

# **Mayor and Council Work Session and Executive Session February 7, 2017 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."*

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**"Continuity gives us roots; change gives us branches, letting us stretch and grow and reach new heights."**

**Pauline R. Kezer**

## **4:00 PM WORK SESSION**

1. FY18 Employee and Retiree Healthcare - *Karen Paulson, Director of Human Resources; Becky Royal, CBIZ*
- 4:20 PM** 2. Memorial Park Circle of Achievement Recommendations - Class of 2017 - *Stephen Bockmiller, Zoning Administrator*
- 4:30 PM** 3. Fairgrounds Park: Washington Capitals Proposal for Outdoor Hockey Rink - *Rodney Tissue, City Engineer; Peter Robinson, Community Relations with the Washington Capitals*
- 4:50 PM** 4. FY18 Working Budget Status Review

## **CITY ADMINISTRATOR'S COMMENTS**

## **MAYOR AND COUNCIL COMMENTS**

## **ADJOURN**

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

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**Topic:**

FY18 Employee and Retiree Healthcare - *Karen Paulson, Director of Human Resources; Becky Royal, CBIZ*

**Mayor and City Council Action Required:**

**Discussion:**

**Financial Impact:**

**Recommendation:**

**Motion:**

**Action Dates:**

**ATTACHMENTS:**

**File Name**

FY18\_Health\_Plan\_Packet\_Memo.pdf  
CBIZ\_Presentation\_2.7.2017.pdf

**Description**

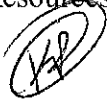
Packet Memo  
CBIZ Presentation



## CITY OF HAGERSTOWN, MARYLAND

Human Resources  
301.739.8577, Ext. 108

TO: Valerie Means, City Administrator

FROM: Karen Paulson, Director of Human Resources  


DATE: February 2, 2017

RE: **FY18 Employee and Retiree Healthcare**

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In the February 7<sup>th</sup> work session, staff will be joined by Rebecca Royal, Senior Employee Benefits Consultant with CBIZ Benefits and Insurance Services to provide Mayor and Council an update of the City of Hagerstown's benefit plans. The purpose of the discussion is to inform Mayor and Council of the status of the benefit plans, review year to date performance, and discuss the FY18 health care program. No formal action is required of Mayor and Council at this time.

### THE ROLE OF CBIZ

CBIZ is the City's benefits consultant and has worked with us since 2007. Becky meets regularly with the City's healthcare committee to review plan performance, identify trends, project future performance, monitor legal compliance, and discuss any pertinent issues involving the plans.

### STRUCTURE OF THE CITY'S PLANS

The City's health insurance plans are self-insured, meaning the City pays claims as they are incurred. The very nature of a self-insured program means there can be significant year to year fluctuations in expenses. CBIZ works with City staff to develop expense projections for the current and upcoming year. Factors considered are claims history, national trends, and legislative impact such as the Affordable Care Act (ACA). The budgeted health plan costs for the year are placed in the City's Healthcare Fund. Balances in the fund carry over year to year in order to withstand the variable fluctuations in healthcare claims expense and provide long term smoothing. Claims expenses are paid from the Healthcare Fund weekly.

The City currently offers two health insurance plan options for eligible employees and their dependents. Both plans were offered to employees beginning 7/1/09.

1. The "Plus Plan" is a high-deductible plan with an accompanying Health Savings Account that the City funds annually with \$500 for single coverage, \$750 for employee plus 1, or \$1,000 for family. The employee may elect to fund the health savings account with pre-tax payroll contributions.

2. The majority of employees elect the City's "Level Plan". This provides 90% coverage after a deductible is met and office visits are subject to co-pays.

The City also offers 80/20 Plan coverage for retirees and their dependent(s) who are pre-Medicare eligible, and two coverage options for Medicare eligible retirees and their spouse.

### FINANCIAL CONSIDERATIONS

Healthcare coverage, both during an employee's active working years and in retirement, is a major component of an individual's overall compensation package. The total healthcare claims cost for the last fiscal year was \$6,013,875. Major changes to the plans were made effective this past fiscal year and as a result, the plan is running well to date.

The City's health plan premium rates and design (coverage levels, co-pay levels, deductibles, etc.) are currently determined by existing language in all four union contracts. In order to make changes to rates or plan design, three of the five employee groups must approve the change before the recommendations can be approved by Mayor and Council.

### ROLE OF THE HEALTHCARE COMMITTEE

The healthcare committee reviews the plan performance and discusses matters that could have an impact to the plan or to the healthcare fund. Their work on the committee is appreciated and we recognize their efforts and contribution. The healthcare committee consists of the following members:

Michelle Hepburn, Director of Finance (non-voting member)  
Karen Paulson, Director of Human Resources (non-voting member)  
Susan Delauter, Benefits & Wellness Administrator (non-voting member)  
Craig Sipes – IAFF 1605 Representative  
Boyd "Chip" Cook - AFSCME 1540 Representative  
Mike Hanlon – AFSCME 1540 Representative  
Tom Bartles - AFSCME 3373 (police) Representative  
Tom Kelley – AFSCME 3373 (police) Representative  
Dan Howe – IBEW 307 Representative  
Steve Ryan - Non-Union Representative  
Tim McCarty – Non-Union Representative  
Bill Thompson - Medicare Eligible Retiree Representative  
Ray Foltz – Medicare Eligible Retiree Representative  
Justin Mayhue – Under 65 Retiree Representative

## **RECOMMENDED PLAN CHANGES FOR FY18**

### **Level and Plus Medical Plans**

There are no recommended changes to the Level or Plus Medical Plans or employee premiums.

**Creation of a Third Plan:** Acknowledging the value of expanded personal choice, we are recommending a third healthcare plan. This plan is designed to be cost neutral to the City. A third option provides our employees more choices in healthcare to best suit their personal needs. The design of the plan fits in between the rich benefit and higher premium of the Level plan and the low premium but high deductible of the Plus plan. We will discuss this plan in our presentation. Details can be found in the attached CBIZ presentation. It is important to note that the creation of this plan is not to replace either of the current plans, but simply to allow the employee to have more options that fit their individual needs.

**Retiree Under 65 Plan:** We are recommending to increase the preventive health benefit for this plan from a \$200 maximum coverage for preventive services to unlimited. To remain cost neutral to the City, the retiree premiums will increase to offset the increase in benefit.

**Medicare Eligible Retiree Plans:** We are recommending the contribution made monthly to the Health Reimbursement Account Plan change from \$400 to \$350. The HRA update will require a contract change with all four union groups as the dollar amount is defined in the current labor agreements. The union groups are aware of this requirement.

We believe these changes are reasonable, appropriate, and necessary to secure the long term viability of a competitive healthcare program for our employees and retirees. I appreciate the Health Care Committee members for their work in this recommendation and the opportunity to provide Mayor and Council an update on this important employment benefit.

