

Mayor and Council Work Session and Executive Session February 9, 2016 Agenda

*"A diverse, business-friendly, and sustainable community with clean, safe and strong neighborhoods."
"Providing the most efficient and highest-quality services as the municipal location of choice for all
customers."*

"Every great dream begins with a dreamer. Always remember, you have within you the strength,
the patience, and the passion to reach for the stars to change the world." - *Harriet Tubman*

EXECUTIVE SESSION

3:00 PM 1. Executive Session

4:00 PM WORK SESSION

4:30 PM 1. Proclamation: Neighborhoods 1st Month

4:35 PM 2. HollyFest and Public Square Tree Lighting - 2016 - *Gaela Shoop, Community Event
Coordinator*

4:50 PM 3. Federal JAG Application - *Acting Chief Paul Kifer*

5:00 PM 4. Memorial Park Circle of Achievement - Class of 2016 - *Stephen Bockmiller, Development
Planner and Zoning Administrator*

5:15 PM 5. Memorial Tree and Bench Program - *Rodney Tissue, City Engineer*

CITY ADMINISTRATOR'S COMMENTS

MAYOR AND COUNCIL COMMENTS

ADJOURN

**REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND**

Topic:

Executive Session

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

ATTACHMENTS:

File Name

February_9_2016_Executive_Session.pdf

Description

Agenda



EXECUTIVE SESSION

MAYOR & CITY COUNCIL

FEBRUARY 9, 2016

AGENDA

3:00 p.m. EXECUTIVE SESSION – *Room 407, 4th floor, City Hall*

1. To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State, #4
**Business proposal for downtown building*
2. To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State, #4
**Business proposal*
3. 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
**Various personnel issues*
4. 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
**Membership of Board of Traffic and Parking, Board of Zoning Appeals, Bicycle Advisory Committee*

***AUTHORITY: Annotated Code of Maryland, General Provisions Article: Section 3-305(b)**
(Subsection is noted in parentheses)

CITY OF HAGERSTOWN, MARYLAND

PUBLIC BODY: Mayor & City Council

DATE: February 9, 2016.

PLACE: Room 407, 4th floor, City Hall

TIME: 3:00 p.m..

AUTHORITY: ANNOTATED CODE OF MARYLAND, GENERAL PROVISIONS ARTICLE: Section 3-305(b) :

1. To discuss:
 - ☒ (i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or
 - ☐ (ii) any other personnel matter that affects 1 or more specific individuals;
- ☐ 2. To protect the privacy or reputation of individuals with respect to a matter that is not related to public business;
- ☐ 3. To consider the acquisition of real property for a public purpose and matters directly related thereto;
- ☒ 4. To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- ☐ 5. To consider the investment of public funds;
- ☐ 6. To consider the marketing of public securities;
- ☐ 7. To consult with counsel to obtain legal advice;
- ☐ 8. To consult with staff, consultants, or other individuals about pending or potential litigation;
- ☐ 9. To conduct collective bargaining negotiations or consider matters that relate to the negotiations;
- ☐ 10. To discuss public security, if the public body determines that public discussions would constitute a risk to the public or public security, including:
 - (i) the deployment of fire and police services and staff; and
 - (ii) the development and implementation of emergency plans;
- ☐ 11. To prepare, administer or grade a scholastic, licensing, or qualifying examination;
- ☐ 12. To conduct or discuss an investigative proceeding on actual or possible criminal conduct; or
- ☐ 13. To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter; or
- ☐ 14. Before a contract is awarded or bids are opened, discuss a matter directly related to a negotiation strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.
- ☐ 15. Administrative Function

**REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND**

Topic:

Proclamation: Neighborhoods 1st Month

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

**REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND**

Topic:

HollyFest and Public Square Tree Lighting - 2016 - *Gaela Shoop, Community Event Coordinator*

Mayor and City Council Action Required:

Discussion:

At the February 9, 2016 Work Session of Mayor and City Council, staff will seek feedback on the options for the 2016 HollyFest. Staff has been in discussion with the Maryland Theatre as to this year's holiday season and we seek direction to make necessary changes to this event, as our traditional date is unavailable.

Staff recommends holding the Tree Lighting on our traditional date of Friday, November 18, and moving HollyFest to Sunday, November 20, 2016. This would allow us to maintain the tradition of having the event before the Thanksgiving holiday, which is Thursday, November 24, 2016. Staff would potentially be able to create a weekend event combining the Public Square Tree Lighting and HollyFest.

There are additional alternative dates available. One of the alternative options that could be considered is Friday, December 2, 2016. This would potentially create conflict with other holiday activities, including the City Park Lighting and does take place after the Thanksgiving holiday.

The scheduling of this event has been relative to the vacation time of the Washington County Public School System because students are the focal point of the HollyFest entertainment and utilized as the kick-off to the holiday season for the City of Hagerstown.

Staff looks forward to feedback from Mayor and City Council.

