# Mayor and Council Executive Session, Work Session, and Special Session (11th voting session) May 20, 2025 Agenda

"The City of Hagerstown will inspire an inclusive, business-friendly, and sustainable community with clean, safe, and vibrant neighborhoods."

"The City of Hagerstown shall be a community focused municipality"

#### 4:00 PM WORK SESSION

- **4:00 PM** 1. Proclamations: National Kids to Parks Day, Haitian Heritage Month, Lupus Awareness Month, Mental Health Awareness and National Cancer Research Month
- **4:15 PM** 2. FY 2026 Budget Review Michelle Hepburn, Chief Financial Officer Brooke Garver, Accounting & Budget Manager
- **5:15 PM** 3. Preliminary Agenda Review
- **5:30 PM** 4. Safe Streets for All Safety Action Plan Final Report
- 5:45 PM 5. Amendment to Request for Proposal (RFP) for Upper Floor Market Rate Housing Program Amanda Gregg, Chief Housing & Community Development Officer
- **6:00 PM** 6. Request for Proposal (RFP) for Strategic Properties Amendment -- *Doug Reaser, Economic Development Manager*
- 6:15 PM 7. Lease Agreement: University System of Maryland at Hagerstown (USMH) for 60 W. Washington Street -- Jill Thompson, Director Department of Planning and Economic Development and Amanda Gregg, Chief Housing & Community Development Officer
- **6:30 PM** 8. Legislative Priorities for Maryland Municipal League *Mayor and City Council*

#### SPECIAL SESSION

- **7:00 PM** 1. Introduction of an Ordinance: Tax Rate beginning July 1, 2025
  - 2. Introduction of an Ordinance: Budget FY 2025/2026

#### CITY ADMINISTRATOR'S COMMENTS

MAYOR AND COUNCIL COMMENTS

**ADJOURN** 

# REQUIRED MOTION MAYOR AND CITY COUNCIL HAGERSTOWN, MARYLAND

<u>Topic:</u> Proclamations: National Kids to Parks Day, Haitian Heritage Month, Lupus Awareness Month Mental Health Awareness and National Cancer Research Month
Mayor and City Council Action Required:
Discussion:
Financial Impact:
Recommendation:
Motion:
Action Dates:

# REQUIRED MOTION MAYOR AND CITY COUNCIL HAGERSTOWN, MARYLAND

Topic: FY 2026 Budget Review – Michelle Hepburn, Chief Financial Office Accounting & Budget Manager  Mayor and City Council Action Required:	er Brooke Garver,
<u>Discussion:</u>	
Financial Impact:	
Recommendation:	
Motion:	
Action Dates:	
ATTACHMENTS: File Name FY26_Budget_Review_Memo_05-20-2025.pdf	<b>Description</b> FY 2026 Budget Review



# CITY OF HAGERSTOWN, MARYLAND

#### Finance & Accounting Department

One East Franklin Street • Hagerstown, MD 21740 Telephone: 301.766.4142 • Website: www.hagerstownmd.org

To: Scott Nicewarner, City Administrator

From: Michelle Hepburn, Chief Financial Officer

Brooke Garver, Accounting & Budget Manager

Date: May 20, 2025

Subject: FY26 Budget Review

On Tuesday, April 1, 2025, we began FY26 Proposed Budget discussions with a summarized overview. Staff will continue to review the FY26 Proposed Budget through April and May. The schedule outlined below is a draft and can be updated based upon time needed and discussion topics.

The FY26 Proposed Budget includes changes to rates that will take effect upon adoption of the FY26 Proposed Budget:

- 1. Recycling & Trash Collection commercial yearly fee increase from \$130 to \$140
- 2. State Highway Administration (SHA) fee per intersection increase from \$1,500 to \$2,164
- 3. Police Special Assignment hourly fee increase from \$84.50 to \$104.27
- 4. Water Department property rental to City employees 3% increase

For a detailed listing of all citywide rates and fees, see Section 8.

#### May 20, 2025:

Future budget review work sessions are anticipated to continue discussions on the General Fund and cover the following topics throughout May.

- 1. Electric Fund 5 Year Projections Section 6, Pages 15-17
- 2. Water Fund 5 Year Projections Section 6, Pages 18-20
- 3. Wastewater Fund 5 Year Projections Section 6, Pages 21-23
- 4. Parking Fund 5 Year Projections Section 6, Pages 24-26

#### May 20, 2025:

Introduction of Ordinances (FY26 Budget and Property Tax Rate)

#### May 27, 2025:

Adoption of Ordinances (FY26 Budget and Property Tax Rate)









# REQUIRED MOTION MAYOR AND CITY COUNCIL HAGERSTOWN, MARYLAND

<u>Topic:</u> Preliminary Agenda Review	
Mayor and City Council Action Required:	
Discussion:	
Financial Impact:	
Recommendation:	
Motion:	
Action Dates:	
ATTACHMENTS: File Name May_272025_Preliminary_Agenda.pdf	<b>Description</b> Preliminary Agenda



# MAYOR AND CITY COUNCIL **REGULAR SESSION** (12<sup>TH</sup> VOTING SESSION) MAY 27, 2025 **AGENDA**

#### Vision Statement:

The City of Hagerstown will inspire an inclusive, business-friendly, and sustainable community with clean, safe and vibrant neighborhoods."

#### Mission Statement:

"We are dedicated to creating a thriving community where diversity is celebrated, economic development flourishes, and the quality of life is enhanced through collaborative and consistent representation."

PRELIMINARY AGENDA

The agenda and meeting packet is available at www.hagerstownmd.org/government/agenda

REGULAR SESSION – Council Chamber, 2<sup>nd</sup> floor, City Hall 7:00 p.m.

- I. **CALL TO ORDER - Mayor William B. McIntire**
- II. **INVOCATION**
- III. PLEDGE TO THE FLAG
- **ANNOUNCEMENTS** IV.
  - A. Rules of Procedure Effective December 17, 2024
  - B. Use of cell phones during meetings is restricted.
  - C. All correspondence for distribution to Elected Officials should be provided to the City Clerk and should include a copy for the City Clerk for inclusion in the official record.
  - D. Meeting Schedule:
    - 1. Tuesday, June 3, 2025 – Work Session at 4:00 p.m.
    - Tuesday, June 10, 2025 Work Session at 4:00 p.m.
    - Tuesday, June 17, 2025 Regular Session at 4:00 p.m. 3.
    - Tuesday, June 24, 2025 No Meeting MML Summer Conference 4.
- V. APPOINTMENTS

**Ethics Commission** 

VI. **GUESTS** 

If I Were Mayor Essay Contest – Students from Paramount Elementary School

#### VII. AGENDA ITEM CITIZEN COMMENTS

Citizen Comments on agenda items shall be limited to topics listed for consideration on this agenda and limited to three minutes.

Citizens are welcome to provide comments in person or by sending an email to <a href="mailto:councilcomments@hagerstownmd.org">councilcomments@hagerstownmd.org</a> no later than 5:00 p.m. on Tuesday, May 27, 2025. Include your full name, home street address, and topic of your comments. You may attach a letter to the email or write your comments in the body of the message. The City Clerk will read your name, address, and provide a summary of the comments. The full copy of the comments will be provided for public viewing as part of the minutes.

#### VIII. MINUTES

April 1, 2025, April 8, 2025, April 15, 2025, and April 22, 2025

#### IX. CONSENT AGENDA

#### A. Engineering:

- 1. Construction Testing and Inspection Contract Triad Engineering, Inc. (Hagerstown, MD)
- 2. Sidewalk Accessibility Ramps FY26 JT Rock Excavating, LLC (Mt. Airy, MD) Not to Exceed \$150,000,00
- 3. Curb and Sidewalk Replacement Program Concrete Central, LLC (Hagerstown, MD) Not to Exceed \$ 260,000.00
- 4. Burnap Parking Lot Construction *Material to be presented*
- 5. Blanket Purchase Order for Trash and Recycling Carts Rehrig Pacific Co. (Erie, PA) \$ 100,000.00

#### B. Finance

1. Utility Bill Processing and Mailing – Arista Information Systems (Duluth, GA) \$ 228,000.00

#### C. Police:

- 1. Engineering/Survey Work for Fiber Loops Pennsylvania Networks (Orbisonia, PA) \$ 24,225.00
- 2. Flock Safety Platform and Implementation Flock Safety (Atlanta, GA) \$ 14,800.00
- 3. Axis License Plat Cameras and Licenses Spichers Security Services (Hagerstown, MD) \$ 10,973.70 Material to be presented
- 4. Water Source Heat Pump Fridinger Ritchie (Hagerstown, MD) \$ 13,400.00
- 5. Blu Stream Equipment Material to be presented
- 6. Consultant to Review Operations for Hagerstown Police Department Material to be presented

#### D. Public Works:

1. Multiple Repairs to Unit #93 Street Sweeper - Maryland Industrial Trucks, Inc. (Linthicum, MD) \$ 18,957.75

#### E. Utilities:

- 1. Light: Additional Funding Approval for FY25 Vegetation Management Services N.G. Gilbert Services (Muncie, IN) \$50,000.00
- 2. Light: FY26 Blanket Contract Vegetation Management Services Xylem Tree Experts LLC (Norfolk, VA) \$ 382,500.00
- 3. Light FY26 Blanket Contract- Substation Maintenance -- TRC Companies (Lancaster, PA) \$180,000.00
- 4. Light FY26 Blanket Contract Linework Services -- Diamond Electric (Boonesboro, MD) \$250,000.00
- 5. Light FY26 Blanket Contract Electric Equipment Refurbishment -- Southeastern Transformer Company (Dunn, NC) \$75,000.00

- 6. Light: FY26 Blanket Contract Regulatory Consulting Services Light FY26 Blanket Contract Consulting Services -- GDS Associates (Marietta, GA) \$195,000.00
- 7. Light FY26 Blanket Contract Electric Underground Locating -- USIC Locating Services (Indianapolis, IN) \$60,000.00
- 8. Light FY26 Blanket Contract Flame Resistant Clothing -- Hudson Workwear (Brecksville, OH) \$28,500.00
- 9. Light FY26 Blanket Contract Software Support -- Milsoft Utility Solutions (Abilene, TX) \$47,735.00
- 10. Water: Double Check Detector Assemblies (Fireline Meters) Ferguson Enterprises, LLC (Frederick, MD) \$ 48,620.00
- 11. Water: Security Gate Upgrade 151 Park Ave. Mid Atlantic Entry Maryland, LLC (Abington, MD) \$ 19,756.00
- 12. Water: Magnafloc Polymer Coyne Environmental (Croydon, PA) \$ 48,600.00
- 13. Water: Chlorinator Maintenance Environmental Service & Equipment Company, LTD (Marcus Hook, PA) \$ 11,430.00
- 14. Water: VFD Module Spare Part– Industrial Service Solutions (Camp Hill, PA) \$ 17,940.00
- 15. Water Upgrade of Toshiba 2-VFDs at RCW Industrial Service Solutions (Camp Hill, PA) \$ 235,045.00
- 16. Water: Motor Control Center (MCC) Maintenance Contract Capital Electric (Hagerstown, MD) \$40.750.00
- 17. Water: Forklift for RCW WTP Hyster-Yale Materials Handling, Inc. (Greenville, SC) \$ 38,924.00
- 18. Water: SCADA Generator Replacement at RCW WTP Fidelity Power Systems (Sparks, MD) \$41,331.02
- 19. Water: Utility Breaker for RCW Water Plant Capital Electric (Hagerstown, MD) \$ 23,500.00
- 20. Wastewater: Flow Meter Replacement Hagerstown WWTP Callas Contractors (Hagerstown, MD) \$ 599,400.00
- 21. Wastewater: Annual Pelletizer Operations Contract and Asset Management Fee NEFCO/Synagro (Baltimore, MD) \$ 1,700,704.22
- 22. Utilities: Tree Trimming & Removal Contract Change Order #1 NG Gilbert Services (Munice, IN) \$ 25,000.00

#### X. UNFINISHED BUSINESS

- A. Approval of an Ordinance: POM Text Amendment
- B. Approval of an Ordinance: Cannabis related LMC Text Amendments
- C. Approval of an Ordinance: Quit Claim Washington County Museum of Fine Arts
- D. Approval of an Ordinance: Tax Rate beginning July 1, 2025
- E. Approval of an Ordinance: Budget FY 2025/2026

#### XI. NEW BUSINESS

- A. Introduction of an Ordinance: Outdoor Lodging
- B. Approval of a Resolution: Community Rescue Service (CRS) Fuel Cost Reimbursement Agreement
- C. Approval of a Resolution: Safe Streets for All Safety Action Plan
- D. Approval of a Resolution: License Agreement with Antietam Paper Company
- E. Approval of a Resolution: Lease Agreement with University System of Maryland Hagerstown for 60 W. Washington Street
- F. Approval of a Resolution: Authorizing Approval to Apply for Main Street Improvement Program Grant
- G. Approval of Inventory Procurement Funds
- H. Approval of Authorize the Director of Utilities to Secure Wholesale Power Supply Terms
- I. Approval of the Procurement for Contractual Services to Assist with Emergency Storm Restoration
- J. Approval for Hagerstown Police Department to Accept Grant from DOCCP Material to be presented
- K. Approval of FY26 Additional GF Transfers for Hagerstown Field House Material to be presented
- L. Approval of Amendment Request for RFP for Upper Floor Market Rate Housing Grant Program
- M. Approval of Amendment Request for RFP for Strategic Properties Grant Program
- N. Approval of Guidelines and Application for Middle Neighborhood Emergency Repair Grants
- O. Approval of Flying Boxcars Fireworks Event on July 4, 2025

#### XII. GENERAL CITIZEN COMMENTS

General Citizen Comments are welcome and shall be limited to three minutes.

Citizens are welcome to provide comments in person or by sending an email to <a href="mailto:councilcomments@hagerstownmd.org">councilcomments@hagerstownmd.org</a> no later than 5:00 p.m. on Tuesday, May 27, 2025. Include your full name, home street address, and topic of your comments. You may attach a letter to the email or write your comments in the body of the message. The City Clerk will read your name, address, and provide a summary of the comments. The full copy of the comments will be provided for public viewing as part of the minutes.

- XIII. CITY ADMINISTRATOR COMMENTS
- XIV. MAYOR & COUNCIL COMMENTS
- XV. ADJOURN

Some items that have been discussed and reviewed previously, or are of a routine nature, may not have additional information attached to this agenda.

# REQUIRED MOTION MAYOR AND CITY COUNCIL HAGERSTOWN, MARYLAND

<u>Topic:</u> Safe Streets for All Safety Action Plan - Final Report	
Mayor and City Council Action Required:	
Discussion:	
Financial Impact:	
Recommendation:	
Motion:	
Action Dates:	
ATTACHMENTS:	
File Name	Description
Safe_Streets_for_All_Safety_Action_PlanFinal_Report.pdf	Safe Streets for All Safety Action Plan - Final Report



# CITY OF HAGERSTOWN, MARYLAND

**Engineering Department** 

May 20, 2025

TO: Scott Nicewarner, City Administrator

FROM: Jim Bender, City Engineer

RE: Safe Streets for All Safety Action Plan – Final Report

#### 1. Background

In April, staff presented the draft Safety Action Plan (SAP) to the Council. The plan analyzed fatalities and serious injuries on the City's roadway network, and proposed countermeasures to address these issues. The draft plan was issued for a thirty-day public comment period from April 2<sup>nd</sup> to May 2<sup>nd</sup>, and a public meeting to discuss the plan was held at the Washington County Free Library on April 23<sup>rd</sup>. Comments that were received have been incorporated into the plan, and the plan is now in its final form. The purpose of this memo is to give the Council a final opportunity to review the plan before it is presented for adóption.

Mayor & Council Action Requested

Review the final SAP, and offer any comments on its conclusions and recommendations. If no changes are requested, staff will present the plan for formal adoption at the May 27<sup>th</sup> regular session meeting. Staff will be present at the work session to discuss.

#### 2. Discussion

The City, working with the Hagerstown-Eastern Panhandle Metropolitan Planning Organization (HEPMPO) and its consultant team, have been working on developing the SAP since the spring of 2024. The overarching goal of the SAP is to identify vehicular, pedestrian, and bicyclist safety issues on the City's street system, and make recommendations for improvements (countermeasures) that can be implemented to reduce fatalities and injuries. As stated at the April work session, the SAP is focused on safety; some of the proposed countermeasures could present significant operational issues on traffic flow in the City, and would require additional engineering analysis before actually being implemented.

Ten (10) public comments on the SAP were received during the comment period, and those comments are attached; those comments have been included in the final SAP.

Per the requirements of the Federal Highway Administration, the City must formally adopt the SAP. A draft resolution adopting the SAP is attached.

attachment:

Safety Action Plan

Resolution

Public comments

One East Franklin Street • Hagerstown, MD 21740

<u>Telephone</u>: 301.739.8577 (Ext 125) • <u>TDD</u>: 301.797.6617

Website: www.hagerstownmd.org

#### CITY OF HAGERSTOWN, MARYLAND

#### A RESOLUTION TO ADOPT A SAFE STREETS FOR ALL SAFETY ACTION PLAN

#### RECITALS

WHEREAS, the City of Hagerstown is responsible for the operation and maintenance of the continuing transportation planning process designed to prepare and adopt transportation plans and programs; and

WHEREAS, it is critical for our local jurisdictions to prioritize individual Safety Action plans to build complete streets and begin to ensure the safety of our pedestrians, cyclists and road users of all ages and abilities;

WHEREAS, fatal and severe crashes are not inevitable, and death and severe injury are not an acceptable cost for using our public roadway system; and

WHEREAS, human life and health are paramount and should take priority over mobility and other objectives of the transportation system; and

WHEREAS, roadways have historically been designed to prioritize vehicle throughput at high speeds to the detriment of health and safety; and

WHEREAS, pedestrians and bicyclists are the most vulnerable road users and account for 35% of all traffic fatalities and severe injuries in the City of Hagerstown; and

WHEREAS, communities of color, low-income communities, youth, and seniors are disproportionately impacted by traffic fatalities; and

WHEREAS, vehicle speeds and lack of safe facilities for people walking and biking have been identified as major causes of traffic fatalities; and

WHEREAS, the U.S. Department of Transportation has adopted the Safe System approach; and

WHEREAS, the Maryland Department of Transportation has adopted a Zero Deaths Initiative with the goal of achieving zero traffic fatalities and severe injury crashes by 2030; and

WHEREAS, the Hagerstown-Eastern Panhandle Metropolitan Planning Organization has adopted a Regional Safety Action Plan with the goal of achieving zero traffic fatalities and severe injury crashes by 2050; and

WHEREAS, measures to make the City of Hagerstown's streets safer for all road users, particularly those who are most physically vulnerable, such as seniors, youth, and people with disabilities, will further encourage people of all ages and abilities to walk, bike and take transit; and

WHEREAS, Vision Zero and Zero Death initiatives are a data-driven strategy to eliminate all traffic fatalities and severe injuries, while increasing safe, healthy, equitable mobility for all; and

WHEREAS, the Safe System approach recognizes that people will make mistakes and roadway systems and policies should be designed to protect them through redundancies and shared responsibilities; and

NOW THEREFORE, BE IT RESOVED that the Mayor and City Council of the City of Hagerstown adopts the Safety Action Plan with the goal of eliminating traffic deaths and severe injuries by 2050.

BE IT FURTHER RESOLVED that a multi-disciplinary Regional Safety Task Force will be formed to advise the City of Hagerstown on the monitoring and evaluation of the Safety Action Plan, and shall be comprised of organizations and agencies with expertise in transportation, education, public health, emergency response, equity, transit, biking, and walking.

BE IT FURTHER RESOLVED that the City of Hagerstown is committed to equity in all aspects of safety, including data analysis that acknowledges and addresses reporting biases, project prioritization efforts that promote projects in historically under-invested communities, and enforcement strategies that protect against racial profiling and follow data driven approaches.

BE IT FURTHER RESOLVED, that this Resolution shall become effective on the date of its passage.

WITNESS AND ATTEST	MAY
AS TO CORPORATE SEAL	OF I

YOR AND COUNCIL OF THE CITY HAGERSTOWN, MARYLAND

t.		
·	By:	
Donna K. Spickler, City Clerk	William McIntire, Mayor	

Date of Introduction: May 27, 2025

Date of Passage: May 27, 2025

Effective Date: May 27, 2025

Date	Public Comment
. Date	Thank you for preparing this plan. Here are a few comments on the plan as I see them:  Per your report, you state that roads with speed limits of 30-35mph, which make up only 6.7% of roadways, account for 17% of all crashes and 14.9% of KSI crashes after 25mph streets. You also state that the most crashes and KSI crashes occur on municipal roads and those with <3 lanes. However, with the proposed changes to Potomac Ave and Oak Hill Ave, you make no mention of reducing the speed limits on these residential streets. Why not add that to the list of proposed changes which may actually do something? There is already a bike lane and the lanes are narrower on Potomac Ave and the speeding is out of control.  I would also add that the focus should be on areas of low to moderate need in the short term. Given that my North End neighborhood has had 7 crashes and the goal is to prevent fatalities, it would stand to reason that this area which includes Northern Ave, should be included in the first wave of changes. There are children who cross streets when walking to and from school, older citizens who drive, residents walking their dogs and riding their bicycles and people who generally need to drive from point A to point B. We need targeted safety improvements urgently in our neighborhood as desperately as the rest of our city.  I don't see any plan for adding speed cameras in the area of Potomac Heights ES which does not currently have them. This area is largely ignored by crossing guards and the city and there are cars that speed through the streets with children walking to and from school. If there is a city-wide ordinance for traffic cameras in school zones, this school has been forgotten.
	In that light, why can't there be permanent enforcement zones in the area of Fountaindale ES and North High? These 2 areas are also subject to excessive speeding.

		I live in the 1000 Block of Potomac Avenue. Speed limit is 30, but no one drives 30 mph. Pulling out of our driveway can be difficult due to the excessive number of speeding vehicles.
		Proof is simple. A neighbors vehicle was totaled in front of our house in the middle of the night. Their car was pushed 25 feet back and on to our sidewalk. Down at the corner of Potomac & Laurel, there is a slight curve there have been at least 3 serious accidents where the vehicle left the road and took out a light pole shutting down our electric service for hours each time.
Comment request	4/6/2025	I have suggested several times that periodic placement of the unmanned speed display radar sign be utilized. This suggestion continues to fall on deaf ears. Now, that warm weather has arrived, we are dealing with the unlicensed dirt bikes zipping up & down Potomac and Peach Alley that runs between Potomac & Hamilton.
		In my opinion, lack of speed enforcement is the main cause of accidents. Now, HPD needs to pull their drones back out and deal with the unlicensed dirt bikes.
		Hopefully, these suggestions are helpful.
		I81 & I70 is a somewhat of a similar challenge. Speed & aggressively driving seems to be constant, so I avoid both unless absolutely necessary.
Crayton Blvd traffic light, Maugans Ave, exit 9 No turn on red sign	4/23/2025	The light is too Short maybe 3 cars get out, usually two and if you are third you are going under a red light as the yellow is short. Also stopping at the No Turn Sign is ignored quite a bit and running the Maugans Ave light at the McDonalds is outrageous.
Antietam Street - One Way	4/23/2025	I would like to state that I am opposed to the idea of making Antietam Street a one way. With more traffic coming into downtown for baseball games and other activities it will make it more cumbersome for people to get around. It will also make entering and exiting the new parking garage more challenging. I live near this intersection.
Hagerstown city roads	4/23/2025	There should be no roundabouts on Wesel Blvd due to all the tractor trailers entering and leaving the warehouses. There isn't enough room for the trucks to get around the roundabouts. It will only cause more accidents.
Road safety	4/23/2025	Antietam Street isn't wide enough for any roundabouts without tearing down any houses or apartments

Speed Limit and Speed Enforcement on North and South Potomac Streets	4/24/2025	To Whom It May Concern,  Please consider lowering the speed limit and/or enforcing the speed limit and/or installing speed cameras on North and South Potomac Streets, between Church Street and Baltimore Street.  Many times vehicles exceed the 25 MPH speed limit, endangering pedestrians, students at BISFA, and making eating outdoors at the various restaurants less enjoyable.  Thank you in advance for your consideration
Traffic Speed Reduction	4/27/2025	Dear Sir or Madam:  While not addressing specific aspects of the Regional Traffic Plan, the fatal automobile crash on April 23 on Potomac Ave, Hagerstown, MD, has many area neighbors reeling and this needs attention!  We all have seen incredibly dangerous speeding on residential streets. There have been good results from speed cameras near schools. All residential areas in Hagerstown must, at the very least, have access to temporary transportable speed cameras/ monitors.  Why not permanent cameras? Permanent traffic cameras should be installed on any street with a record of fatal crashes and known speeding.  Let's get real. Yes the cameras cost money to install. But there is obvious safety payback and monetary return. Put in a speed camera now on North Potomac Ave in Hagerstown. Now is the best time to respond.
Emmert Rd Hagerstown MD	4/29/2025	Hello.  What is the future plan for Emmert Rd? Will it be closed at one end and if so which end?  It's a 30 mph speed limit but drivers regularly go 10 or more mph faster. We really need speed bumps before someone walking or walking their pet gets hit.  Any info would be appreciated. Thank you.
Community action plan	4/29/2025	the whole south end seems ignored by this action plan! CSX offered the city money years ago to close the rail crossing on summit near city park, that would reduce so much cut through traffic and make summit much safer. Changing anything extreme to Burhans may make more people cut through summit which is residential! Burhans is always mostly industrial so changes there are non protecting kids!



MAY 2025

SAFETY
ACTION
PLAN

**FINAL PLAN** 





Fehr ∜ Peers



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# **ACKNOWLEDGEMENTS**

The City of Hagerstown and the Hagerstown/Eastern Panhandle Metropolitan Planning Organization (HEPMPO) would like to thank the Stakeholder Advisory Committee (SAC) for its valuable contributions throughout the planning process and development of the Safety Action Plan.

- Hagerstown City Council
- Hagerstown City Engineering Department
- Hagerstown Department of Public Works
- Hagerstown Fire Department
- Hagerstown Police Department
- Washington County Division of Engineering
- Washington County Public Schools
- Washington County Transit
- City of Williamsport
- Maryland Department of Transportation The Secretary's Office
- Maryland Department of Transportation State Highway Administration Office of Planning and Preliminary Engineering
- Maryland Department of Transportation State Highway Administration District 6
- Federal Highway Administration Maryland

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# CHAPTER 1: NEED FOR A ROADWAY SAFETY PLAN

### Roadway Safety Crisis

Safety Action Plans (SAPs) are designed to enhance road safety for all users, promoting a unified commitment to reducing traffic-related injuries and fatalities. These plans establish a comprehensive framework aimed at mitigating and eliminating severe injuries and fatal crashes. By leveraging data analysis, SAPs pinpoint specific roadway safety challenges, enabling communities to implement targeted projects and strategies that address the most pressing safety risks effectively.

In 2022, the USDOT introduced the National Roadway Safety Strategy (NRSS) to address the safety crisis on our Nation's roadways—the loss of more than 30,000 lives annually in motor vehicle crashes from 2010 to 2020; a number that jumped to 42,795 deaths in 2022.

The NRSS declares a goal of zero deaths and adopts the <u>Safe System Approach (SSA)</u> as the guiding paradigm for addressing roadway safety and achieving this goal. The SSA helps transportation agencies and stakeholders re-think and evaluate existing safety efforts and implement other intentional solutions to achieve the goal of zero deaths.

### Safe System Approach

The SSA aims to eliminate fatal and serious injuries for all road users by keeping impacts on the human body at tolerable levels and accommodating human mistakes. The graphic shows the six principles and five elements that guide the SSA.

Making a commitment to zero deaths means addressing every aspect of crash risks across the entire road system. It differs from the traditional approach in the primary ways shown below. The SSA acknowledges the vulnerability of the human body should be considered when designing and operating a transportation network to minimize serious consequences of crashes.

Creating a Safe System means shifting some responsibility from road users to those who plan and design the transportation system. While road users are responsible for their own behavior, there is a shared responsibility with those who design, operate, and maintain the transportation network.

Figure 1: FHWA Safety System Approach



Source: FHWA Safe System Approach

In a Safe System, road system designers and operators take on the highest level of ethical responsibility to design and build our transportation system in a way that encourages safer behavior and provides redundancies. The SSA is built on the six principles and five elements described on the following pages.

Figure 2: Safe System Approach VS Traditional Road Safety Practices

#### THE SAFE SYSTEM APPROACH VS. TRADITIONAL ROAD SAFETY PRACTICES

Safe System	
Prevent deaths and serious injuries	Whereas traditional road safety strives to modify human behavior
Design for human mistakes/limitations	and prevent all crashes, the Safe System approach also refocuses
Reduce system kinetic energy	transportation system design and operation on anticipating human
Share responsibility	mistakes and lessening impact forces to reduce crash severity
Proactively identify and address risks	and save lives.
)	Prevent deaths and serious injuries     Design for human mistakes/limitations

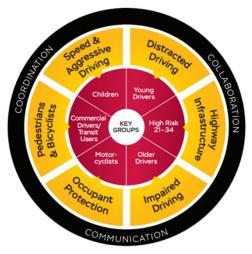
Source: FHWA Safe System vs Traditional Approach

## Need for a Safety Action Plan

As a State priority, the Maryland Highway Safety Office has adopted the Safe Street and Roads for All (SS4A) approach to reduce killed and seriously injured (KSI) crashes across Maryland through the Strategic Highway Safety Plan. This plan outlines key priorities, emphasis areas, and effective strategies, targeting at-risk groups to achieve Vision Zero goals. It also aligns with grant opportunities and funding sources to implement safety measures. Between 2019 and 2023, Maryland experienced 2,860 fatal crashes and over 143,000 serious injury crashes.

For the City of Hagerstown, roadway safety is a significant issue impacting our communities. Between 2019 and 2023, 20 fatal crashes occurred in Hagerstown on local and state roadways (excluding I-81, and I-70), 6 of which involved a person walking, 6 of which involved a person riding a motorcycle, and 1 fatal crash involved a person riding a bicycle. In addition, another 95 crashes occurred where a person was severely injured, and collectivity, these crashes resulting in a person being killed or severely injured are referred to as KSI.