Attachment

# 2017 Benefits Discussion

February 7, 2017



# Agenda



Plan Overview



Health Plan Renewal



Health Plan Decisions



Dental Renewal



ACA Compliance



Benefit Plan Summary for July 1, 2017

# Plan Overview



- Medical, Pharmacy, and Dental Benefits are Self-Funded
  - The City has specific stop loss that limits the health plan expenses to \$225,000 per person per year
  - The City previously discontinued aggregate stop loss

Plan Year Healthcare Costs		
	7/1/2014 - 6/30/2015	7/1/2015-6/30/2016
Medical/Rx Costs	\$6,303,329	\$6,013,875
Difference from prior year	12.9%	-4.6%
Dental Costs	\$331,631	\$312,778
Difference from prior year	-10.2%	-5.7%

Plan costs include paid claims, administrative fees, and stop loss insurance premiums; costs are gross and have not been reduced by participant contributions



# Plan Overview



- July 1, 2016
  - Level Plan
    - Changes to deductible, office visit copay, coinsurance, and out-of-pocket maximum
  - Retirees < 65
    - Deductible change
  - Medicomp
    - Deductible change
- July 1, 2017
  - Self-funded plan running well year-to-date
  - All vendors (medical/Rx, vision, life/disability, and EAP) except dental agreed to no fee/rate change effective July 1, 2017

# Self-Funded Plan Projections



The self-funded medical/Rx and dental plan projections include all components of plan costs. Employee contribution rates remain static.

	Medical	Rx	Total	Dental
Projected Claims + Margin	\$5,024,694	\$1,743,630	\$6,768,324	\$336,087
Pharmacy Rebates		-\$75,000	-\$75,000	
Health Reform Fees			\$0	
Vendor Administration	\$298,935		\$298,935	\$38,220
CBIZ Consulting	\$57,000		\$57,000	
Stop Loss Premium	\$359,430		\$359,430	
HSA Contributions	\$31,250		\$31,250	
ACA Reporting Fee	\$5,050		\$5,050	
Total Projected Cost	\$5,776,359	\$1,668,630	\$7,444,988	\$374,307
Current Premium Equivalent			\$7,533,051	\$416,248

## Assumptions

- 362 Employees/ 286 Retirees Enrolled in Medical Coverage
- 362 Employees/95 Pre-Medicare Retirees Enrolled in Pharmacy Coverage
- 191 Retirees and Spouses enrolled in Medicare supplemental coverage with no Rx coverage
- 86 Employees opt-out of medical coverage and receive \$20 / week (roughly \$90,000 total / year)
- 637 Employees/Retirees Enrolled in Dental Coverage
- 7.5% Medical Trend
- 11% Rx Trend
- 4.5% Dental Trend

# Health Plan Design



- The Benefits Committee recommends adding a third health plan option to allow for more employee choice
- This would be done in a way that is cost neutral to the City

	Level		Plus		Third Option	
	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network
Deductible	\$500/\$1,250	\$750/\$2,250	\$1500/\$5,000	\$1,500/\$5,000	\$250/\$625	\$750/\$2,250
Out-of-Pocket Maximum	\$2,000/\$4,000	\$2,500/\$5,000	\$2000/\$5000	\$5600/\$11,200	\$1,500/\$3,000	\$2,500/\$5,000
Plan Coinsurance	90%	70%	100%	70%	90%	70%
Office Visits	\$25 copay	70% after ded	100% after ded	70% after ded	90% after ded	70% after ded
Rx - Retail 30 days	\$6/30/45		Ded then \$6/30/45		\$6/30/45	
Rx - Retail 90 days	\$18/90/135		Ded then \$18/90/135		\$18/90/135	
Rx - Mail 90 days	\$9/45/66		Ded then \$9/45/66		\$9/45/66	
City Contribution to HSA	n/a		\$500/\$750/\$1000		n/a	
Weekly Cost						
Individual	\$23.45		\$2.62		\$30.00	
Ind + 1	\$65.49		\$46.37		\$78.46	
Family	\$109.47		\$74.50		\$131.54	

Note the employees and retirees of IBEW (Electric) have a higher contribution for employee only coverage (weekly cost for single coverage for Level plan \$32.12 and Plus plan \$25.16)

# Health Plan Design



- Enhancement to pre-65 retiree preventive benefit
  - Current benefit has a \$200 maximum
  - Enhancement will be cost neutral to the City
  - The HealthCare Committee recommends an unlimited benefit
  - This benefit will be offset by an increase in retiree premiums as follows:

Preventive Max Monthly Retiree Cost	\$200 Current	Unlimited Proposed
Single	\$110.88	\$124.06
Emp + 1	\$309.58	\$346.37
Family	\$517.48	\$578.98

- This change is dependent upon approved changes to union contracts

# Dental



- Aetna, Delta Dental, and United Concordia (UCCI) submitted proposals
- The overall lowest cost is from UCCI, the incumbent

	Current	Aetna	Delta	UCCI
Administrative Fee	\$3.65	\$3.21	\$3.50	\$5.00
Monthly Fees for 639 Employees/Retirees	\$2,332	\$2,051	\$2,237	\$3,195
Total Annual Fees	\$27,988	\$24,614	\$26,838	\$38,340
Projected Claims	\$314,458	\$336,404	\$330,415	\$316,490
Total Projected Cost	\$342,446	\$361,019	\$357,253	\$354,830

- Committee recommendation is to remain with UCCI

# Compliance



Upcoming Requirements	Details
Patient Centered Outcomes Research Fee	Fee due every July 31 until 2020; July 31, 2017 payment is \$2.17 per participant (roughly \$2,700)
IRS Reporting (Sections 6055 and 6056)	Reporting to employees and the IRS is required during the first quarter of each calendar year
Track Variable Hour Employees	Offer coverage to employees working on average at least 30 hours per week
Maintain Affordability	Offer at least one plan that has monthly costs for an individual of <\$90; health plan waiver (\$20 per week) impacts affordability
Tax on High Cost Health Plans	Monitor possible guidance from Trump administration on this topic
Medical Plan - Transgender Coverage	Remove exclusions for transgender services (follow UHC standard language)
Medical Plan - Autism Spectrum Disorder and Applied Behavior Analysis	United HealthCare adding coverage for these services as a standard practice

# Benefit Plan Summary for July 1, 2017

BENEFIT PROVISION	DESCRIPTION
Medical plan for active employees	Add an additional plan No increase in contributions for Level and Plus plan
Medical plan for pre-65 retirees	Enhance preventive benefit with increased monthly retiree premium (subject to union approval) to maintain City cost
Dental	Renew contract with UCCI No increase to contributions
Affordability	Require employees opting out of coverage to certify they have other coverage annually in order for the City to avoid ACA penalty

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

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**Topic:**

Memorial Park Circle of Achievement Recommendations - Class of 2017 - *Stephen Bockmiller,*  
*Zoning Administrator*

**Mayor and City Council Action Required:**

**Discussion:**

**Financial Impact:**

**Recommendation:**

**Motion:**

**Action Dates:**

**ATTACHMENTS:**

**File Name**

Circle\_of\_Achievement.pdf

**Description**

Memorial Park Circle of  
Achievement  
Recommendations-Class of  
2017






# 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:** January 24, 2017

**SUBJECT:** Memorial Park Circle of Achievement Recommendations – Class of 2017

### MAYOR AND COUNCIL ACTION:

Staff requests that the Mayor and Council select those persons to be honored with induction in the "Circle of Achievement" for 2017.

