
- G. “Children at Play” sign request at Willis & Park Lane be deferred for further consideration or an alternate suggestion.

Item 11F was deleted with the amended agenda.

A motion by Commissioner Cannon to begin the public process to consider changing Vue De Leau Street to a one-way street or permit parking on one side only was seconded by Commissioner Foster and approved 5:0.

A motion by Commissioner Hanson to approve the Department of Public Works to install “No Commercial Vehicles” signs in the 200 Block of Rambler Road was seconded by Commissioner Foster and approved 5:0.

A motion by Commissioner Sydnor to approve the Department of Public Works to create a 3-way stop at the intersection of Choptank Avenue and Church Street to assist with slowing the traffic speed on Choptank Avenue was seconded by Commissioner Foster and approved 5:0.

A motion by Commissioner Sydnor to deny the request for a decrease in speed limit and elimination of commercial traffic on High Street was seconded by Commissioner Foster and approved 5:0.

A motion by Commissioner Cannon to install a streetlight near 502 Burton Street and another near 517 Colonial Avenue with the necessary funds to come out of Council Goals or Contingency was seconded by Commissioner Foster and approved 5:0.

The Traffic and Safety Committee will review other options to caution drivers to the large number of children in the area of Willis Street and Park Lane.

Commissioner Sydnor asked the Traffic and Safety Committee to look into the traffic congestion in the area of the Women’s Club on High Street/Gay Street/Pine Street.

Commissioner Rideout asked the Traffic and Safety Committee to look into replacing the traffic light at the corner of High Street and Church Street with a four-way stop sign.

Commissioner Rideout would like a “Yield to Pedestrians” sign on High Street where it intersects Poplar Street (near Katie Mae’s) in place of the sign that is there because there is a crosswalk on Poplar Street.

Mayor and Council

A motion by Commissioner Foster that the City Attorney will send her an e-mail on any type of salary issue with the Police Department that will be on a City Council agenda and any potential conflict of interest was seconded by Commissioner Sydnor and approved 4:1.

Commissioner Foster recommended that in addition to a monthly report from the City’s Housing Specialist, Council has a face-to-face meeting. She would like to be able to have the report before the meeting so they can have a dialog at that particular time. She suggested having a workshop.

Commissioner Foster made a motion that Council give a letter of appreciation to everybody on the committee for the Culture Day thanking them for a job well done was seconded by Commissioner Cannon and approved 5:0.

Commissioner suggested that Council consider making the third Saturday in every August Groove City Culture Fest Day.

Public Comment

None

Adjourn

A motion by Commissioner Sydnor to adjourn the meeting was seconded and approved unanimously.

With no further business, Mayor Victoria Jackson-Stanley adjourned the meeting at 8:20 p.m. I hereby certify that the foregoing is a true and accurate account of the Council meeting Monday, August 27, 2018, insofar as I personally am aware.

Victoria Jackson-Stanley
Mayor

Katie Mae's Country Restaurant, LLC
530 Poplar Street
Cambridge, Md 21613
443-477-6413 or 443-477-6415

Agenda Item No. 03

Date: 09/10/2018

Approved

To: Karen Foster

From: Katie Smith/Katie Mae's Country Restaurant, LLC

Re: Banner Across Race St For Awaken

Date: 08/15/2018

I am requesting your approval to hang a banner on Race Street from 10-14-18 until 10-28-2018 for our annual Awaken Fall Christian Concert that is being held on 10-28-18. If you have any further questions please feel free to contact me.

Thank you,
Katie Smith
443-521-4951 (cell)
443-477-6413 (business)



SANDRA TRIPP-JONES
City Manager

APPLICATION FOR A SPECIAL EVENT PERMIT

Agenda Item No. 04

Date: 09/10/2018

Appr. A.C. 9/6/18

Date of Application: August 15, 2018

Event Title or Type: Walk Maryland Day event - Walk Around Cannery Park

Location of Event: 411 Dorchester Avenue, (Packing House), Cambridge

Date(s) of Event: Wednesday, October 10th, 2018

Hours of Event (Actual): 11:00am - 2:00pm

Name of Applicant: Jason T Chance Title: Organizer

If representing an organization or company, name(s): Dorchester Health Department

Signature of Applicant: *Jason T. Chance*

If application is presented on or behalf of 1 or 2 businesses only, list names of business(es):

TCR Event Management

Address of Applicant: 929 S. Talbot Street, St Michaels, MD 21663

Telephone: 410-745-2836 Email: tcrcventmanagement@gmail.com

Expected attendance: 100

Is a street closing being requested? Yes (show on map) No

If yes, what street(s) _____

If yes, indicate street closure & reopen times
(include set up and breakdown time): _____

Is staging or a platform required? Yes (show on map) No Amplification: Yes No

If event is on private property, name of Property Owner: Eastern Shore Land Conservancy - for start/finish area

Will trash barrels & pick-up be provided by event holder? Yes No

Will portable toilets be provided? Yes (show on map) No

Will Tent be erected? Yes (show on map) No

Will food be prepared on the premises? Yes No

Will alcohol be served? Yes No



SANDRA TRIPP-JONES
City Manager

APPLICATION FOR A SPECIAL EVENT PERMIT

ROAD RACE, WALK-A-THON, ETC.