Figure 3: Maryland Safe Street and Roads for All Approach



Source: 2021–2025 Maryland Strategic Highway Safety <u>Plan</u>

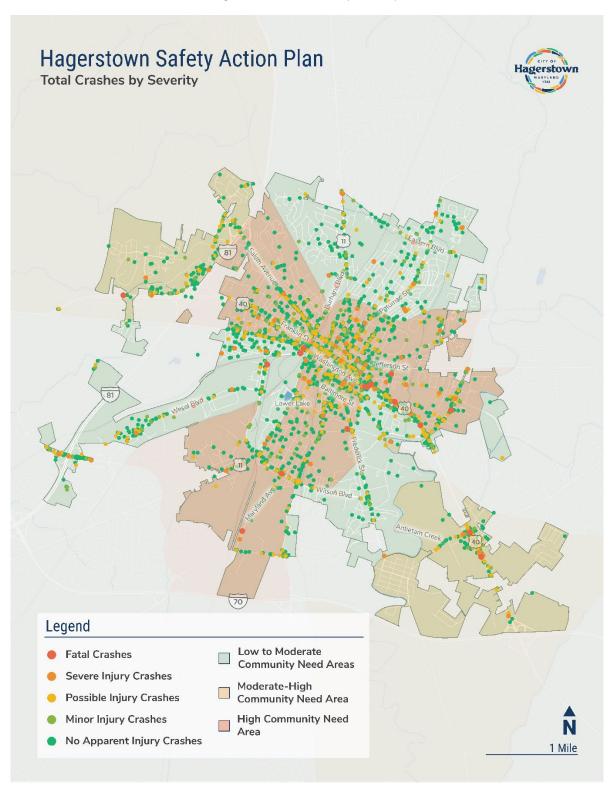
These are all tragic losses of someone's friend or family member, and it is our goal to continuously strive for zero traffic deaths.

To understand where and why fatal and severe injury crashes occurred and reduce the severity and frequency of these crashes, the City of Hagerstown prepared this Comprehensive Roadway SAP, rooted in the core elements of the SSA. This plan was funded through a grant from the SS4A program. The Action Plan is our roadmap as we work toward eliminating fatal and severe injury crashes in our city for people who drive, walk, ride a motorcycle and bike. It identifies projects, programs, and strategies aimed at eliminating fatalities and severe injuries on the roadways within the region by 2050 and allows the City to apply for additional funding through the SS4A grant program and other federal and state safety-related grant programs.

Importantly, the Action Plan aligns with the prerequisites for the SS4A grants—a substantial \$5 billion federal funding source dedicated to critical safety enhancements. This Action Plan serves as the

qualifying plan for the City of Hagerstown enabling them to apply for SS4A supplemental planning/demonstration and implementation grants, which are integral to the Infrastructure Investment and Jobs Act (IIJA).

Figure 4: Total Crashes by Severity



# **Planning Criteria**

**Table 1** outlines the essential components of the SS4A action plan. These components are necessary to meet eligibility requirements for applying for funding. The table cross-references specific plan sections and describes how each component has been fulfilled.

Table 1: Planning Criteria

	Comprehensive Safety Action Plan Element Criteria	How the City of Hagerstown Achieved It
1	Governing body in the jurisdiction is publicly committed to an eventual goal of zero roadway fatalities and serious injuries.	The Hagerstown City Council is the governing body that reviews and approves the plan.
	Set targets to achieve significant declines in roadway fatalities and serious injuries.	Outlined in Chapter 1: Need for a Roadway Safety Plan. The region's goal is to reach zero traffic fatalities and severe injuries by 2050.
2	To develop the Action Plan, a committee, task force, implementation group, or similar body is established and charged with the plan's development, implementation, and monitoring.	Stakeholder Advisory Committee was formed to help outline the plan and develop strategies. Outlined in Chapter 2: Plan Development and Engagement.
3	Analysis of existing conditions and historical trends to baseline the level of crashes involving fatalities and serious injuries across a jurisdiction, locality, Tribe, or region.	An online map was created to show 2019–2023 Crashes in the City of Hagerstown and outlined in Chapter 3: Understanding Crash Trends and Roadway Safety in Hagerstown.
	Analysis of systemic and specific safety needs is performed as needed (e.g., high risk).	Outlined in Chapter 3: Understanding Crash Trends and Roadway Safety in Hagerstown.
	Analysis of the location where there are crashes, the severity, as well as contributing factors and crash types.	Outlined in Chapter 3: Understanding Crash Trends and Roadway Safety in Hagerstown.
	A geospatial identification (geographic or locational data using maps) of higher risk locations.	A High Injury Network (HIN) was created and shown on a map in Chapter 3: Understanding Crash Trends and Roadway Safety in Hagerstown.
4	Engagement with the public and relevant stakeholders, including the private sector and community groups.	The team met with Stakeholders through a series of meetings. There were also a public outreach survey, comment period and a public meeting. Outlined in Chapter 2: Plan Development and Engagement.
	Incorporation of information received from the engagement and collaboration into the plan.	Feedback from an outreach survey was incorporated into the plan's strategies.

	Comprehensive Safety Action Plan Element Criteria	How the City of Hagerstown Achieved It		
		Outlined in Chapter 2: Plan Development and Engagement.		
	Coordination that included inter- and intragovernmental cooperation and collaboration, as appropriate.	The Stakeholder Advisory Committee is detailed in Chapter 2: Plan Development and Engagement.		
5	Considerations of different communities using inclusive and representative processes.	Identifying communities of need was a key factor in public outreach, safety analysis, the policy assessment, and project and program prioritization. Outlined in Chapter 2: Plan Development and Input.		
	Identified underserved communities through data.	The Action Plan used USDOT's Equitable Transportation Community Explorer tool and results during analysis and outreach. Outlined in Chapter 2: Plan Development and Input.		
	Community analysis in collaboration with appropriate partners, focused on initial community impacts.	As part of the Stakeholder meetings discussed in Chapter 2, the Stakeholders reviewed the analysis inputs.		
6	The plan development included an assessment of current policies, plans, guidelines, and/or standards to identify opportunities to improve how processes prioritize safety.	The policy and benchmarking assessment was conducted to gauge the region's alignment with the SSA and safety best practices. The assessment reviewed existing plans, reports, and studies from the county and region.  Outlined in Chapter 3: Understanding Crash Trends and Roadway Safety in Hagerstown.		
7	The plan identifies a comprehensive set of projects and strategies to address the safety problems in the Action Plan, time ranges when projects and strategies will be deployed, and explain project prioritization criteria.	Outlined in Chapter 4: Project and Strategy Development		
8	A description of how progress will be measured over time that includes, at a minimum, outcome data.	Outlined in Chapter 5: Plan of Action and Monitoring Progress		
	The plan is posted publicly online.	The Plan is available on the City's website.		
9	The plan was finalized and/or last updated between 2018 and 2025	The Plan was finalized in May 2025.		

# CHAPTER 2: PLAN DEVELOPMENT AND ENGAGEMENT

### Plan Development Structure

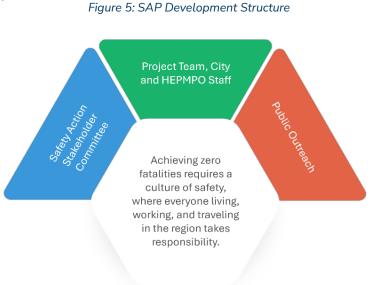
The City of Hagerstown's SAP aims to establish a comprehensive strategy to achieve zero fatalities or a significant decline in roadway incidents. This plan will serve as the foundation for qualifying for Safe Streets for All (SS4A) implementation grants under IIJA. The SAP focuses on developing and implementing well-defined safety strategies for all road users, including pedestrians, bicyclists, public transportation users, and commercial vehicle operators.

Key objectives of the plan include:

- Adhering to Federal Highway Administration (FHWA) guidelines to ensure compliance with grant requirements.
- Assisting jurisdictions in identifying actionable activities for SS4A Implementation Grants.
- Integrating the SSA throughout the project to institutionalize this methodology within the City of Hagerstown's programs.
- Confirming priority actions to prevent roadway fatalities and serious injuries.
- Engaging both public and private stakeholders.
- Exploring innovative technologies and strategies to promote safety.

The development structure for the SAP, shown in **Figure 5**, included a project team comprising City of Hagerstown and HEPMPO staff, a stakeholder advisory committee, and the public through

The project team conducted analyses and led the Plan's development. The stakeholder committee reviewed analysis results, aligned key priorities across the City, and provided critical feedback during three stakeholder meetings. Public input was integral, guiding the vision for the plan, identifying safety concerns through a survey, and reviewing the plan elements during a 30-day public comment period and a public meeting.



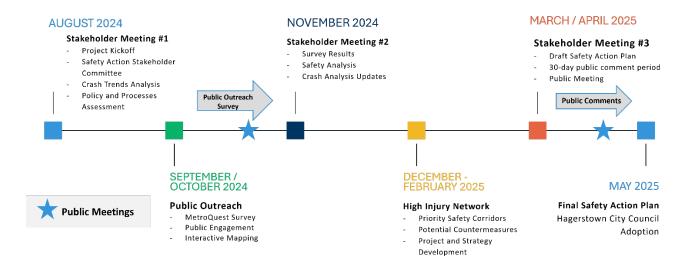
The SAP builds on previous work,

outreach efforts.

including the HEPMPO Regional SAP, various safety studies and plans from the State, Washington County and the City of Hagerstown to ensure a data-driven and community-engaged approach.

This collaborative effort aims to create a safer roadway environment for all users in Hagerstown, leveraging data-driven insights and community engagement to achieve the ultimate goal of zero fatalities.

### **Development Timeline and Elements**



## Stakeholder and Public Engagement

Stakeholder and public engagement played a key role in the development of this SAP. As discussed previously, input and feedback from both stakeholders and the public were solicited throughout the SAP process through stakeholder and public meetings, a survey, and a public comment period.

#### Survey

A web-based survey was developed to gather public input by allowing respondents to identify top pedestrian, bicycle, driver, and roadway concerns, as well as, map safety issues, near misses, and potential improvement ideas within the City of Hagerstown. Respondents could also provide additional comments on issues and concerns. The survey was open for 30 days from September 4th through October 4, 2024, and garnered over 1,900 respondents, which was the largest number of responses to a HEPMPO survey to date.

Figure 6: MetroQuest Survey



#### **Driver Concerns**

Approximately 44% of respondents identified distracted driving as the primary driving-related concern, followed by aggressive driver (27%), speeding cars (22%), and drunk driving (10%). Using the comment box, respondents provided additional explanation on driver concerns in Hagerstown. These include drivers frequently running red lights, drivers using phones while driving, drivers impaired by alcohol and recreational drugs, poorly marked lanes, and lack of signage.

#### **Pedestrian Concerns**

Approximately 31% of respondents identified speeding cars as the primary pedestrian-related concern, followed by poor sidewalk conditions/lack of sidewalks (28%), limited visibility (22%), and unsafe intersections/lack of crosswalks (16%). Using the comment box, respondents provided additional explanation on pedestrian concerns in Hagerstown. These include vehicles running stop signs, pedestrians not paying attention, pedestrians not using crosswalks or sidewalks, as well as, walking into traffic.

#### **Bike Concerns**

Approximately 37% of respondents identified poor bike lane conditions/lack of bike lanes as the primary bike-related concern, followed by speeding cars (29%), limited visibility (21%), and red-light timing/unsafe intersections (13%). Using the comment box, respondents provided additional explanation on bicycle concerns in Hagerstown. These include cars not sharing the road with bikes and scooters, bicyclists riding head on into cars, bicyclists not adhering to traffic lights or stops, and use of bikes in an unsafe manner.

Figure 7: Driver Concerns

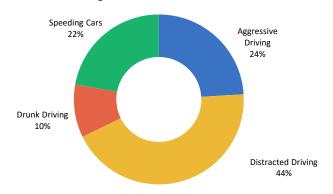


Figure 8: Pedestrian Concerns

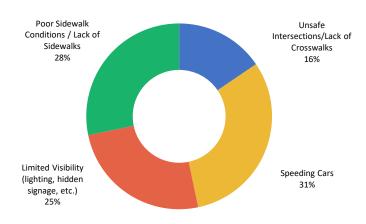
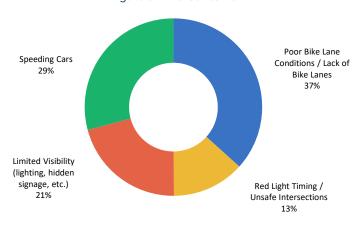
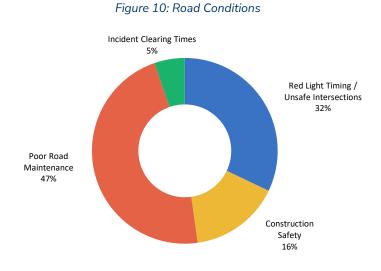


Figure 9: Bike Concerns



#### **Road Conditions**

Approximately 47% of respondents identified poor roadway maintenance as the primary road conditions concern, followed by redlight timing/unsafe intersections (32%) construction safety (16%), and incident clearing times (5%). Using the comment box, respondents provided additional explanation on road conditions in Hagerstown. These include delays caused by construction, poorly marked lanes, speed bumps with no signage, and traffic lights without dedicated left turn signal.



#### **Pedestrian Safety**

Approximately 57% of respondents walk in their area. Respondents identified road design/maintenance, lack of separation between vehicles and non-motorists, distracted driving, lack of cross walks, and high speeds as the top five contributors of safety problems for those who choose to walk, with distracted driving being the number one contributor.

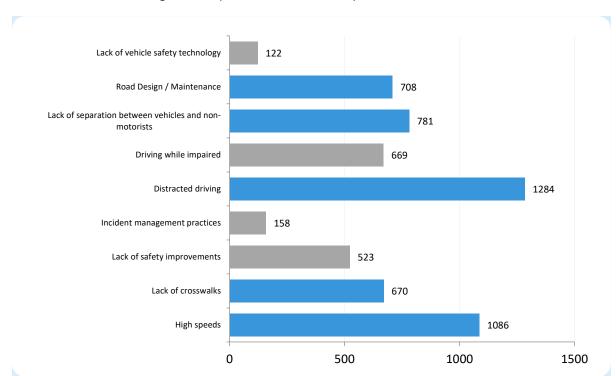
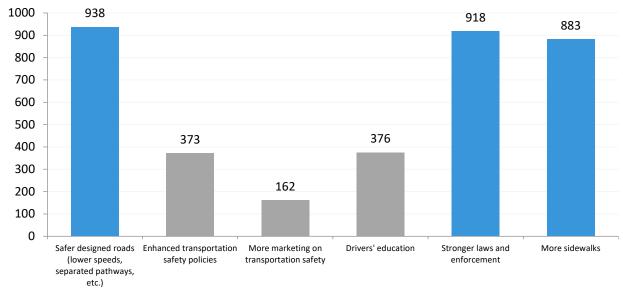


Figure 11: Top 5 Contributors of Safety Problems for Pedestrians

Respondents identified safer designed roads (lower speeds, separated pathways, etc.), stronger laws and enforcement, and more sidewalks were identified as the three contributors that would make respondents feel safer to choose walking.

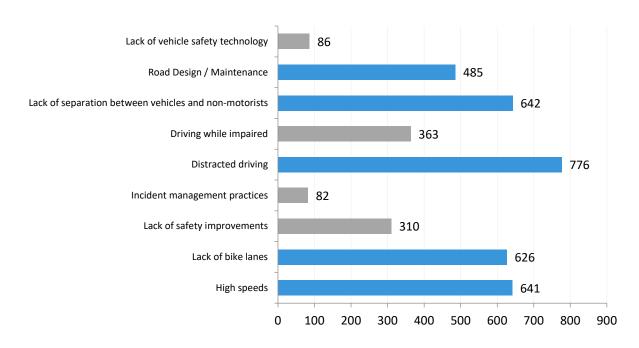
Figure 12: Contributors that would make Pedestrians Feel Safer



#### Bike Safety

Approximately 17% of respondents bike in their area. Similar to those in pedestrian safety, respondents identified road design/maintenance, lack of separation between vehicles and non-motorists, distracted driving, lack of cross walks, and high speeds as the top five contributors of safety problems for those who choose to bike, with distracted driving being the number one contributor.

Figure 13: Top 5 Contributors of Safety Problems for Bicyclists



Similar to those in pedestrian safety, respondents identified safer designed roads (lower speeds, separated pathways, etc.), stronger laws and enforcement, and more sidewalks were identified as the three contributors that would make respondents feel safer to choose biking.

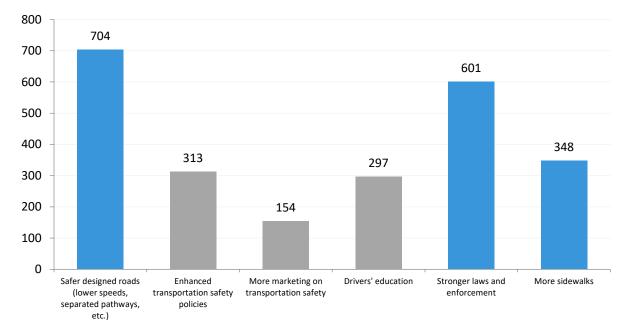


Figure 14: Contributors that would make Bicyclists Feel Safer

#### Safety Incident

Approximately 68% of respondents experienced a safety incident within the last year. Respondents identified near misses, distracted driver/pedestrian/cyclist, and failure to obey intersection signals as the three primary types of incidents. Of these, nearly 91% of the incidents occurred while the respondent was driving in a vehicle.

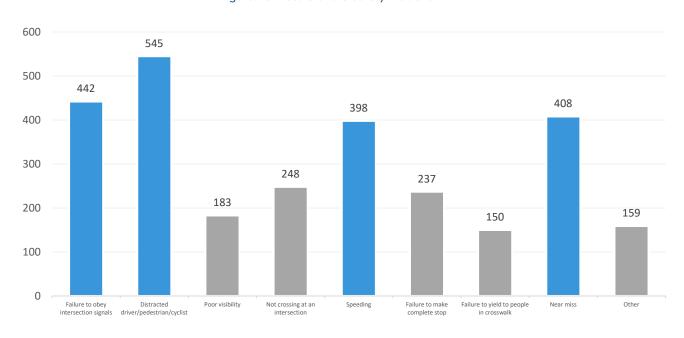


Figure 15: Nature of the Safety Incident

#### **Mapping**

Respondents were asked to identify safety issues, near misses, as well as potential improvement ideas. In total, respondents placed nearly 2,120 map markers identifying 958 safety issues, 622 near misses, and 535 improvement ideas, with most placed in the downtown area along US 40. Additional mapping analyses can be found in **APPENDIX A: Public Meeting & Outreach Summaries** and an online map of data can be found here <u>Hagerstown SAP Data Map</u>.

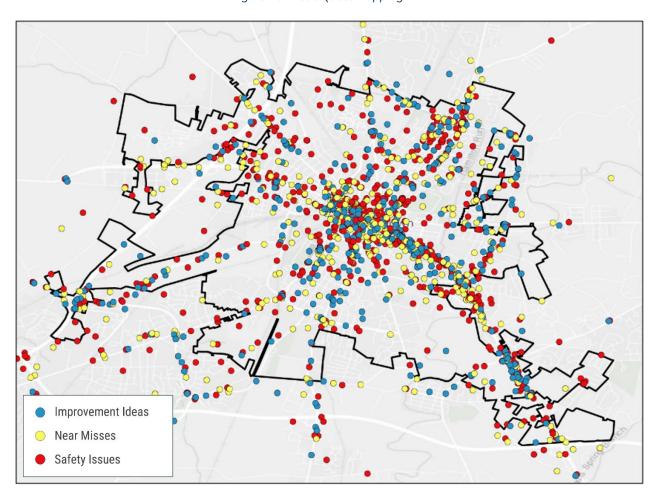


Figure 16: MetroQuest Mapping

#### **Public Comment**

Once the draft SAP was completed, the public was given a 30-day period from April 2 – May 2, 2025, to review the draft plan and provide comments in accordance with federal and state regulations. All comments received during this time were addressed by HEPMPO and the City of Hagerstown. A summary of the comments and responses can be found in the APPENDIX A: Public Meeting & Outreach Summaries.

# CHAPTER 3: UNDERSTANDING CRASH TRENDS AND ROADWAY SAFETY IN HAGERSTOWN

An analysis of crash trends and existing policy and program efforts was conducted to understand Hagerstown's safety story. A two-pronged approach was used as a starting point to understand the broader safety challenges in the city. This included: (1) a policy and benchmarking assessment to gauge the city's alignment with the SSA and safety best practices and (2) a safety analysis to understand historical crash patterns and what contributes to KSI and vulnerable road user crashes.

## Policy Scan and Benchmarking Assessment

A policy and benchmarking assessment were conducted to assess Hagerstown's alignment with the SSA and safety best practices. The assessment reviewed existing plans, reports, and studies from Maryland, Washington County, and the city. The assessment identified safety strengths, challenges, and opportunities for action items. The policy and benchmarking process is outlined below.

Step 1 – Identified and Reviewed Relevant Policies and Plans.

- Hagerstown Bicycle Master Plan
- Access Management Policy
- George Street Pedestrian Study
- Washington Street Road Safety Audit
- Dual Highway Speed Management Study
- Northern Avenue Road Diet
- Residential Traffic Calming Program
- MDOT Vulnerable Road User Safety Assessment
- Hagerstown Bicycle and Pedestrian Priority Area Plan
- Livable Street Design Guides
- HEPMPO Regional Safety Action Plan
- Maryland Strategic Highway Safety Plan
- Washington County Strategic Highway Safety Plan

Step 2 – Extracted and Documented Data from Reviewed Policies and Plans.

- Document name
- Document description
- Safety vision, goals and policies
- Safety data and analysis
- Countermeasures
- Safe System element alignment
- Opportunities for safety program and action items

Step 3 – Populated the Benchmarking Tool by Elements and Categories, shown in **Table 2**, with Findings from Step 2

Table 2: Benchmarking Tool by Elements & Categories

Benchmark Elements	Benchmark Categories		
Safety Planning & Culture	Leadership and Commitment Meaningful Engagement Data and Analysis Funding Development Review Communities First		
Safe Users	Education Enforcement Research		
Safe Roadways	Collision Avoidance Kinetic Energy Reduction Policies and Tradeoffs Innovation		
Safe Vehicles	Supportive Infrastructure Fleet Management Data		
Safe Speeds	Design and Operations Enforcement Policy and Training		
Post-Crash Care	Crash Investigation Partnerships		

Step 4 – Coordinated with Stakeholders to Select Final Benchmarks for Action Plan

Table 3: Final Benchmarks for Action Plan

Action Item	Responsible Agency and Partners	Timeline
Enhance existing Safe Routes to School program by building closer partnership between schools and City, and prioritizing sidewalk repairs, enhancing route markings, and conducting walk audits near schools.	City of Hagerstown, Washington County Public School System	Medium
Evaluate meaningful engagement strategies to enhance outreach with populations that are traditionally underserved and consider restarting previous outreach efforts such as Children's Village and annual fire department visit to schools.	City of Hagerstown, Washington County Public School System	Medium

Action Item	Responsible Agency and Partners	Timeline
Develop guidelines to address kinetic energy reduction/proactive safety elements at intersection, including red light camera expansion. Consider incorporating FHWA Safe System Project Based Alignment framework into review process.	City of Hagerstown	Short
Enhance geospatial data collection and maintenance across city departments to augment future safety analysis, prioritization, and project development.	City of Hagerstown	Medium

### Safety Analysis

A safety analysis was conducted to understand historical crash patterns and what contributes to KSI and vulnerable road user crashes. Five years of crash data, 2019 – 2023, was obtained from the Maryland Department of State Police crash data portal. The safety analysis focused on local and state roadway crashes. The data was cleaned and reviewed for geospatial accuracy and can be found in APPENDIX C: Technical Memos.

A total of 3,873 crashes occurred in the city, 114 of which resulted in a fatality or severe injury, 1,043 resulted in a minor or possible injury, and 2,716 resulted in no injury. **Table 4** summarizes the total non-interstate crashes by severity and by mode.

Table 4: Hagerstown All Non-Interstate Crashes by Mode and Injury Severity

Mode	No Injury	Possible Injury	Minor Injury	Serious Injury	Fatality	Total
Bicycle	19 (0.7%)	15 (2.6%)	23 (4.8%)	3 (3.2%)	1 (5%)	61 (1.6%)
Motorcycle	20 (0.7%)	9 (1.6%)	24 (5.1%)	16 (17%)	3 (15%)	72 (1.9%)
Pedestrian	9 (0.3%)	47 (8.3%)	66 (13.9%)	21 (22.3%)	6 (30%)	149 (3.8%)
Vehicle	2,668 (98.2%)	497 (87.5%)	362 (76.2%)	54 (57.4%)	10 (50%)	3,591 (92.7%)
Total	2,716	568	475	94	20	3,873

Source: Maryland State Police Crash Data, Replica, Fehr & Peers. Notes: Excludes interstate facilities (e.g., I-81, I-70) crashes.

#### **Overall crash trends**

Between 2019 and 2023, non-interstate roadways in Hagerstown experienced an average of four fatal crashes per year and approximately 19 crashes per year resulting in serious injuries. While motor vehicle collisions represent the majority of crashes, incidents involving pedestrians, bicyclists, and motorcyclists are disproportionately more likely to result in severe outcomes.

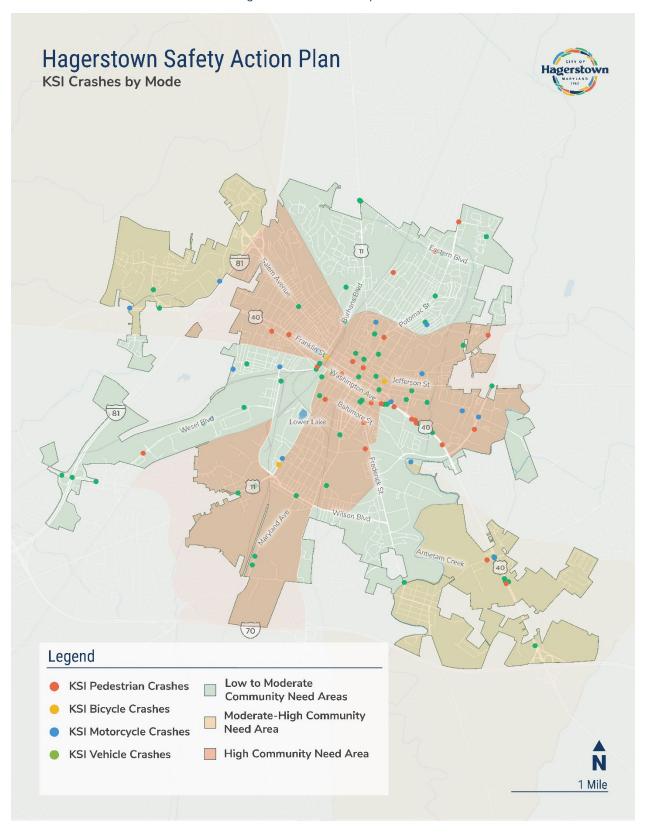
Crash patterns vary based on location and roadway characteristics. Most crashes occur at intersections; however, crashes resulting in fatalities or serious injuries more frequently take place along roadway segments. **Figure 17** illustrates KSI crashes by mode, showing that bicycle-related KSI crashes occur more often at signalized intersections, whereas pedestrian KSI crashes are more common along roadway segments. Among all crash types, single-vehicle, straight-movement, and rear-end collisions are the most frequent. However, when considering only KSI crashes, single-vehicle and head-on collisions are

the most prevalent. It is important to note that crash report data may not always accurately categorize bicycle and pedestrian collisions, particularly single-vehicle crashes.

Speed and roadway design also play a significant role in crash severity. Roads with posted speed limits of 30–35 mph, which make up only 6.7% of roadways, account for 17% of all crashes and 14.9% of KSI crashes, with motorcycle crashes representing a particularly high share (36.8%). Furthermore, the percentage of crashes increases as the number of lanes increases—although roads with four or more lanes make up only 1% of centerline miles in the city, they account for 4.5% of all crashes.

When comparing crash rates, Hagerstown's fatal crash rate—including interstate crashes—is 10.5 per 100,000 people, which is slightly lower than Washington County's rate of 11.2. Additionally, traffic citations indicate that speeding and failure to stop at traffic control devices are common violations, highlighting enforcement priorities in the city.

Figure 17: KSI Crashes by Mode



### **Community Needs Assessment**

Addressing severe crashes where they occur most is a critical factor in achieving zero traffic fatalities and severe injuries. Certain communities and locations are disproportionately affected by serious and fatal crashes. In Hagerstown, 64 percent of KSI crashes occur in areas with lower average incomes and limited transportation options.

To address these disparities, the City of Hagerstown's SAP incorporates demographic data as a key lens for analyzing traffic safety impacts. This information was integrated into the crash analysis, refinement of the High-Injury Network, and project prioritization efforts.

Crashes in Hagerstown are more prevalent in certain communities as identified by the <a href="2050 Maryland">2050 Maryland</a> Statewide Bicycle and Pedestrian Master Plan. As part of this analysis, areas with Moderate-High and High Need were compared to those with Low to Moderate Need. Most overall crashes, regardless of mode, occur in areas designated as having Moderate-High to High Need, as shown in Table 5. Notably, bicycle and pedestrian crashes occur at a higher rate in these areas compared to other modes, underscoring the need for targeted safety improvements.

Table 5: All Crashes within Community Need Areas

Community Need	Motor Vehicle	Motorcycle	Bicycle	Pedestrian	Total
Moderate-High to High	2,570 (71.6%)	50 (69.4%)	48 (78.7%)	112 (75.2%)	2,780 (71.8%)
Low to Moderate	1,021 (28.4%)	22 (30.6%)	13 (21.3%)	37 (24.8%)	1,093 (28.2%)
Total	3,591	72	61	149	3,873

Source: Maryland State Police Crash Data, Replica, MDOT Statewide Bicycle and Pedestrian Master Plan, Fehr & Peers. Notes: Excludes interstate facilities (e.g., I-81, I-70) crashes.

### **High Injury Network**

A High-Injury Network (HIN), shown in **Figure 18**, was developed to identify roadway corridors with a history of KSI collisions and crashes involving vulnerable road users. A dynamic version of the HIN is available on the <u>Hagerstown SAP Data Map</u> under the "Hagerstown HIN v3 Draft" tab. The HIN was developed using the same methodology as the <u>HEPMPO SAP</u> HIN.