### 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 and added two more from the database. The park dedication and first induction ceremony was held on May 16, 2015. Descendants of 10 of the 12 honorees were present and they came from literally all over the country to participate. Two new honorees were inducted in 2016.

### 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 from all parties are welcome. Six potential nominees were identified over the last 12 months and the Memorial Park Circle of Achievement Inductee Review Committee confirmed their eligibility by adding them to the database when it met on December 27.

### RECOMMENDATIONS FOR THE CLASS OF 2017:

The City Engineer advises that there is money in the budget for two plaques. After reviewing the potential candidates available on the current database of persons qualified for consideration, the Committee recommends that the Mayor and Council consider selecting from the following persons for inclusion in the class of 2017:

1. **Peter Buys (1881 – 1964)** – Criteria C(2) – Buys was the director of the Hagerstown Municipal Band for nearly four decades (1920-1959), and a composer of march music. 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. ***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. Oak Hill is one of the earliest examples of the use of these principles in urban design in the United States. 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.
3. ***Ammon H. Kreider (1886 - 1929) and Lewis Reisner (1903 - 1949)*** – Criteria E(1), E(2) and E(3) – In 1923, Kreider and Reissner started an aircraft company in Hagerstown, which was bought by Fairchild in 1929. This was the beginning of what would become an impressive association the city has had with the aircraft industry. Kreider's accidental death days after the sale of the company to Fairchild and the Great Depression required Fairchild to consolidate operations. Their headquarters 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 continued to be produced in Hagerstown until the 1980s.
4. ***Elias Marken Recher (1828 - 1887)*** – Criteria C(1) and E(2) – Recher was the dean of the photography industry in Washington County in the early years of that technology. He established the first long-operating photography studio in Hagerstown around 1860. Most Hagerstown photographers of the late 1800s studied under Recher before establishing their own businesses. In the 1870s and 1880s, he expanded the industry (and promoted tourism) in this region by creating stereoviews of Antietam Battlefield, Pen Mar Park, the Western Maryland Railway and other regional landmarks. He mass-marketed those products through local retail sale and distribution outside of the local region. Many of his works survive in museums, private collections, libraries and local-area family photo albums to this day.
5. ***James Dixon Roman (1809 - 1867)*** – Criteria D(6) and E(2) – Roman represented Western Maryland in the U.S. House of Representatives during the same period that Abraham Lincoln served in that body (1847-49). Roman served as the President of the Hagerstown Bank (the largest bank in Washington County) from 1851 to 1867. Most importantly, he developed and arranged implementation of the successful strategy that met Confederate ransom demands and saved Hagerstown from destruction in 1864.

#### **OTHER RECOMMENDATIONS AND COMMENTS:**

In order to maintain the exclusivity of the honor and not exhaust the pool of candidates too quickly, the Committee recommended in 2016 that the Mayor and Council adopt two new honorees each year. The elected officials concurred with that recommendation at that time. Only two spaces remain on the front of the granite panels. If the Mayor and Council decide to honor three or more candidates this year, all of this year's plaques would be added to the west side of the granite panels.

The Committee's recommendations are non-binding on the Mayor and Council. The elected body can select any person meeting the adopted criteria, as confirmed by the Committee and included in the database.

In 2016, the Mayor and Council selected the founders of the Jamison Door Company from the database due to the pending anniversary of the founding of that company. The Jamisons were not among the Committee's recommendations that year. If the Mayor and Council wish to tie this year's awards to the pending 100<sup>th</sup> anniversary of America's entry into World War I by selecting someone who had a role in that war but is not one of the 5 recommendations, the following candidates are known to have been involved in that conflict: Joseph W. Byron, Joseph C. Byron, George L. Fisher, Rondo Hatton and Russel Hartle. Two World War I veterans – William Preston Lane, Jr. and Maurice Frock – are already enshrined in the memorial. A copy of the criteria and the database updated to 2017 is attached.

The Mayor and Council adopted the Saturday of the weekend preceding Memorial Day weekend as the date for ceremony. In 2017, that date is May 20. If the Mayor and Council desires to change this, please let me know. 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

# HAGERSTOWN CIRCLE OF ACHIEVEMENT INVENTORY OF ELIGIBLE CANDIDATES

Maintained as needed on an ongoing basis. Last Amended December 27, 2016  
Unless otherwise noted, candidates were included in this database at its inception in 2015.

Inducted in prior years. No longer available for consideration.	This year's Committee recommendations
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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 Street	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 <sup>th</sup> Century.
Matthew S. Barber (1821-1893)	A(3)	Unknown, but served on city council.	City Councilman and Hagerstown City Treasurer in 1864, was one of the lead negotiators on behalf of the town during the 1864 ransom and primary city government representative in the event.
Thomas Robert Bard (1841-1915)	A(2)	Per 1862 IRS records - District 11, listed among prominent Hagerstonians. Surveyed by neighborhood - specific location unknown.	Cumberland Valley Railroad employee who served as a volunteer scout in the Hagerstown region for Union forces. Bard moved to California in 1864. He was one of the organizers of Ventura County. Bard represented California in the United States Senate from 1900 to 1905 and was a founding board member of Occidental College. Senator Bard appointed George S. Patton to West Point.
<i>Added to data base - 2017</i> Winslow Forthman Burhans, Sr. (1913-1990)	A(3)	Potomac Avenue	Mayor (1953-65). Promoted railroad overpasses that connected the west end of the city to the center 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 in his terms. "Sister City" program took off during his term. Participated in the first trans-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)
<i>Added to data base - 2016</i>			



Peter Buys (1881-1964)	C(2)	Antietam Street	Leader of the Hagerstown Municipal Band (1920-1959) for several decades. Protégé of John Philip Sousa and composer and arranger for the Sousa Band. Buys is considered one of the giants in the “march” genre of music.
<b>Recommended – 2016, 2017</b>			
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 the 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, US Army, 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)	D(1), D(3), C(1)	North Potomac Street	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”
<b>Inducted – Class of 2015</b>			
Jesse Duncan Elliott (1782-1845)	D(3)	South Potomac Street	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.
<b>Inducted – Class of 2015</b>			
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 parts to the main assembly plant. Fairchild directly or indirectly employed as much as 80% of Hagerstown’s workforce during World War II.
Donald MacNeil Fairfax (1821-1894)	D(3)	South Prospect Street	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. Commandant of Midshipmen at USNA 1864-66.
George Leonard Fisher (1846-1927)	D(4)	George Street	Enlisted at age 15 in 7 <sup>th</sup> MD Infantry (Civil War) in 1862. Captured at Weldon Railroad in September, 1864 and held as POW until March, 1865. Enlisted in 2 <sup>nd</sup> US Infantry in 1866, serving until 1879, and assigned to the occupation of the south during reconstruction and served in the Ute and possibly Nez Perce Indian Wars. Joined Hagerstown’s national guard company in 1880 and progressed to serve as captain when it mobilized for the Spanish American War. Retired from the National Guard in 1911. Recalled