- On Roadway? Yes No
- On Sidewalk? Yes No
- Will temporary signs be posted? Yes No

*****Signs must be removed by the following business day; no paint is allowed on streets or sidewalks. *****

Specific Route: Start at parking lot of 411 Dorchester Avenue, North towards Cedar Street. Left on to Sidewalk of Cedar Street, Left in to parking lot of Dorchester County Pool, course goes on to Lake Street. Follow Lake Street Southeast, towards Washington Street. Left on to Washington Street sidewalk. Left on To Dorchester Avenue to starting parking lot

- I attached a map showing locations of street closures, vehicles and temporary structures.
- For new events, I have attached documentation of notification of the application to all affected businesses and residents, and attest that a majority have supported and/or not objected to this event.
- I have read & agree to the City's Street Closures Policy.

FOR OFFICE USE ONLY

Conditions of Special Event Permission: _____

Police Costs: \$ _____ DPW Costs: \$ _____ Other Costs: \$ _____

TOTAL COSTS REQUIRED BY CITY COUNCIL: \$ _____

Recommendations:

Cambridge Police Department Approval Denial _____
Signature

Rescue Fire Department Approval _____
RFC approves please take this email as our approval

Public Works Department Approval Denial _____
Signature



Cedar St

Cedar St

Cedar St

Dorchester Ave

Dorchester Ave

Dorchester Ave

Dorchester Ave

Jess Jr's & Sons
Body Shop

er County Pool

Lake St

Ave

Lake St

Cambridge Creek

Sho

349

Phillip

Council Agenda Report

Date: September 10, 2018

Submitted by: Odie Wheeler, Director of Public Works

Prepared by: Pat Escher, Division Manager, City Planner

SUBJECT: Revise City Fee Schedule to include Mobile Food Establishments
(Resolution 18-010)

Approved pl. 9/6/18

Recommendation: That Council adopt Resolution 18-010

Discussion: The City recently amended the Unified Development Code to allow Mobile Food Establishments in the City's corporate limits. During those discussions, there was dialog about having a fee associated with this use. Staff recommends that the fee be similar to the fee charge for a Peddler's License of \$200.00.

Fiscal impact: NA

Approved by: Patrick Comiskey

RESOLUTION NO. 18-010

A RESOLUTION OF THE COMMISSIONERS OF CAMBRIDGE, MARYLAND TO ESTABLISH A FEE FOR THE ISSUANCE OF A MOBILE FOOD ESTABLISHMENT PERMIT AND TO AMEND THE SCHEDULE OF MUNICIPAL FEES, RATES, AND CHARGES ASSESSED BY THE CITY OF CAMBRIDGE FOR FISCAL YEAR 2019 TO INCORPORATE THE SAME.

WHEREAS, pursuant to Md. Code Ann., Local Gov't § 5-203(d)(1)(i), municipalities may establish and collect reasonable fees and charges for franchises, licenses, or permits granted by the municipality; and

WHEREAS, pursuant to §3-27(35) of the Charter of the City of Cambridge (the "Charter"), the Commissioners of Cambridge are authorized and empowered to license and regulate all persons beginning or conducting transient or permanent business in the City for the sale of any goods, wares, merchandise, or services, as well as any business, occupation, trade, calling, or place of amusement or business, and in general may require permits or licenses to be obtained where necessary for regulatory purposes in the interest of the public health, safety, or morals and may establish and collect fees and charges for all licenses and permits issued under the authority of the Charter; and

WHEREAS, in accordance with the foregoing authority, on May 29, 2018, the Commissioners of Cambridge adopted Resolution No. 18-005 for the purpose of establishing a schedule of fees, rates, and charges assessed by the City relating to miscellaneous municipal services, permitting, inspection, development, and building construction within the City of Cambridge for Fiscal Year 2019 (the "2019 Fee Schedule"), which became effective on July 1, 2018; and

WHEREAS, on August 13, 2018, the Commissioners of Cambridge passed Ordinance No. 1129 for the purpose of allowing Mobile Food Establishments in all Zoning Districts within the City, subject to certain conditions as set forth therein; and

WHEREAS, pursuant to §§ 4.2.3(B)(12)(h)(ii) and 4.4.4(O)(8)(b) of the City's Unified Development Code (the "UDC"), as amended by Ordinance No. 1129, the Commissioners of Cambridge shall establish and amend from time to time a fee for the issuance of a Mobile Food Establishment permit, which shall be valid for one (1) year; and

WHEREAS, the Commissioners of Cambridge hereby adopt this Resolution to formally establish a fee for the issuance of a Mobile Food Establishment permit and amend the 2019 Fee Schedule to incorporate the same.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF CAMBRIDGE that the fee for the issuance of a Mobile Food Establishment permit, which shall be valid for one (1) year, shall be Two Hundred Dollars (\$200).

AND BE IT FURTHER RESOLVED that the schedule of certain municipal fees, rates, and charges for the 2019 Fiscal Year adopted by the Commissioners of Cambridge pursuant to Resolution No. 18-005 be and it is hereby amended to incorporate the fee for the issuance of a Mobile Food Establishment permit as set forth herein.

AND BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon adoption.

ATTEST:

THE COMMISSIONERS OF CAMBRIDGE

Patrick C. Comiskey
City Manager

BY: _____
Victoria Jackson-Stanley
Mayor

Adopted the ___ day of _____, 2018
Effective the ___ day of _____, 2018