Hagerstown has approximately 122 centerline miles of roadway, and crashes within the identified HIN corridors account for 45 percent of all KSI crashes in the region. These corridors also see a disproportionate share of crashes involving vulnerable road users, with 56 percent of pedestrian KSI crashes, 50 percent of bicyclist KSI crashes, and 53 percent of motorcyclist KSI crashes occurring on these roadways, as summarized in **Table 6**.

Table 6: Hagerstown HIN Statistics

	All Roadways*	All Roadways HIN	HIN % of All Roadways	HIN % In Transportation Disadvantage Communities
Centerline miles	122	23.3	19.1%	63%
All collisions**	3,873	1,221	32%	76%
KSI (All modes)	114	51	45%	67%
Ped KSI	27	15	56%	80%
Bike KSI	4	2	50%	50%
Motorcycle KSI	19	10	53%	70%

Source: Maryland Crash Data, Replica, Fehr & Peers.

Notes: \* All roads in Replica dataset excluding limited access (interstate, privates roads, tolls, etc)

\*\*Collisions within 100' of network

#### **HIN Development**

The HIN was developed through a prioritization process that incorporated key safety criteria. The SSA was used to focus on eliminating fatal and severe injury crashes while recognizing human vulnerability. Under this framework, crashes resulting in a fatal or severe injury were given greater weight than other injury or non-injury crashes. Similarly, crashes involving pedestrians, bicyclists, or motorcyclists were weighted higher than vehicle-only crashes. Once the initial HIN was established, it was refined using state-designated vulnerable road user corridors, pedestrian safety priority corridors, transportation-disadvantaged areas, and public input, including near-miss reports and other safety concerns.

#### **HIN Top Corridors**

The final HIN for Hagerstown includes 27 corridors. Each corridor was evaluated and ranked based on a safety score, which was calculated by summing the severity of each collision and factoring in the crash mode. The top corridors based on this ranking are included in **Table 7**.

Table 7: Hagerstown Top HIN Corridors

Rank	Road Name	Extents	Miles	VRU Crashes	KSI Crashes	Transportation Disadvantage Community <sup>1</sup>
1	Edgewood Drive	City Boundary to Langley Drive	0.69	5	5	Yes
2	East Avenue	Potomac Street to Cannon Avenue	0.34	5	2	Yes
3	Church Street	Norway Avenue to Potomac Street	0.63	11	2	Yes
4	Locust Street	Potomac Street to McComas Street*	1.28	9	7	Yes
5	Burhans Boulevard	Ridge Avenue to Hillcrest Road	1.57	6	8	Yes

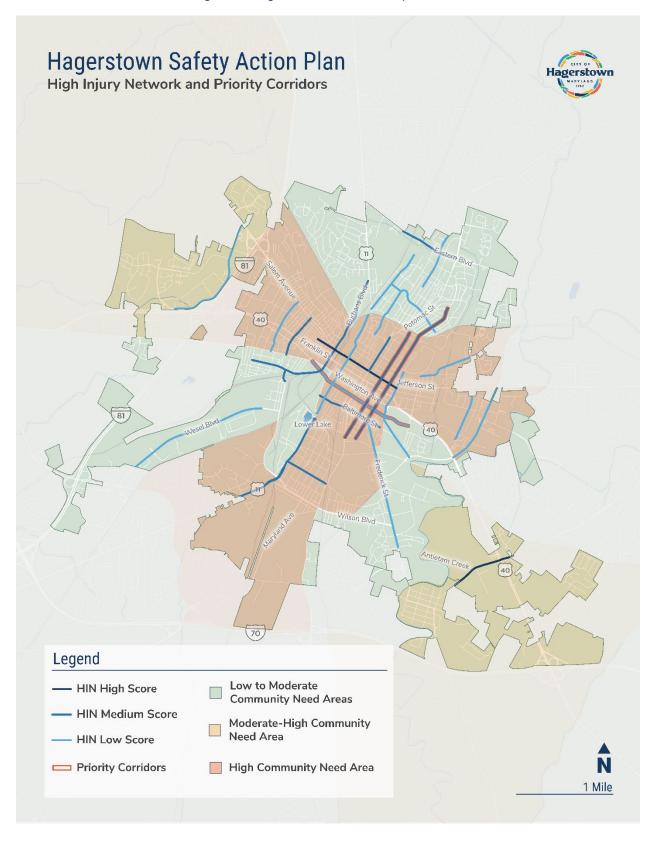
Rank	Road Name	Extents	Miles	VRU Crashes	KSI Crashes	Transportation Disadvantage Community <sup>1</sup>
6	Lanvale Street	East Place to Burhans Boulevard	0.37	1	1	Yes
7	Potomac Street	East Avenue to Wayside Avenue	0.41	6	1	Yes
8	Virginia Avenue	City Boundary to Key Street	1.48	5	5	Yes
9	Northern Avenue	Fountain Head Road to Potomac Avenue	0.63	5	2	No
10	Mulberry Street	Ray Street to Irvin Avenue	1.67	15	4	Yes

Source: Maryland Crash Data, Replica, Fehr & Peers.

<sup>1.</sup> Transportation disadvantage occurs when people are unable to access the needs of their daily life regularly, reliably, and safely.

<sup>\*</sup>McComas Street is the northern terminus of Locust Street; however, the majority of northbound traffic turns right or left at Fairgrounds Avenue, and only a small percentage continues straight ahead to McComas Street

Figure 18: Hagerstown HIN and Priority Corridors



# CHAPTER 4: PROJECT AND STRATEGY DEVELOPMENT

Five priority focus areas were selected from the safety analysis for a more in-depth evaluation of crash trends, safety concerns, and potential countermeasures. Three of the priority areas focused on citywide systemic issues, and two focused on specific corridors selected from the HIN.

Table 8: Five Priority Focus Areas

FOCUS AREA	LOCATION
Signalized Intersections	Citywide
Midblock Pedestrian Crossings	Citywide
Speeding	Citywide
Antietam St	from W Washington St to S Cleveland Ave
Locust St &	from S Potomac St to McComas St
Mulberry St	from Ray St to E Irvin Ave

For each focus area or corridor, a suite of recommended safety countermeasures unique to the focus area was developed. The following sources and strategies were utilized in the selection of recommended countermeasures:

- FHWA Proven Safety Countermeasures
- Safe System Roadway Design Hierarchy
- MDOT SHA Context Driven Guide
- Crash Modification Factor (CMF) Clearinghouse
- MUTCD Standards
- Best Practices
- Engineering Judgement

One-page graphic summaries for each of the priority focus areas have been prepared depicting safety countermeasures recommended for locations within the focus area. FHWA Proven Safety Countermeasures are identified in **Figure 19**.

Figure 19: FHWA Toolbox of Proven Safety Measures

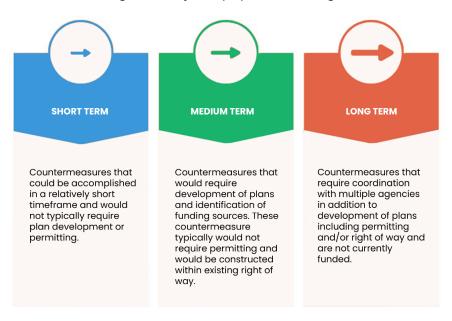


The graphics also summarize the crash history within the focus area, any crash trends noted within the crash data that are relevant to the focus area, and other highway improvements planned, underway, or recently completed.

The recommended countermeasures identified for each of the priority focus areas are summarized in APPENDIX B: Countermeasure Details and Cost Estimates. The tables contain more site-specific details about each recommended countermeasure, as well as time ranges for project deployment and a planning level cost estimate. The time ranges were divided into three categories, as shown in Figure 20.

The planning level cost estimates represent expected effort in engineering costs, construction costs, inspection costs, and traffic control costs. Where a countermeasure would require additional right-of-way (ROW), a flat ROW acquisition cost was assumed, however caution should be exercised in utilizing the planning level estimate in these cases, since ROW acquisition costs are very site/business/residence specific by location and region.

Figure 20: Project Deployment Time Ranges



### **Priority Citywide Systemic Safety**

### Citywide signal strategy

The City of Hagerstown has 113 signalized intersections. This does not include SHA-maintained signals along Dual Highway. Of these 56 (50%) are within the Interconnected Downtown Network. Crash analysis revealed that 72% of KSI crashes at signalized intersections within the city limits occurred at signals within this network. Similarly, 67% of pedestrian crashes and 77% of bicycle crashes occurring at signalized intersections occurred at signals within the Interconnected Downtown Network. As a result, recommended countermeasures for this Citywide Systemic Safety Strategy are focused on the signals within the Interconnected Downtown Network.

### Midblock pedestrian crossings/crashes

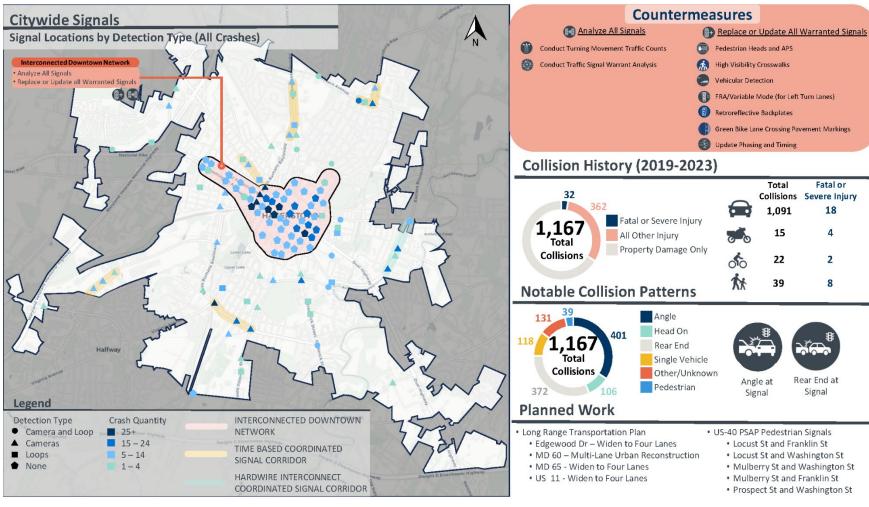
The City of Hagerstown experienced 81 midblock pedestrian crashes in the five year period between 2019-2023. Citywide systemic proven safety countermeasures have been identified and recommended to mitigate this safety concern. Additionally, three specific clusters of these type of crashes were identified: Salem Ave near Alexander St, West Church St near Market Place, and North Burhans Blvd near George St. These locations were reviewed, and site-specific countermeasures were recommended.

#### **Speeding**

According to the FHWA Proven Safety Countermeasures website "there is broad consensus among global roadway safety experts that speed control is one of the most important methods for reducing fatalities and serious injuries." As a result, citywide systemic countermeasures focusing on reducing speeding are recommended.

Additionally, speeding was identified as a common safety concern theme among comments left on the Hagerstown MetroQuest Survey. Specific corridors that had a concentration of crashes attributed to speeding and were concurrently noted as areas of speeding concern in the survey comments were identified (and are shown on the graphic) and considered for more specific spot countermeasures. All but two of these corridors (South Burhans Blvd and Salem Ave) were on either the Hagerstown HIN or the HEPMPO Regional HIN.

Figure 21: Citywide Signal Strategy\*



<sup>\*</sup>Does not include Dual Highway SHA-maintained signals

- FRA/Variable Mode (for Left Turn Lanes)



Rear End at

Figure 22: Midblock Pedestrian Crossing/Crashes

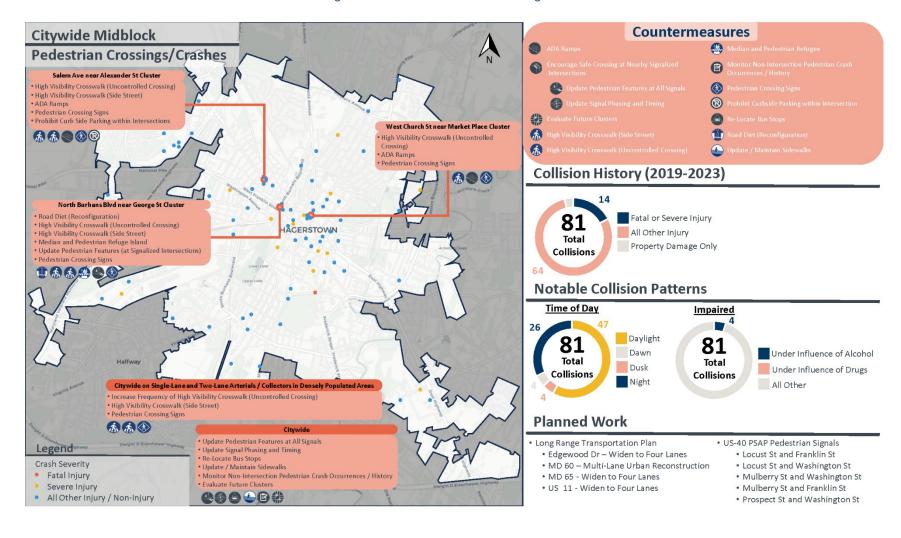
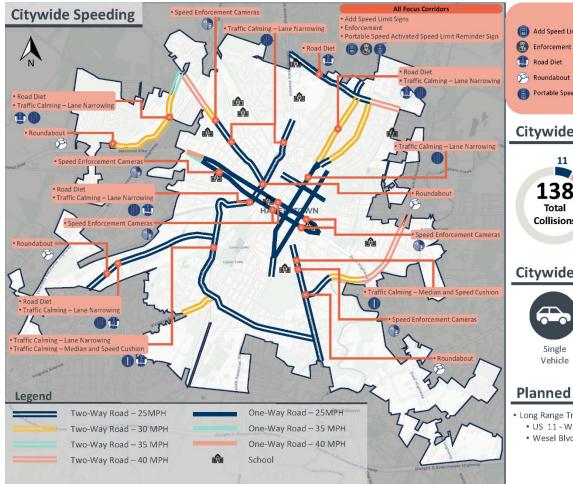


Figure 23: Citywide Speeding



#### **Countermeasures** Add Speed Limit Signs Speed Enforcement Cameras Speed Feedback Signs Traffic Calming - Lane Narrowing Traffic Calming – Median and Speed Cushion Portable Speed Activated Speed Limit Reminder Sign

### Citywide Speeding Collision History (2019-2023)



### **Citywide Speeding Notable Collision Patterns**



### **Planned Work**

Road Diet

Roundabout

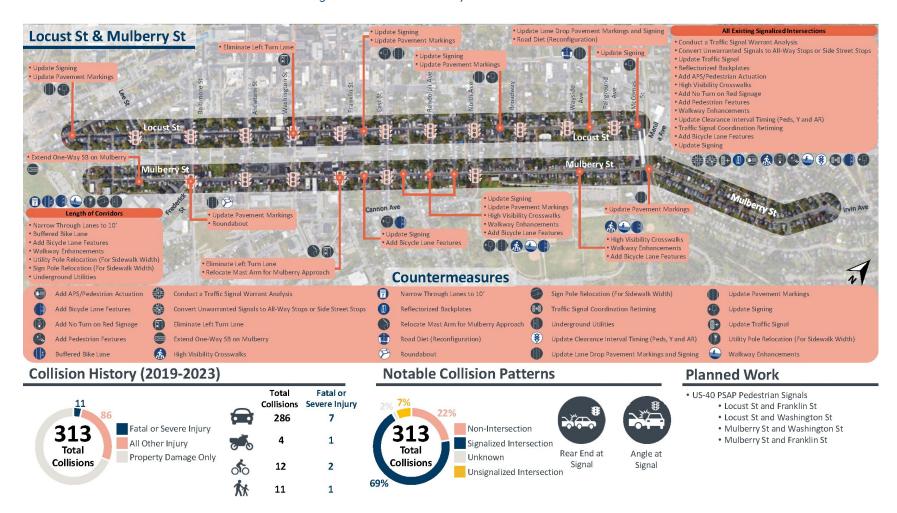
- · Long Range Transportation Plan
- US 11 Widen to Four Lanes
- Wesel Blvd Widen to Four Lanes
- US-40 PSAP Pedestrian Signals
  - Locust St and Franklin St
  - · Locust St and Washington St
  - Mulberry St and Washington St
  - Mulberry St and Franklin St
  - · Prospect St and Washington St

# **Priority Corridor Profiles**

As noted above, specific corridors on the HIN were identified for additional focus. One-page graphic summaries for each of the priority corridor areas have been prepared depicting safety countermeasures recommended for locations along the corridor.

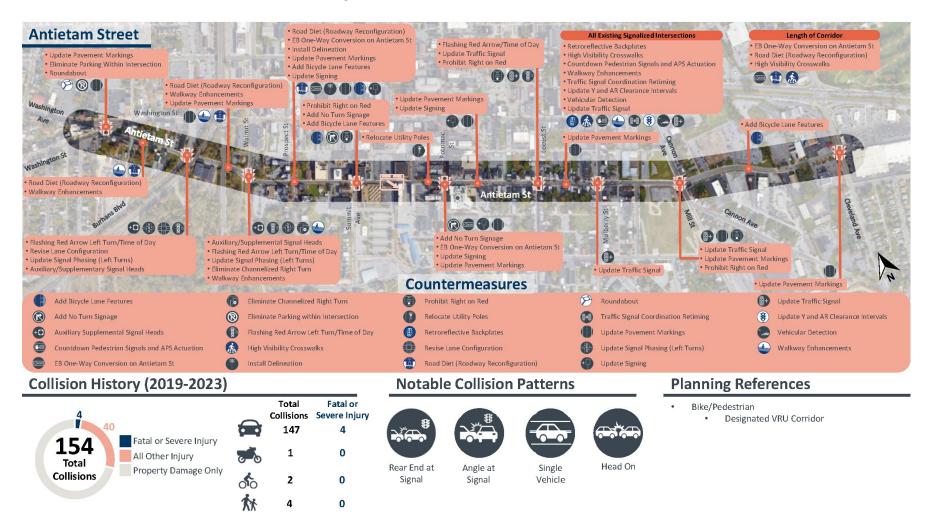
### **Locust Street & Mulberry Street**

Figure 24: Locust & Mulberry Street Countermeasures



**Antietam Street** 

Figure 25: Antietam Street Countermeasures



# CHAPTER 5: PLAN OF ACTION AND MONITORING PROGRESS

### **Action Items**

**Table 9** outlines safety action items aimed at fostering a culture of traffic safety. This involves implementing proactive operational safety measures, promoting awareness among all road users, and educating them to be responsible stewards. It also emphasizes the importance of prioritizing safety over mobility when necessary.

Table 9: Action Items

Action Item	Responsible Agency and Partners	Timeline
Implement safety improvements and countermeasures along priority corridors (Antietam Street, Locust Street, and Mulberry Street). Seek opportunities to further study and fund implementation of priority corridor projects.	City of Hagerstown, Maryland DOT	Long
Systemically install safety countermeasures at locations that match the concerns identified for the citywide strategies (Midblock Pedestrian Crashes, Speeding, Signal and Intersection Improvement). Seek opportunities to fund installation of countermeasures.	City of Hagerstown	Medium
Promote the release of the Action Plan. Consider conducting a media launch, targeted outreach, and hosting a training or roll-out webinar.	City of Hagerstown, HEPMPO	Short
Evaluate meaningful engagement strategies to enhance outreach with populations that are traditionally underserved and consider restarting previous outreach efforts such as Children's Village and annual fire department visit to schools.	City of Hagerstown, Washington County Public School System	Medium
Enhance existing Safe Routes to School program by building closer partnership between schools and City, and prioritizing sidewalk repairs, enhancing route markings, and conducting walk audits near schools.	City of Hagerstown, Washington County Public School System	Medium
Develop guidelines to address kinetic energy reduction/proactive safety elements at intersection. Consider incorporating FHWA Safe System Project Based Alignment framework into review process.	City of Hagerstown	Short

Action Item	Responsible Agency and Partners	Timeline
Incorporate HIN as prioritization criteria. Utilize HIN in budgeting and project decision-making.	City of Hagerstown	Short
Establish a SAP Committee. Committee would conduct evaluation and monitoring, including developing Action Plan Progress reports.	City of Hagerstown, HEPMPO	Short
Enhance geospatial data collection and maintenance across city departments to augment future safety analysis, prioritization, and project development.	City of Hagerstown	Medium

### Safety Action Committee

A Safety Action Committee must be established to evaluate and monitor the Action Plan. The City of Hagerstown's Board of Traffic and Parking should be considered as the formal committee to monitor the SAP progress. Additionally, the committee should align with annual monitoring and reporting conducted by the Hagerstown/Eastern Panhandle Metropolitan Planning Organization (HEPMPO) to streamline efforts, increase efficiency, and reduce redundancy.

The Safety Action Committee will be responsible for developing an annual progress report. The progress report will be generated based on the release of the previous year's crash data. The progress report will calculate and compare performance metrics, shown in **Table 10**, overtime within the City of Hagerstown along non-interstate roadways, as well as highlight progress made toward Action Items. The annual progress report will be shared with Hagerstown City Council and posted online.

Table 10: Performance Metric Criteria

Performance Metric Criteria	
Total fatalities	
Fatality rate	
Total serious injuries	
Serious injury rate	
Non-motorized fatalities and serious injuries	

### **Action Plan Updates**

From plan adoption, the City of Hagerstown SAP will be refreshed or fully updated every five years. A five-year cycle will provide the most up-to-date crash data and incorporate new safety best practices and guidelines.

### **Funding**

The SS4A program supports jurisdictions like the City of Hagerstown with a comprehensive SAP that identifies the most significant roadway safety concerns. SS4A provides grant opportunities for the

implementation of projects and strategies to address these concerns. The Fiscal Year (FY) 2026 Notice of Funding Opportunity (NOFO) for the SS4A grants is expected to be released in the Spring of 2025. The program offers funding for two distinct types of grants:

- 1. Planning and Demonstration Grants: These grants allocate federal funds to develop, complete, or enhance an Action Plan. Demonstration activities are temporary safety improvements that inform comprehensive safety action plans (referred to as "Action Plans") by testing proposed project and strategy approaches to determine future benefits and future scope.
- Implementation Grants: These grants provide federal funds to execute projects and strategies outlined in an Action Plan, specifically aimed at addressing roadway safety issues. Eligible projects and strategies may encompass infrastructure, behavioral, and operational activities. HEPMPO will exclusively seek to apply for implementation grants.

There are various federal and state funding sources available for safety improvements in addition to SS4A grants. These opportunities are included in the following tables.

Table 11: Federal & State Funding Opportunities

Funding Program	Description
Safe Streets and Roads for All (SS4A)	The SS4A program funds regional, local, and Tribal initiatives through grants to prevent roadway deaths and serious injuries.
Better Utilizing Investments to Leverage Development (BUILD) Grant Program	The program provides grants for surface transportation infrastructure projects with significant local or regional impact.
Transportation Alternatives Program (TAP)	The TAP provides funding for programs and projects defined as transportation alternatives, including on- and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, community improvement activities, and environmental mitigation; recreational trail program projects; safe routes to school projects; and projects for planning, designing, or constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.
Carbon Reduction Program (CRP)	Provides funds for projects designed to reduce transportation emissions, defined as carbon dioxide (CO2) emissions from on-road highway sources.
Infrastructure for Rebuilding America Discretionary Grant Program (INFRA)	Funds available for multimodal freight and highway projects of national or regional significance to improve the safety, efficiency, and

Funding Program	Description
	reliability of the movement of freight and people in and across rural and urban areas.
Reconnecting Communities Pilot Program (RCP)	Planning grants and capital construction grants, as well as technical assistance, to restore community connectivity through the removal, retrofit, mitigation, or replacement of eligible transportation infrastructure facilities.
Federal Transit Administration Capital Funds (FTA)	Funds transit capital investments, including heavy rail, commuter rail, light rail, streetcars, and bus rapid transit.
Areas of Persistent Poverty Program (AoPP)	Funds projects that provide access to transit in disadvantaged communities, including safety improvements.
Congestion Mitigation and Air Quality Improvement Program (CMAQ)	Provides funds to States for transportation projects designed to reduce traffic congestion and improve air quality, particularly in areas of the country that do not attain national air quality standards.
Highway Safety Improvement Program (HSIP)	HSIP is a core Federal-aid program with the purpose to achieve a significant reduction in traffic fatalities and serious injuries on all public roads, including non-State-owned roads and roads on tribal land. The HSIP requires a datadriven, strategic approach to improving highway safety on all public roads with a focus on performance.
Railway-Highway Crossings (Section 130) Program (RHCP)	The Railway-Highway Crossings (Section 130) Program provides funds for the elimination of hazards at railway-highway crossings.
National Highway Performance Program (NHPP)	Provides support for the condition and performance of the National Highway System (NHS), for the construction of new facilities on the NHS, and to ensure that investments of Federal-aid funds in highway construction are directed to support progress toward the achievement of performance targets established in a state's asset management plan for the NHS.
Promoting Resilient Operations for Transformative, Efficient, and Cost Saving Transportation (PROTECT)	Used to help make surface transportation more resilient to natural hazards, including climate change, sea level rise, flooding, extreme weather events, and other natural disasters through support of planning activities, resilience

Funding Program	Description
	improvements, community resilience and evacuation routes, and at-risk costal infrastructure.
Surface Transportation Block Grant Program (STBG)	Provides flexible funding that may be used by States and localities for projects to preserve and improve the conditions and performance on any Federal-aid highway, bridge and tunnel projects on any public road, pedestrian and bicycle infrastructure, and transit capital projects,
	including intercity bus terminals.
Safe Routes to School Program (SRTS)	Projects that improve safety for students going to school.

Table 12: Maryland Funding Opportunities

Source	Program
MDOT System (Program) Funding	Sidewalk Reconstruction for Pedestrian Access New Sidewalk Construction for Pedestrian Access Bicycle Retrofit
Additional State Grant Opportunities	Community Legacy Program Program Open Space Community Parks and Playgrounds Maryland Heritage Areas Program Maryland Bikeways Program
Maryland Highway Safety Grants	The MHSO administers grant-funded programs that address priority areas such as impaired driving prevention, distracted driving prevention, speeding and aggressive driving prevention, occupant protection, and the safety of pedestrians, bicyclists, motorcyclists, young and older drivers. In addition, grant funds can be awarded toward projects that help improve the quality of traffic safety data.

### Disclaimer

Under 23 U.S. Code § 409 and 23 U.S. Code § 148, safety data, reports, surveys, schedules, lists compiled or collected for the purposes of identifying, evaluating, or planning the safety enhancement of potential crash sites, hazardous roadway conditions, or railway-highway crossings are not subject to discovery or admitted into evidence in a Federal or State court proceeding or considered for other purposes in any action for damage arising from any occurrence at a location mentioned or addressed in such reports, surveys, schedules, lists, or data.

The analysis and recommendations in this report are conceptual in nature based upon limited information, and before implementing any changes, or using any of its information for design or construction, HEPMPO or local jurisdiction, should conduct a more detailed analysis and make sure that the design or construction documents reflect specific, detailed, local and field conditions.

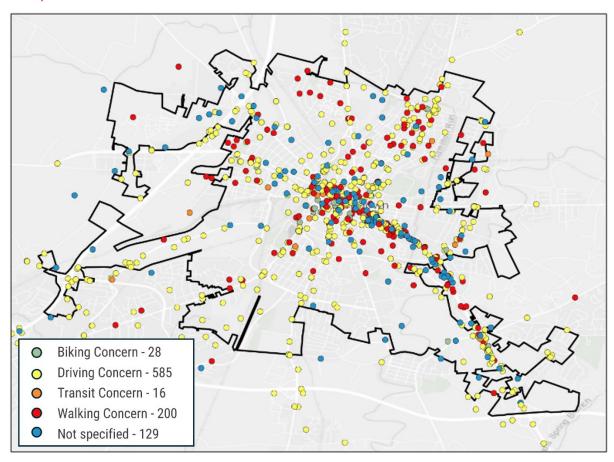
The scope of this work, including study locations, time frame, and topics, was determined by the client. While it is possible that some locations or issues were not addressed in this report, nothing should be inferred by their omission.

# **APPENDIX A: Public Meeting & Outreach Summaries**

### **Public Engagement Survey**

An online map of data from the survey can be found here <u>Hagerstown SAP Data Map</u>.

### Safety Issues



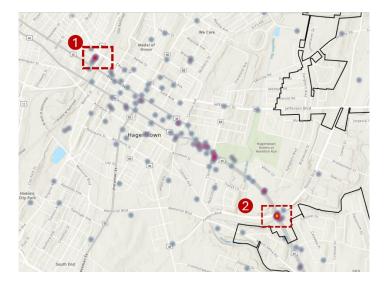
#### Walking Concerns

## US 11 (US 40 to Church Street)

- "Pedestrians not using proper crosswalks and walking into traffic."
- "Pedestrians do not follow designated crosswalks. They should be funneled to certain areas for their safety and the safety of driver."
- "Walkers who walk in front of car."
- "Pedestrians are not navigating to crosswalks. They cross in between
- "People crossing the road unsafely."