				during World War I to serve as an instructor for the Maryland Home Guard (extremely rare example of service in both the Civil War and World War I). Last Civil War veteran superintendent of Antietam National Cemetery. Service spanned 50 years, four wars.
George Freaner (1831-1873)	D(3)		Summit Avenue and East Franklin Street	Officer on the personal staff of Major General J.E.B. Stuart during the Civil War. Also served on 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)		Likely West Franklin Street. Known resident.	One of history's first "embedded war correspondents" during the Mexican War. His reports for the <i>New Orleans Delta</i> were carried in newspapers throughout the country, making this a forerunner of column syndication and associated reporting. A friend of the diplomat who negotiated the peace treaty with Mexican officials, Freaner 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 the United States. When the treaty was completed, Freaner served as a courier to race the documents to Secretary of State Buchanan in Washington. Mount Freaner in California is named in his honor.
Susan South Freaner (Mother Baptista) (1843-1939)	B(2) and B(3)		East Franklin Street	Hagerstown native and nurse in Hagerstown military hospitals during Civil War. After the War, she became Catholic nun in Cincinnati in the Order of St. Ursula. She was very active in the development of Catholic parochial schools in the Cincinnati area and served as the first principal of St. Ursula Academy, which still operates there. Mother Baptista was described by President Theodore Roosevelt as "one woman in a million."
<i>Added to data base - 2017</i> Maurice Edward Frock (1899-1918)	D(2)(c)		64 Belview Avenue	Killed in action at Belleau Wood, serving in the U.S. Marine Corps during World War I. Recipient of two Silver Star Medals and the French Croix de Guerre Medal.
<i>Inducted - Class of 2016</i> Margaret Greenawalt (1824-1911)	D(6)		Broadway	Waived US flag at Confederates during the Civil War - Hagerstown's "Barbara Frietchie". Greenawalt Park was named for her.
Jonathan Hager (1714-1775) <i>Inducted - Class of 2015</i>	E(2)		City Park	Founder of Hagerstown.
William Thomas Hamilton (1820-1888) <i>Inducted - Class of 2015</i>	A(1)		West Washington Street	Governor of Maryland, United States Senator, 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, 2017</i>	E(2)		West Washington Street 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. She was an early proponent of the "Garden City" principle of urban design, and the Oak Hill development reflects the use of those concepts in its design.



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 World War II.
Rondo K. Hatton (1894-1946)	C(2)	Parents taught at Kee Mar. Period directories state they lived on campus 1893-96.	Film actor, known for roles as mobsters and in horror movies due to his unique appearance caused by "Acromegaly". Hatton became a movie cult icon after his death.
<i>Added to data base - 2017</i>			
Thomas W. Henry (1794-1877)	B(3), C(1)	Bethel Street	Leader in the pre-Civil War A.M.E. Church. Born in slavery. In 1859, he was pastor at Hagerstown's A.M.E. church and was accused of complicity in John Brown's raid (Brown's papers identified Henry as a potential friend), but he denied any knowledge or involvement in the plot. Henry published his autobiography in 1872.
<i>Added to data base - 2017</i>			
John Mifflin Hood (1843-1901)	E(3)	Not a city resident	Head of the Western Maryland Railway from 1874 to 1902 (check this against death date). The development of the WMRY is considered one of the major economic drivers of development in the city from the 1870s to the second decade of the 20 <sup>th</sup> Century.
John V. Jamison, Sr. (1851-1920) John V. Jamison, Jr. (1885-1954) <i>Inducted - Class of 2016</i>	E(3)	102 South Prospect Street	Founders of the 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 Reformed from 1868 to 1919.
Frances Howell Kennedy (1820-1900)	D(6)	West Washington Street	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 a carte blanche pass to travel through the region by military officials to aid in their efforts.
Thomas Kennedy (1776-1832) <i>Inducted - Class of 2015</i>	B(2) State	Unknown. Per 1933 book, moved into H-town after selling home 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)	Known to be a town resident, likely on West Franklin Street	Officer in the 6 <sup>th</sup> Maryland Infantry (Union) during the Civil War, was severely wounded and crippled for life. Rose to serve as national commander of the Grand Army of the Republic (Civil War Union veterans' organization). Worked tirelessly on behalf of veterans' interest to his dying moments, when he collapsed of a heart attack in the halls of the US Capitol at age 90).
Ammon H. Kreider (1886-1929) and Lewis Reisner (1903 - 1949) <i>Recommended - 2017</i>	E(1), E(2) and E(3)	Kreider - 178 South Prospect Street, Reisner - 24 Belview	In 1923, started an aircraft company in Hagerstown, which was bought by Fairchild in 1929. 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 were produced until the 1980s in Hagerstown.



William Preston Lane, Jr. (1892-1967)	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.
<b>Inducted – Class of 2015</b> Augustine Smith Mason (1834-1911)	D(3), D(5)	Summit Avenue and West Washington Street	From 1863 to 1865, Mason 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 Street	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 State 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 Unconstitutional 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 Mayberry Mobley (1824-1906)	D.2(b) (historian recommendations received)	Several known locations within city.	Sheriff of Washington County during John Brown raid of 1859. 1862 – Captain, Co. A, 7 <sup>th</sup> Maryland Infantry. Conspicuous bravery at Battle of Weldon Railroad, rescuing his regimental flag from capture when the entire color guard was shot down.
<b>Inducted – Class of 2015</b> Mathias Moller (1854-1937)	E(2)	North Potomac Street	World renowned organ manufacturer and automobile manufacturer.
Thomas W. Pangborn (1880-1967) John C. Pangborn (1883-1959)	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 US 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. Very connected in their efforts.
<b>Recommended – 2016</b> Bascom W.T. Phreaner (1845-1932)	C(1)	North Potomac Street	Leading early Hagerstown photographer, starting during the Civil War and operated into the 20 <sup>th</sup> Century. 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)	East Franklin Street	Dean of the photography industry in Washington County. 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.
<b>Recommended - 2017</b>			
Nathanial Rochester (1752-1831)	E(2) and E(3)	West Washington Street	One of only a few people to have served in the legislatures of three states (North Carolina, Maryland and New York). After leaving Hagerstown, he founded 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)	D(6), E(2)	West Washington Street	Long time president of the Hagerstown Bank. Served 1 term in Congress during the Mexican War with Abraham Lincoln. Devised plan to save Hagerstown from the Confederate ransom.
<b>Recommended - 2016, 2017</b>			
Robert G. Sachs (1916-1999) (eligible for consideration effective 2019)	E(1)	815 Mulberry Avenue in 1920 census	Physicist and founder of the Argonne National Laboratory. A leader in the early development of nuclear power.
<b>Added to data base - 2017</b>			
Samuel Simon Schmucker (1799-1873)	B(3)	South Potomac Street	Founder of the Gettysburg Lutheran Seminary and Gettysburg College, he was the most influential Lutheran theologian of the 19 <sup>th</sup> Century. Home was damaged during the fighting at Gettysburg.
<b>Added to data base - 2017</b>			
James McPherson Scott (1850-1923)	A(3)	South Potomac Street	Mayor who was the driving force behind creating City Park and for the widespread development of water and sewer facilities.
<b>Inducted - Class of 2015</b>			
Anna Brugh Singer (1878-1962)	C(1)	125 Summit Avenue	Creator of the Washington County Museum of Fine Arts.
Melville Rensch 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 at the Battle of Cedar Creek.
Andrew Kershner 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 Lemist Titcomb (1857-1932)	E(1) and E(2), B(2)	326 Summit Avenue	First director of the Washington County Free Library, serving for over 30 years (1901-1932). Originator of the concept of the "book mobile".
<b>Inducted - Class of 2015</b>			
Jacob Francis Wheaton (1835-1924)	B(2) (State)	Jonathan Street area	Believed to be the first African-American in Maryland to vote after the Civil War in 1868, and additional civil rights accomplishments.
<b>Inducted - Class of 2015</b>			
William Othello Wilson (1867-1928)	D(2)	Bethel Street	Medal of Honor recipient- 9 <sup>th</sup> US Cavalry - Plains Indians Wars of 1890.
<b>Inducted - Class of 2015</b>			