Financial Impact:

Recommendation:

Motion:

Action Dates:

ATTACHMENTS:

File Name

hollyfest-lighting-memo_A_(2).pdf

Description

Hollyfest 2016



CITY OF HAGERSTOWN, MARYLAND

Department of Community & Economic Development
Gaela S. M. Shoop – Community Events Coordinator

February 3, 2016

TO: Valerie Means, City Administrator

FROM: Gaela S. M. Shoop, Community Events Coordinator

RE: **HOLLYFEST & PUBLIC SQUARE TREE LIGHTING - 2016**

At the February 9, 2016 Work Session of Mayor and City Council, staff will seek feedback on the options for the 2016 HollyFest. Staff has been in discussion with the Maryland Theatre as to this year's holiday season and we seek direction to make necessary changes to this event, as our traditional date is unavailable.

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Staff looks forward to feedback from Mayor and City Council.



cc: Jill Frick, Director of Community and Economic Development

**REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND**

Topic:

Federal JAG Application - *Acting Chief Paul Kifer*

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

ATTACHMENTS:

File Name

Federal_JAG_Application_(2015).pdf

Description

Memo



CITY OF HAGERSTOWN MARYLAND

DEPARTMENT OF POLICE
50 N. Burhans Blvd.

Non-Emergency 301-790-3700
Emergency 301-739-6000
Fax 301-733-5513

February 1, 2016

To: Valerie Means
City Administrator

From: Acting Chief Paul Kifer *PK*

Re: Federal JAG application (2015-DJ-BX-0765) in the amount of \$16,523.00.

In June of 2015, we applied for, and later received, a Federal JAG application (2015-DJ-BX-0765) in the amount of \$16,523.00. A requirement of that application was to notify the governing body. We fulfilled one requirement by posting the solicitation on the City website on or about June 16, 2015. Council notification was not completed and is being completed with this agenda item.

With that being identified, this grant is a yearly non-match grant that we have received for numerous years and provides overtime funding to support strategies within designated "Safe Streets" areas and public housing. Currently the grant has been frozen until the requirement to notify the Council is complete.

Strategies may include but are not limited to:

- Law enforcement activities may include, but are not limited to, drug operations, traffic operations, prostitution operations, and any other activity that is law enforcement related and evidence-based in this area.
- Since the City's budget is based on projections from previous incidents and does not reflect specialized activities which are based on future, specific problems, these funds are potentially vital to the department.



REQUIRED MOTION MAYOR AND CITY COUNCIL HAGERSTOWN, MARYLAND

Topic:

Memorial Park Circle of Achievement - Class of 2016 - *Stephen Bockmiller, Development Planner and Zoning Administrator*

Mayor and City Council Action Required:

To review the list of recommended honorees and select two to four for the Class of 2016. While there are funds sufficient for four plaques, the Committee recommends adopting no more than two honorees per year to maintain the exclusivity of the honor and not work through the pool of candidates too quickly.

Discussion:

BACKGROUND:

The City dedicated Memorial Park in 2015. One component of this park is the "Circle of Achievement" – an outdoor "hall of accomplishment" of Hagerstown residents. High standards were adopted by the Mayor and Council and an initial database of 45 potential honorees was compiled by the Memorial Park Circle of Achievement Inductee Review Committee. In 2015, in order to create an initial "critical mass" of honorees, the Mayor and Council adopted an initial class of 12 inductees. Initially the first class was intended to include eight inductees. The Committee offered 10 recommendations for the first class for consideration. The Mayor and Council adopted all ten, added an 11th (William O. Wilson) and requested the Committee to recommend a twelfth who was a Union veteran of the Civil War. The Committee returned with a recommendation of Col. Edward Mobley as the twelfth honoree, and the elected officials adopted the slate of twelve inductees. The induction ceremony was held on May 16. Descendants of 10 of the 12 honorees were present and they came from literally all over the country to participate.

UPDATING THE DATABASE:

The database of potential honorees can be updated at any time by the Committee when persons meeting the established criteria are identified. Suggestions and requests for consideration are welcome. No new potential honorees were identified by the Committee or staff in the last 12 months. Three suggestions/ requests were made by others for the Committee's consideration. Of these, one – former Mayor Winslow F. Burhans met the criteria and the Committee added Mayor Burhans to the database.

RECOMMENDATIONS FOR THE CLASS OF 2016:

The City Engineer advises that there is money in the budget for two to four plaques, depending upon how the Mayor and Council desires to proceed. After reviewing the potential candidates available on the adopted database of qualified persons for consideration, the committee recommends that the Mayor and Council consider the following persons for inclusion in the class of 2016:

1. **Peter Buys (1881 – 1964)** – Criteria C.2 – Buys was the director of the Hagerstown Municipal Band for nearly four decades (1920-1959). He was a protégé of John Philip Sousa and an arranger for the Sousa Band. Buys is considered one of the giants in the "march" genre of music.
2. **Maurice E. Frock (1898-1918)** – Criteria D.2.c – Frock served in the U.S. Marine Corps and fought in the Belleau Wood Battles of World War I. He earned the equivalent of two Silver Star Medals within days of one another. The first was for actions in battle during the period of June 6 – 10, 1918. The second was for attempting to run important dispatches to superiors through the battlefield while under heavy fire from German artillery in June 12. He was killed in action as a result. It is reported he also earned the French Croix du Guerre Medal, and we will attempt to verify this. Frock Post of the American Legion carries his name.
3. **Clara Jenness Hamilton (1837-1919)** – Criteria E.2 – Hamilton was the developer of the tract of land which has since become the Oak Hill Historic District. An early proponent of the "Garden City" movement, the principals of that form of landscape design heavily impacted the ultimate design of the Oak Hill development. Hamilton was a rare example of a female land developer during the period around the turn of the 20th Century and her work has forever impacted the character of the northern quarter of the city.
4. **Thomas W. Pangborn (1880-1967)** and **John C. Pangborn (1883-1959)** (one plaque) – Criteria E.2. The Pangborn brothers led one of the largest and most successful businesses in the history of the City. The Pangborn Corporation operated at its Pangborn Boulevard facility from 1915 to 1963 and at its height employed over 1,000 persons. Sold in 1963, the corporation continued to operate here until 2000, and then moved its headquarters in 2008. Their philanthropic efforts also greatly impacted various City and county institutions including the Washington County Hospital, St. Mary's School, St. Ann's Catholic Church and Pangborn Park, as well as others institutions outside the immediate area as well. Thomas was the first American to be named a "Papal Count" by the Roman Catholic Church, and he was named one of the 16 leading industrialists in the United States by *Iron Age* magazine.
5. **James Dixon Roman (1809-1867)** – Criteria E.2 – Roman served as a U.S. Congressman during the same period that Abraham Lincoln served in the House of Representatives (1847-49). Roman served as the President of the Hagerstown Bank (the largest bank in Washington County) from 1851 to 1867. He was the primary person actor who developed and successfully arranged for the successful strategy that met the Confederate ransom demands and saved the city from destruction in 1864.

OTHER RECOMMENDATIONS AND COMMENTS:

In order to maintain the exclusivity of the honor and not work through the pool of candidates too quickly, the Committee recommends that the Mayor and Council adopt two new honorees each year.

Regarding the addition of Mayor Burhans to the database, the Committee estimates that he will likely appear on its "short list" of recommendations in 2017 or 2018.

The Committee's recommendations are non-binding on the Mayor and Council. The elected

body can select any person meeting the adopted criteria, as determined by the Committee and entered into the database.

A copy of the criteria and the database updated to 2016 is attached for your use.

The Mayor and Council adopted the Saturday of the weekend preceding Memorial Day weekend as the date for ceremony. In 2016, that date is May 21. If the Mayor and Council desires to change this, please let me know.

Financial Impact:

Recommendation:

Select two honorees from the Committee's recommended list for the Class of 2016.

Motion:

Action Dates:

Discussion - 2/16/16

Motion - 2/23/16

ATTACHMENTS:

File Name

Circle_of_Achieve-2016.pdf

Description

Memorial Park Circle of
Achievement-Class of 2016




CITY OF HAGERSTOWN, MARYLAND

Planning and Code Administration Department

Memorandum

TO: Valerie Means, City Administrator

FROM:  Stephen R. Bockmiller, AICP
Development Review Planner/Zoning Administrator

DATE: February 2, 2016

SUBJECT: Memorial Park Circle of Achievement Recommendations – Class of 2016

REQUEST: *Mayor and Council select those persons to be honored with induction in the "Circle of Achievement" for 2016*

BACKGROUND:

The City dedicated Memorial Park in 2015. One component of this park is the "Circle of Achievement" – an outdoor "hall of accomplishment" of Hagerstown residents. High standards were adopted by the Mayor and Council and an initial database of 45 potential honorees was compiled by the Memorial Park Circle of Achievement Inductee Review Committee. In 2015, in order to create an initial "critical mass" of honorees, the Mayor and Council adopted an initial class of 12 inductees. Initially the first class was intended to include eight inductees. The Committee offered 10 recommendations for the first class for consideration. The Mayor and Council adopted all ten, added an 11th (William O. Wilson) and requested the Committee to recommend a twelfth who was a Union veteran of the Civil War. The Committee returned with a recommendation of Col. Edward Mobley as the twelfth honoree, and the elected officials adopted the slate of twelve inductees. The induction ceremony was held on May 16. Descendants of 10 of the 12 honorees were present and they came from literally all over the country to participate.

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If you have any questions, please contact me at your convenience.

Copy: Rodney Tissue, City Engineer
Kathleen A. Maher, AICP, Planning Director
Members – Memorial Park Circle of Achievement Inductee Review Committee

Memorial Park: "Circle of Achievement"

STANDARDS FOR INDUCTION

GOAL: Inductee Review Committee will review potential inductees. The overall intent of the "Honor Wall" is to include citizens that reflect the full range of categories and represent a cross section of our community.

1. General Requirements

- A. Posthumous – The candidate shall have been deceased for a period of at least 20 years, for the purpose of ensuring the person's notoriety and contributions have withstood the test of time.
- B. Residency or Relevance – The candidate shall have lived in Hagerstown as it legally existed at the time the candidate lived in the City, owned a business in the City, or made major contributions to the City in their lifetime.

2. Categories for Consideration

A. Elected or Appointed Official and Officers of the Judiciary:

Elected or appointed officials as follows:

- (1) Statewide or National Office - Any person who served as President or Vice President of the United States, as a member of the President's Cabinet, or as the governor of any state or territory, or as Lieutenant Governor, Attorney General or Comptroller of Maryland.
- (2) Elected Federal Legislative Office - Any person who served in the United States Senate or United States House of Representatives, provided that the candidate can be demonstrated to have made extraordinary contribution to the Congress during his or her service.
- (3) Hagerstown Municipal Office - Any person who served as mayor or city councilmember whose direct achievements can be specifically identified as having a direct and critical impact on the growth and development of the City.
- (4) Judiciary - Jurists known for decisions or acts of national significance in the judicial history of the United States.