## US 40 @ Eastern Blvd

- "Walking out into oncoming traffic when the traffic signal is green."
- "People do not use a crosswalk."
- "Panhandling"
- Unsafe Intersection
- Lack of Sidewalks/Sidewalk Conditions



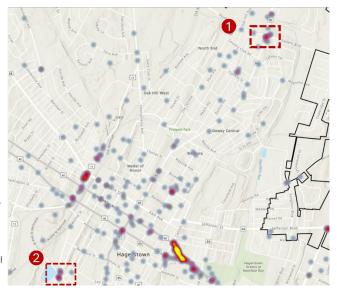
#### **Driving Concerns**

### Potomac Ave @ Eastern Blvd

- "Cars regularly try to illegally pass at intersection. Cars speed through yellows and I have seen cars run red lights (and cause accidents)."
- "Getting passed from the right turn lane and getting cut off going straight through the light, both ways on Potomac."
- Unsafe Intersection
- Speeding Aggressive Driving

## Roundabout (Virginia Ave)

- "The majority of drivers coming off of Virginia Ave do not obey the yield sign to vehicles already traveling in the circle I have almost been hit multiple times because my right of way was ignored."
- "That intersection is too confusing for people unfamiliar with it."
- "This roundabout is a bit complicated, and lots of speeding in the area. Maybe patrol to slow it down near the park."  $\,$



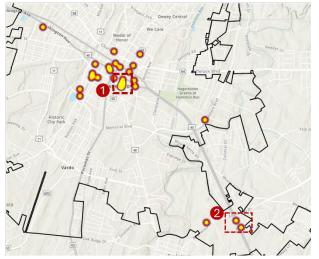
### **Biking Concerns**

### • Potomac Street (Antietam Street to Broadway)

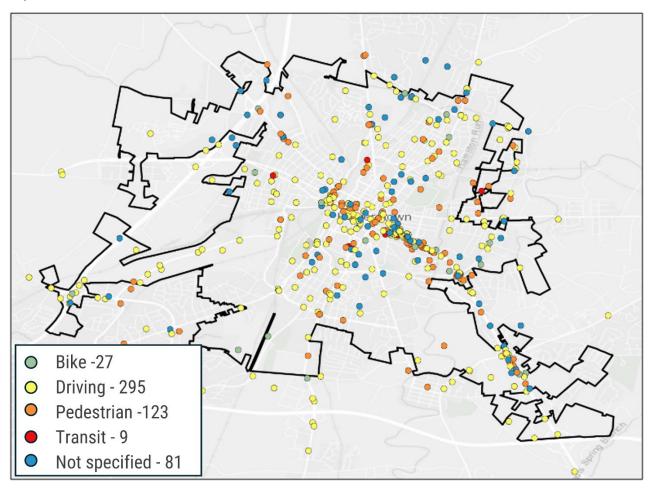
- "Cyclists run the red light consistently."
- "Bikers are aggressive and doing stunts between Antietam and Broadway at night."
- "Riding in bike lane the wrong way."
- Speeding

### Dual Hwy (Hebb Rd to Edgewood Dr)

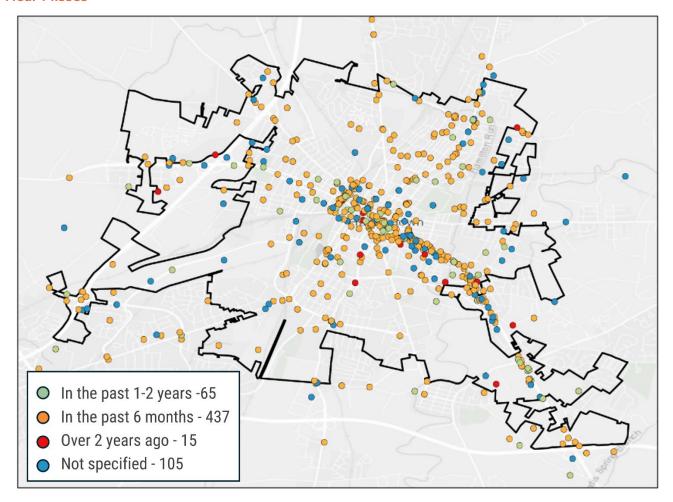
- "Proximity of bike lanes in the middle of vehicle lanes."
- "The bike lanes here are dangerous, being sandwiched between 2 vehicle travel lanes and people making a left from the opposite side of 40 into the Liquor Locker or one of the other stores. The turn lane to go to Martin's is great, but the other turn lane."



### Improvement Ideas



### Near Misses



### **Public Meeting**

A hybrid public meeting was held on April 23, 2025, at the Washington County Free Library in Hagerstown. The Meeting was advertised via a press release, emails, in the local news articles, on websites, and on social media.

#### **News Articles**





SUBSCRIBE NOW \$1 for the first month

Lifestyle **Data Central**  Advertise

Obituaries eNewspaper

52°F €

Sign In V



### **Roundabouts on Wesel, Burhans?** Antietam one way?

LOCAL 5:05 a.m. ET April 23







### **Top Headlines -**

Washington County high school scores and top performers for April 21-26

Are you among those getting higher Social Security payments?

Group calls for General Mills boycott over "sugary poison"

Seven Tri-State area athletes finish the 129th Boston Marathon

What to know about the 27 players on the 2025 Hagerstown Flying Boxcars





#### Websites



#### **NEWS**

- City of Hagerstown Draft Safety, Action Plan published for public comment
- Martinsburg secures nearly \$21 million in RAISE grant funding
- <u>HEPMPO Title VI Dashboard</u> <u>published</u>
- Safety Action Plan approved by Interstate Council on May 15, 2024



#### **MEETINGS**

- April 2, 2025, 5:00pm
   Eastern Panhandle Transit
   Development Plan Public Meeting
   (Charles Town)
   Virtual Option
- April 3, 2025, 5:00PM
   Eastern Panhandle Transit
   Development Plan Public Meeting (Martinsburg)
   Virtual Option
- April 23, 2025, 5:00pm
   Hagerstown Safety Action Plan
   Public Meeting
   Virtual Option
- May 21, 2025, 10:30am
   Technical Advisory Committee
- May 21, 2025, 1:30pm Interstate Council
- August 20, 2025, 10:30am
   Technical Advisory Committee



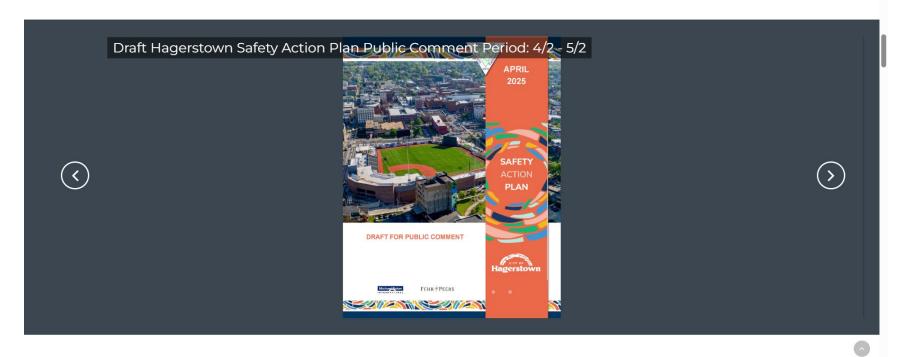
#### **ANNOUNCEMENTS**

#### **PUBLIC NOTICE:** The

Hagerstown/Eastern Panhandle
MPO and the City of Hagerstown
hereby notify all interested persons
that the DRAFT Hagerstown Safety
Action Plan is available for comment
and review. The DRAFT Plan is a
comprehensive safety plan aimed at
reducing and eliminating seriousinjury and fatal crashes affecting all
roadway users in the City of
Hagerstown.

The public comment period will be

regarding transportation issues facing the region today and in the future.





- August 20, 2025, 10:30am Technical Advisory Committee
- August 20, 2025, 1:30pm Interstate Council
- October 15, 2025, 10:30am
   Technical Advisory Committee
- October 15, 2025, 1:30pm Interstate Council

The public comment period will be from April 2 to May 2, 2025. Those persons wishing to review the draft study will find copies on display at the Washington County Free Library-Hagerstown, download a copy at here, or may request a copy by contacting the HEPMPO office, located at 33 W. Washington St., Suite 402, Hagerstown, MD 21740. Business hours are 8:00 am to 4:00 pm.

Questions and all written comments should be directed to Matt Mullenax at 240-313-

2081, mmullenax@hepmpo.net or at the office address. Only written comments will be accepted.

To comment online

. .



comments will be accepted.

To comment online
visit: www.hepmpo.net/contact. In
addition, a public meeting on the
DRAFT Plan will be held on April 23,
2025 from 5:00-6:30pm at the
Washington County Free LibraryHagerstown in Conference Room
334. This meeting includes a virtual
option. A formal presentation will be
posted online and given at the
public meetings.

#### **PUBLIC NOTICE:** The

Hagerstown/Eastern Panhandle
Metropolitan Planning Organization
(HEPMPO), in partnership with the
Eastern Panhandle Transit Authority
(EPTA), hereby notifies all interested
persons of potential service changes



April 23, 2025, 5:00pm

Hagerstown Safety Action Plan Public Meeting

Washington County Free Library – Hagerstown

Conference Room 334

100 South Potomac Street

Hagerstown, MD 21740

**Virtual Option** 

**Draft Safety Action Plan** 

Safety Action Plan Web Map and Data Repository

May 21, 2025, 10:30am

Technical Advisory Committee Meeting

MRB Airport

2nd Floor Conference Room

170 Aviation Way

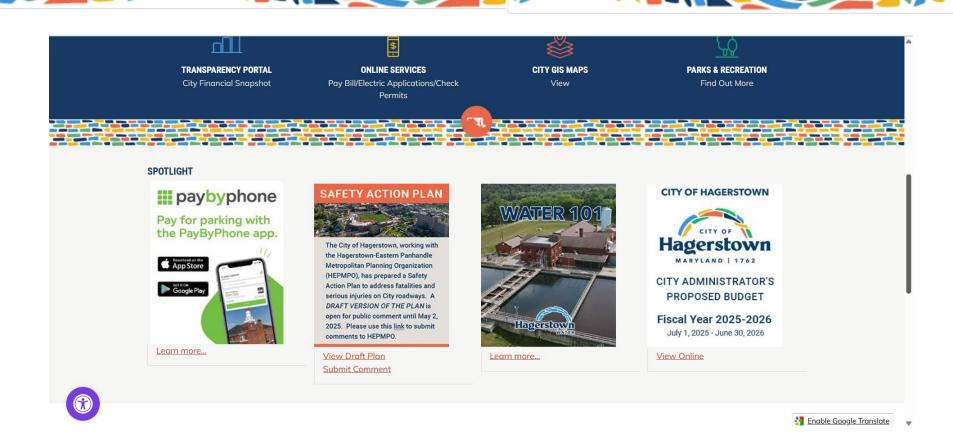
Martinsburg, WV 25405

May 21, 2025, 1:30pm

Interstate Council Meeting

MRB Airport

2nd Floor Conference Room



#### **Public Notice**

PUBLIC NOTICE: The Hagerstown/Eastern Panhandle MPO and the City of Hagerstown hereby notify all interested persons that the DRAFT Hagerstown Safety Action Plan is available for comment and review. The DRAFT Plan is a comprehensive safety plan aimed at reducing and eliminating serious-injury and fatal crashes affecting all roadway users in the City of Hagerstown.

The public comment period will be from April 2 to May 2, 2025. Those persons wishing to review the draft study will find copies on display at the Washington County Free Library-Hagerstown, download a copy at <a href="https://www.hepmpo.net">www.hepmpo.net</a> or <a href="https://www.he

- Link to download draft plan: https://www.hagerstownmd.org/DocumentCenter/View/19744/Hagerstown-SAP-DRAFT-for-Public-Comment 3-17-2025
- Link to view online web map/data repository: https://tmp-map.s3.amazonaws.com/hagerstown/hagerstown-sap-map.html

Questions and all written comments should be directed to Matt Mullenax at 240-313-2081, mmullenax@hepmpo.net or at the office address. Only written comments will be accepted. To comment online visit: www.hepmpo.net/contact.

In addition, a public meeting on the DRAFT Plan will be held on April 23, 2025 from 5:00-6:30pm at the Washington County Free Library-Hagerstown in Conference Room 334. This meeting includes a <u>virtual option</u>. A formal presentation will be posted online and given at the public meeting.

#### **Emails**



### **Social Media**



Hagerstown/Eastern Panhandle Metropolitan Planning Organization

PUBLIC NOTICE: The Hagerstown/Eastern Panhandle MPO and the The City of Hagerstown - Municipal hereby notify all interested persons that the DRAFT Hagerstown Safety Action Plan is available for comment and review here: https://hepmpo.com/.../Hagerstown-SAP-DRAFT-for-Public...

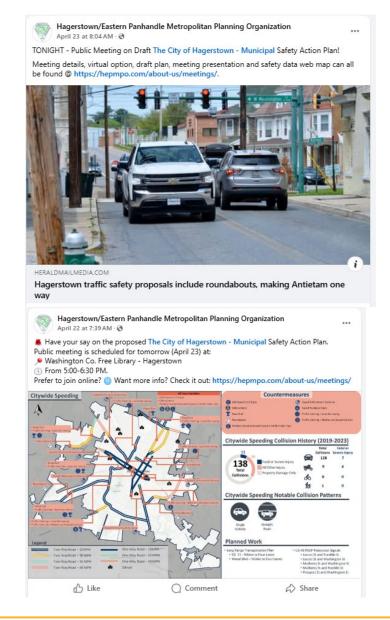
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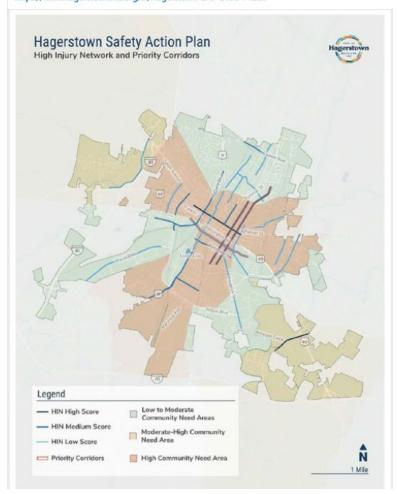
Hagerstown/Eastern Panhandle Metropolitan Planning Organization April 11 ·  $\mathfrak{G}$ 

The City of Hagerstown - Municipal has approximately 122 miles of roadway, and crashes within the draft High Injury Network corridors account for 45% of all fatal/serious injury crashes.

The HIN was developed to identify corridors with a history of fatal/serious injury crashes involving vulnerable road users.

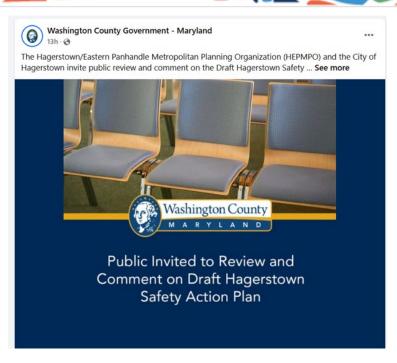
Download the Draft Hagerstown Safety Action Plan here:

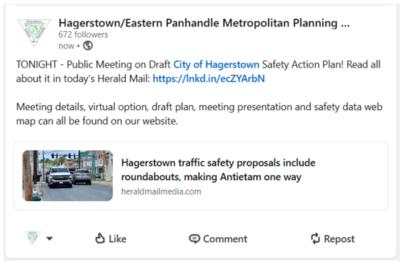
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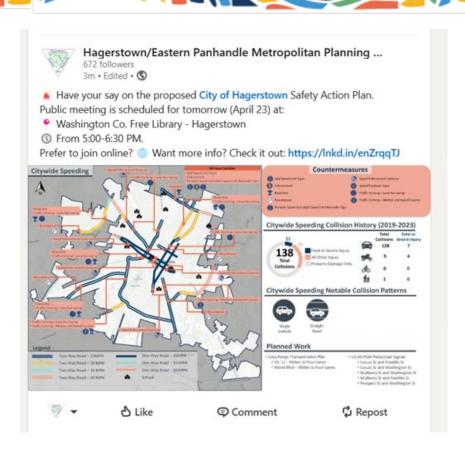


















# **Meeting Sign-in** City of Hagerstown - Safety Action Plan Public Meeting Sign-In Sheet **Email** Organization Name Kathleonoconnell2002@yahoo.com Kathleen O Connell gerose@ verizon, net

### **Public Comment**

There was a 30-day public comment period from April 2 to May 2, 2025. The public could provide comments via email or mail. A summary of the comments is below.

Public Comment Response

Thank you for preparing this plan. Here are a few comments on the plan as I see them:

Per your report, you state that roads with speed limits of 30-35mph, which make up only 6.7% of roadways, account for 17% of all crashes and 14.9% of KSI crashes after 25mph streets. You also state that the most crashes and KSI crashes occur on municipal roads and those with <3 lanes. However, with the proposed changes to Potomac Ave and Oak Hill Ave, you make no mention of reducing the speed limits on these residential streets. Why not add that to the list of proposed changes which may actually do something? There is already a bike lane and the lanes are narrower on Potomac Ave and the speeding is out of control.

I would also add that the focus should be on areas of low to moderate need in the short term. Given that my North End neighborhood has had 7 crashes and the goal is to prevent fatalities, it would stand to reason that this area which includes Northern Ave, should be included in the first wave of changes. There are children who cross streets when walking to and from school, older citizens who drive, residents walking their dogs and riding their bicycles and people who generally need to drive from point A to point B. We need targeted safety improvements urgently in our neighborhood as desperately as the rest of our city.

I don't see any plan for adding speed cameras in the area of Potomac Heights ES which does not currently have them. This area is largely ignored by crossing guards and the city and there are cars that speed through the streets with children walking to and from school. If there is a city-wide ordinance for traffic cameras in school zones, this school has been forgotten.

In that light, why can't there be permanent enforcement zones in the area of Fountaindale ES and North High? These 2 areas are also subject to excessive speeding.

Thank you for taking the time to review the Hagerstown Safety Action Plan and submit your comment. We appreciate your engagement and contribution to improving roadway safety in our community. You can find responses to your concerns below.

Potomac Street, Oak Hill Avenue, and Northern Avenue were identified through crash history and public input as corridors where speeding is a concern. The initial approach will focus on addressing speeding in excess of posted limits. Recommended strategies for all speeding focus corridors include increasing the frequency of speed limit signage, enforcing existing speed limits, and deploying portable speed feedback signs. These measures will help determine whether a speed limit reduction is warranted. Your suggestion for a speed limit reduction has been noted and will be forwarded to the City for further consideration and analysis.

The Safety Action Plan prioritizes the High Injury Network to ensure resources are directed to areas with the highest number of fatal and serious injury (KSI) crashes. Northern Avenue is included in this network and is recommended for additional safety improvements, including a potential road diet. However, this focus does not exclude other areas of the city from being addressed. Your comments regarding speeding concerns on neighborhood streets will also be forwarded to the City for further review.

Your suggestions regarding the installation of additional speed cameras near schools and the establishment of permanent enforcement zones have been noted and will be shared with the City of Hagerstown for further consideration and analysis.



I live in the 1000 Block of Potomac Avenue. Speed limit is 30, but no one drives 30 mph. Pulling out of our driveway can be difficult due to the excessive number of speeding vehicles.

Proof is simple. A neighbors vehicle was totaled in front of our house in the middle of the night. Their car was pushed 25 feet back and on to our sidewalk. Down at the corner of Potomac & Laurel, there is a slight curve there have been at least 3 serious accidents where the vehicle left the road and took out a light pole shutting down our electric service for hours each time.

I have suggested several times that periodic placement of the unmanned speed display radar sign be utilized. This suggestion continues to fall on deaf ears. Now, that warm weather has arrived, we are dealing with the unlicensed dirt bikes zipping up & down Potomac and Peach Alley that runs between Potomac & Hamilton.

In my opinion, lack of speed enforcement is the main cause of accidents. Now, HPD needs to pull their drones back out and deal with the unlicensed dirt bikes.

Hopefully, these suggestions are helpful.

181 & 170 is a somewhat of a similar challenge. Speed & aggressively driving seems to be constant, so I avoid both unless absolutely necessary.

The light is too Short maybe 3 cars get out, usually two and if you are third you are going under a red light as the yellow is short. Also stopping at the No Turn Sign is ignored quite a bit and running the Maugans Ave light at the McDonalds is outrageous.

I would like to state that I am opposed to the idea of making Antietam Street a one way. With more traffic coming into downtown for baseball games and other activities it will make it more cumbersome for people to get around. It

Thank you for taking the time to review the Hagerstown Safety Action Plan and submit your comment. We appreciate your engagement and contribution to improving roadway safety in our community. You can find responses to your concerns below.

Potomac Street was identified as a corridor of concern based on both crash history and public input, particularly related to speeding. As such, the general recommendations for speeding focus corridors—such as more frequent speed limit signage, enforcement of existing speed limits, and the use of portable speed feedback signs—are applicable to Potomac Street.

The primary focus of this Safety Action Plan is the High Injury Network, which allows resources to be directed toward areas experiencing the highest number of crashes resulting in fatalities or serious injuries (KSI). However, this does not mean that other areas of the city are excluded from future safety efforts. Your comment regarding unlicensed drivers along alleys and streets crossing Potomac Street has been noted and will be forwarded to the City for further consideration and analysis.

Regarding I-81 and I-70: These interstates were not included in the scope of this study, as they are state-managed roadways and present a distinct set of challenges and mitigation strategies. The Safety Action Plan is focused on corridors under local jurisdiction where the City has more direct control over implementation.

Thank you for taking the time to submit your comment. We appreciate your engagement and contribution to improving roadway safety in our community. You can find responses to your concerns below.

This intersection is located outside the city limits and was therefore not included within the study area of this Safety Action Plan, which was limited to roadways within the city limits. Recommendations should be directed to Washington County and SHA.

Thank you for taking the time to review the Hagerstown Safety Action Plan and share your perspective. We appreciate your engagement and your concern for how proposed changes may impact daily travel and access to downtown

Public Comment	Response
rill also make entering and exiting the new parking garage more challenging. I ve near this intersection.	amenities.
	We understand your opposition to the potential conversion of Antietam Street to one-way traffic and recognize the importance of maintaining convenient access—especially with increased activity downtown and the new parking garage. Your concerns about traffic flow, navigation, and neighborhood impacts are valid and important.
	At this stage, the one-way conversion is only a conceptual recommendation intended to improve safety and traffic operations. Should this idea move forward, it would undergo a detailed evaluation process that includes traffic analysis, community input, and coordination with stakeholders to ensure that any changes support both safety and accessibility.
	Thank you for your comment and for taking the time to review the Hagerstown Safety Action Plan. We appreciate your input and your concern for the safe and efficient movement of truck traffic along Wesel Boulevard.
There should be no roundabouts on Wesel Blvd due to all the tractor trailers entering and leaving the warehouses. There isn't enough room for the trucks to get around the roundabouts. It will only cause more accidents.	We understand that Wesel Boulevard serves a high volume of tractor-trailer traffic due to nearby warehouse and industrial activity. If a roundabout were to be considered at any location along this corridor, the design would be carefully evaluated to ensure it can safely and efficiently accommodate large trucks. Modern roundabouts can be engineered with features such as truck aprons and wider turning radii specifically to support the turning movements of tractor-trailers.
	That said, the feasibility of any roundabout installation—including its potential impact on traffic operations and safety—would be thoroughly assessed during the design and vetting process. Your concerns about space constraints and potential safety impacts have been noted and will be forwarded to the City for further consideration as part of that process.
Antietam Street isn't wide enough for any roundabouts without tearing down	Thank you for taking the time to review the Hagerstown Safety Action Plan and submit your comment. We appreciate your engagement and contribution to

concerns below.

any houses or apartments

improving roadway safety in our community. You can find responses to your

## Public Comment Response

A roundabout was recommended as a potential mitigation measure specifically at the western end of Antietam Street, at the intersection with Washington Avenue. Preliminary observations suggest that there is sufficient existing pavement and island space at this location to support an urban roundabout design. However, detailed design and feasibility assessments would be conducted during the project development phase, should this recommendation move forward. These evaluations would ensure that any proposed solution is appropriate and effective for the location.

### To Whom It May Concern,

Please consider lowering the speed limit and/or enforcing the speed limit and/or installing speed cameras on North and South Potomac Streets, between Church Street and Baltimore Street.

Many times vehicles exceed the 25 MPH speed limit, endangering pedestrians, students at BISFA, and making eating outdoors at the various restaurants less enjoyable.

Thank you in advance for your consideration

#### Dear Sir or Madam:

While not addressing specific aspects of the Regional Traffic Plan, the fatal automobile crash on April 23 on Potomac Ave, Hagerstown, MD, has many area neighbors reeling and this needs attention!

We all have seen incredibly dangerous speeding on residential streets. There have been good results from speed cameras near schools. All residential areas in Hagerstown must, at the very least, have access to temporary transportable speed cameras/ monitors.

Why not permanent cameras? Permanent traffic cameras should be installed on any street with a record of fatal crashes and known speeding. Let's get real. Yes the cameras cost money to install. But there is obvious safety payback and monetary return. Put in a speed camera now on North Potomac Ave in Hagerstown. Now is the best time to respond.

#### Hello.

What is the future plan for Emmert Rd? Will it be closed at one end and if so

Thank you for taking the time to review the Hagerstown Safety Action Plan and submit your comment. We appreciate your engagement and contribution to improving roadway safety in our community. You can find responses to your concerns below.

Potomac Street was identified as a corridor of concern based on both crash history and public input, particularly regarding speeding. As such, the recommended strategies for speeding focus corridors—such as increasing the frequency of speed limit signage, enforcing existing speed limits, and deploying portable speed feedback signs—are applicable to Potomac Street and will be considered as part of the broader implementation process.

Thank you for taking the time to review the Hagerstown Safety Action Plan and share your feedback. We appreciate your engagement and your commitment to improving roadway safety in our community. Please see our response to your concerns below.

Potomac Street was identified through both crash data and public input as a corridor where speeding is a concern. The recommended strategies for all speeding focus corridors—including more frequent speed limit signage, increased enforcement of existing speed limits, and the use of portable speed feedback signs—are applicable to Potomac Street.

Your suggestion to implement speed cameras more broadly across the city has been noted and will be forwarded to the City for further consideration and analysis as part of ongoing safety planning efforts.

Thank you for taking the time to review the Hagerstown Safety Action Plan and share your feedback. We value your engagement and your commitment to

## Public Comment Response

which end?

It's a 30 mph speed limit but drivers regularly go 10 or more mph faster. We really need speed bumps before someone walking or walking their pet gets hit.

Any info would be appreciated. Thank you.

the whole south end seems ignored by this action plan! CSX offered the city money years ago to close the rail crossing on summit near city park, that would reduce so much cut through traffic and make summit much safer. Changing anything extreme to Burhans may make more people cut through summit which is residential! Burhans is always mostly industrial so changes there are non protecting kids!

enhancing roadway safety in our community.

Regarding your comment about Emmert Road: While this roadway was not identified as part of the High Injury Network and therefore was not a primary focus of this study, we recognize the importance of all community concerns.

Emmert Road is under Washington County's jurisdiction, and they are making the decisions on whether or not to terminate it at a point near Dual Highway. There is City land on either side of the roadway, but the City doesn't maintain the road itself. There are residential developments planned along Emmert Road, and the County is requiring the developers to make certain improvements.

Your input has been noted and will be forwarded to the City and County for further consideration as part of ongoing and future safety planning efforts.

Thank you for taking the time to review the Hagerstown Safety Action Plan and submit your comment. We appreciate your engagement and contribution to improving roadway safety in our community. You can find responses to your concerns below.

All streets within the city limits—except for US 40—were included in the analysis and study. Several streets in the southern part of the city, including Summit Avenue, were identified as part of the High Injury Network. As such, the city-wide focus areas, including speeding and mid-block pedestrian crossings, and the associated mitigation strategies, are applicable throughout the city.

We understand that implementing safety measures can have operational impacts. These potential consequences will be carefully evaluated by the City before selecting and implementing any specific action items. Your comment has been forwarded to the City for further consideration as part of this process.