## **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.

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

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**Topic:**

Fairgrounds Park: Washington Capitals Proposal for Outdoor Hockey Rink - *Rodney Tissue, City Engineer; Peter Robinson, Community Relations with the Washington Capitals*

**Mayor and City Council Action Required:**

**Discussion:**

**Financial Impact:**

**Recommendation:**

**Motion:**

**Action Dates:**

**ATTACHMENTS:**

**File Name**

fairgrounds\_park.washington\_cap\_rink.2017.pdf

**Description**

Fairgrounds Park:  
Washington Capitals  
Proposal for Outdoor  
Hockey Rink



# CITY OF HAGERSTOWN, MARYLAND

Department of Parks and Engineering

February 7, 2017

TO: Valerie Means, City Administrator  
FROM: Rodney Tissue, City Engineer *RT*  
RE: Fairgrounds Park: Washington Capitals Proposal for Outdoor Hockey Rink

---

1. Background

We were recently contacted by Peter Robinson who is the senior manager in Community Relations for the Washington Capitals, the professional ice hockey team based in Washington, D.C. Peter contacted us through Pete Lowe, a board member of the Hagerstown Ice Amateur Athletic Association (HIAAA) that manages the ice rink for the City. Mark Haddock and I met with both Mr. Lowe and Mr. Robinson on January 24 and Mr. Robinson indicated that the Capitals wish to grow their fan base in our area and have received a grant from the National Hockey League to invest in street hockey in our community. Per their attached proposal, they offer the following:

- refurbish the outdoor in-line skate rink at Fairgrounds Park that was built in 2001 and,
- provide street hockey equipment to schools in Hagerstown and eventually develop a program

Attached is the information submitted to me by Mr. Robinson including the proposal, a sample scope of work, a sample Memorandum of Understanding, and before and after pictures of a rink they just built in Loudon County, Virginia.

2. Mayor & Council Action Requested

Mr. Robinson will be at the work session to present his proposal. If the proposal is acceptable, we will have a Memorandum of Understanding for Mayor and Council approval at the February Regular Session.

3. Discussion

The Capitals have completed this work in other communities, most recently in Northern Virginia. Attached are pictures of a rink that they recently built. For our rink, they would likely replace the fencing, repair the dasher boards, install a sports court on the existing concrete, and install a scoreboard.

The Capitals would also provide street hockey equipment to local schools and it is anticipated that by doing this they could develop a program that uses the rink.

This rink is currently part of a User Agreement with the Police Athletic League (PAL). The PAL was instrumental in getting the rink built and continues to use it. I have contacted Nick Varner, the president of PAL, and Nick supports the project as long as PAL has the ability to use the rink for their programs. A future modification to their User Agreement may be needed.

Staff will be available to discuss with Mayor & Council at the next work session.

Attachments: As Noted

Cc: Mark Haddock, Nick Varner, Pete Lowe, Peter Robinson, Jason Morton

**Parks and Recreation Division**  
351 North Cleveland Avenue • Hagerstown, MD 21740  
Ph: 301.739.8577 Ext. 169 • Fax: 301.790.0171

**Engineering Division**  
1 East Franklin Street • Hagerstown, MD 21740-4817  
Ph: 301.739.8577 Ext. 125 • Fax: 301.733.2214





## **Washington Capitals Hagerstown Rink Project**

### **Project Summary**

The Washington Capitals have received a grant from the NHL to grow the game of hockey by refurbishing local outdoor street hockey rinks and donating street hockey equipment to local schools. Once the refurbishment is done the rink and all upgrades become property and responsibility of the local municipality.

### **Rink Proposal**

The Washington Capitals, in partnership with the city of Hagerstown, would like to refurbish the outdoor street hockey rink at Fairgrounds Park in Hagerstown, MD. Refurbishment will include replacement of the board surface, kick plates, fencing, sealing of any cracks on the pavement and a branded all weather SportCourt flooring. Potential for installation of a new scoreboard is also an option.

### **Schools**

As a part of the rink refurbishment the Capitals are committed to providing access to the game of street hockey to local youth by donating street hockey equipment to schools in Washington County. The plan is to donate equipment to the five closest elementary schools and the five closest middle schools (ten total) to Fairgrounds Park. Depending on the timing and commitment of Washington County the Capitals will consider donating street hockey equipment to all elementary and middle (approximately 30) schools in Washington County. Along with the equipment the Capitals staff will train teachers and staff at each school on how to play and teach the sport of street hockey. A curriculum for the physical education department will also be provided.

### **Long-term Plan**

The Washington Capitals would like to partner with the City of Hagerstown and the Hagerstown Ice rink to help train and potentially hire a staff that will run programming at the rink for the local community. The Capitals are committed to making sure the rink is utilized by the local community for street hockey purposes long after the refurbishment is done.



**Existing Rink**



# DRAFT

## MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY OF LOUDOUN, VIRGINIA AND Lincoln Holdings, LLC dba Washington Capitals.

This Memorandum of Understanding is made, effective the first day of July, 2016, by and between the Washington Capitals (WC) and the County of Loudoun, Virginia, acting through the Loudoun County Department of Parks, Recreation and Community Services (LCPRCS), (each individually, a "Party" and collectively, the "Parties").

WC has offered to provide and install the addition of inline skating rink improvements at Trailside Park, Douglass Community Center, and Franklin Park as a donation to LCPRCS, and LCPRCS has agreed to accept this donation and to assist in the coordination of the installation of these improvements.