B. Civil Rights, Faith Community, Education and Science

Any person whose efforts and achievements are:

- (1) Widely recognized as critical and significant in securing the civil rights of Americans. Those whose work was at the national level need to be demonstrated that their work was significant at the national level. Those whose work was at the state level need to be demonstrated that their work was significant at the State level.
- (2) Extraordinary in promoting and developing the provision of education and/or science to the Hagerstown community or another location and the direct results of their efforts are ongoing and evident in that community.
- (3) Extraordinary contributions from a member of the faith community and the direct results of their efforts are ongoing and evident in that community.

C. Literary, the Arts and Sports

Any person whose works include:

- (1) Books, publications or other significant media contributions widely recognized as significant works.
- (2) A career in the performing or visual arts whose body of work is known nationally and is generally viewed as having achieved significant stature in their chosen art.
- (3) A professional sports person who is widely recognized as having achieved the pinnacle of their sport and is widely recognized within that sport's community.

D. Military

For achievement in the military service of the United States from 1775 to the present, and/or in the service of the Confederate States during the Civil War, and/or service in His Majesty's forces prior to 1775, or as a civilian in a military event as follows:

- (1) Flag Officer - Any person who achieved the rank of major general in the Army, Marine Corps or Air Force, or rear admiral (upper half) in the Navy or Coast Guard, including the "regular" service, National Guard, reserves, home guard or militia.
- (2) Decoration and Heroism - Any person who has been awarded:
 - (a) The Medal of Honor, or
 - (b) The Army Distinguished Service Cross (or equivalent decoration in parallel branches), or
 - (c) Two or more Silver Star Medals.

For acts of valor prior to the Civil War (in the case of the Medal of Honor) or prior to 1917 in the case of the Distinguished Service Cross or the Silver Star Medal, the Committee may consider candidates that, in its opinion, qualified for such awards prior to their adoption upon positive recommendation from military historians.
- (3) Prominent Event and Unique Achievement - Any person who actively participated in and distinguished themselves in a military engagement of significant historic importance among a small or limited body of combatants or relevant participants (ex. someone who fought at the Alamo).
- (4) Record of Extreme Service - Any person who maintained a career of 35 or more years of service in the military, over three or more war periods, including combat service in at least one war.
- (5) Innovation - Any person who, while in military service, developed, promoted or otherwise was directly responsible for innovations in the evolution of military doctrine or science.
- (6) Any person who, as a civilian, participated in a significant military event in Hagerstown or elsewhere in such a way that this person showed conspicuous bravery and/or their actions materially affected the outcome of the military event.

E. Business and Industry

- (1) Any person who invented or developed something that has resulted in significant changes to an industry, field or classification of products or services and results in changes in the lives of Americans in their daily or professional lives.
- (2) Any person who developed a business or industry in the Hagerstown area that directly impacted the growth, development or reputation of the City.
- (3) Any person who, through actions or influence, affected significant historical events that impacted the commercial, diplomatic or governmental development of the United States.

HAGERSTOWN CIRCLE OF ACHIEVEMENT INVENTORY OF ELIGIBLE CANDIDATES

Maintained as needed on an ongoing basis. Last amended January 22, 2016.
Unless otherwise noted, candidates were included in this database at its inception in 2015.

Name (in alphabetical order) <small>Must have been deceased prior to 1996.</small>	Criteria	Residency	Description of Achievement
Alexander Armstrong (1877-1939)	A(1)	South Potomac	Maryland Attorney General (1919-1923) Republican candidate for Governor (1923). Mentor to many of the prominent attorneys in the County in the early to mid 20 th Century.
Matthew S. Barber (1821-1893)	A(3)	Unknown, but served on council.	City Councilman and Hagerstown City Treasurer, was one of the lead negotiators on behalf of the town during the 1864 ransom and primary city government representative in the event.
George Bell (1827-1907)	D(1)	South Prospect St.	USMA graduate, Bell entered the administrative end of the army, becoming a commissary officer for the military districts in Annapolis and later Washington DC during the Civil War. As the head of the commissary department in the Washington area, he was responsible daily for providing nourishment to tens of thousands of Union soldiers and Confederate prisoners within his geographic area of authority. He received a brevet promotion to Brigadier General at the end of the war for his efforts and accomplishments.
Winslow Forthman Burhans, Sr. (1913 - 1990) Added to data base: 2016	A(3)	Potomac Avenue	Mayor (1953-65). Promoted railroad overpasses that connected west end to rest of city. Advocate for protecting the city's tax base through aggressive annexation. Major urban renewal efforts in the west end and expansions of the city's electric and sewer capacity were completed on his watch. "Sister City" program with Wesel took off as well. Participated in the first inter-continental telephone calls (facilitated by the Telstar satellite) when he spoke with the Burgermeister of Wesel Germany on July 26, 1962. National attention in 1961 when he invited the Charge d'Affairs of Sierra Leone to a dinner in Hagerstown after the diplomat was denied service at an area restaurant. These were among a series of events that led to the adoption of Maryland's first Public Accommodations Law (1963).
Peter Buys (1881-1964) <i>Recommended - 2016</i>	C(2)	Antietam Street	Leader of the Hagerstown Municipal Band (1920-1959) for several decades. Protégé of John Philip Sousa and arranger for the Sousa Band, Buys is considered one of the giants in the "march" genre of music.
Joseph Charles Byron (1860-1932)	D(2) E(2), E(3)	128 South Prospect Street	USMA Graduate. Byron served on the U.S. War Industries Board during World War I, for which he received the Distinguished Service Medal. Part of the W.D. Byron and Sons Tannery in Williamsport and president of Hagerstown Shoe and Legging Company, which was a very large manufacturer in Hagerstown.