### **APPENDIX B: Countermeasure Details and Cost Estimates**

### Mid-Block Pedestrian Crossing Focus

Location	Action Item Description	FHWA Proven Safety Countermeasure	Action Item Details	Implementation Horizon	Planning Level Cost
	Update Pedestrian Features at All Signalized Intersections	No	Encourage safer pedestrian crossings at nearby signals by reducing delay and making those signals more responsive to	Medium Term	\$100,000 - \$125,000 per intersection
Citywide	Update Signal Phasing and Timing at All Signalized Intersections	No	pedestrians. Includes APS pushbuttons/ pedestrian detection, countdown pedestrian signal heads, adjusted signal timing.	Medium Term	\$15,000 - \$20,000 per intersection
	Relocate Bus Stops	No	Encourage safer pedestrian crossings at nearby locations by locating pedestrian generators closer to intersections with crosswalks.	Short Term	\$25,000 - \$35,000
	Upgrade/Maintain Sidewalks	Yes	Encourage pedestrians to stay out of traffic lanes and cross at crosswalks by ensuring sidewalks are well maintained, free of obstructions and tripping hazards, and are ADA compliant.	Long Term	\$10,000,000 - \$15,000,000
	Monitor Non-Intersection Pedestrian Crash Occurrence/History	No	Identify trends and high frequency locations.	Medium Term	Staff Time & Resources
	Evaluate Future Clusters	No	Identify and implement site specific countermeasures at problem locations.	Medium Term	Staff Time &Resources
Citywide in Densely Populated Areas with Single-lane or Two- lane Arterials/Collectors	High Visibility Crosswalk (Uncontrolled Crossing)	Yes	Identify pedestrian generators and common pedestrian routes along single-lane or two-lane two-way arterials and collectors. Provide marked uncontrolled crossings to address pedestrian 'traffic' needs for crossing these roadways at convenient frequencies. Use high visibility crosswalk pavement markings	Medium Term	\$50,000 - \$60,000 per location
	Pedestrian Crossing Signs	Yes	and pedestrian crossing signs to clearly bring attention to these desired crossing locations. Do not use this approach on multi-lane roadways.	Medium Term	\$4000 - \$5,000 per crossing
	High Visibility Crosswalk (Side Street)	Yes	Install high visibility crosswalks and set back stop bars on stop controlled side streets on roadways with consistent pedestrian traffic.	Short Term	\$5000 - \$6,000 per crossing

Location	Action Item Description	FHWA Proven Safety Countermeasure	Action Item Details	Implementation Horizon	Planning Level Cost
	High Visibility Crosswalk (Uncontrolled Crossing)	Yes	Install high visibility crosswalk to acknowledge and bring attention to the uncontrolled crossing at either Alexander Street or Central Avenue. This area appears to experience high pedestrian traffic due to dense residential development on both sides of Salem Avenue, as well as the mixed use land development and the additional pedestrian destination at the Penny Mart.	Medium Term	\$100,000 - \$120,000 (AII)
	High Visibility Crosswalk (Side Street)	Yes	Install high visibility crosswalks on the stop controlled side streets between West Side Avenue and Kinslow Street.	Short Term	\$50,000 - \$60,000
Salem Avenue near Alexander Street	Pedestrian Crossing Signs	Yes	Install pedestrian crossing signs to bring attention to the uncontrolled pedestrian crossing proposed on Salem Avenue.	Medium Term	\$4000 - \$5,000
	ADA Ramps	No	ADA ramps are required for marked and unmarked crosswalks. There are currently no ADA ramps provided for any of the unmarked crosswalks across Salem Avenue at the stop controlled Tee intersections. They should be included as part of any new marked uncontrolled crosswalk projects.	Medium Term	\$30,000 - \$40,000
	Prohibit Curbside Parking Within Intersection	No	To provide clear line of sight for pedestrians using crosswalks across Salem Avenue parking should be prohibited within intersections and within 20 ft of any crosswalk.	Short Term	\$4000 - \$5,000
North Burhans Boulevard near George Street	Road Diet (Reconfiguration)	Yes	Implement a road diet (roadway reconfiguration to provide only one through lane in each direction and develop turn lanes only at signalized intersections). Thereby reduce the potential conflicts for marking an uncontrolled crosswalk at this intersection. This will require modification to the incoming lane striping and signal phasing at the signalized intersections at those streets.	Medium Term	\$350,000 - \$400,000 (AII)
	High Visibility Crosswalk (Uncontrolled Crossing)	Yes	With the road diet, install a high visibility crosswalk at the uncontrolled crosswalk at George Street. to acknowledge and bring attention to the unmarked crosswalk at George Street. The shopping center is a pedestrian trip generator adjacent to a densely populated residential area. Do not install if Burhans remains a multi-lane roadway through this area.	Medium Term	\$50,000 - \$60,000
	High Visibility Crosswalk (Side Street)	Yes	Install a high visibility crosswalk and set back the stop bar George Street.	Short Term	\$5000 - \$6,000

Location	Action Item Description	FHWA Proven Safety Countermeasure	Action Item Details	Implementation Horizon	Planning Level Cost
	Pedestrian Crossing Signs	Yes	With the road diet and high visibility crosswalk at the uncontrolled crosswalk at George Street, install pedestrian crossing signs. Do not install if Burhans remains a multi-lane roadway through this area.	Medium Term	\$4000 - \$5,000
	Median and Pedestrian Refuge Island	Yes	If marking a high visibility uncontrolled crosswalk at George Street does not provide sufficient pedestrian protection - construct a median island wide enough to serve as a pedestrian refuge and create an 'uncontrolled' marked pedestrian crossing at George Street. Make George Street RIRO only.	Medium Term	\$30,000 - \$40,000
	Update Pedestrian Features (at Signalized Intersections)	No	Update pedestrian features at the signals at Salem Avenue and at Franklin Street to include high visibility crosswalk markings, pedestrian actuation, LPI timing.	Medium Term	\$200,000 - \$225,000
West Church Street near Market Place	High Visibility Crosswalk (Uncontrolled Crossing)	Yes	There is an existing midblock shared use path on Franklin with a traffic signal which leads to the midblock parking area backing on Church Street and seems to terminate there. There is an additional municipal parking area across Church Street in this same mid-block area, as well as an adjacent liquor store as pedestrian generators. Install a high visibility midblock crosswalk on Church Street between the two municipal parking areas to acknowledge this alignment with the existing path and provide additional signing through parking lot to shared use midblock path leading to Franklin Street between buildings.	Medium Term	\$5000 - \$6,000
	ADA Ramps	No	ADA Ramps.	Medium Term	\$30,000 - \$40,000
	Pedestrian Crossing Signs	Yes	Pedestrian Crossing Signs.	Medium Term	\$4000 - \$5,000

### Signal Focus

Task	Action Item Description	FHWA Proven Safety Countermeasure	Action Item Details	Implementation Horizon	Planning Level Cost
	Conduct 24 hour Turning Movement Counts	No	Obtain current traffic operational details for conducting traffic signal warrant analysis and updated signal timing, phasing, coordination, cycle lengths and Time of Day operation.	Short Term	\$75,000 - \$100,000
Analyze All Signals in Network	Conduct Traffic Signal Warrant Analysis	No	Remove unwarranted signals and replace with all -way stop for most intersections in downtown area. Sight distance constraints require all way stop for safe operation. Side-street stop if no sight distance constraints and volumes don't warrant all-way. All stop-controlled intersections should have increases size stop signs, stop bars, and high visibility crosswalks installed with Stop Retrofit.	Medium Term	\$175,000 - \$200,000 (analysis)
	Pedestrian Heads and Audible Pedestrian Signals (APS)	No	Add countdown pedestrian heads and APS pedestrian detection/pushbuttons at all signalized intersections.	Medium Term	\$100,000 -\$125,000 per intersection
	High Visibility Crosswalks	Yes	Install continental /high visibility crosswalks at all crosswalks on all legs of each signalized intersection.	Short Term	\$10,000 - \$15,000 per intersection
Update All Warranted Signals	Vehicular Detection	No	Install vehicular detection for all approaches and movements at all traffic signals. Update controllers as needed to accommodate. This will allow for reduced delays of vehicles during off peak and for FYR left turn phasing where applicable, as well as pedestrian actuation overrides, and off-peak free operation of some corridors/or intersections.	Medium Term	\$50,000 - \$60,000 per intersection
	Flashing Red Arrow/Variable Mode (For Left Turn Lanes	Yes/Partial	Install FRA for all approaches with dedicated left turn lanes. Update traffic signal timing and phasing accordingly. Can provide protected left turns and protected /permissive left turns based on time-of-day operation (which allows for differing types of operation based on expected congestion levels). Also allows for omission of permissive on ped call.	Medium Term	\$60,000 - \$100,000 per intersection
	Retroreflective Backplates	Yes	Install backplates with retroreflective borders on all vehicular traffic signal heads.	Short Term	\$8,000 -\$10,000 per intersection
	Green Bike Lane Crossing Pavement Markings	Yes/Partial	Add green bike lane crossing pavement markings across all intersections where designated bike lanes pass through intersections to provide additional awareness to both cyclists and motorists.	Short Term	\$3,000 - \$6,000 per intersection

Task	Action Item Description	FHWA Proven Safety Countermeasure	Action Item Details	Implementation Horizon	Planning Level Cost
	Update Phasing and Timing /Update Traffic Signal Coordination	Yes/Partial	Revise traffic signal phasing and timing to provide coordination to correspond with speed limit, progression speed and queue clearance based on time-of-day traffic volumes and turning movements. Also update all pedestrian, yellow change and all red clearance intervals. Also prohibit Turn on Red for all sight distance constrained movements (where buildings are at back of sidewalk on corners), including one-way to one-way left on reds. Evaluate free operation during non-peak hours.	Medium Term	\$15,000 - \$20,000 per intersection
Replace All Warranted Signals	Include all of the Action Items listed in the Update All Signals List Above	See above	See above - If full replacements include OH Street Name signs, OH Turn Prohibition signs and OH One-way signs with all new installations (as applicable). Also include walkway/sidewalk upgrades and proper pole and cabinet placement to ensure ADA compliant PAR widths and ADA ramps.	Long Term	\$400,000 - \$550,000 per intersection

### **Speeding Focus Corridors**

Location	Action Item Description	FHWA Proven Safety Countermeasure	Action Item Details	Implementation Horizon	Planning Level Cost
	Add Speed Limit Signs	No	Increase the frequency of posted speed limit signs to ensure motorists have awareness of what the speed limit is and that there is seriousness about communicating and enforcing the speed limit.	Short Term	\$70,000 - \$80,000
All Focus Corridors	Enforcement	Yes	Speed limit enforcement has been proven to reduce travel speed and crashes. Consistent enforcement on specific corridors creates a community awareness and seriousness regarding obeying speed limits on those corridors.	Short Term	Staff Time & Resources
	Portable Speed Activated Speed Limit Reminder Sign	Yes	Implementing these devices has been shown to reduce 85th percentile speed by 5mph on major roads.	Short Term	\$70,000 - \$80,000
	Road Diet	Yes	Implement a road diet to reconfigure this shopping center access roadway. Eliminate left turn lanes and center painted buffer. Provide reduced width through lanes and bicycle lanes or construct center medians/islands similar to Bartow Drive.	Medium Term	\$150,000 - \$200,000
Garland Groh Boulevard	Traffic Calming - Lane Narrowing	Yes	Use pavement marking edge lines within the curbed sections to narrow the travel lanes to 10 or 11 ft.	Short Term	\$20,000 - \$30,000
	Roundabout	Yes	Install a roundabout at Garland Groh Boulevard and Bartow Drive intersection as a traffic calming feature in lieu of the existing traffic signal.	Long Term	\$3,500,000 - \$4,000,000
Salem Avenue	Speed Enforcement Cameras	Yes	Install permanent Speed Enforcement Cameras at the limits of the school zone(2 locations) allowed for Salem Avenue Elementary School. This will serve as a permanent speed enforcement zone between the hours of 6:00 am and 8:00 pm per state law and Hagerstown Ordinance.	Short Term	\$30,000 - \$35,000
	Traffic Calming - Lane Narrowing	Yes	Delineate the parking lane and/or use pavement marking edge lines within the curbed sections to create travel lanes of 10-11 ft in width for the entire length of the corridor between West Side Avenue and Delaware Lane.	Short Term	\$10,000 - \$20,000
	Roundabout	Yes	Install a roundabout at the five-leg intersection with N Burhans Boulevard and Church Street.	Long Term	\$4,500,000 - \$5,000,000

Location	Action Item Description	FHWA Proven Safety Countermeasure	Action Item Details	Implementation Horizon	Planning Level Cost
	Traffic Calming - Lane Narrowing	Yes	Delineate the parking lane or use pavement marking edge lines within the curbed sections to create travel lanes of 11 ft in width between Mechanic Street and Pennsylvania Avenue. Concurrently implement a painted center buffer for this purpose from the railroad bridge to Park Lane.	Short Term	\$55,000 - \$65,000
North Burhans Boulevard	Road Diet	Yes	Reduce the multilane sections of North Burhans Boulevard to a single through lane (with additional turn lanes at intersections) to serve as a traffic calming measure, reduce speeds, increase pedestrian safety and reduce angle crashes at intersections. Reported traffic volumes support this as a possibility.	Medium Term	\$275,000 - \$300,000
Northern Avenue	Road Diet	Yes	Implement a classic road diet of reducing the existing 4 lanes to two thru lanes, a center-turn lane and bike lanes. Reported traffic volumes support this as a possibility.	Medium Term	\$375,000 - \$400,000
	Traffic Calming - Lane Narrowing	Yes	Paint buffered centerline and edge lines to create narrowed travel lanes.	Short Term	\$100,000 - \$125,000
Oak Hill Avenue	Road Diet	Yes	Utilize pavement markings to provide parking lanes, buffered bicycle lanes and narrowed travel lanes in each direction or implement more construction intensive streetscape improvements such as decorative median or curb bumpouts and buffered bike lanes.	Medium Term	\$200,000 - \$300,000
Potomac Street	Traffic Calming - Lane Narrowing	Yes	Delineate the parking lane and/or use pavement marking edge lines within the curbed sections to create travel lanes of 10-11 ft in width between Charles Street and Broadway.	Short Term	\$3,000 - \$5,000
Washington Street	Speed Enforcement Cameras	Yes	Three schools are listed on Google as being located near Washington St. If these schools are still in operation, install permanent Speed Enforcement Cameras at the limits of the school zones allowed for: St Mary's Catholic School, Hagerstown Children's School, and Truth Christian Academy. These will serve as a permanent speed enforcement zone between the hours of 6:00 am and 8:00 pm per state law and Hagerstown Ordinance.	Short Term	\$30,000 - \$125,000
South Burhans Boulevard	Traffic Calming - Lane Narrowing	Yes	Paint buffered centerline and edge lines to create narrowed travel lanes	Medium Term	\$100,000 - \$125,000

Location	Action Item Description	FHWA Proven Safety Countermeasure	Action Item Details	Implementation Horizon	Planning Level Cost
	Traffic Calming - Median and Speed Cushion	Yes	Implement traffic calming via median and speed cushion near Chase Street and south of the railroad bridge.	Medium Term	\$150,000 - \$175,000
Franklin Street	Speed Enforcement Cameras	Yes	Two schools are listed on Google as being located near Franklin St. If these schools are still in operation, install permanent Speed Enforcement Cameras at the limits of the school zones allowed for: St Mary's Catholic School and Hagerstown Children's School. These will serve as a permanent speed enforcement zone between the hours of 6:00 am and 8:00 pm per state law and Hagerstown Ordinance.	Short Term	\$30,000 - \$60,000
	Speed Enforcement Cameras	Yes	Install permanent Speed Enforcement Cameras at the limits of the school zone allowed for Bester Elementary School. This will serve as a permanent speed enforcement zone between the hours of 6:00 am and 8:00 pm per state law and Hagerstown Ordinance.	Short Term	\$30,000 - \$35,000
Frederick Street	Traffic Calming - Median and Speed Cushion	Yes	Implement traffic calming via median and speed cushion north of Hager Street.	Medium Term	\$150,000 - \$175,000
	Roundabout	Yes	Install a roundabout at Frederick Street and Eastern Boulevard intersection as a traffic calming feature in lieu of the existing traffic signal.	Long Term	\$3,500,000 - \$4,000,000
Wesel Boulevard	Roundabout	Yes	Install a roundabout at Wesel Boulevard and Sister City Drive intersection as a traffic calming feature in lieu of the existing traffic signal.	Long Term	\$3,500,000 - \$4,000,000
	Road Diet	Yes	Reduce the multilane sections of Wesel Boulevard to a single through lane (with additional turn lanes at intersections) to serve as a traffic calming measure, reduce speeds, increase pedestrian safety and reduce angle crashes at intersections. Reported traffic volumes support this as a possibility.	Medium Term	\$300,000 - \$350,000
	Traffic Calming - Lane Narrowing	Yes	Restripe the pavement markings with narrower 11 ft lanes to serve as a traffic calming measure.	Medium Term	\$300,000 - \$350,000

### Antietam Street Focus Corridor

Location	Action Item Description	FHWA Proven Safety Countermeasure	Action Item Details	Implementation Horizon	Planning Level Cost
Length of Corridor	EB One-Way Conversion	No	Convert all or part (Washington Street to Potomac Avenue) of the corridor to one-way eastbound. The roadway is significantly constrained under the Prospect Road underpass (with what appears to be less than 9' lane widths for opposing traffic), signal head sight distance constraints as a result of RR overpass for WB approach to Burhans intersection, insufficient walkway/sidewalk widths at various locations. Crash history indicates there are twice as many head-on crashes as would normally be expected and signalized intersections on crossing arterials (carrying much more traffic) could increase capacity and decrease delay and conflict points.	Medium Term	\$200,000 - \$250,000
	Road Diet (Roadway Reconfiguration)	Yes	With conversion to one-way, a road diet (roadway reconfiguration) provides sufficient room to implement a roadway reconfiguration with enhanced, ADA compliant sidewalk widths and continuity and bike lanes.	Medium Term	\$1,250,000 - \$1,500,000
	High Visibility Crosswalks	Yes	Install high visibility crosswalks across all side street stop-controlled crossings and at existing signalized intersection crosswalks.	Short Term	\$125,000 - \$150,000
	Retroreflective Backplates	Yes	Install retroreflective backplates on all signal heads.	Short Term	\$40,000 - \$50,000
	High Visibility Crosswalks	Yes	Install high visibility crosswalks at all existing crosswalk locations.	Short Term	\$120,000 - \$130,000
All Existing Signalized Intersections	Countdown Pedestrian Signals and APS Actuation	No	Upgrade all existing traffic signal locations to include full suite of pedestrian features: countdown pedestrian traffic signal heads, APS pushbutton detection, ADA ramps and updated pedestrian timings.	Medium Term	\$1,800,000 - \$2,000,000
	Walkway Enhancements	Yes	Update all corners with pedestrian crossings or existing sidewalk to ADA standards, with compliant ADA ramps, PAR widths, and pedestrian pushbutton accessibility.	Medium Term	\$4,000,000 - \$4,500,000
	Traffic Signal Coordination Retiming	No	Obtain current 24-hour turning movement counts and update traffic signal cycle lengths and time of day coordination. Consider running some TOD cycles free. Update timings and coordination accordingly if EB one-way conversion implemented.	Medium Term	\$100,000 -\$150,000

Location	Action Item Description	FHWA Proven Safety Countermeasure	Action Item Details	Implementation Horizon	Planning Level Cost
	Update Y and AR Clearance Intervals	Yes	Signal related crashes constitute 73% of the crashes on the corridor. Evaluate and update all Y and AR times to ensure safest operation.	Medium Term	\$40,000 - \$50,000
	Vehicular Detection	No	Install vehicle detection and implement vehicle actuated phasing and timing schemes for off peak operation and more efficient peak operation. Add left turn phasing where warranted. This should address angle crashes, TOD crashes and improve pedestrian safety.	Medium Term	\$400,000 - \$500,000
	Update Traffic Signal	No	Utilize 24 hour turning movement counts to analyze phasing and timing of all signals on corridor. Update/replace all signal equipment to provide all of the above signal related countermeasures.	Medium Term	\$5,000,000 - \$5,500,000
	Update Pavement Markings	No	Add a yield line for Washington Street EB yield. Remove marked parking spaces within intersection.	Short Term	\$5,000 - \$6,000
Washington Street Intersection	Eliminate Parking Within Intersection	No	Eliminate the and prohibit parking currently marked within the intersection. Per MUTCD and standard practice, parking should be prohibited within intersections. Motorists/vehicles parked within the intersection cannot determine which signal phase to respond to when initiating movement, and also parking should be prohibited within 20-50 ft crosswalks.	Short Term	\$1,000 - \$2,000
	Roundabout	Yes	Install a roundabout to include Washington Street, Washington Avenue and Antietam Street legs of this intersection.	Long Term	\$3,500,000 - \$4,000,000
Autistaus Church habusaus	Road Diet (Roadway Reconfiguration)	Yes	Existing curb to curb is appx 20 ft wide. Implement One-way roadway reconfiguration to include one vehicular travel lane and painted buffered bicycle lane. Increase sidewalk width.	Medium Term	\$150,000- \$200,000
Antietam Street between Washington Street and Burhans Boulevard	Walkway Enhancements	Yes	Utility poles and existing residence stoops create many sidewalk constrictions within this block. Widen sidewalks toward properties where possible, relocate utility poles where possible, and reconstruct curbline in conjunction with road diet to enhance walkway to continuously meet current PAR standards.	Medium Term	\$350,000 - \$450,000
Burhans Blvd Intersection	Update Signal Phasing	No	Update traffic signal phasing and retime signal for updated /recommended lane configuration revisions, pedestrian features, and vehicle detection	Medium Term	\$10,000 - \$15,000

g Level Cost
\$6,000
0 - \$150,000
) - \$160,000
) - \$200,000
) - \$600,000
- \$15,000
- \$100,000
- \$25,000
0 - \$125,000
- \$15,000 - \$100,00

Location	Action Item Description	FHWA Proven Safety Countermeasure	Action Item Details	Implementation Horizon	Planning Level Cost
	Eliminate Channelized Right Turn	No	For pedestrian safety, eliminate channelized right turn lane on Walnut Street. Reconstruct corner curb line to provide standard at-intersection right turn movement. (Will require signal pole relocations and pedestrian, Y and AR timing adjustments.	Medium Term	\$450,000 - \$500,000
	Walkway Enhancements	Yes	Signal pole was placed in ADA walkway in channelizing island. Reconfigure walkway or relocate signal equipment/poles. Large utility poles near intersection constrict PAR, widen sidewalk in these areas or relocate utility poles.	Medium Term	\$150,000 - \$200,000
	Road Diet (Roadway Reconfiguration)	Yes	In conjunction with a one-way conversion, -roadway reconfiguration to one travel lane, bike lane and a continuous sidewalk under Prospect Street overpass.	Medium Term	\$150,000 - \$200,000
	EB One-Way Conversion	No	Narrow, substandard overpass necessitates one lane operation in this vicinity. A one-way conversion addresses this issue.	Medium Term	\$50,000 - \$60,000
Antietam Street between Walnut Street and Summit Avenue	Install Delineation	No	Utility poles in pavement/ in travel lane under Prospect Road overpass. Bedrock in pavement, sidewalk constrained by stoop on west side of overpass. Install delineation on overpass walls/bedrock outcroppings and utility poles. Install object marker at lower height on barrier leading into overpass.	Short Term	\$2,000 - \$3,000
	Update Pavement Markings	No	Provide ramp-type gore/edge line striping at EB Antietam Street Ramp.	Short Term	\$2,000 - \$3,000
	Add Bicycle Lane Features	Yes	Install additional bicycle sharrows in lanes approaching overpass.	Short Term	\$5,000 - \$6,000
	Update Signing	No	Provide narrow lane/ narrow underpass advance warning signs in advance of Prospect Street overpass.	Short Term	\$4,000 - \$5,000
Summit Avenue Intersection	Prohibit Right On Red	No	With buildings and a stone wall at the back of sidewalk on the intersection corners, vehicles must advance well into/past the crosswalks for visibility. Prohibit Right on Red on the Antietam Street approaches.	Short Term	\$2,000 - \$3,000
	Add No Turn Signage	No	Install overhead NO RIGHT TURN and NO LEFT TURN signs on the Antietam Street approaches to reinforce the one-way cross street and discourage wrong way turns.	Short Term	\$3,000 - \$4,000

Location	Action Item Description	FHWA Proven Safety Countermeasure	Action Item Details	Implementation Horizon	Planning Level Cost
	Add Bicycle Lane Features	Yes	Bicycle markings should be placed in bicycle lanes at the beginning and end of blocks and at frequent intervals along the lane. In this case, to provide clarity to turning vehicles, add a bicycle lane pavement marking at the beginning of the lane on Summit north of Antietam. Add Green Bicycle lane crossing markings through the intersection.	Short Term	\$4,000 - \$5,000
Antietam Street between Summit Avenue and Potomac Street	it Avenue Relocate Utility Poles No constrict roadway. Relocate these poles or bury utilities underground		immediately behind curb line, with additional equipment that may further constrict roadway. Relocate these poles or bury utilities underground in this	Long Term	\$150,000 - \$200,000
	Add No Turn Signage	No	Install overhead NO RIGHT TURN and NO LEFT TURN signs on the Antietam Street approaches to reinforce the one-way cross street and discourage wrong way turns.	Short Term	\$4,000 - \$5,000
Potomac Street Intersection	EB One-Way Conversion	No	If there is resistance to a complete conversion and considering a partial conversion to EB one-way of Antietam Street, this intersection would present as a context/conversion limit, based on roadway width and adjacent land uses/trip destinations. Could convert to EB one-way between Washington Street and Potomac and leave as two way between Potomac and Cleveland.	Medium Term	\$200,000 - \$250,000
	Update Signing	No	Relocate the pedestrian crossing signs closer to the crosswalks on Antietam Street.	Short Term	\$2,000 - \$3,000
	Update Pavement Markings	No	Relocate the Potomac stop bar to be 4 ft or greater from the crosswalk (per MUTCD).	Short Term	\$1,000 - \$2,000
Antietam Street	Update Signing	No	Relocate pedestrian ahead warning sign near Cramer Alley. Current location makes it unclear where to expect pedestrians.	Short Term	\$1,000 - \$2,000
between Potomac Street and Locust Street	Update Pavement Markings	No	Revise double yellow centerline to provide minimum 10 ft lane widths. Add double yellow centerline pavement marking between Cramer Alley and Locust Street.	Short Term	\$8,000 - \$10,000
Locust Street Intersection	Flashing Red Arrow Left Turn/Time of Day	No	Remove non-complaint 4 section traffic signal head and add FRA protected permissive left turn phasing and 3-section heads for Antietam Street EB left turn lane. With vehicle detection, this signal head could run variable mode/protected only by time of day.	Medium Term	\$30,000 - \$40,000
	Update Traffic Signal	No	Relocate Locust Street signal heads for improved visibility.	Short Term	\$15,000 - \$20,000

Location	Action Item Description	FHWA Proven Safety Countermeasure	Action Item Details	Implementation Horizon	Planning Level Cost
	Prohibit Right On Red	No	With buildings at the back of sidewalk on the intersection corners, vehicles must advance well into/past the crosswalks for visibility. Prohibit Right on Red on all approaches.	Short Term	\$2,000 - \$3,000
Antietam Street between Locust Street and Mulberry Street  Update Pavement No Markings		No	Add double yellow centerline pavement markings.	Short Term	\$2,000 - \$3,000
Mulberry Street Intersection	Update Traffic Signal	No	Replace non-compliant 4-section signal head with a 5-section protected permissive section signal head. Signal poles on west corner may constrict PAR to less than 4 ft. If so, update/relocate signal pole installations.	Medium Term	\$8,000 - \$10,000
	Update Traffic Signal	No	Relocate/add mast arm to provide 40 ft between stop bar and both signal indications for WB Antietam Street to meet MUTCD recommendations.	Medium Term	\$70,000 - \$80,000
Canon Avenue/Mill Street Intersection	Prohibit Right On Red	No	There are sight distance constraints on all four intersection corners (buildings, wall, hill) vehicles must advance well into/past the crosswalks for visibility. Prohibit Right on Red on all approaches.	Short Term	\$5,000 - \$6,000
	Update Pavement Markings	No	Provide skip lines for positive guidance through this offset/skew intersection for Antietam Street through movements.	Short Term	\$1,000 - \$2,000
Antietam Street between Mill Street and Cleveland Avenue	Add Bicycle Lane Features	Yes	Consider narrowing travel lanes and painting buffered bike lanes. Add bike lane signing and greater frequency of bike lane pavement markings.	Short Term	\$75,000 - \$85,000
Cleveland Avenue Intersection	Update Pavement Markings	No	Revise pavement markings for EB approach to clearly delineate end to bike lane and development of left turn lane. Provide positive guidance to taper into thru- right lane.	Short Term	\$4,000 - \$5,000

### Locust Street & Mulberry Street Focus Corridors

	Location	Action Item Description	FHWA Proven Safety Countermeasure	Action Item Details	Implementation Horizon	Planning Level Cost
		Narrow Through Lanes to 10 Ft	Yes	Narrow through lanes to 10Ft min. to reduce travel speed and relinquish width to provide a painted buffer for the adjacent bike lane.	Short Term	\$25,000 - \$30,000
		Buffered Bike Lane	Yes	Provide a 2 Ft painted buffered bike lane. May add flexible delineator posts in buffered area to more clearly separate bike lanes from travel lanes.	Short term	\$100,000 - \$150,000
		Add Bicycle Lane Features	Yes	Add additional bike lane pavement markings in bike lanes. Place at beginning and end of each block and add additional markings midblock for longer blocks. Stripe all intersections and alley crossings with green bike path crossing markings (as shown in MUTCD Fig 9E-2).	Short Term	\$200,000 - \$250,000
Locust Street from Potomac Street to		Walkway Enhancements	Yes	Update all corners with pedestrian crossings or existing sidewalk to ADA standards, with compliant ADA ramps, PAR widths, and pedestrian pushbutton accessibility.	Medium Term	\$3,000,000 - \$4,000,000
McComas Street		Utility Pole Relocation (For Sidewalk Width)	No	Utility poles and sign poles combined with close buildings and stoops appear to constrict ADA compliant sidewalk width in many locations. Revise pole locations wherever possible to optimize width potential.	Long Term	\$500,000 - \$600,000
Mulberry Street from Ray Street		Sign Pole Relocation (For Sidewalk Width)	No	Utility poles and sign poles combined with close buildings and stoops appear to constrict ADA compliant sidewalk width in many locations. Revise pole locations wherever possible to optimize width potential.	Short Term	\$8,000 - \$10,000
to Irvin Avenue		Underground Utilities	No	Investigate putting utilities underground to eliminate sidewalk constrictions and roadside hazards.	Long Term	\$6,000,000 - \$7,000,000
	All Existing Signalized Intersections	Conduct a Traffic Signal Warrant Analysis	No	Conduct a traffic signal warrant analysis for all signals on both corridors (with the exception of Washington Street and Franklin Street Intersections). Many public comments about motorists being impatient for signal delay. Crash history supports this concept. Traffic volumes on MD AADT map indicate many signals may not be warranted.	Medium Term	\$85,000 - \$100,000
		Convert Unwarranted Signals to All- Way Stops or Side Street Stops	No	Convert unwarranted signals to all-way stops for most locations based on sight distance constraints//warrants. Crash expectation at all-way stops is much less than at a number of these signals.	Medium Term	\$300,000 -\$400,000

HAGERSTOWN SAFETY ACTION PLAN

Location	Action Item Description	FHWA Proven Safety Countermeasure	Action Item Details	Implementation Horizon	Planning Level Cost
	Update Traffic Signal	No	Install vehicle detection and implement vehicle actuated phasing and timing schemes for off peak operation and more efficient peak operation.	Medium Term	\$500,000 - \$600,000
	Retroreflective Backplates	Yes	Install retroreflective backplates on all signal heads.	Short Term	\$60,000 - \$70,000
	Add APS/Pedestrian Actuation	No	Install APS pedestrian pushbuttons/detection at all signalized intersections.	Medium Term	\$1,500,000 - \$2,000,000
	High Visibility Crosswalks	Yes	Install high visibility crosswalks at all existing crosswalk locations.	Short Term	\$200,000 - \$250,000
	Add NO TURN ON RED Signage	No	With buildings at the back of sidewalk on the intersection corners, vehicles must advance well into/past the crosswalks for visibility. Prohibit Right on Red on all approaches (or Left on red if one-way to one-way left).	Short Term	\$50,000 - \$60,000
	Add Pedestrian Features	No	Upgrade all existing traffic signal locations to include full suite of pedestrian features: countdown pedestrian traffic signal heads, APS pushbutton detection, ADA ramps and updated pedestrian timings.	Medium Term	\$1,700,000 - \$2,000,000
	Walkway Enhancements	Yes	Update all corners with pedestrian crossings or existing sidewalk to ADA standards, with compliant ADA ramps, PAR widths, and pedestrian pushbutton accessibility.	Medium Term	\$500,000 - \$600,000
	Update Clearance Interval Timing (Peds, Y and AR)	Yes	Evaluate and update all Ped, Y and AR times to ensure safest operation.	Medium Term	\$100,000 - \$200,000
	Traffic Signal Coordination Retiming	No	Obtain current 24- hour turning movement counts and update traffic signal cycle lengths and time of day coordination. Consider running some TOD cycles free. Update timings and coordination accordingly.	Medium Term	\$200,000 - \$300,000
	Add Bicycle Lane Features	Yes	Add additional bike lane pavement markings in bike lanes at signalized intersections. Place at beginning and end of each block. Stripe intersection crossings with green bike path crossing markings.	Short Term	\$75,000 - \$85,000
	(Peds, Y and AR)  Traffic Signal Coordination Retiming	No	Obtain current 24- hour turning movement counts and update traffic signal cycle lengths and time of day coordination. Consider running some TOD cycles free. Update timings and coordination accordingly.  Add additional bike lane pavement markings in bike lanes at signalized intersections. Place at beginning and end of each block.	Medium Term	\$200,000 - \$300,000