It is hereby understood and agreed to, by and between the parties as follows:

WC shall:

1. Provide contractor and funding to install the improvements which will be in accordance with PRCS design standards:
  - a. Trailside Park:
    - i. Riley Manufacturing Series R4s Steel Pre-Fabricated Dasher Board System or its equivalent.
    - ii. Sport Court "Sport Deck" surface system or its equivalent
    - iii. Fencing, Black Vinyl Coated Chain Link or its equivalent
    - iv. Benches, Black Plastic Lumber or its equivalent
    - v. 40" Pre-strung Steel Goal Frames
    - vi. Daktronics MS-2024 or MS- 915 Scoreboard or its equivalent
  - b. Franklin Park:
    - i. Riley Manufacturing Series R4s Steel Pre-Fabricated Dasher Board System or its equivalent.
    - ii. Sport Court "Sport Deck" surface system or its equivalent
    - iii. Fencing, Black Vinyl Coated Chain Link or its equivalent
    - iv. Benches, Black Plastic Lumber or its equivalent
    - v. 40" Pre-strung Steel Goal Frames
    - vi. Daktronics 2024 or MS- 915 Scoreboard or its equivalent
  - c. Douglass Community Center:
    - i. Sport Court "Sport Deck" surface system or its equivalent
    - ii. Benches, Black Plastic Lumber or its equivalent
    - iii. 40" Pre-strung Steel Goal Frames
2. No work on the installation of the inline skating rink improvements can be done prior to LCPRCS providing written authorization to proceed.
3. Washington Capitals retain the right to display their primary logo on each rink surface and on the scoreboards where provided, in addition to two (2) dasherboard advertisements at each of the rinks mentioned above.
4. LCPRCS will not prohibit the Washington Capitals from using any photos and videos they may capture from time to time in accord with County policy. The Capitals retain the right to use images or videos of the rink on their website and in marketing materials.

LCPRCS shall:

1. Following issuance of written authorization to proceed, coordinate with the approved contractor to allow access to the park for installation of the improvements.
2. Oversee and assist with installation of the inline skating rink improvements.

3. Inspect and certify upon completion of the work by the contractor.
4. Once the inline skating rink improvements are complete and accepted, LCPRCS will maintain the inline skating rinks in good condition and perform any future maintenance and repairs.

The MOU shall be in force for the period beginning May 2016 and ending with final inspection and permit closing. Donations/Improvements made become part of the park, thus, County property.

COUNTY OF LOUDOUN, VIRGINIA  
PARKS, RECREATION & COMMUNITY SERVICES

\_\_\_\_\_  
Steve Torpy, Director

Date: \_\_\_\_\_

LINCOLN HOCKEY, LLC

  
\_\_\_\_\_  
Mike Hutchinson, Vice President, Marketing

Date: 6-28-16





**BEFORE,**  
**Franklin Park, Loudon County Virginia**





**AFTER**



## **SAMPLE SCOPE OF WORK**

### **DELIVERY OF THE SPORT COURT® SURFACING SYSTEM**

- Sport Court tiles for all three locations shall be delivered to the Owner's warehouse in Forestville, MD
- Owner verifies that this warehouse has a loading dock
- Contractor shall be responsible for unloading the delivery truck and placing the pallets of flooring at a location to be specified by Owner.
- Contractor shall be responsible for transporting the stored tiles to each rink

### **INSTALLATION OF THE SPORT COURT® SURFACING SYSTEM**

- Sport Court® surfacing is covered by a 15-year manufacturer's limited warranty
- Sport Court® surfacing does not require re-coating
- Sport Court® surfacing has been tested to be much safer than coated asphalt / concrete
- Sport Court® surfacing is ideal for multi-sport / multi use applications
- Sport Court® surfacing can not be damaged by skateboards or roller blades

### **Sport Court® Surfacing Installation**

- Surfacing shall be installed directly over the existing asphalt / concrete bases.
- Each rink shall measure **70'** wide x **150'** long
- Sport Court surfacing shall cover an area within the existing dasher boards.
- Owner acknowledges that Sport Court surfacing will expand and contract with temperature variations

### **Flooring Specification: "SPORT DECK™"**

- Same playing surface as the Rush Rink / Watkins Community Center
- High impact polypropylene copolymer suspended modules
- Positive locking system
- Mechanical "Lateral Forgiveness"
- ½" thick

### **Color Selection:**

Flooring shall be "Dark Blue" (same as Rush Rink).

### **Playing lines**

Custom hockey playing lines for each rink shall be painted onto surfacing, in accordance with the floor plans submitted by Owner.

**Painted Logos**

Three logos shall be provided for each rink.

- Logo #1: Washington Capitals logo (as approved by Owner)
- Logo #2: City of Hagerstown logo (as approved by Owner)
- Logo #3: NHL Logo (as approved by Owner)

**MATERIALS, WORKMANSHIP**

All materials in this Agreement are guaranteed to be as specified. All work shall be performed in a neat and workmanlike manner, in accordance with the best standards of construction.

**WARRANTIES**

**Sport Court®** surfacing carries a fifteen-year limited warranty from Connor Sport Court, International, Salt Lake City, Utah.

Contractor shall warranty materials and workmanship for a period of two years after completion.

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

---

**Topic:**

FY18 Working Budget Status Review

**Mayor and City Council Action Required:**

**Discussion:**

**Financial Impact:**

**Recommendation:**

**Motion:**

**Action Dates:**

**ATTACHMENTS:**

**File Name**

FY18\_Working\_Budget\_Status\_Report\_02\_07\_17.pdf

City\_Budget\_Overview.pdf

**Description**

2017-18 Working Budget  
Status Report

Budget Overview -  
Presented 2/7/17



# CITY OF HAGERSTOWN, MARYLAND

Finance Department  
301-739-8577 X160

To: Valerie Means, City Administrator  
From: Michelle Hepburn, Director of Finance  
Date: February 7, 2017  
Subject: FY2017/18 Working Budget Status Review

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At the February 7<sup>th</sup> Budget Work Session, staff will present an overview and status of the City's FY2017/18 budget progress. To date, Departments have completed initial operating and capital budget requests. Throughout February and March, staff will work to balance the budget and prepare the budget book for Mayor and City Council.

Staff will also provide a summary of current key assumptions at the meeting and look forward to the discussion.

**CITY BUDGET OVERVIEW  
BUDGET STATUS REVIEW FY2017/18  
FEBRUARY 7, 2017**

Staff will be finalizing budget projections and other financial information over the next two months, so the budget material we present and discuss today will change as staff finalizes the preliminary budget requests. Mayor and Council will receive a balanced and comprehensive FY2017/18 Proposed Budget by March 31<sup>st</sup> and then have time to review and/or amend the budget during April and May.

The February 7th Budget Status Review is intended to provide a preliminary snapshot and overview of the issues Hagerstown faces as we move forward with our budget preparation.