Joseph Wilson Byron (1891-1951)	D(1)	128 South Prospect Street	Major General, in charge of the Special Services Division, US Army during World War II, which was responsible for such things as post exchanges, the USO and other support activities supporting millions of men in uniform.
Henry Kyd Douglas (1840-1903) <i>Inducted - Class of 2015</i>	D(1), D(3), C(1)	North Potomac	Officer on personal staff of Gen. Stonewall Jackson. Commanded troops that were the last to surrender their arms at Appomattox in 1865. Served as Adjutant General of the Maryland National Guard (Major General) in the 1890s, and author of "I Rode With Stonewall"
Jesse Duncan Elliott (1782-1845) <i>Inducted - Class of 2015</i>	D(3)	South Potomac	Commander of USS <i>Niagara</i> in the Battle of Lake Erie - received a gold medal from Congress in thanks for his leadership in that battle. Commanded USS <i>Ontario</i> in the Second Barbary War. Served as "second" to Commodore James Barron during the duel which resulted in the death of Commodore Stephen Decatur.
Sherman Mills Fairchild (1896-1971)	E(1) E(2)	Non resident	Head of Fairchild Aircraft during the mobilization for World War II. Fairchild Aircraft created the "Hagerstown System" of using smaller regional manufacturers to supply plant.
Donald MacNeil Fairfax (1821-1894)	D(3)	South Prospect	Admiral, US Navy. Liberated 705 slaves bound for the west while serving as executive officer of the USS <i>Constellation</i> . Personally involved in the "Trent Affair" while executive officer aboard USS <i>San Jacinto</i> (1861 naval event that nearly led to war with Britain). Captained US Navy ironclad monitors in attacks on Charleston and Fort Wagner, SC.
George Leonard Fisher (1846-1927)	D(4)	South Potomac	Enlisted in the Union army at Hagerstown at age 16. Captured at Laurel Hill. Discharged at 18 as a former POW. Enlisted in the US Army in 1866, serving until 1879, and was involved in the occupation of the south during reconstruction and served in the (Ute and Nez Perce) Indian Wars. Joined Hagerstown's national guard company in 1880, rising through the ranks, and served as captain during its mobilization for the Spanish American War. Retired in 1905, but was recalled during World War I to serve as an instructor for the home guard. (Extremely rare example of a Civil War vet with service during World War I, which was over 50 years later) Last Civil War veteran superintendent of Antietam National Cemetery.
George Freaner (1831-1873)	D(3)	Summit Avenue	Officer on the personal staff of Major General J.E.B. Stuart during the Civil War. Also served on the staffs of Fitzhugh Lee and Wade Hampton after Stuart's death. Freaner served prominently in the movements of the Army of Northern Virginia's cavalry division through much of the war.
James L. Freaner (?- 1852)	C(1) E(1) E(3)	Known resident. Specific location unknown (likely West Franklin Street)	One of history's first "embedded war correspondents" during the Mexican War. His columns for the New Orleans Delta were carried in papers throughout the country, making this a forerunner of column syndication and associated reporting. A friend of the diplomat who negotiated the peace treaty, he strongly urged his friend to negotiate a settlement in spite of direction to the contrary from Washington. His advice was followed and the result was the acquisition of vast tracts of land in the west for America.