	Location Action Item Description		FHWA Proven Safety Countermeasure	Action Item Details	Implementation Horizon	Planning Level Cost
		Update Signing	No	Install overhead ONE-WAY and NO LEFT TURN or NO RIGHT TURN signs at all intersections as applicable.	Short Term	\$60,000 – \$70,000
	Potomac Street and	Update Signing	No	Develop and install additional traffic control signing for splitter island turn access from Potomac SB to Locust Street NB.	Medium Term	\$5,000 - \$6,000
	Locust Street Intersection	Update Pavement Markings	No	Develop and install additional traffic control pavement marking for splitter island turn access from Potomac SB to Locust Street NB.	Medium Term	\$5,000 - \$6,000
	Washington Street and Locust Street Intersection	Eliminate Left Turn Lane	No	Eliminate substandard width left turn lane on Washington Street. Prohibit left turn on red for Washington Street.	Short Term	\$3,000 - \$4,000
	Center Alley	Update Signing	No	Provide traffic control signing for Center Alley (STOP signs, ONE-WAY signs).	Short Term	\$2,000 - \$3,000
Locust Street from		Update Pavement Markings	No	Install green bike lane crossing markings in front of alley.	Short Term	\$3,000 - \$4,000
Potomac Street to McComas	Alley between	Update Signing	No	Provide traffic control signing for alley (STOP signs, ONE-WAY signs).	Short Term	\$2,000 - \$3,000
Street	North Avenue and Broadway	Update Pavement Markings	No	Install green bike lane crossing markings in front of alley.	Short Term	\$3,000 - \$4,000
		Update Lane Drop Pavement Markings and Signing	No	Revise auxiliary lane drop pavement markings to match new MUTCD Figure 3B-12.	Short Term	\$10,000 - \$15,000
	Locust Street between Wayside Avenue and Fairground Avenue	Road Diet (Reconfiguration)	Yes	Reconfigure roadway to eliminate left turn lane and widen parking lanes and implement a painted bike lane buffer to thereby reduce travel lane width and discourage dual lane use. Traffic volumes don't support the need for dual lanes, and dual lane free flow through this block increases conflict areas and is more un-safe for pedestrian crossings.	Medium Term	\$15,000 -\$20,000

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	Location	Action Item Description	FHWA Proven Safety Countermeasure	Action Item Details	Implementation Horizon	Planning Level Cost
	McComas Street and Locust Street Intersection	Update Signing	No	Update signing to include ONE-WAY signs on Locust Street stop signpost. Update McComas signing to make it clear to unfamiliar motorists that incoming McComas is two-way, but outgoing is oneway.	Short Term	\$3,000 -\$4,000
	Lee Street and Mulberry Street Intersection	Extend One-Way SB on Mulberry	No	Existing travel way between parking is only 17 ft - 18 ft wide. This is insufficient for opposing traffic. There have been 3 head-on crashes in this area. Continue Mulberry One-way through this section so there is only one travel lane.	Medium Term	\$5,000 - \$6,000
	Frederick Street, Baltimore Street and Mulberry Street Intersection	ltimore Street and ulberry Street		Revise the end of bike lane transition to through lane pavement markings to direct through motorists into the through lane, and to hilite the bike conflict (use green as shown in MUTCD Chapter 9.). Also install a double yellow centerline on Mulberry opposing, so it is clear to motorists that Mulberry has become a tow way street and that is the through movement leg.	Short Term	\$15,000 - \$20,000
		Roundabout	Yes	Install a roundabout at this five-point intersection.	Long Term	\$3,500,000 -\$4,500,000
Mulberry	Franklin St and Mulberry St Intersection	Eliminate Left Turn Lane	No	Eliminate substandard width left turn lane on Franklin Street. Prohibit left turn on red for Franklin Street.	Short Term	\$3,000 - \$4,000
Street from Ray Street to Irvin Avenue		Relocate Mast Arm for Mulberry Approach	No	The mast arm is significantly beyond the intersection (33 ft) and may lead to depth of field issues for approaching motorists. Consider placing signal pole closer to intersection.	Medium Term	\$60,000 - \$70,000
	Center Alley	Update Signing	No	Provide traffic control signing for Center Alley (STOP signs, ONE-WAY signs).	Short Term	\$2,000 - \$3,000
	Center Alley	Add Bicycle Lane Features	Yes	Install green bike lane crossing markings in front of alley.	Short Term	\$3,000 - \$4,000
	Stop Controlled Tee Intersections between East Avenue and North Avenue /Cannon Avenue	Update Signing	No	Install pedestrian crossing warning signs at uncontrolled crosswalks crossing Mulberry Street at these intersections.	Short Term	\$10,000 - \$20,000
		Update Pavement Markings	No	Install set back stop bars behind new high visibility side street crosswalks.	Short Term	\$2,000 - \$3,000

	Location	Action Item Description	FHWA Proven Safety Countermeasure	Action Item Details	Implementation Horizon	Planning Level Cost
		High Visibility Crosswalks	Yes	Install high visibility crosswalks across Mulberry at these intersections. Also install high visibility crosswalks for side street crosswalks.	Short Term	\$30,000 - \$40,000
		Walkway Enhancements	Yes	Add ADA ramps for crossing Mulberry at these Tee intersections, as well as crossing the side street.	Medium Term	\$400,000 -\$450,000
		Add Bicycle Lane Features	Yes	Install green bike lane crossing pavement markings on side street entrances that cross bike lane.	Short Term	\$30,000 - \$40,000
		High Visibility Crosswalks	Yes	Install high visibility crosswalks across Mulberry at these intersections. Also install high visibility crosswalks for side street crosswalks.	Short Term	\$60,000 -\$70,000
	All Stop Controlled Intersections between North Avenue/ Cannon Avenue and Manila Avenue	Walkway Enhancements	Yes	Add ADA ramps for crossing Mulberry at these Tee intersections, as well as crossing the side street.	Medium Term	\$250,000 - \$300,000
_	Avenue	Add Bicycle Lane Features	Yes	Install green bike lane crossing pavement markings on side street entrances that cross bike lane.	Short Term	\$7,000 -\$8,000
	Manila Avenue and Mulberry Street Intersection	Update Pavement Markings	No	Provide Mulberry centerline skip marks through Manila intersection leading through RR tracks for positive guidance in the unmarked stretch. Add high visibility crosswalks for all crossings (and pedestrian crossing warning signs for uncontrolled crosswalks).	Short Term	\$20,000 - \$25,000



### **APPENDIX C: Technical Memos**

Hagerstown Safety Action Plan – Crash Analysis

### **Memorandum**



TO Jim Bender, City of Hagerstown

FROM Tory Gibler, Zahra Khan, and Nicole Waldheim, Fehr & Peers

DATE June 10, 2024

SUBJECT Hagerstown Safety Action Plan – Crash Analysis

### Introduction

Between 2019 and 2023, 20 fatal crashes occurred in Hagerstown on non-interstate roadways, 6 of which involved a person walking, and 3 of which involved a person riding a motorcycle. A single bicycle fatality occurred during the study timeframe. In addition to the people who died in non-interstate traffic crashes, another 95 serious injury crashes occurred.

To understand where and why crashes that result in fatalities and serious injuries are most likely to occur and how to reduce the severity and frequency of these crashes, Hagerstown is preparing a Safety Action Plan, rooted in the core elements of the Safe System Approach (SSA). The overall purpose of the Action Plan is to identify projects, programs and strategies that will eliminate fatalities and serious injuries on the roads within the City of Hagerstown to apply for the next round of funding through the Safe Streets for All (SS4A) grant program and other safety related grant programs.

This memo summarizes the fatality crash rate and the methodology to analyze the crash data, identify trends in the data, and complete a contextual analysis to understand the characteristics of roads where a disproportionate number of collisions that result in someone being killed or seriously injured (KSI) occur. Together, these collision types are referred to as KSI collisions throughout this memo. The contextual analysis methodology consists of a series of high-level descriptive summary tables to capture relationships between collision data and contextual variables, like posted speed limit. These tables explore overall crash trends and patterns that can be used to guide the selection of other variables warranting deeper analysis, new road behavior programs, policy changes, or the selection of safety countermeasures for project development. The report is organized as follows:

- 1. Key Findings
- 2. Methodology and Data Sources
- 3. Fatal Crash Rate
- 4. Crash Trends
- 5. Contextual Factors
- 6. Behavioral Factors

### **Key Findings**

- Between 2019 and 2023, about 4 crashes per year resulted in a fatality on non-interstate roadways within Hagerstown, and another 19 crashes on average resulted in a serious injury.
- 95% of all crashes and 97% of KSI crashes occurred on local roads.
- Overall, motor vehicle collisions comprise most of the collisions in Hagerstown, but collisions involving people walking, biking, or riding a motorcycle have a disproportionately higher chance of resulting in crash where someone is killed or seriously injured (KSI).
- Single vehicle, straight movement and rear end collisions are the most common, but single vehicle and head-on collisions are the most common when the collision resulted in a KSI.
- There may be crash report data limitations to understanding the most common collision type
  where bicycle and pedestrians are involved, specifically regarding single vehicle reports and how
  collision types are categorized.
- Most crashes occurred at intersections, but most KSI crashes occurred along road segments.
- Bicycle KSI crashes occur at signalized intersections at a higher rate compared to other modes.
   Pedestrian KSI crashes occur along roadway segments at a higher rate compared to other modes.
- Roads with posted speed limit of 30 35 MPH (6.7%) have a disproportionate percentage of crashes (17%) and KSI crashes (14.9%) occurring on them, particularly for crashes involving motorcycles (36.8%).
- Most crashes for all modes occur within areas designated as having Moderate-High to High Equity Need in Hagerstown.
- Bicycle and pedestrian crashes occur at a higher rate compared to other modes within Moderate-High to High Equity Need Areas.
- The percentage of crashes increases as the number of lanes increases. Roads with 4 or more
  lanes only make up 1% of centerline miles in the City, but 4.5% of crashes occur on these roads.
- Most crashes for all modes occur on Municipal Roads, and bicycle and pedestrian crashes are more likely to occur on these facilities.
- The fatal crash rate, including interstate crashes, per 100,000 people for the City of Hagerstown is 10.5, which is less than Washington County's fatal crash rate of 11.2.
- More citations were observed for people Speeding and Failure to Stop at Traffic Control Devices.

### Methodology and Data Inputs

### Roadway Network

The roadway network that served as the basis for this analysis was obtained from Replica, which is a land use and transportation platform built upon Open Streets Map and usable across GIS mapping platforms. Preparation of the crash trends primarily excluded all interstate facilities in the network (e.g., I-81, I-70). Additionally, the Hagerstown Centerline shapefile was retrieved from the City and used to spatially layout crashes and contextual data in relation to crashes.

#### Spatial Data

The City of Hagerstown geospatial boundary data was retrieved from Washington County's online GIS portal. Signalized intersection GIS data was obtained from the Hagerstown/Eastern Panhandle

Metropolitan Planning Organization (HEPMPO) and clipped to the Hagerstown boundary for the purpose of this analysis.

#### Collision Dataset

The analysis was completed based on collision data reflective of 2019 to 2023 for the City of Hagerstown, downloaded from the Maryland State Police online crash data portal in 2024.

All non-interstate collision data was mapped based on the geolocation associated with each crash record, which revealed some crashes with incomplete or incorrect information, such as crashes that did not actually occur in the City. After removing incorrectly geolocated collisions (i.e., those not actually located within Hagerstown), a total of 3,873 collisions, including 20 that resulted in a fatality, 94 that resulted in a serious injury, 1,043 that resulted in some injury, and 2,716 that resulted in no injury are considered in the analysis (**Table 1**).

**Table 1: All Crashes by Severity** 

Crash Severity	Crashes
No Injury	2,716 (70.1%)
Possible Injury	568 (14.7%)
Minor Injury	475 (12.3%)
Serious Injury	94 (2.4%)
Fatality	20 (0.5%)
Grand Total	3,873

Source: 2019 - 2023 Maryland State Police Crash Data.

### **Equity Need Index**

The Equity Need Index was developed by the Maryland Department of Transportation (MDOT) for the 2050 Maryland Statewide Bicycle and Pedestrian Master Plan (BPMP) (2024).

The BPMP's project prioritization framework incorporates several measures intended to address social and economic disparities for the purpose of project prioritization. In accordance with current federal guidance, MDOT developed the equity index that reflects an interest in four primary area characteristics:

- Current Disadvantage: Derived from the United States Department of Transportation (USDOT)
  disadvantaged areas and communities (DACs), which uses 22 indicators grouped across six
  categories, including transportation access disadvantage.
- Historical Disadvantage: These are "Areas of Persistent Poverty" as designated by USDOT. An
  Area of Persistent Poverty has high levels of poverty reported by the Census from 1990 through
  2021, has high levels of poverty reported by the ACS for 2014-2018, or is a territory or
  possession of the United States.
- Geographic Isolation: Low population densities and less local tax revenue make rural areas
  expensive to provide social services, often resulting in a social services gap. Greater
  geographically isolated Census tracts receive a higher equity score due to lower population.
- Population Density: Active transportation investments in high-density areas facilitate more trips for people and accordingly, the equity need index emphasizes population density.

MDOT uses these indicators to establish a framework for prioritizing improvements based on their expected impact, and targeting active transportation infrastructure investments to benefit historically

marginalized communities. The resulting Equity Need Index was grouped into five categories. High, High-Moderate, Moderate, Moderate-Low, and Low. For the purposes of this analysis, the High and High-Moderate groups were used to identify areas of equity need.

#### Population Data

The population of each County within the region was pulled from the American Community Survey 5-year estimates for 2020, as required by USDOT for the fatality rate calculation. The population for Hagerstown and Washington County were downloaded for the purpose of this analysis.

#### **Analysis**

The collision and population datasets were used to measure the fatality rate per 100,000 people for Hagerstown and for Washington County following <u>USDOT's calculation formula</u>. The roadway network, collision dataset, equity need index, and additional spatial data layers were used to analyze crash trends, contextual impacts, and behavioral factors. Crash trends reviewed crashes by year, crashes by mode, and crashes by collision type. The contextual factors analysis reviewed crashes by signalized intersection, posted speed limit, high equity need areas, lighting, number of lanes and facility type. Behavioral factors analysis looked at factors such as alcohol and drug impairment, distracted driving, and occupant protection.

Where applicable, a comparative analysis was made between modes (i.e., all modes versus pedestrians and bicyclists) or by injury severity (i.e., all crashes versus KSI crashes only).

### Fatal Crash Rate

As part of the Safe Streets for All (SS4A) Planning and Demonstration Grant criteria, the USDOT has added an additional award selection consideration for the 2024 grant application cycle. The award selection consideration is for applicants that have a fatality rate of 17.0 fatalities per 100,000 persons or greater. USDOT is looking to prioritize funding for communities with high fatality rates through planning and demonstration activities. **Table 2** summarizes the fatality crash rate for Washington County and Hagerstown for all crashes and for non-interstate crashes.

Table 2: Fatal Crash Rate Per County and Region

	Fatality Crash Rate Per 100,000 People (All Crashes)	Fatality Crash Rate Per 100,000 People (Non-Interstate Crashes)
Washington County, MD	10.9	8.0
Hagerstown, MD	10.5	10.0

Source: 2019 – 2023 Maryland State Police Crash Data, American Community Survey 2020 5-Year Estimate.

#### Crash Trends

The following sections summarize non-interstate crash data from 2019 through 2023 to provide trends by year, by mode, severity, and crash type.

### Crashes by Year

The number of crashes by year by injury severity on all non-interstate roads in the region are summarized in **Table 3** for reported crashes from 2019 through 2023. The severity level reflects the maximum injury severity of any crash participant and is reflected as:

- No Injury crashes where no persons were reported to be injured. Also known as property damage only crashes. Maryland State Police crash reports use the label "No Apparent Injury."
- Possible Injury crashes where there is a possible injury. Maryland State Police crash reports use the label "Possible Injury."
- Minor Injury crashes where there is a non-incapacitated injury which may or may not require
  hospitalization. Maryland State Police crash reports use the label "Suspected Minor Injury."
- Serious Injury crashes where there is an incapacitating injury, such as burns, lacerations, or broken bones that require hospitalization. Maryland State Police crash reports use the label "Suspected Serious Injury."
- Fatality crash results in a fatality. Maryland State Police crash reports use the label "Fatal Injury."

Table 3: All Crashes by Year

Year	No Injury	Possible Injury	Minor Injury	Serious Injury	Fatality	Total
2019	513 (66.9%)	144 (18.8%)	80 (10.4%)	23 (3%)	7 (0.9%)	767
2020	558 (70.6%)	115 (14.6%)	96 (12.2%)	17 (2.2%)	4 (0.5%)	790
2021	559 (71.6%)	103 (13.2%)	94 (12%)	24 (3.1%)	1 (0.1%)	781
2022	527 (69.9%)	112 (14.9%)	99 (13.1%)	13 (1.7%)	3 (0.4%)	754
2023	559 (71.6%)	94 (12%)	106 (13.6%)	17 (2.2%)	5 (0.6%)	781
Total	2,716 (70.1%)	568 (14.7%)	475 (12.3%)	94 (2.4%)	20 (0.5%)	3,873

Source: Maryland Police Crash Data, Replica, Fehr & Peers. Notes: Excludes interstate facilities (e.g., I-81, I-70) crashes.

Between 2019 and 2020, the number of crashes in Hagerstown increased and in the following two years, it decreased. This reduction in total crashes, but with a percent increase in fatal or serious injury, in 2021 was likely influenced by the COVID-19 pandemic. The pandemic led to a significant reduction in overall travel for a portion of 2020. This reduction in travel led to an increase in serious crashes as a proportion of overall crashes as people tended to be driving faster, worsening crash outcomes. During this time, there was also an overall decrease in reporting for non-injury crashes related to social distancing.

#### Crashes by Mode

**Table 4** summarizes non-interstate crashes by injury severity and mode. Crashes involving cars and trucks only (also referred to as Vehicle crashes) accounted for almost 93% of all crashes in Hagerstown. Pedestrians were involved in 4% of all crashes, and motorcyclists and bicyclists were involved in the remaining crashes, with each mode involved in about 1.5-2% of the total crashes.

Table 4: All Crashes by Mode

	•					
Mode	No Injury	Possible Injury	Minor Injury	Serious Injury	Fatality	Total
Bicycle	19 (0.7%)	15 (2.6%)	23 (4.8%)	3 (3.2%)	1 (5%)	61 (1.6%)
Motorcycle	20 (0.7%)	9 (1.6%)	24 (5.1%)	16 (17%)	3 (15%)	72 (1.9%)
Pedestrian	9 (0.3%)	47 (8.3%)	66 (13.9%)	21 (22.3%)	6 (30%)	149 (3.8%)
Vehicle	2.668 (98.2%)	497 (87.5%)	362 (76.2%)	54 (57.4%)	10 (50%)	3.591 (92.7%)



Source: Maryland State Police Crash Data, Replica, Fehr & Peers. Notes: Excludes interstate facilities (e.g., I-81, I-70) crashes.

While motor vehicle crashes accounted for the largest share of both overall crashes and KSI crashes, when vulnerable road users (VRU) were involved in a crash (defined for the purposes of this memorandum as someone outside a vehicle, including a pedestrian, bicyclist or motorcyclist) the risk of death or serious injury increased disproportionately; vulnerable road users were involved in about 7% of overall crashes, but 43% of serious injury crashes and 50% of fatal crashes.

#### Crashes by Type

**Table 5** summarizes non-interstate crashes based on the recorded crash type for all crashes where a crash type is known and includes the crash type's percent of all crashes, and percent of KSI crashes. The most common collision types in Hagerstown are straight movement angle, single vehicle and same direction rear end crashes. The most common collision types that result in a KSI are single vehicle, straight movement angle and head on crashes.

**Table 5: All Crashes by Collision Type** 

Collision Type	No Injury	Possible Injury	Minor Injury	Serious Injury	Fatality	Total	Percent of Total	Percent of KSI Crashes
Angle Meets Left Head On	11	1	1	-	-	13	0.3%	0.0%
Angle Meets Left Turn	10	3	2	-	=	15	0.4%	0.0%
Angle Meets Right Turn	13	3	-	1	-	17	0.4%	0.0%
Head On	66	11	25	6	3	111	2.9%	7.9%
Head On Left Turn	84	25	30	2	1	142	3.7%	2.6%
Opposite Direction Both Left Turn	5	-	1	-	-	6	0.2%	0.0%
Opposite Direction Sideswipe	33	9	7	1	-	50	1.3%	0.0%
Same Direction Both Left Turn	12	1	1	-	-	14	0.4%	0.0%
Same Direction Left Turn	54	13	7	-	-	74	1.9%	0.0%
Same Direction Rear End	546	162	75	7	1	791	20.4%	7.0%
Same Direction Rear End Left Turn	12	3	3	-	-	18	0.5%	0.0%
Same Direction Rear End Right Turn	14	3	1	-	-	18	0.5%	0.0%
Same Direction Right Turn	49	8	3	2	-	62	1.6%	0.0%
Same Direction Sideswipe	216	23	15	1	-	255	6.6%	0.0%
Single Vehicle	573	76	92	30	10	781	20.2%	35.1%

Straight Movement Angle	487	156	133	22	2	800	20.7%	21.1%
Unknown/Other	531	71	79	22	3	706	18.2%	21.9%
Total	2,716	568	475	94	20	3,873	100.0%	100.0%

Source: Maryland State Police Crash Data, Replica, Fehr & Peers. Notes: Excludes interstate facilities (e.g., I-81, I-70) crashes.

Table 6 summarizes the collision types for bicycle and pedestrian crashes. The most common collision type for bicycle and pedestrian involved crashes are categorized as "Other / Unknown." This demonstrates a limitation of crash reporting and understanding the movements and collision types that impact people walking and biking. The second most common type is "Single Vehicle." When a crash involves a pedestrian or bicyclist, the collision type is typically recorded as "Single Vehicle" as only one motor vehicle is involved in the crash. This is likely an incorrect use of "Single Vehicle" as that collision type is intended for a motor vehicle crash that involved no other parties/modes. While this is considered the second most common collision type for bicycle and pedestrian crashes in Hagerstown, it does not necessarily paint an accurate reflection of the movement of both the motor vehicle and the bicycle/pedestrian prior to the crash. Beyond other/unknown and single vehicle, the most common crash type for bicycle and pedestrian crashes in the region are straight movement angle, and same direction sideswipe.

Table 6: Bicycle and Pedestrian Crashes by Collision Type

Collision Type	No Injury	Possible Injury	Minor Injury	Serious Injury	Fatality	Total	Percent of Total	Percent of KSI Crashes
Head On	-	-	2	-	-	2	1.0%	-
Opposite Direction Both Left Turn	-	-	1	-	-	1	0.5%	-
Opposite Direction Sideswipe	-	1	1	-	-	2	1.0%	-
Straight Movement Angle	9	8	11	3	1	32	15.2%	12.9%
Same Direction Both Left Turn	-	-	1	-	-	1	0.5%	-
Same Direction Left Turn	-	1	1	-	-	2	1.0%	-
Same Direction Rear End	1	-	2	-	-	3	1.4%	-
Same Direction Right Turn	-	1	-	-	-	1	0.5%	-
Same Direction Sideswipe	2	1	2	-	-	5	2.4%	-
Single Vehicle	4	21	32	10	4	71	33.8%	45.2%
Unknown/Other	12	29	36	11	2	90	42.9%	41.9%
Grand Total	28	62	89	24	7	210	100.0%	100.0%

Source: Maryland State Police Crash Data, Replica, Fehr & Peers. Notes: Excludes interstate facilities (e.g., I-81, I-70) crashes.

**Table 7** summarizes motorcycle crash types. Unlike bicycle and pedestrian crashes, motorcycle crashes that are considered "Single Vehicle" indicate that only the motorcycle was involved in the crash, and no

other party was involved. Single vehicle and same direction rear end are the most common motorcycle collision types after other/unknown, and the most common KSI motorcycle collision types.

**Table 7: Motorcycle Crashes by Collision Type** 

		-						
	No Injury	Possible Injury	Minor Injury	Serious Injury	Fatality	Total	Percent of Total	Percent of KSI Crashes
Head On Left Turn	-	-	3	-	1	4	5.6%	5.3%
Opposite Direction Sideswipe	1	-	2	1	-	4	5.6%	5.3%
Straight Movement Angle	5	3	4	2	-	14	19.4%	10.5%
Same Direction Left Turn	1	-	1	=	-	2	2.8%	0.0%
Same Direction Rear End	4	3	3	2	1	13	18.1%	15.8%
Same Direction Rear End Right Turn	1	-	-	-	-	1	1.4%	0.0%
Same Direction Right Turn	-	-	1	1	-	2	2.8%	5.3%
Same Direction Sideswipe	1	-	1	-	-	2	2.8%	0.0%
Single Vehicle	-	2	6	6	1	15	20.8%	36.8%
Unknown/Other	7	1	3	4	0	15	20.8%	21.1%
Total	20	9	24	16	3	72	100.0%	100.0%

Source: Maryland State Police Crash Data, Replica, Fehr & Peers. Notes: Excludes interstate facilities (e.g., I-81, I-70) crashes.

#### Contextual Factors

The following section summarizes crash outcomes relative to contextual factors such as signalized intersection, posted speed limit, equity need areas, lighting, number of lanes and facility type.

#### Signalized Intersections

**Table 8** summarizes non-interstate crashes that were flagged as an intersection crash within the crash report. Of the intersection crashes, those within 250 feet of a signalized intersection for all modes of travel were categorized as signalized intersection and the remaining were categorized as unsignalized intersection. Crashes that were not flagged as intersection crash crashes within the crash report are categorized as non-intersection. About 31% of all crashes occur at a signalized intersection. All crashes are more likely to occur at intersections (signalized and unsignalized combined), while pedestrian crashes' highest rate is at non-intersections.

**Table 8: All Crashes by Mode at Intersections** 

	Motor Vehicle	Motorcycle	Bicycle	Pedestrian	Total
Signalized Intersection	1,141 (31.8%)	19 (26.4%)	21 (34.4%)	36 (24.2%)	1,217 (31.4%)
Unsignalized Intersection	652 (18.2%)	18 (25%)	15 (24.6%)	21 (14.1%)	706 (18.2%)

Non-	1,584 (44.1%)	30 (41.7%)	22 (36.1%)	79 (53%)	1,715 (44.3%)
Intersection					
Unknown	214 (6%)	5 (6.9%)	3 (4.9%)	13 (8.7%)	235 (6.1%)
Total	3,591 (92.7%)	72 (1.9%)	61 (1.6%)	149 (3.8%)	3,873 (100%)

Source: Maryland State Police Crash Data, Replica, Fehr & Peers. Notes: Excludes interstate facilities (e.g., I-81, I-70) crashes.

**Table 9** summarizes non-interstate KSI crashes at signalized intersections, unsignalized intersections, and non-intersections for all modes of travel. The majority of KSI crashes did not occur at signalized intersections (31.6%), but bicycle KSI crashes had the highest rate at signalized intersections in comparison to all modes.

Table 9: KSI Crashes by Mode at Intersections

	Motor Vehicle	Motorcycle	Bicycle	Pedestrian	Total
Signalized	24 (37.5%)	4 (21.1%)	3 (75%)	5 (18.5%)	36 (31.6%)
Intersection Unsignalized	9 (14.1%)	4 (21.1%)	-	1 (3.7%)	14 (12.3%)
Intersection	,	, (=,		, (,	(
Non-	29 (45.3%)	10 (52.6%)	1 (25%)	18 (66.7%)	58 (50.9%)
Intersection Unknown	2 (3.1%)	1 (5.3%)	_	3 (11.1%)	6 (5.3%)
Total	64 (56.1%)	19 (16.7%)	4 (3.5%)	27 (23.7%)	114 (100%)

Source: Maryland State Police Crash Data, Replica, Fehr & Peers. Notes: Excludes interstate facilities (e.g., I-81, I-70) crashes.

#### Posted Speed Limit

The number of reported crashes by the speed limit of the road where the crash occurred is summarized in **Table 10**. Roadways with posted speed limits of 25 MPH have the greatest number of crashes. Most of the road segments within the City are likely 25 MPH. When comparing the percentage of roads in Hagerstown at a given posted speed limit to the percentage of crashes on those roads, a disproportion number of crashes are occurring on miles posted at 30-35 MPH. Despite only making up 6.7% of roadways in Hagerstown, 17% of all crashes occurred on 30-35 MPH roads.

Table 10: All Crashes by Post Speed Limit and Mode

	% of Centerline Miles with Posted Speed Limit	Motor Vehicle	Motorcycle	Bicycle	Pedestrian	Total
≤25 MPH	83.8%	2,245 (62.5%)	38 (52.8%)	36 (59%)	88 (59.1%)	2,407 (60%)
30 - 35 MPH	6.7%	618 (17.2%)	15 (20.8%)	9 (14.8%)	17 (11.4%)	659 (17%)
40 – 45 MPH	4.2%	2 (0.1%)	-	-	-	2 (0.1%)
≥50 MPH	5.3%	2 (0.1%)	-	-	1 (0.7%)	3 (0.1%)
Unknown	0%	724 (20.2%)	19 (26.4%)	16 (26.2%)	43 (28.9%)	802 (20.7%)
Total	100%	3,591 (92.7%)	72 (1.9%)	61 (1.6%)	149 (3.8%)	3,873 (100%)

Source: Maryland State Police Crash Data, Replica, City of Hagerstown, Fehr & Peers.

Notes: Excludes interstate facilities (e.g., I-81, I-70) crashes. Not all crashes included a posted speed limit.

KSI crashes by the posted speed limit of the road where the crash occurred is summarized in **Table 11**. Like all crashes, a disproportionate percentage of KSI crashes occur on roads posted at 30-35 MPH, particularly for crashes involving motorcycles.