As mentioned, the City faces a challenging budget scenario for next year which is reflected in the following major budget assumptions represented in the next several pages under the General Fund section. Some of this was anticipated a year ago as we looked beyond the current year's budget. As of Thursday, February 2, the General Fund FY2017/18 deficit is approximately \$2.4M and is in further detail in the following chart:

City of Hagerstown  
FY2017/18 Budget Status Review  
General Fund Preliminary Budget Comparison for FY2017/18  
as of February 2, 2017

Prelim General Fund Budgeted Revenues	FY 2017/18	\$ 41,869,488	1.2% Decrease
Revised General Fund Budgeted Revenues	FY 2016/17	\$ 42,357,458	
Revenue Growth (Decrease)		\$ (487,970)	
Sources			
Property Tax Revenue	\$ 775,710		
State & County Shared Taxes	(213,554)		
Licenses & Permits	(27,490)		
Intergovernmental Grants	(60,999)		
Service Charges	(12,026)		
Fine & Forfeitures	(522,395)		
Unallocated Revenues	11,379		
Transfers From Other Funds	(18,564)		
Budgeted use of Fund Balance	(420,031)		
TOTAL SOURCES	\$ (487,970)		

Prelim General Fund Budgeted Expenses	FY 2017/18	\$ 44,227,163	4.4% Increase
Revised General Fund Budgeted Expenses	FY 2016/17	\$ 42,355,522	
Expenditures Growth (Decrease)		\$ 1,871,641	
Uses			
Wages & Benefits		\$ 1,376,038	
Contracted Services		91,823	
Materials & Supplies		332,072	
Insurance		(8,491)	
Capital Expenditures		(47,610)	
Debt Service		(31,651)	
Transfers to Other Funds		475,072	
Other Expenditures		104,419	
Fund Balance Transfer		(420,031)	
TOTAL USES		\$ 1,871,641	

<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>\$ (2,357,675)</b>
--	-----------------------

**NOTE:** The figures reflected in this summary are preliminary and are subject to change. Staff recently began the FY18 budget balancing process; and, this process will continue over the next 3 weeks. Total revenues and expenses shown on this summary reflect revenue assumptions and operating expenditure requests as of February 2, 2017.



**CITY BUDGET OVERVIEW  
BUDGET STATUS REVIEW FY2017/18  
FEBRUARY 7, 2017**

**GENERAL FUND**

**General Fund Revenue:**

- The City's anticipated FY2017/18 General Fund Revenue of approximately \$41.9M reflects a \$0.5M reduction compared to the FY2016/17 budget. Overall, this difference reflects the inclusion of \$0.4M of fund balance reserve usage plus \$0.1M for Red Light program in Fines and Forfeitures in the current FY2016/17 budget. Currently, preliminary FY2017/18 budget does not include any funding for these two sources.
- Property Tax Revenue
  - At this time, there is no increase in property tax rates which is 91.3 cents per \$100 assessed value and each penny on the tax rate represents approximately \$260K in revenue
  - The preliminary estimates for property tax revenue include an overall increase of 2.9% compared to FY2016/17 budget amounts due to two primary factors:
    - The City has experienced assessable growth increase beyond original estimates from the State Department of Assessment and Taxation which is reflective in estimated actual for FY2016/17 being higher than FY2016/17 budget amounts
    - The City's triennial assessment indicates a slight increase in property values on average of 1.5% from current levels (we have not yet received the Constant Yield Tax Rate memo)

**Fund Balance Reserve:**

- There is \$0.4M in the current FY2016/17 budget
- At this time, there is no amount of fund balance reserve utilized in FY2017/18 working budget

**Salary Enhancements:**

- All four of the City's collective bargaining contracts self-renewed without modifications on July 1, 2016 and are now set to expire in June 2017. The current Mayor and Council gave approval for union negotiations; and as a result, these have already begun.
- There is an overall salary enhancement for all employee groups (union, non-union, full-time, part-time, and seasonal staff) which represents approximately \$915K more than in FY2016/17 budget. The budgetary impact at this time is estimated due to the nature of good faith negotiating, but management believes this to be a fair pool of funds. It should be understood that this pool of funds does not represent any COLA or uniform increase to all groups but does allow for individual considerations with the four bargaining units as well as non-union personnel.

**Staffing:**

- There are no positions included that have not been previously discussed and/or approved
  - There are 477 FT positions with 331 in the General Fund and 146 in other funds and operations
  - There is a total of 26 unfunded positions across the City with 14 in the General Fund and 12 in other funds and operations
- There are also no reductions in staffing at this time.

**Benefits:**

- Health insurance projections include an overall 3% increase over current year actual levels which represent approximately \$0.4M more than FY2016/17 budget for active employees and retirees.
- Dental insurance projections are anticipated to remain flat with current year amounts and total approximately \$139K in the General Fund for active employees and retirees.
- Police & Fire pension projections are 14% of salaries and wages which totals \$1.5M. The employer contribution of 14% is the same level as current FY2016/17 budget but reflects an additional \$131K. In FY2016/17, the employees' contribution rate is 7%.
- State of Maryland pension rates are estimated to increase from 8.53% to 8.56% of salaries and wages for the employer's contribution rate. With this increase of 0.35%, the total amount of

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**Benefits (continued):**

- funding included in the FY2017/18 preliminary budget is \$735K. The employees' contribution rates are established by the State of Maryland as well and remain at 7% of salaries and wages.

**CIP projects:**

- Transfers from the general fund (pay-go funding) are approximately \$1.3M. This request for \$1.3M includes funding a variety of items such as: vehicles for various departments representing \$250K; public safety radios, cameras, and equipment for Police and/or Fire in the amount of \$340K; matching funds for multiple grant projects across the Parks; and other infrastructure related projects.
- The assumptions include new bond issues in Spring/Summer 2017 as discussed in prior Work Session meetings in January. The City's current bond ratings are AA rating from S&P and an Aa3 rating from Moody's. Additionally, there is a future 2018 bond issue for the General Fund in preliminarily requests that total \$6.0M which would have an estimated 20 year annual debt service of \$442K. It is anticipated that the impact to FY2017/18 would be limited to one interest payment based on the timing of the issue or approximately \$68K. The projects included as potential new 2018 bond issue at this time include: Fire station relocations (\$1.6M); Downtown Redevelopment project (\$1.0M); Fire Reserve Engine 4 (\$0.6M); Police radios (\$0.5M); and miscellaneous infrastructure and rehab projects (\$2.3M).
- In an effort to conserve funds, there is approximately \$0.7M in CIP project funding that will be carried over and/or deferred from the current fiscal year until FY2017/18. This is projects that are already funded and include some IT related projects, public art, and some infrastructure building deferrals for Police and Fire.