Maurice Edward Frock (1898-1918) <i>Recommended - 2016</i>	D(2)(c)	64 Belview Avenue	Killed in action June 12, 1918, received two Silver Star Medals and the French Croix de Guerre for gallantry in action in the Bois de Belleau, (Belleau Wood) France, one for service June 6 through 10, and one for his actions on the day he was killed while attempting to deliver an important message through a heavy barrage of artillery.
Margaret Greenawalt (1824-1911)	D(6)	Broadway	Waived US flag at Confederates during the Civil War - Hagerstown's "Barbara Frietchie".
Jonathan Hager (1714-1775) <i>Inducted - Class of 2015</i>	E(2)	City Park	Founder of the town.
William Thomas Hamilton (1820-1888) <i>Inducted - Class of 2015</i>	A(1)	West Washington	Governor of Maryland and one of the party that negotiated with the Confederates to deal with the 1864 ransom.
Clara H. J. Hamilton (1837-1919) <i>Recommended - 2016</i>	E(2)	West Washington and the Terrace	Developer of the Oak Hill area of the City. Subdivided her farm and created the area that is now the Oak Hill Historic District
Russell Hartle (1889-1961)	D(1), D(3)	Oak Hill Avenue	Major General, US Army, commander of the Fifth Corps. Deputy Commander of US forces in Europe in 1942-43. Led first US troops to arrive in Britain after the US entered the war.
John Mifflin Hood (1843-1901)	E(3)	Not a city resident	Head of the Western Maryland Railway from 1874 to 1902. The development of the Western Maryland is considered one of the major economic drivers of development in the city from the 1870s to the second decade of the 20 th Century.
John V. Jamison, Sr. (1851-1920) John V. Jamison, Jr. (1885-1954)	E(3)	102 South Prospect Street	Founders of the J.V. Jamison Door Company.
Rev. J. Spangler Kieffer (1842-1919)	B(3)	North Potomac	Leader in the Reformed Church on the national level and author of several books. He was pastor at Zion from 1868 to 1919.
Frances Howell Kennedy (1820-1900)	D(6)	West Washington	Local wealthy resident, was very involved in the treatment of and care for wounded soldiers in Hagerstown during the Civil War. Her service was so valued, that she was given carte blanche by military officials to aid in their efforts.
Thomas Kennedy (1776-1832) <i>Inducted - Class of 2015</i>	B(2) (State)	Unknown. 1933 book said he moved into Hagerstown city after selling property in Williamsport.	Fought in the state legislature to overturn laws limiting public office holders to Christians, which passed in 1826. Soon thereafter, he was one of the founders and early editors of the <i>Hagerstown Mail</i> (forerunner of today's <i>Herald-Mail</i>)

John Rigdon King (1844-1934)	D(3)	unknown, but lived in town before the Civil War. Prob. West Franklin St.	Officer in the 6 th Maryland Infantry (Union) during the Civil War, was severely wounded which crippled him for life. Rose to serve as national commander of the Grand Army of the Republic (Veterans Organization). Worked tirelessly on behalf of veterans interests, to his dying moment, when he collapsed of a heart attack in the halls of the U.S. Capitol at age 90.
Ammon H. Kreider (1886-1929) and Lewis Reisner (1903-1949)	E(1), E(2) and E(3)	Kreider - 178 South Prospect Reisner - 24 Belview and at Hamilton Blvd.	In 1923, started an aircraft company in Hagerstown, which was bought by Fairchild in 1929. Kreider became president of Fairchild and the headquarters of that company was moved to Hagerstown in 1931. Fairchild was the dominant employer in Hagerstown during World War II and was a major supplier of aircraft for the war effort. Aircraft produced until the 1980s in Hagerstown.
William Preston Lane, Jr. (1892-1967) <i>Inducted - Class of 2015</i>	E(3), A(1) and B(1) (State)	The Terrace	As Attorney General of Maryland, he prosecuted an unpopular lynching case in Somerset County to ensure equal treatment under the law. Served as Governor of Maryland and pushed for a bridge spanning the Chesapeake Bay which now bears his name.
Augustine Smith Mason (1834-1911)	D(3), D(5)	Summit Avenue and West Washington Street	From 1863 to 1865, served as the Chief Surgeon of the Military Department of Richmond, responsible for the care of tens of thousands of sick and wounded Confederate soldiers and Union prisoners of war, having to manage in the face of major shortages of supplies brought about by the Union blockade of Confederate ports. Mason was a prominent Hagerstown doctor for 45 years after the war.
Charles MacGill (1806-1881)	B(1) - twice	South Potomac	Leader of the "Glorious Nineteen" State senate electors who, in 1836, staged a boycott of Maryland's state electoral college to force reforms in the distribution of representation in the state government. This resulted in popular election of the Governor and Senators. Arrested by the Lincoln Administration in 1861, he chose to stay a prisoner of the State for over a year, in spite of being offered his freedom if he signed an oath of allegiance, to protest what he argued was his illegal arrest and detention.
Edmund McIlhenney (1815-1890)	E(1)	location unknown father was mayor.	Born and raised in Hagerstown, but moved to New Orleans around 1840. Developer of "Tabasco Sauce".
Edward M. Mobley (1824-1906) <i>Inducted - Class of 2015</i>	D.2(b) (historian recommendations in place).	Several known locations within city	Sheriff of Washington County during the John Brown raid of 1859. Resigned in 1862 to accept captain's commission in the Union army - Company A, 7 th Maryland Infantry. In 1864, Mobley displayed conspicuous bravery at the Battle of Weldon Railroad by rescuing his regiment's flag from possible capture when the members of the color guard had been shot down in the battle. In doing so, he was severely wounded in the neck. This event was described by superiors in their official reports of the battle.
Mathias Moller (1854-1937) <i>Inducted - Class of 2015</i>	E(2)	North Potomac	World renowned organ manufacturer and automobile manufacturer.