Table 11: KSI Crashes by Post Speed Limit and Mode

	% of Centerline Miles with Posted Speed Limit	Motor Vehicle	Motorcycle	Bicycle	Pedestrian	Total
>25 MPH	83.8%	46 (76.6%)	9 (47.4%)	1 (25%)	16 (59.3%)	72 (65.8%)
35 MPH	6.7%	7 (10.9%)	7 (36.8%)	1 (25%)	2 (7.4%)	17 (14.9%)
40 MPH	4.2%	-	-	-	-	-
50 MPH	5.3%	-	-	-	-	-
Unknown	0%	8 (12.5%)	3 (15.8%)	2 (50%)	9 (33.3%)	22 (19.3%)
Total	100%	64 (56.1%)	19 (16.7%)	4 (3.5%)	27 (23.7%)	114 (100%)

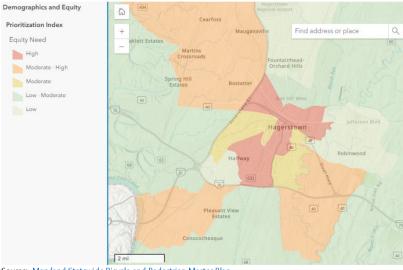
Source: Maryland State Police Crash Data, Replica, City of Hagerstown, Fehr & Peers.

Notes: Excludes interstate facilities (e.g., I-81, I-70) crashes. Not all crashes included a posted speed limit.

#### **Equity Need Areas**

**Table 12** summarizes non-interstate crashes that occurred within areas designated as having "high" or "moderate-high" equity needs, based on Equity Need Index values calculated for the 2050 Maryland Statewide Bicycle and Pedestrian Master Plan (**Figure 1**).

Figure 1: MDOT Statewide Bicycle and Pedestrian Master Plan - Equity Index for Hagerstown, MD



Source: Maryland Statewide Bicycle and Pedestrian Master Plan

Most crashes occur within moderate-high and high equity need areas in Hagerstown. Pedestrian and bicycle crashes are especially high in these areas.

**Table 12: All Crashes within Equity Need Areas** 

Equity Need	Motor Vehicle	Motorcycle	Bicycle	Pedestrian	Total
Moderate- High to High	2,570 (71.6%)	50 (69.4%)	48 (78.7%)	112 (75.2%)	2,780 (71.8%)
Low to Moderate	1,021 (28.4%)	22 (30.6%)	13 (21.3%)	37 (24.8%)	1,093 (28.2%)
Total	3,591	72	61	149	3,873

Source: Maryland State Police Crash Data, Replica, MDOT Statewide Bicycle and Pedestrian Master Plan, Fehr & Peers. Notes: Excludes interstate facilities (e.g., I-81, I-70) crashes.

**Table 13** summarizes non-interstate KSI crashes that occurred within areas designated as having "high" or "moderate-high" equity needs, by mode. Most KSI crashes occur within moderate-high and high equity need areas, and motorcycle and bicycle crashes in particular occur at a higher rate within these areas compared to other modes.

**Table 13: KSI Crashes within Equity Need Areas** 

Equity Need	Motor Vehicle	Motorcycle	Bicycle	Pedestrian	Total
Moderate- High to High	39 (60.9%)	14 (73.7%)	3 (75%)	17 (63%)	73 (64%)
Low to Moderate	25 (39.1%)	5 (26.3%)	1 (25%)	10 (37%)	41 (36%)
Total	64	19	4	27	114

Source: Maryland State Police Crash Data, Replica, MDOT Statewide Bicycle and Pedestrian Master Plan, Fehr & Peers. Notes: Excludes interstate facilities (e.g., I-81, I-70) crashes.

#### Lighting

**Table 14** shows all non-interstate crashes in Hagerstown by lighting conditions at the time of crash. Most crashes occur during the day, but crashes that occur at night are more likely to result in KSI crash.

**Table 14: All Crashes by Lighting Conditions** 

Lighting	No Apparent Injury	Possible Injury	Minor Injury	Serious Injury	Fatality	Total
Daylight	1,712 (63%)	392 (69%)	322 (67.8%)	47 (50%)	13 (65%)	2,486 (64.2%)
Dawn	48 (1.8%)	15 (2.6%)	7 (1.5%)	1 (1.1%)	1 (5%)	72 (1.9%)
Dusk	65 (2.4%)	11 (1.9%)	13 (2.7%)	4 (4.3%)	-	93 (2.4%)
Dark (Lighting)	722 (26.6%)	116 (20.4%)	107 (22.5%)	35 (37.2%)	5 (25%)	985 (25.4%)
Dark (No Lighting)	69 (2.5%)	20 (3.5%)	12 (2.5%)	3 (3.2%)	1 (5%)	105 (2.7%)
Unknown/Other	100 (3.7%)	14 (2.5%)	14 (2.9%)	4 (4.3%)	-	132 (3.4%)
Total	2,716	568	475	94	20	3,873

Source: Maryland State Police Crash Data, Replica, Fehr & Peers. Notes: Excludes interstate facilities (e.g., I-81, I-70) crashes.

#### Number of Lanes

Table 15 shows all non-interstate crashes in Hagerstown by number of lanes on the roadway on which the crash took place. Most crashes for all modes occur on roads with one to three lanes. This is particularly true for bicycles and pedestrians. This may be attributed to the higher number of bicycles and pedestrians using these facilities. Most of Hagerstown roadways have three or less lanes (99%), but roadways with more lanes have a disproportionate number of crashes. Roads with 4 or more lanes only make up 1% of centerline miles in the City, but 4.5% of crashes occur on these roads.

**Table 15: All Crashes by Number of Lanes** 

Lanes	% of Centerline Miles with # of Lanes	Motor Vehicle	Motorcycle	Bicycle	Pedestrian	Total
≤3	99%	3,115 (86.7%)	62 (86.1%)	57 (93.4%)	130 (87.2%)	3,364 (86.9%)
4-5	1%	154 (4.3%)	4 (5.6%)	1 (1.6%)	3 (2%)	162 (4.2%)
6+	1 70	9 (0.3%)	1 (1.4%)	-	-	10 (0.3%)
Unknown	0%	313 (8.7%)	5 (6.9%)	3 (4.9%)	16 (10.7%)	337 (8.7%)
Total	100%	3,591	72	61	149	3,873

Source: Maryland State Police Crash Data, Replica, City of Hagerstown, Fehr & Peers.

Notes: Excludes interstate facilities (e.g., I-81, I-70) crashes.

#### Facility Type

**Table 16** and **Table 17** show all non-interstate crashes and KSI crashes in Hagerstown by facility or roadway type, respectively. For both total and KSI crashes, most crashes across all modes occur on Municipal Roads, with bicycle and pedestrian crashes being more prevalent on these facilities.

**Table 16: All Crashes by Facility Type** 

Facility Type	% of Centerline Miles with Facility Type	Motor Vehicle	Motorcycle	Bicycle	Pedestrian	Total
County Road	22%	145 (4%)	-	-	-	145 (3.7%)
Maryland Route	24.4%	102 (2.8%)	2 (2.8%)	-	2 (1.3%)	106 (2.7%)
Municipal Road	61.2%	2,142 (59.6%)	41 (56.9%)	48 (78.7%)	95 (63.8%)	2,326 (60.1%)
Other Public Road	-	7 (0.2%)	-	-	-	7 (0.2%)
United States Route	-	976 (27.2%)	24 (33.3%)	10 (16.4%)	38 (25.5%)	1,048 (27.1%)
Unknown		219 (6.1%)	5 (6.9%)	3 (4.9%)	14 (9.4%)	241 (6.2%)
Total		3,591	72	61	149	3,873

Source: Maryland State Police Crash Data, Replica, Fehr & Peers. Notes: Excludes interstate facilities (e.g., I-81, I-70) crashes.

Table 17: KSI Crashes by Facility Type

Facility Type	% of Centerline Miles with Facility Type	Motor Vehicle	Motorcycle	Bicycle	Pedestrian	Total
County Road	22%	2 (3.1%)	-	-	-	2 (1.8%)
Maryland Route	24.4%	3 (4.7%)	-	-	1 (3.7%)	4 (3.5%)
Municipal Road	61.2%	36 (56.3%)	12 (63.2%)	2 (50%)	14 (51.9%)	64 (56.1%)
Other Public Road	-	-	-	-	-	-
United States Route	-	21 (32.8%)	6 (31.6%)	2 (50%)	9 (33.3%)	38 (33.3%)

Facility Type	% of Centerline Miles with Facility Type	Motor Vehicle	Motorcycle	Bicycle	Pedestrian	Total
Unknown		2 (3.1%)	1 (5.3%)	-	3 (11.1%)	6 (5.3%)
Total		64	19	4	27	114

Source: Maryland State Police Crash Data, Replica, Fehr & Peers. Notes: Excludes interstate facilities (e.g., I-81, I-70) crashes.

#### **Behavioral Factors**

The following section summarizes crash outcomes relative to behavioral factors such as alcohol and drug impairment, distracted driving, and occupant protection.

#### Alcohol Impairment

**Table 18** summarizes all non-interstate crashes by alcohol impairment and crash severity. For this analysis, a crash is alcohol involved if the driver or non-motorist's condition was reported as "Had Been Drinking", or if the driver/non-motorist's blood alcohol content was greater than or equal to 0.08. This amount is the legal driving limit for alcohol in Maryland.

Results show that crashes have a higher rate of serious injury and fatality if alcohol is involved (12 of 166 crashes.) Although alcohol-involved crashes only account for 4.3% of all crashes, 10.5% of all KSI crashes involved alcohol.

**Table 18: All Crashes by Alcohol Impairment** 

Alcohol Involved?	No Apparent Injury	Possible Injury	Minor Injury	Serious Injury	Fatality	Total
Yes	114 (4.2%)	21 (3.7%)	19 (4%)	10 (10.6%)	2 (10%)	166 (4.3%)
No	2,602 (95.8%)	547 (96.3%)	456 (96%)	84 (89.4%)	18 (90%)	3,707 (95.7%)
Total	2,716	568	475	94	20	3,873

Source: Maryland State Police Crash Data, Replica, Fehr & Peers. Notes: Excludes interstate facilities (e.g., I-81, I-70) crashes.

#### Drug Impairment

**Table 19** summarizes non-interstate crashes by drug impairment and crash severity. This finding is made when the crash report shows the driver or the non-motorist condition was "Using Drugs." Like alcohol impairment, drug-involved crashes account for a small percentage of all crashes (1.7%), but a much higher percentage of KSI crashes (7%.)

**Table 19: All Crashes by Drug Impairment** 

Drugs Involved?	No Apparent Injury	Possible Injury	Minor Injury	Serious Injury	Fatality	Total
Yes	38 (1.4%)	11 (1.9%)	7 (1.5%)	6 (6.4%)	2 (10%)	64 (1.7%)
No	2,678 (98.6%)	557 (98.1%)	468 (98.5%)	88 (93.6%)	18 (90%)	3,809 (98.3%)
Total	2,716	568	475	94	20	3,873

Source: Maryland State Police Crash Data, Replica, Fehr & Peers. Notes: Excludes interstate facilities (e.g., I-81, I-70) crashes.

#### **Distracted Driving**

**Table 20** summarizes crashes where distracted driving was noted in the crash report. A total of 981 crashes involved distracted driving, comprising 25.3% of all crashes. Results show that distracted driving evenly contributes to crashes of different severity, and that fatal crashes are least likely to have involved distracted driving, according to crash reports.

In many cases, multiple behavioral factors can be present. For example, a person driving under the influence of alcohol may also be distracted.

Table 20: All Crashes by Distracted Driving

Distracted Driving?	No Apparent Injury	Possible Injury	Minor Injury	Serious Injury	Fatality	Total
Yes	685 (25.2%)	157 (27.6%)	112 (23.6%)	24 (25.5%)	3 (15%)	981 (25.3%)
No	2,031 (74.8%)	411 (72.4%)	363 (76.4%)	70 (74.5%)	17 (85%)	2,892 (74.7%)
Total	2,716	568	475	94	20	3,873

Source: Maryland State Police Crash Data, Replica, Fehr & Peers. Notes: Excludes interstate facilities (e.g., I-81, I-70) crashes.

#### **Occupant Protection**

**Table 21** summarizes crashes where an occupant not utilizing safety equipment was noted in the crash report. Although only 4.6% of total crashes involved an occupant without safety equipment, these crashes make up more than 13% of all serious injury crashes, and 5% of all minor injury crashes.

**Table 21: All Crashes by Occupant Protection** 

Occupant Protection Used?	No Apparent Injury	Possible Injury	Minor Injury	Serious Injury	Fatality	Total
Yes	99 (3.6%)	25 (4.4%)	39 (8.2%)	13 (13.8%)	1 (5%)	177 (4.6%)
No	2,617 (96.4%)	543 (95.6%)	436 (91.8%)	81 (86.2%)	19 (95%)	3,696 (95.4%)
Total	2,716	568	475	94	20	3,873

Source: Maryland State Police Crash Data, Replica, Fehr & Peers. Notes: Excludes interstate facilities (e.g., I-81, I-70) crashes.

#### **Enforcement Information**

Citation data was received from the Hagerstown Police Department for traffic enforcement related citations between 2018 - 2022 Of the X total citations, citations were grouped into four primary categories: speeding, failure to stop at stop-sign, phone usage, and alcohol involvement, and were mapped by block. **Table 22** summarizes the total number of citations per category, and lists the top 3 citations blocks.

Table 22: Hagerstown Police Citations 2018 - 2022

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Citation Category	Total Citations	Top 3 City Blocks
Speeding	1,404	
Failure to Stop at Traffic Control Device	975	
Phone Usage	611	
Alcohol Impaired Driving	517	

Source: Hagerstown Policy Department

## **Next Steps**

This memo draft includes crash findings in the City of Hagerstown to help identify safety solutions as part of the City's Safety Action Plan. The key findings from the crash trends and contextual analysis will help inform countermeasures and strategy selection for safety improvements. The selected countermeasures could be included in the final Hagerstown Safety Action Plan as Action Items or systemwide project improvements.

# Hagerstown Safety Action Plan - Policy Benchmarking Summary

# **Memorandum**



TO Jim Bender, City of Hagerstown

FROM Tory Gibler, Charmelis Reyes, and Nicole Waldheim, Fehr & Peers

DATE September 25, 2024

SUBJECT Hagerstown Safety Action Plan – Policy Benchmarking Summary

#### Overview

This memorandum summarizes the results of a policy review and benchmarking assessment of transportation and land-use policies, plans, guidelines, and standards against a framework of the Safe System elements for the Hagerstown Safety Action Plan. The review sought to identify potential policy barriers to reaching zero serious injuries and fatalities on roads throughout the City and identify opportunities to integrate recommended Action Items as part of the Action Plan.

As a part of the Hagerstown Safety Action Plan, a policy benchmarking assessment was conducted. The policy review and benchmarking assessment consisted of the following steps:

- 1. Identify and review relevant documents and procedures.
- 2. Populate the benchmarking tool with findings from the policy and plan review.
- 3. Stakeholders select top benchmarking opportunities.
- 4. Develop the Action Plan.

#### Safe System Approach

In 2022, the United States Department of Transportation introduced the National Roadway Safety Strategy (NRSS) to address the safety crisis on our Nation's roadways. The NRSS declares a goal of zero deaths and adopts the Safe System Approach (SSA) as the guiding paradigm for addressing roadway safety and achieving this goal. The Safe System Approach equips us with a structured decision-making framework, enabling us to deliberately address five key elements and six guiding principles (Figure 1) during planning and implementation. It prioritizes human fallibility and vulnerability, ultimately designing a protective system for all.



Figure 1: Safe System Approach Principles and Elements

The Safe System principles and elements provide a framework for what an effective safety program encompasses. Evaluating existing policies, programs, and projects against the core elements, along with safety planning and culture, helped Hagerstown understand what is working to reduce severe crashes and what gaps exists in their safety programs. This information was then used to inform the development of stronger safety-related policies and programs as part of the City's Action Plan.

#### Policy Review and Benchmarking

The following presents the results of the policy review and benchmarking as applied to the City of Hagerstown.

#### Step 1 – Identify and Review Relevant Policies and Plans

The following documents were identified by the project team to be included in the policy review:

- Bicycle Master Plan
- Access Management Policy
- · George Street Pedestrian Study
- Washington Street Road Safety Audit
- Dual Highway Speed Management Study
- Northern Avenue Road Diet
- Residential Traffic Calming Program
- Vulnerable Road User Safety Assessment
- Hagerstown Bicycle and Pedestrian Priority Area Plan
- Livable Street Design Guides

As a part of the benchmarking process, clear documentation of critical information from each plan is important. For each document reviewed the following information was documented. Each summary element is defined below.

**Document Name**: Name of document (and link to where the document can be found). **Document Description**: One to three sentence description of the purpose of the document.

**Safety Vision, Goals and Policies**: Documentation of what is intended to be achieved with transportation safety and supporting guidance, rules, procedures to achieve it.

Safety Data and Analysis: Documentation of existing safety data/analysis or known challenges (if any).

Countermeasures: Documentation of proposed or programmed safety solutions to address key needs.

**Safe System Element**: How the document addresses one or more of the Safe System Approach elements (see Table 1), or Safey Planning and Culture.

**Opportunities for Safety Program and Action Items:** Initial ideas for Action Items to introduce new safety practices or institutionalize current or occasional safety practices.

### Data Extraction Summary

 The City of Hagerstown's current safety work most aligns with the Safe System Approach benchmarks with Safe Roads and Safe Users, and the Safe Vehicles and Post Crash Care has the least alignment.

- There are opportunities to include innovative measures or emerging transportation technologies such as Electric Vehicle, ride sharing/deliveries (curb management), data collection practices, etc.
   The city particularly noted the deficiencies in signals and the need for upgrades to achieve improved safety outcomes.
- An evolution of safety planning and culture is evident in policies and plans overtime, as
  older documents emphasize education, enforcement, and engineering, while newer documents
  more closely align with the Safe System Approach.
- Currently there is no safety resolution by the City of Hagerstown adopting a safety program or the Safe System Approach this plan will address this gap.
- Equity has been included in previous work but could be enhanced as a metric used in analysis
  or prioritization criteria through the Safety Action Plan.

#### Step 2 – Populate the Benchmarking Tool with Findings from the Policy and Plan Review

The project team populated the benchmarking tool with findings from the policy and plan review conducted in step 1. Table 1 highlights the elements and categories in the benchmarking tool. Each benchmark category can have between one and six individual benchmarks. The benchmarking tool is intended to assess what the City is currently doing well related to SSA and where potential changes to policies, programs and practices could be considered as a part of the development of their Hagerstown Safety Action Plan. The benchmarking tool also assessed if the benchmark is an occasional practice, an institutional practice, or not a current practice by the agency.

 ${\it Table 1: Benchmarking Tool Elements \& Categories}$ 

Benchmark Elements	Benchmark Categories
Safety Planning & Culture	Leadership and Commitment Meaningful Engagement Data and Analysis Funding Development Review Equity First
Safe Users	Education Enforcement Research
Safe Roadways	Collision Avoidance Kinetic Energy Reduction Policies and Tradeoffs Innovation
Safe Vehicles	Supportive Infrastructure Fleet Management Data
Safe Speeds	Design and Operations Enforcement Policy and Training

Benchmark Elements	Benchmark Categories
Post-Crash Care	Crash Investigation Partnerships

Next, City staff were interviewed, and the benchmark tool results were modified because of the discussion. At the conclusion of Step 2, the top ten benchmark strengths of Hagerstown's safety program where highlighted (Table 2), as well as the top ten benchmark opportunities (Table 3).

Table 2: City of Hagerstown Top 10 Benchmark Strengths

Element	Category	City of Hagerstown Safety Strength		
	Safety Routes to School	Successful SRTS project, with ongoing efforts despite funding challenges.		
Safety Planning & Culture	Data and Analysis	<ul> <li>Citizen Reporting System: System for reporting safety hazards, ensuring timely responses.</li> <li>Collaboration with the County to reduce severe injuries through targeted safety analysis.</li> </ul>		
	Funding	Seeking non-traditional safety funding, focusing on bicycle safety with HEPMPO's assistance.		
Safe Users	Enforcement	Police and city joint efforts for risk mitigation and safety enforcement.		
	Safety Countermeasures	Incorporating safety features in new projects and addressing retrofitting challenges.		
Safe Roadways	Speed Management Standards	Implementing design standards for safer speeds and road geometries.		
	Construction Safety and Accessibility	Adhering to MDSHA guidelines to maintain safety and accessibility during projects.		
Safe Speeds	Roadway Safety Classification	Classifying roadways to prioritize safety measures systematically.		
Post Crash Care Collision Reporting Improvements		Enhancing data collection for more detailed and accurate road safety analysis.		

Table 3: City of Hagerstown Top 10 Benchmark Opportunities

Element	Category	City of Hagerstown Safety Opportunity		
Safety Planning &	Data and Analysis	<ul> <li>Lack of advanced data method to detect safety issues.</li> <li>Safety considerations tend to be reactive rather than proactive.</li> </ul>		
Culture	Meaningful Engagement and Equity	Lack of meaningful engagement with traditionally underserved populations.		
C-f- 11	Enforcement	Surveillance strategies raise concerns for potential disproportionate impacts.		
Safe Users	Education	Public disagreement hindering active transportation infrastructure connectivity.		

Element	Category	City of Hagerstown Safety Opportunity
	Research	Shortfall in robust demographic data collection in crash reporting.
Cafa Danahum	Kinetic Energy Reduction	Gap in standardizing intersection design evaluations for reduced kinetic energy transfer.
Safe Roadways	Innovation	Absence of smarter roadways and Intelligent Transportation Systems infrastructure.
Safe Vehicles	Policy guidance	Lack of safe vehicle policies.
Safe Speeds	Policy and training	Lack of speed limit setting methodologies based on land use, roadway, and/or modal priority contexts.

## Step 3 – Stakeholders Select Top Benchmark Opportunities

The Stakeholder Committee was identified as the critical group to review the benchmark tool results and identify the top five benchmark opportunities. The Stakeholder Committee met in-person, reviewed benchmarks results, and discussed which benchmark opportunities should be examined as part of the study and which should be incorporated as potential Action Items in the plan (Table 4). The Stakeholder Committee then brainstormed potential Action Item solutions to the top benchmark opportunities.

 ${\it Table~4:~City~of~Hagerstown~Selected~Benchmark~Opportunities}$ 

Element	Category	City of Hagerstown Safety Opportunity
	Safe Routes to School	Work more closely with schools/program coordinators to identify specific needs for SRTS participants.
Safety Planning & Culture	Safety is Proactive	Improve proactive safety considerations, such as:  Conduct city-wide safety assessment to identify at risk variables and locations.  Collect at-risk data and incorporate in analysis.  Better anticipate pedestrian movements/desire lines and tracking pedestrian incidents.  Develop a project lifecycle process and incorporate safety considerations in all projects, and/or in development review.  Host staff trainings as part of Safety Action Plan rollout.
	Meaningful Engagement and Equity	<ul> <li>Develop an equity strategy playbook that can be available to city staff for any public engagement opportunity. Strategies could include in-person and virtual attendance opportunities, availability of materials in different languages, ASL interpreter, etc., that are accessible and welcoming to all members of the community, specially underserved populations.</li> <li>Assess ability to re-engage with schools and revitalize Children's Village program.</li> </ul>

Element	Category	City of Hagerstown Safety Opportunity
Safe Roadways	Kinetic Energy Reduction	<ul> <li>Draft intersection design evaluation guidelines that focus on reducing kinetic energy transfer, based on FHWA recommendations and best practices in traffic safety.</li> <li>Establish a review process to periodically assess the effectiveness of the intersection designs and adjust based on emerging research and technology in traffic safety.</li> <li>Conduct city-wide kinetic energy transfer risk assessment.</li> </ul>

#### Step 4 – Develop the Action Plan

Based on the benchmarking effort and findings, actions and next steps were identified to enhance the City's safety program. Drawing from the challenges and ideas generated at the Stakeholder Meeting, the project team developed Table 5, a list of proposed Action Items to be included in the final Hagerstown Safety Action Plan based on the policy review and benchmarking assessment. A safety resolution is recommended to be included with the adoption of the Hagerstown Safety Action Plan.

Table 5: Proposed Hagerstown Safety Action Plan Action Items from Benchmarking Assessment

Action Item	Responsible Agency and Partners	Timeline
Enhance existing Safe Routes to School program by building closer partnership between schools and City, and prioritizing sidewalk repairs, enhancing route markings, and conducting walk audits near schools.	City of Hagerstown, Hagerstown Public School System	Medium
Enhance geospatial data collection and maintenance across city departments to augment future safety analysis, prioritization, and project development.	City of Hagerstown	Medium
Evaluate meaningful engagement strategies to enhance outreach with populations that are traditionally underserved and consider restarting previous outreach efforts such as Children's Village and annual fire department visit to schools.	City of Hagerstown, Hagerstown Public School System	Medium
Develop guidelines to address kinetic energy reduction/proactive safety elements at intersection. Consider incorporating <u>FHWA Safe System Project Based Alignment</u> framework into review process.		Short

# REQUIRED MOTION MAYOR AND CITY COUNCIL HAGERSTOWN, MARYLAND

Topic: Amendment to Request for Proposal (RFP) for Upper Floor Market Amanda Gregg, Chief Housing & Community Development Office	• •
Mayor and City Council Action Required:	
Discussion:	
Financial Impact:	
Recommendation:	
Motion:	
Action Dates:	
ATTACHMENTS: File Name  052025_WSAmend_to_RFP_Upper_Floor_Housing.pdf	Description  Amendment to Request for Proposal (RFP) for Upper Floor Market Rate Housing Grant Program.



TO: Scott Nicewarner, City Administrator

FROM: Margi Joe, Community Development Manager (Amanda Gregg to present)

DATE: May 16, 2025

RE: Amendment to Request for Proposal (RFP) for Upper Floor Market Rate

**Housing Grant Program** 

At the May 20, 2025 Work Session, staff will present recommended amendments to project eligibility guidelines for the Request for Proposals (RFP) under the Upper Floor Market Rate Housing Grant Program.

#### **Program Overview**

The Upper Floor Market Rate Housing Program was designed to provide matching funds for developers to rehabilitate/create housing units in the upper floors of multi-story buildings, with commercial space occupying the first floors. The intent is to increase housing stock and encourage foot traffic in the surrounding area.

- City of Hagerstown has remaining \$100,000 in Maryland Community Legacy grant funds to be applied to expenses to rehabilitate multi-story/multi-use properties.
- City may award to a single or multiple projects based on scale. Grants will be awarded at a minimum of 1:1 for unique expenses.
- Maryland Department of Housing and Community Development has communicated an extension for the grant through June 30, 2026.

### **Amendment to Program Guidelines**

Staff propose the addition of allowing architectural and engineering fees to be a potential submitted project scope. This will allow for a potentially larger project to submit for grant funding to help spur development growth.

Staff seek approval of this amendment at the May 27<sup>th</sup>, 2025 Regular Session, after which the RFP will be amended, reposted, and advertised for developers to submit for the grant opportunity. A copy of the redline version of the RFP is attached.

Attachments: Draft Motion

Redline Upper Floor Housing RFP

c: Amanda Gregg, Chief Housing & Community Development Officer Jill Thompson, Director, Planning & Economic Development Michelle Hepburn, Chief Financial Officer

# **REQUIRED MOTION**

# MAYOR & CITY COUNCIL HAGERSTOWN, MARYLAND

DATE:	May 27, 2025	
TOPIC:	-	ALS (RFP) FOR DEVELOPER FOR I RATE HOUSING GRANT PROGRAM
	Charter Amendment Code Amendment Ordinance Resolution Other	

**MOTION**: I hereby move for the Mayor & City Council to authorize staff to post the

amended Request for Proposals (RFP) for the Upper Floor Market Rate Housing Grant Program. The program is funded through a Maryland Community Legacy Grant to the City of Hagerstown and is subject to any restrictions, including deadlines, from Maryland Department of Housing

and Community Development.

DATE OF INTRODUCTION: 5/27/2025 DATE OF PASSAGE: 5/27/2025 EFFECTIVE DATE: 5/27/2025

#### **City of Hagerstown**

# **Upper Floor Housing Grant Request for Proposals (RFP)**

#### Introduction

A major emphasis of Hagerstown's Sustainable Community Plan is supporting housing diversity, improving the quality of the Downtown housing stock, and increasing market-rate housing. The downtown housing market is currently over-balanced by large housing facilities which are subsidized for low-income, special needs households. The creation of quality upper floor housing attractive to students, young professionals and empty nesters is critical to changing the market conditions of Downtown Hagerstown. Without these new residents, it will remain difficult to recruit and retain retail and for restaurants and cultural events to flourish downtown.

In recent years, the City and the State have worked together to support expansion of educational and cultural facilities downtown. We have partnered with developers to create student housing units to support the University System of Maryland Center at Hagerstown and to work towards this goal of bringing new residents downtown with disposable income and an appetite for the downtown living experience. The City has also provided grants and other incentives that have assisted other private sector projects that have created quality upper floor housing to serve students and young professionals working downtown. These projects are a great start, but more work is needed to shift the balance from low-income concentration to a more equal mix of incomes in the downtown housing market. This would create a built-in customer base for downtown retail, restaurant and cultural enterprises. The increased downtown foot traffic will also create a more attractive environment for suburbanites who are slower to embrace downtown offerings and opportunities.

The goal of this Community Legacy-assisted program is to provide matching funds for developers to adapt vacant or under-utilized upper floors for market rate housing targeting 12-40+ units per project, as a means of accelerating our efforts to change the market conditions downtown.

Since adoption of The Community's City Center Plan in 2014, the City of Hagerstown has partnered with developers on projects to facilitate creation of market rate upper floor housing. The State provided Community Legacy funds to assist with four projects. In that time, Upper Floor redevelopment projects have been completed at six locations:

- 86-98 W. Washington Street
- 100 N. Potomac Street
- 43-45 S. Potomac Street
- 140 W. Antietam Street
- 17-21 E. Franklin Street
- 170 W. Washington Street

These projects resulted in the creation of 80 new units, with a total investment of \$12.4 million.

In addition, the City invested \$3.1 million with funding partners in the development of the Hagerstown Cultural Trail between City Park and W. Antietam Street. This was a recommended amenity to spark housing development in The Community's City Center Plan. The City has extended this trail to W. Washington Street to further connect downtown housing opportunities to this beautiful public art walking trail.

#### **Description of Opportunity**

The City of Hagerstown has remaining \$100,000 in Maryland Community Legacy grant funds to be applied to the expenses to create the units in the Upper Floor Housing Grant Program. The City may award the \$100,000 to either a single project or to multiple projects by distributing the funds based on project scale.

#### **Deadline for Submission**

The deadline for RFP submission for this opportunity is **Friday, January 19, 2024**, after which submissions will continue to be accepted and reviewed on an ongoing basis until all funding has been obligated.