**City services:**

- The current FY2017/18 deficit does not include any reductions or changes to City services including no changes to events, recreation, public safety, public works or golf.
- Staff will be working on the Golf Fund preliminary requests to keep the General Fund stipend level at \$0.2M

**Incentives:**

- At this time, there is a transfer of \$200K from the General Fund to Economic Redevelopment Fund in preliminary FY2017/18 budget to continue to fund on-going incentives such as Partners in Economic Progress (PEP) subsidized rental assistance and sign and façade grants. This transfer from the General Fund is \$100K more than current funding included in the approved FY2016/17 budget.
- Invest Hagerstown program initiative was funded with a combined total of \$1.5 GF Fund Balance reserve funding and encompassed several different incentives: First Third Grant Program, City Center Residency (Rental and Down Payment/Rehab), and City Wide Down Payment and Rehab. The total \$1.5M has not all been spent year-to-date but has been obligated throughout the programs listed below. The grants are disbursed after projection completion and approval by City staff and the following chart reflects same history:

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City of Hagerstown, MD  
General Fund Balance Reserve: Economic Redevelopment Incentives  
as of February 2, 2017

	Fund Balance Reserve	FY14 Act Spend	FY15 Act Spend	FY16 Act Spend	FY17 Proj Est Spend	FY18 Prelim Bud	Total Spend
<b>Economic Redevelopment Fund (#1150007):</b>							
City Center Residency:Invest Hag	70,000	12,550	40,000	17,450	-	-	70,000
Citywide Residency:Invest Hag	180,000	17,000	139,997	8,805	7,000	7,198	180,000
Comm 1st Third Grant:Invest Hag	1,200,000	50,000	250,000	330,000	320,000	250,000	1,200,000
City Center Rental:Invest Hag	50,000		16,950	33,484	(434)	-	50,000
<b>Total GF Fund Balance Spent</b>	<b>\$ 1,500,000</b>	<b>\$ 79,550</b>	<b>\$ 446,947</b>	<b>\$ 389,739</b>	<b>\$ 326,566</b>	<b>\$ 257,198</b>	<b>\$ 1,500,000</b>

- Currently, staff continues to search for funding sources to continue with some of the incentives that were previously funded with one-time GF Fund Balance reserves. At this time, Economic Redevelopment Fund holds various properties that are for sale including: Massey Property on Baltimore Street, 170 W Washington Street, and 43-53 W Washington Street (*contract pending*). During the current FY2016/17, the property at 278 S Prospect Street was sold for \$75K. The sale of these assets could provide some funding for FY2017/18.

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<b>ELECTRIC FUND</b>
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**Net Position:**

- As of June 30, 2016, the Electric Fund had \$18.2M in net position which includes \$6.7M in cash.
- The Electric Fund expects to realize a decrease in Retained Earnings for FY2016/17 in the amount of less than <\$1K> and anticipates a similar loss in preliminary FY2017/18 budget in the amount of <\$279K>.

**Operating Income and Expenses:**

- From FY2016/17 to FY2017/18's budget, operating income and expenses are estimated to decrease. The FY2016/17 operating income was estimated to be \$24.5M compared to FY2017/18 operating income of \$23.2M which is a \$1.3M decrease as a result of current year trends. The FY2016/17 operating expenses were estimated to be \$24.4M compared to FY2017/18 operating expenses of \$23.5M which is a \$0.9M decrease primarily due to purchase power contract negotiations. No rate increases to customers are included in the preliminary FY2017/18 budget data.
- The Hagerstown Light Department is currently operating under an addendum to the Power Services Agreement which ends May 31, 2017. City staff developed and submitted an RFP for the Wholesale Power Supply and negotiated an addendum to the existing Power Services Contract. The new agreement becomes effective on June 1, 2017 and ends on May 31, 2022.

**Staffing:**

- The Electric Fund currently has 35.5 total positions. Six (6) of those positions are unfunded and will continue to remain vacant through FY2017/18.

**Capital Improvement Projects:**

- The Electric Fund is anticipating that all capital improvement projects for FY2017/18 will be funded entirely from the Electric Fund. The total amount of CIP projects for FY2017/18 is \$550,000.



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<b>WATER FUND</b>
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**Net Position:**

- As of June 30, 2016, the Water Fund had \$85.9 million in net position which includes \$6.7M in unrestricted cash plus \$4.0M in restricted cash.
- The Water Fund expects to realize increases in Retained Earnings for FY2016/17 in the amount of \$709K and anticipates a gain in preliminary FY2017/18 budget in the amount of \$425K.

**Operating Income and Expenses:**

- From FY2016/17 to FY2017/18's budget, operating income and expenses are estimated to increase. The FY2016/17 operating income was estimated to be \$12.4M compared to FY2017/18 operating income of \$12.6M which reflects an anticipated increase of \$0.2M. Likewise, the FY2016/17 operating expenses were estimated to be \$11.9M compared to FY2017/18 operating expenses of \$12.2M which is a \$0.3M increase primarily for contracted services, maintenance and repairs, and depreciation trends.
- In March 2014, Mayor and Council adopted a five-year rate schedule to increase water service rates an average of 2% for services provided in the City and an average of 2% per year for services provided outside the City. The five-year rate schedule was based on a cost of service study; and the current rate schedule began July 1, 2014 and ends June 30, 2019.

**Staffing:**

- The Water Department currently has 54.5 total positions. Four (4) of those positions are unfunded and will continue to remain vacant through FY2017/18.

**Capital Improvement Projects:**

- The Water Fund is anticipating that its FY2017/18 capital improvement projects will be funded through several sources; Bond Financing \$1.225M, MDE Loans/Bonds \$3.05M, and the Water Fund \$1.062M for a grand total of \$5.337M in projects.

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<b>WASTEWATER FUND</b>
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**Net Position:**

- As of June 30, 2016, the Wastewater Fund had \$50.5 million in net position which includes \$5.5M in unrestricted cash plus \$0.5M in restricted cash.
- The Wastewater Fund expects to realize increases in Retained Earnings for FY2016/17 in the amount of \$329K and anticipates a gain in preliminary FY2017/18 budget in the amount of \$229K.

**Operating Income and Expenses:**

- From 2016/17 to FY2017/18's budget, operating income and expenses are estimated to increase in both fiscal years. The FY2016/17 operating income budget was estimated to be \$13.6M compared to FY2017/18 operating income projections of \$13.8M which is a \$0.2M increase. Likewise, the FY2016/17 operating expenses were estimated to be \$13.4M compared to FY2017/18 operating expenses of \$13.5M which is a \$0.1M increase due to salaries, benefits, and depreciation.
- In March 2014, Mayor and council adopted a five-year rate schedule that began July 1, 2014 and ends June 30, 2019. The remaining approved rate increases are as follows: FY2016/17 4% rate increase; and both FY2017/18 and FY2018/19 2% rate increase.

**Staffing:**

- The Wastewater Department currently has 48.2 total positions. Two (2) of those positions are unfunded and will continue to remain vacant through FY2017/18.

**Capital Improvement Projects:**

- The Wastewater Fund is anticipating that the FY2017/18 capital improvement projects will be funded through several sources; Bond Financing \$1.8M, Contributions by Others \$0.7M, and the Wastewater Fund \$1.7M for a grand total of \$4.2M in projects.