Thomas W. Pangborn (1880-1967) John C. Pangborn (1883-1959) <i>Recommended - 2016</i>	B(3) E(2)	The Terrace	Thomas - Moved the Pangborn Corporation to Hagerstown in 1912, and led it until his retirement in 1963. Philanthropist of wide influence. First American named a "Papal Count" by the Roman Catholic Church. Named one of the 16 leading industrialists in the U.S. by Iron Age magazine. John - Co-founder and vice president of the Pangborn Corporation. Philanthropist of wide influence. Also held papal appointments, but did not achieve "Papal Count" status. The two are very connected in their efforts.
Bascom W. T. Phreaner (1845-1932)	C(1)	North Potomac	Leading early photographer. Started in Hagerstown during the Civil War and operated into the 20 th Century. Also, similar to Recher, was a pioneer in developing photographic products to promote tourism.
Harold Porter (1893-1963)	E(1) E(2)	Fry Avenue	Head of the company that manufactured and sold the Chemcraft home science kit for children. Distributed nationwide.
Elias Recher (1828-1887)	C(1) E(2)	Public Square and Franklin Street	Leading early photographer in Washington County. Served as the leader in his field on the County for many years, photographing many Civil War figures. Expanded the use of photography to mass marketing by creating stereoviews of Antietam Battlefield and Pen Mar for regional resale and distribution beyond the region.
Nathaniel Rochester (1752-1831)	E(2) and E(3)	West Washington	One of only a few people to have served in the legislatures of three states (North Carolina, Maryland and New York). After he left Hagerstown, Rochester founded what would become the city of Rochester, New York. First president of the Hagerstown Bank, which became the biggest banking institution in the County.
James Dixon Roman (1808-1867) <i>Recommended - 2016</i>	E(2)	West Washington	Long time president of the Hagerstown Bank - the largest bank in Washington County in the mid 19 th Century. Also negotiated the payment of the 1864 ransom, which saved the town from destruction. Served in Congress at same time as Rep. Abraham Lincoln.
James McPherson Scott (1850-1923)	A(3)	South Potomac	Mayor who was a driving force for creating City Park and the creation of widespread water and sewer utilities.
Anna Brugh Singer (1878-1962) <i>Inducted - Class of 2015</i>	C(1)	125 Summit Ave.	Creator of the Washington County Museum of Fine Arts
Melville R. Small (1844-1864)	D(3)	Vicinity of South Locust Street	One of 109 Union officers who engineered the largest mass POW escape of the Civil War from Libby Prison in 1864. (Later mortally wounded in action at Battle of Cedar Creek).
Andrew K. Syester (1828-1891)	A(1)	South Prospect Street	Attorney General of Maryland (1871-1875). Governor called upon him to assist in the prosecution of Elizabeth Wharton for murdering a former Union General in a case that received national attention.
Mary L. Titcomb (1857-1932) <i>Inducted - Class of 2015</i>	E(1) and E(2), B(2)	326 Summit Ave	First Director of the Washington County Free Library, serving for over 30 years (1901-1932). Originator of the concept of the "book mobile".

Jacob Wheaton (1835-1924) <i>Inducted - Class of 2015</i>	B(2) (State)	Jonathan St. area	Believed to be the first African-American in Maryland to vote after the Civil War - 1868.
William Othello Wilson (1867-1928) <i>Inducted - Class of 2015</i>	D(2)	Bethel Street	Medal of Honor recipient - 9 th US Cavalry - Plains Indians Wars, 1890

UNAVAILABILITY OF PORTRAIT

Staff is unaware of the existence of images of the following potential nominees: George Freaner; James L. Freaner; Jonathan Hager; Melville Small; Frances Kennedy.

**REQUIRED MOTION
MAYOR AND CITY COUNCIL
HAGERSTOWN, MARYLAND**

Topic:

Memorial Tree and Bench Program - *Rodney Tissue, City Engineer*

Mayor and City Council Action Required:

Discussion:

Financial Impact:

Recommendation:

Motion:

Action Dates:

ATTACHMENTS:

File Name

Memorial_Tree_and_Bench_Program_Memo.pdf

Description

Memo



CITY OF HAGERSTOWN, MARYLAND

Department of Parks and Engineering

February 9, 2016

TO: Valerie Means, City Administrator
FROM: Rodney Tissue, City Engineer *RT*
RE: Memorial Tree and Bench Program

1. Background

Our parks provide the public with many areas where they can view wildlife, natural resources, recreation programs, park activities, or simply enjoy the outdoors. Providing additional seating and tree canopy through private donations benefits park users, reduces costs for the City, and provides the public with opportunities to commemorate life events. Each year the City spends over \$10,000 on replacing or installing new benches and we are constantly adding new trees to the park system.

Staff is suggesting the City accept donations from the public for the installation of memorial benches and/or trees in designated areas throughout the Parks system. We became aware of programs that other communities do to allow people to purchase memorial trees or benches; effectively creating a “win-win” for the donor and the City. The main goal of the program is to beautify and improve our parks.

2. M&C Action Requested

Review the attached brochure and offer input. We would suggest Council formally approve the program at a Regular Session when ready.

3. Discussion

Staff researched best practices from other programs, primarily using the National Recreation and Parks (NRPA) forums to see what worked well in other communities and where they encountered issues that had to be addressed. Based on this research, we created the attached brochure and it outlines the program and guides the donors through the process. Our goal is to keep the process simple but complete enough to protect our interests.

Staff will be available at the next work session to discuss this proposal.

Attachment: DRAFT Program Brochure

c: Junior Mason
Cathy Beach
Amy Riley



The City of Hagerstown is committed to providing a variety of parks and open spaces for the public to enjoy. Memorial tree and bench donations will be used to enhance one of the following City of Hagerstown park locations:

- ▶ Bloom Park
- ▶ City Park
- ▶ Fairgrounds Park
- ▶ Funkhouser Park
- ▶ Hager Park
- ▶ Hamilton Playground
- ▶ Hellane Park
- ▶ Kiwanis Park
- ▶ Memorial Park
- ▶ Mills Park
- ▶ Oswald Park
- ▶ Pangborn Park
- ▶ Ridge Avenue Playground
- ▶ Rotary Club of Long Meadow Park
- ▶ Staley Park
- ▶ Terrapin Park
- ▶ The Greens at Hamilton Run Golf Course
- ▶ Wheaton Park

Donors are welcome to suggest locations in a park, however, the City will make the final determination on the specific location.



Memorial Tree and Bench Program

City of Hagerstown
Department of Parks & Engineering
1 East Franklin Street
Hagerstown, MD 21740
www.hagerstownmd.org
Ph: 301.739.8577 x124



All parks in the City of Hagerstown are smoke-free... thanks for your cooperation.



Memorial Tree and Bench Program



Memorialize a significant person or life event
with a tree or bench located in one of the
City of Hagerstown's beautiful parks.



Memorial Tree and Bench Program

People and events often deserve special recognition.

The City of Hagerstown Department of Parks & Engineering invites you to memorialize a special person or life event with a tree or bench located in one of the City's beautiful parks.

Examples of special life events include:

- ▲ Birth of a Child
- ▲ Death of a Relative or Friend
- ▲ Weddings
- ▲ Anniversaries
- ▲ Strong & Lasting Relationships
- ▲ Birthdays
- ▲ Graduation
- ▲ New Jobs or Retirements
- ▲ Baptisms
- ▲ Bar Mitzvahs and Bat Mitzvahs

How It Works:

1. Complete and return the application (far right) to the City of Hagerstown Department of Parks & Engineering, 1 East Franklin Street, Hagerstown, MD 21740.
 2. After your application is received, you will be contacted to finalize the memorial location and details.
 3. Installation is scheduled and the tree/bench is ordered. (Payment is required prior to scheduling of installation.)
 4. A letter of acknowledgement is sent to the donor and the plaque/charm wording is finalized.
 5. The tree or bench is installed.
- All donations are tax deductible.

Memorial Tree Donations

With a donation of \$300, the City will supply and plant a 6' conifer or 2' caliper deciduous TREE in honor or in memory of a special person or life event.

- ▲ In lieu of a plaque (due to cost and maintenance issues), the City will: 1) place a tree charm with an engraved tag around the tree. (Eventually, as the tree matures, the charm falls off. If this occurs within the first three years, it will be replaced by the City); 2) send a letter to the donor indicating the tree has been planted; 3) list the donation on the Parks and Recreation webpage under Tree Memorials; and, 4) read the donor names and those being honored from the previous 12 months at the City's annual Arbor Day ceremony.

- ▲ A tree charm, engraved with a City approved donor statement (up to four lines with twenty characters per line), will be provided and installed.

- ▲ Donors are welcome to suggest locations in a park, however, the City will make the final determination on the specific location.

A tree donation lasts the lifetime of the tree. If the tree dies within the first three years, it will be replaced by the City. Planting will be done in the spring or fall. Decorating or adorning memorial trees is not permitted. Donations of less than \$300 will be accepted and used to offset the cost of regularly scheduled plantings.

Memorial Bench Donations

With a donation of \$1,000, the City will provide and install an engraved BENCH in honor or in memory of a special person or event.

- ▲ A 6' powder coated metal bench with back in either green or black will be provided.
- ▲ A plaque, engraved with a City approved donor statement (up to four lines with twenty characters per line), will be provided and installed.
- ▲ Donors are welcome to suggest locations in a park, however, the City will make the final determination on the specific location.

If a memorial bench is vandalized or damaged, the City will make every effort to repair it within the limits of available funds. If it cannot be repaired or replaced, and is a hazard or unsightly, City staff may remove the bench. Any plaque or bench installed without City approval may be removed at the expense of the installer. The City reserves the right to relocate benches for safety and/or any other reason. In the event this occurs, the donor will be notified of the new location.



Memorial Tree and Bench Program

- ☐ YES, I want to memorialize a special person or life event.

Donor Information:

Name _____

Address _____

City _____ State _____ Zip _____

Phone _____

Email _____

Donation Information:

This ☐ TREE ☐ BENCH (please check one) will be donated:

☐ In Honor of _____

- OR -

☐ In Memory of _____

By (Donor) _____

Donation Amount: \$ _____

Selected Site: (see back for potential locations) _____

Payment Information: (Please check one)

☐ CHECK ENCLOSED in the amount of \$ _____

Make checks payable to: City of Hagerstown (Please don't send cash by mail.)

☐ CREDIT CARD (circle one) Visa MC American Express Discover

Name on Card _____

Credit Card # _____

Exp. Date _____ Security Code _____

Authorized Signature _____

PLEASE RETURN YOUR COMPLETED FORM TO:

City of Hagerstown Department of Parks & Engineering
1 East Franklin Street
Hagerstown, MD 21740



For more information or questions,
please call 301.739.8577 x124.