#### **Eligible Applicants**

- All eligible properties located within the City of Hagerstown's Sustainable Communities Area may be
  considered eligible (see attached map). Defined geographic areas (such as Downtown CC-MU, Arts
  & Entertainment District, specific Neighborhood-Commercial Districts, and specific Neighborhoods)
  may be prioritized by the RFP Selection Committee.
- 2. Eligible properties are defined as Residential and Mixed-Use.
- 3. Redevelopment of existing buildings or infill/new construction/addition is eligible.
- 4. Eligible properties consist of large properties with high redevelopment costs; those currently vacant/vacant for extended periods of time; and/or those considered underutilized/historically underperforming.
- 5. A developer may submit more than one application, each representing a different project.

#### **Ineligible Applicants**

- 1. Projects that do not meet the minimum match requirement.
- 2. Non-profit developers and non-profit property owners are ineligible for the program.
- Individuals, businesses, and properties that are not in Good Standing with the City, County, State, or Federal governments will not be considered.

#### **Program Guidelines**

- 1. The applicant must be the party responsible for the costs of the improvements.
- 2. The applicant must provide unique funds equal to the amount of the awarded grant for a 1:1 match for eligible renovation costs only.
- 3. Acquisition costs can be included in the project budget to demonstrate scale of project, but are not eligible for the match requirement.
- 4. Demolition costs can be included in the project budget to demonstrate scale of project, but are not eligible for the match requirement.
- 4.5. Predevelopment work involving architectural and engineering costs are eligible as project costs. A work scope to only include predevelopment work is eligible as a project.
- 5-6. No City loans, grants, or pass-through funding may be used as part of the applicant's match.

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- 6-7. State of Maryland grant stipulations will require review and compliance through Maryland Historical Trust.
- 7-8. A project may be defined as planned or in progress. Completed projects are ineligible. For projects that are in-progress, the applicant will be required to demonstrate expenditures for related work that was completed no more than 30 days prior to date of approval, and the required date of completion.
- 8-9. Funding will be awarded upon completion of an approved project as defined by an approved application and predevelopment plan or development plan.
- 9-10. Applicants may apply and utilize other grant and incentive programs, such as Invest Hagerstown, but must provide unique expenses/receipts for each program used.
- <u>40-11.</u> All work for the project must be performed by licensed, permitted contractors, and must comply with local, state, and federal codes and ordinances.
- 11.12. \_\_All code upgrades must be performed to City Code and will be regulated through the City's Planning and Code Administration Department.

#### **Minimum Development Requirements**

The selected developer will be required to complete the project to the following minimum development requirements which are the same as the City's Invest Hagerstown City Center Redevelopment Grant Program and the City's Partners in Economic Progress (PEP) Program.

If applying for a project that only involves predevelopment work of architectural and engineering expenses, the selected developed will be required to incorporate minimum development requirements which are the same as the City's Invest Hagerstown City Center Redevelopment Grant Program and the City's Partner's in Economic Progress (PEP) Program into the design.

#### **Core Systems**

The building and all core systems must meet all City of Hagerstown code requirements upon project completion. The expectation of the programs is that the building is ready for occupation and leasehold spaces are at least in shell condition, needing only tenant fit-out, when offered for lease to prospective tenants.

- A. Base lighting, emergency and exit lighting for each shell tenant space in accordance with the Building and Life Safety Codes.
- B. Central HVAC providing adequate heat, ventilation, and air conditioning for each shell tenant space in accordance with the Mechanical Code. Any modifications or additions made at tenant fit-out must be done under a separate mechanical permit.
- C. Required fire separation between the tenant space and corridors and exit access in accordance with the Building Code. If building plans show individual tenant spaces at start of project, required fire separation between tenant spaces must be complete prior to time each space is presented to tenant for finishing/fit out.
- D. Accessible routes, accessible parking (if required), accessible toilet facilities, accessible drinking fountains, accessible entrances and exits are all required items for the building shell in accordance with the Maryland Accessibility Code and the Building Code.
- E. Phone/datacom wiring from the main point of service to each shell tenant space.

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- F. Completed building thermal envelope in accordance with the Energy Conservation Code.
- G. Address identification for the building.
- H. Automatic sprinkler protection in accordance with the Existing Building Code.
- I. All floors shall be flat and non-trip.

#### **Residential Units**

• Minimum Unit Size Chart – Any new residential units or artist live-work spaces created:

Type of Unit	New Residential Units Created (Sq. Ft.)	Artist Live-Work Spaces (Sq. Ft.)	
Efficiency	400 Sq. Ft.	800 Sq. Ft.	
One-Bedroom	500 Sq. Ft.	1,000 Sq. Ft.	
Two-Bedroom	650 Sq. Ft.	1,300 Sq. Ft.	
Three-Bedroom	900 Sq. Ft.	1,800 Sq. Ft.	

- Required Amenities:
  - A. Fully sprinklered
  - B. Central HVAC system
  - C. Washer and dryer
  - D. Dishwasher
  - E. Fully wired for new technologies including phone/Datacom
  - F. Wood veneer or solid wood kitchen and bathroom cabinets
  - G. Approved solid surface counter tops in kitchen and bathrooms
  - H. Refinished or new hardwood floors or wall-to-wall carpeting in areas other than kitchen and bathrooms
  - I. Where possible, outdoor amenities should be provided for tenants (e.g., balconies, roof top decks, back porches, sunrooms, etc.)
- Artist Live-Work Spaces Required Amenities:
  - A. All items listed above
  - B. Ability to vent odors to the outdoors in accordance with the Mechanical Code.
  - C. Plumbed to allow for easy installation of slop sinks.
  - D. Utility capacity to meet needs of different art forms, including electric, gas, water and wastewater.
  - $E. \quad Sound \ transmission \ rating \ between \ units \ of \ a \ minimum \ STC \ 60 \ for \ partition \ walls.$

#### **Additional Development Requirements and Considerations**

 For Residential and Mixed-Use Projects, projects that develop market rate housing units are required.

- For Upper Floor residential, it is a requirement that the upper floors of the building be fully secured with exterior entry door locks, including either side of the vestibule area around the mailboxes, dusk-to-dawn lighting at the exterior doors and within the vestibule, a camera inside each exterior entry door, and an intercom system on the exterior of the building and door release button in each apartment.
- Units may be of various sizes and bedroom configurations; however, a higher percentage of one- and two-bedroom units is preferred.
- It is desirable if the property has off-street parking spaces available to be designated for the tenants. Depending on the location of the property, the Grant Approval Letter(s) with the selected developer(s) may require the developer(s) to provide offstreet parking for the residents.
- If the developer(s) propose to have units in one building come on-line at different stages, then all fire and life safety features for the building must be fully-functioning prior to occupancy of any units. Further details on acceptable staging of units and phasing of construction would be developed with the selected developer(s) upon review of the construction/staging plans by the Fire Marshal and Chief Building Official.

#### **Project Timeline**

The City seeks proposals for development-ready projects. The completion of the project must be within the requirements of the Maryland Community Legacy Program as the funding source of this program which may include timeline extensions.

The timeline for the project must show completion on or before the Project Completion Deadline Date of **June 1**, 20252026. A project completed after this date risks forfeiture of the grant.

#### **Other Development Incentives**

Other economic incentives, subject to availability, can provide significant benefit to the developer. Programs may be layered for a project, but each program will require unique expenses/matches.

- The Developer(s) may apply for the City of Hagerstown's Strategic Properties Grant Program RFP of up to \$200,000.
- The Developer(s) may apply for the City of Hagerstown Partners in Economic Progress (PEP)
  Program. Subject to the complete PEP program guidelines and an approved application,
  incentives available through the PEP program include:
  - A grant back equal to taxes paid, less any other real estate tax credit applicable to Years 1 through 5.
  - o Waived permit and plan review fees and fast tracking of plan approval.
  - Benefit charges waived for two Equivalent Dwelling Units (EDU's) of water and wastewater per project (at a value of \$13,800) and ability to finance any additional EDU's needed for the project; and
  - o One year free parking and four years with a 50% reduction in parking permit fees to park

in City-owned public parking lots or facilities limited to a maximum of one space per residential unit. This incentive may be limited to a lesser number of parking permits and may be limited to specific lots or facilities subject to availability and assignment by the City. Existing off-street parking is deducted from the eligible amount, and this benefit is not transferable.

- o Full program guidelines apply.
- The Developer may apply for <u>one</u> of the City of Hagerstown Invest Hagerstown grant programs.
   Subject to the complete Invest Hagerstown program guidelines and an approved application, incentives available through the Invest Hagerstown program include:
  - 1. City Center Redevelopment Grant Program

Mixed-use projects - Grants from a minimum of \$150,000 to a maximum of \$250,000 and requiring a minimum 2:1 match from the developer. Projects ranging \$450,000 to \$750,000+.

2. City-Wide Redevelopment Grant Program

Mixed-use projects - Grants from a minimum of \$5,000 to a maximum of \$25,000 and requiring a minimum 2:1 match from the developer. Projects ranging from \$15,000 to \$75,000+.

Full program guidelines apply.

- The Developer(s) may apply for the Fire Suppression Grant Program. Subject to the complete
  guidelines and an approved application, incentives available through the Fire Suppression Grant
  program include:
  - The program provides grants of \$7,500 to \$40,000. The Sprinkler System Grants are for sprinkler addition or upgrades. The Utility Infrastructure Grants are for costs directly related to significant water service utility infrastructure upgrades for an NFPA compliant fire suppression system. Such costs can include: street and sidewalk excavation, traffic control, upgraded water lines, meter vaults, water meters, fittings, street and sidewalk refinishing, and other exterior infrastructure components necessary for a fire suppression system installation or upgrade.
  - Grants require a 1:1 match from the applicant. Example: a \$25,000 grant would require a \$25,000 investment from the applicant for a total project investment of \$50,000. Matching costs can include all work related to utility work and fire suppression system installation (interior and exterior).
  - o Full program guidelines apply.

#### Process and Criteria for Selection of Developer(s)

All applications shall be reviewed by an RFP Selection Committee. Criteria for ranking applications will include:

- Developer experience in residential development (if applicable) and renovation/adaptive re-use of older buildings. Capacity to accomplish project.
- Experience in management of multi-family residential properties.
- Economic Impact of the Project
- Renovation budget, scale of the project and number of residential units proposed
- Size of the Building
- Condition of the Building/Rectifying of Code Violations
- Length of Vacancy
- Additional consideration will be given to proposals that demonstrate available onsite, off-street
  parking to be reserved for residents/customers.
- Additional consideration will be given for any proposal that also proposes the acquisition of a Cityowned property through the City's Competitive Negotiated Sale (CNS) process. Available CNS properties are listed at <a href="https://www.hagerstownmd.org/CNS">www.hagerstownmd.org/CNS</a>.
- Additional consideration may be given for any other factors that are in the best interest of the City of Hagerstown.

The Mayor and City Council will review the recommended proposals and will authorize staff to prepare a Grant Approval letter for the selected developer(s). The selected developer(s) may be asked to participate in a public presentation to the Mayor and City Council.

Should the selected developer(s) be unable to meet the terms of the Grant Approval Letter, the City will proceed to an alternate which will be subject to approval by the Mayor and Council.

#### **Grant Approval**

The City of Hagerstown will issue a Grant Approval Letter to the selected developer(s) which will define the project to be delivered by the developer, performance requirements and performance deadlines. The City of Hagerstown reserves the right to terminate the Grant Approval if agreed-upon performance measures are not met.

Funds will only be disbursed after staff have verified all work in the Application and Development Plan has been completed to Code, including all required site inspection approvals, and submission of final receipts. The City will issue a 1099 form following grant disbursement, and the grant may be taxable based on that year's State and Federal tax guidelines.

#### Questions

Written responses will be prepared as an addendum to the RFP and distributed to all applicants in advance of the submittal deadline.

Form	 	

## Upper Floor Housing Grant Request for Proposals (RFP)

## Submission Form

		Submission	Form			
1.	The name and legal description of th	ne entity propo	osing to	be the designate	d developer.	
	Name Title Phone Email Legal Company Name DBA Company Name (if different) Address City/State/Zip Website					
	Company Description:					
2.	Describe the ownership structure of 5% or more ownership interest in principals with 5% or greater owner	the proposing				
3.	Project Site Information					
	Property Address:				_	
4.	Estimated Total Project Costs:	\$				
	Amount of Grant Requested:	Minimum Maximum	\$\$	* 000100,000		1
	* The City may award the \$200,0000 projects by distributing the funds be project would be \$200,000 \$100,000 allow the project to move forward.	sed on project	scale.	The maximum gra	ant award as a single	

5.	Project Information	
	Project Start Date:	
	Project Completion Date:	
	Number of Residential Units Proposed:	
	Provide a list of each unit with configuration (ex 1BR, 1BA) and square footage.	
6.	Describe the experience, qualifications, and financial capacity of the entity and/or its principals to carry out the proposed project. Include experience in the development of Residential, Commercial, or Mixed-Use products (if applicable) and in the renovation/adaptive re-use of older buildings. Include examples of development projects of at least \$600,000 completed by the entity and/or its principals elsewhere.	
Mand	atory Required Attachments (Submissions without these attachments will <u>not</u> be reviewed.)	
	Description of proposed <u>project</u> .	
₽	Design plans and occupancy plan.	Formatted: Font color: Red
	Project budget.	
₽-	Project construction cost estimates.	Formatted: Font color: Red
<del></del>	-If developer/property owner is acting as its own General Contractor, at least one outside	
	construction cost estimate for the full scope of work for the project must be provided to illustrate	
_	that expenses are in line with market-rate costs.	
	Construction Project timeline.	Formatted: Font color: Red
	Financing plan showing proposed funding sources and indicating any other grants or incentives for	
	the project. Total sources of funding to match total project costs. Attached lender letter for all	
	borrowed sources. Attached bank/account statements to demonstrate availability of cash funding	
	sources identified.	
Eor D	avolanment/Construction (include all attachments above also the following):	Formatted: Font color: Red
	evelopment/Construction (include all attachments above plus the following):  Design plans and occupancy plan.	Formatted: Porti color: Red
	If developer/property owner is acting as its own General Contractor, at least one outside	
_	uction cost estimate for the full scope of work for the project must be provided to illustrate that	
	ses are in line with market-rate costs.	
	Project construction cost estimates.	
Ш	Project construction cost estimates.	
Requi	red RFP Forms	
	Cover Submission Form	
	Applicants Signature Form	
	Affirmation Form	
	Notice Form – Subject to Maryland Public Information Act	
	,	

# REQUIRED MOTION MAYOR AND CITY COUNCIL HAGERSTOWN, MARYLAND

Topic: Request for Proposal (RFP) for Strategic Properties Amendment Doug Reaser, Economic Development Manager  Meyer and City Council Action Required:
Mayor and City Council Action Required:
<u>Discussion:</u>
Financial Impact:
Recommendation:
Motion:
Action Dates:
ATTACHMENTS:  File Name  052025_WS_Amendment_Strategic_Properties_RFP.pdf  Description  (RFP) for Strategic Properties Amendment.



TO: Scott Nicewarner, City Administrator

FROM: Doug Reaser, Economic Development Manager

DATE: May 20, 2025

RE: Request for Proposals (RFP) for Strategic Properties Amendment

Staff request an opportunity to review a draft Request for Proposal (RFP) for the Strategic Properties grant at the May 20, 2025 Work Session.

#### Overview

The Strategic Properties Grant goal is to provide matching funds for developers to adaptively reuse large, vacant strategic properties, as a means of accelerating our efforts to lift property values and quality of life in the surrounding area.

- City of Hagerstown has been awarded \$200,000 in Maryland Community Legacy grant funds to be applied to expenses to rehabilitate vacant/strategic properties.
- City may award to a single or multiple projects based on scale. Grants will be awarded at a minimum of 1:1 in unique funds.
- Maryland Department of Housing and Community Development has communicated an extension through June 30, 2026.

#### Amendment to Program Guidelines

Staff propose the addition of allowing architectural and engineering fees to be a potential submitted project scope. This will allow for a potentially larger project to submit for grant funding to help spur economic development growth.

Staff seek approval of this amendment at the May 27<sup>th</sup>, 2025 Regular Session. After which, the RFP will be amended, reposted, and advertised for developers to submit for the grant opportunity. A copy of the redline version of the RFP is attached.

#### Attachments:

- 1. Redline Strategic Properties RFP
- 2. Strategic Properties RFP Motion

c: Jill Thompson, Director of Planning & Economic Development Michelle Hepburn, Chief Financial Officer

#### City of Hagerstown

# Strategic Properties Grant Request for Proposals (RFP)

#### Introduction

A major emphasis of Hagerstown's Sustainable Community Plan is supporting housing diversity, improving the quality of the Downtown housing stock, and addressing blighting influences in the urban core of the city. Vacant and marginally used properties can detract from the vitality of Hagerstown, making neighborhoods feel unsafe, look unpleasant, and unsustainable. Particularly challenging for us are large, vacant strategic properties that resist reinvestment by new buyers due to untested market, unknown building conditions, and/or site constraints that prevent addition of modern amenities such as parking, open space, etc.

In recent years, the City and the State have worked together to support expansion of educational and cultural facilities downtown and we have partnered with developers to create student housing units to support the University System of Maryland Center at Hagerstown and to work towards this goal of bringing new residents downtown with disposable income and an appetite for the downtown living experience. The City has also provided grants and other incentives that have assisted other private sector projects that created or are creating quality upper floor housing to serve students and young professionals working downtown.

The goal of this Community Legacy-assisted program is to provide matching funds for developers to adaptively reuse large, vacant strategic properties, as a means of accelerating our efforts to lift property values and qualify of life in the surrounding area. The program will encourage the redevelopment of strategic properties that present hurdles and obstacles that make them more challenging to reuse and redevelop than typical properties. Factors may include size, layout, length of vacancy, or other circumstances that may make such properties more difficult to adaptively reuse.

#### **Description of Opportunity**

The City of Hagerstown has been awarded \$200,000 in Maryland Community Legacy grant funds to be applied to the expenses to redevelop vacant properties under the Strategic Properties Grant Program. The City may award the \$200,000 to either a single project or to multiple projects by distributing the funds based on project scale.

#### **Deadline for Submission**

The deadline for RFP submission for this opportunity is **Friday**, **January 19**, **2024**, after which submissions will continue to be accepted and reviewed on an ongoing basis until all funding has been obligated.

#### **Eligible Applicants**

- All eligible properties located within the City of Hagerstown's Sustainable Communities Area may be
  considered eligible (see attached map). Defined geographic areas (such as Downtown CC-MU, Arts
  & Entertainment District, specific Neighborhood-Commercial Districts, and specific Neighborhoods)
  may be prioritized by the RFP Selection Committee.
- 2. Eligible properties are defined as Residential, Commercial, and Mixed-Use.

- 3. Redevelopment of existing buildings or infill/new construction/addition are eligible.
- Eligible properties consist of large properties with high redevelopment costs; those currently vacant/vacant for extended periods of time; and/or those considered underutilized/historically underperforming.
- 5. A developer may submit more than one application each representing a different project.

#### **Ineligible Applicants**

- 1. Projects that do not meet the minimum match requirement.
- 2. Non-profit developers and non-profit property owners are ineligible for the program.
- 3. Individuals, businesses, and properties that are not in Good Standing with the City, County, State, or Federal governments will not be considered.

#### **Program Guidelines**

- 1. The applicant must be the party responsible for the costs of the improvements.
- 2. The applicant must provide unique funds equal to the amount of the awarded grant for a 1:1 match for eligible renovation costs only.
- 3. Acquisition costs can be included in the project budget to demonstrate scale of project, but are not eligible for the match requirement.
- 4. Demolition costs can be included in the project budget to demonstrate scale of project, but are not eligible for the match requirement.
- 4.5. Predevelopment work involving architectural and engineering costs are eligible as project costs. A work scope to only include predevelopment work is eligible as a project.
- 5-6. No City loans, grants, or pass-through funding may be used as part of the applicant's match.
- 6-7. State of Maryland grant stipulations will require review and compliance through Maryland Historical Trust.
- 7.8. A project may be defined as planned or in progress. Completed projects are ineligible. For projects that are in-progress, the applicant will be required to demonstrate expenditures for related work that was completed no more than 30 days prior to date of approval, and the required date of completion.
- 8-9. Funding will be awarded upon completion of an approved project <u>as defined by an approved</u>

  application and predevelopment plan <del>and</del> or development plan.
- 9-10. \_\_Applicants may apply and utilize other grant and incentive programs, such as Invest Hagerstown, but must provide unique expenses/receipts for each program used.
- <u>40.11.</u> All work for the project must be performed by licensed, permitted contractors, and must comply with local, state, and federal codes and ordinances.
- <u>41.12.</u> All code upgrades must be performed to City Code and will be regulated through the City's Planning and Code Administration Department.

#### **Minimum Development Requirements**

The selected developer will be required to complete the project to the following minimum development requirements which are the same as the City's Invest Hagerstown City Center Redevelopment Grant Program and the City's Partners in Economic Progress (PEP) Program.

If applying for a project that only involves predevelopment work of architectural and engineering expenses, the selected developed will be required to incorporate minimum development requirements which are the same as the City's Invest Hagerstown City Center Redevelopment Grant Program and the City's Partner's in Economic Progress (PEP) Program into the design.

#### **Core Systems**

The building and all core systems must meet all City of Hagerstown code requirements upon project completion. The expectation of the programs is that the building is ready for occupation and leasehold spaces are at least in shell condition, needing only tenant fit-out, when offered for lease to prospective tenants.

- A. Base lighting, emergency and exit lighting for each shell tenant space in accordance with the Building and Life Safety Codes.
- B. Central HVAC providing adequate heat, ventilation, and air conditioning for each shell tenant space in accordance with the Mechanical Code. Any modifications or additions made at tenant fit-out must be done under a separate mechanical permit.
- C. Required fire separation between the tenant space and corridors and exit access in accordance with the Building Code. If building plans show individual tenant spaces at start of project, required fire separation between tenant spaces must be complete prior to time each space is presented to tenant for finishing/fit out.
- D. Accessible routes, accessible parking (if required), accessible toilet facilities, accessible drinking fountains, accessible entrances and exits are all required items for the building shell in accordance with the Maryland Accessibility Code and the Building Code.
- E. Phone/datacom wiring from the main point of service to each shell tenant space.
- F. Completed building thermal envelope in accordance with the Energy Conservation Code.
- G. Address identification for the building.
- H. Automatic sprinkler protection in accordance with the Existing Building Code.
- I. All floors shall be flat and non-trip.

#### **Residential Units**

• Minimum Unit Size Chart – Any new residential units or artist live-work spaces created:

Type of Unit	New Residential Units Created (Sq. Ft.)	Artist Live-Work Spaces (Sq. Ft.)
Efficiency	400 Sq. Ft.	800 Sq. Ft.

One-Bedroom	500 Sq. Ft.	1,000 Sq. Ft.
Two-Bedroom	650 Sq. Ft.	1,300 Sq. Ft.
Three-Bedroom	900 Sq. Ft.	1,800 Sq. Ft.

#### Required Amenities:

- A. Fully sprinklered
- B. Central HVAC system
- C. Washer and dryer
- D. Dishwasher
- E. Fully wired for new technologies including phone/Datacom
- F. Wood veneer or solid wood kitchen and bathroom cabinets
- G. Approved solid surface counter tops in kitchen and bathrooms
- H. Refinished or new hardwood floors or wall-to-wall carpeting in areas other than kitchen and bathrooms
- Where possible, outdoor amenities should be provided for tenants (e.g., balconies, roof top decks, back porches, sunrooms, etc.)
- Artist Live-Work Spaces Required Amenities:
  - A. All items listed above
  - B. Ability to vent odors to the outdoors in accordance with the Mechanical Code.
  - C. Plumbed to allow for easy installation of slop sinks.
  - D. Utility capacity to meet needs of different art forms, including electric, gas, water and wastewater.
  - E. Sound transmission rating between units of a minimum STC 60 for partition walls.

#### **Additional Development Requirements and Considerations**

- For Residential and Mixed-Use Projects, projects that develop market rate housing units are required.
- For Upper Floor residential, it is a requirement of this project that the upper floors of the building be fully secured with exterior entry door locks, including either side of the vestibule area around the mailboxes, dusk-to-dawn lighting at the exterior doors and within the vestibule, a camera inside each exterior entry door, and an intercomsystem on the exterior of the building and door release button in each apartment.
- Units may be of various sizes and bedroom configurations; however, a higher percentage of one- and two-bedroom units is preferred.
- It is desirable if the property has off-street parking spaces available to be designated for the tenants. Depending on the location of the property, the Grant Approval Letter(s) with the selected developer(s) may require the developer(s) to provide offstreet parking for the residents.
- If the developer(s) propose to have units in one building come on-line at different stages, then all fire and life safety features for the building must be fully-functioning prior to occupancy of any units. Further details on acceptable staging of units and phasing of

construction would be developed with the selected developer(s) upon review of the construction/staging plans by the Fire Marshal and Chief Building Official.

#### **Project Timeline**

The City seeks proposals for development-ready projects. The completion of the project must be within the requirements Maryland Community Legacy Program as the funding source of this program and which may include timeline extensions.

The Project Completion Deadline Date will be set in the Grant Approval Letter for the selected Developer(s). A Project completed after the specified date risks forfeiture of the grant.

#### Other Development Incentives

Other economic incentives, subject to availability, can provide significant benefit to the developer. Programs may be layered for a project, but each program will require unique expenses/matches.

- The Developer(s) may apply for the City of Hagerstown's Upper Floor Housing Grant Program RFP of up to \$200,000.
- The Developer(s) may apply for the City of Hagerstown Partners in Economic Progress (PEP)
   Program. Subject to the complete PEP program guidelines and an approved application, incentives available through the PEP program include:
  - A grant back equal to taxes paid, less any other real estate tax credit applicable to Years 1 through 5.
  - o Waived permit and plan review fees and fast tracking of plan approval.
  - Benefit charges waived for two Equivalent Dwelling Units (EDU's) of water and wastewater per project (at a value of \$13,800) and ability to finance any additional EDU's needed for the project; and
  - One year free parking and four years with a 50% reduction in parking permit fees to park
    in City-owned public parking lots or facilities limited to a maximum of one space per
    residential unit. This incentive may be limited to a lesser number of parking permits and
    may be limited to specific lots or facilities subject to availability and assignment by the
    City. Existing off-street parking is deducted from the eligible amount, and this benefit is
    not transferable.
  - o Full program guidelines apply.
- The Developer may apply for <u>one</u> of the City of Hagerstown Invest Hagerstown grant programs.
   Subject to the complete Invest Hagerstown program guidelines and an approved application, incentives available through the Invest Hagerstown program include:
  - 1. City Center Redevelopment Grant Program

Mixed-use projects - Grants from a minimum of \$150,000 to a maximum of \$250,000 and requiring a minimum 2:1 match from the developer. Projects ranging \$450,000 to \$750,000+.

#### 2. City-Wide Redevelopment Grant Program

Mixed-use projects - Grants from a minimum of \$5,000 to a maximum of \$25,000 and requiring a minimum 2:1 match from the developer. Projects ranging from \$15,000 to \$75,000+.

Full program guidelines apply.

- The Developer(s) may apply for the Fire Suppression Grant Program. Subject to the complete
  guidelines and an approved application, incentives available through the Fire Suppression Grant
  program include:
  - The program provides grants of \$7,500 to \$40,000. The Sprinkler System Grants are for sprinkler addition or upgrades. The Utility Infrastructure Grants are for costs directly related to significant water service utility infrastructure upgrades for an NFPA compliant fire suppression system. Such costs can include: street and sidewalk excavation, traffic control, upgraded water lines, meter vaults, water meters, fittings, street and sidewalk refinishing, and other exterior infrastructure components necessary for a fire suppression system installation or upgrade.
  - Grants require a 1:1 match from the applicant. Example: a \$25,000 grant would require a \$25,000 investment from the applicant for a total project investment of \$50,000. Matching costs can include all work related to utility work and fire suppression system installation (interior and exterior).
  - o Full program guidelines apply.

#### Process and Criteria for Selection of Developer(s)

All applications shall be reviewed by an RFP Selection Committee. Criteria for ranking applications will include:

- Developer experience in residential development (if applicable) and renovation/adaptive re-use of older buildings. Capacity to accomplish project.
- Economic Impact of the Project
- · Renovation budget, scale of the project and number of residential units proposed
- Size of the Building
- Condition of the Building/Rectifying of Code Violations
- Length of Vacancy
- Additional consideration will be given to proposals that demonstrate available onsite, off-street parking to be reserved for residents/customers.
- Additional consideration will be given for any proposal that also proposes the acquisition of a Cityowned property through the City's Competitive Negotiated Sale (CNS) process. Available CNS properties are listed at <a href="https://www.hagerstownmd.org/CNS">www.hagerstownmd.org/CNS</a>.
- Additional consideration may be given for any other factors that are in the best interest of the City of Hagerstown.

The Mayor and City Council will review the recommended proposals and will authorize staff to prepare a Grant Approval letter for the selected developer(s). The selected developer(s) may be asked to participate in a public presentation to the Mayor and City Council.

Should the selected developer(s) be unable to meet the terms of the Grant Approval Letter, the City will proceed to an alternate which will be subject to approval by the Mayor and Council.

#### **Grant Approval**

The City of Hagerstown will issue a Grant Approval Letter to the selected developer(s) which will define the project to be delivered by the developer, performance requirements and performance deadlines. The City of Hagerstown reserves the right to terminate the Grant Approval if agreed-upon performance measures are not met.

Funds will only be disbursed after staff have verified all work in the Application and Development Plan has been completed to Code, including all required site inspection approvals, and submission of final receipts. The City will issue a 1099 form following grant disbursement, and the grant may be taxable based on that year's State and Federal tax guidelines.

#### Questions

Written responses will be prepared as an addendum to the RFP and distributed to all applicants in advance of the submittal deadline.

#### City of Hagerstown

### Strategic Properties Grant Request for Proposals (RFP)

#### **Submission Form**

1.	The name and legal description of t	he entity prop	osing to	be the de	signated	develope	er.	
	Name Title Phone Email Legal Company Name DBA Company Name (if different) Address City/State/Zip Website							
	Company Description:							
2.	Describe the ownership structure of 5% or more ownership interest in principals with 5% or greater ownership in the structure of the structure	the proposing						
3.	Project Site Information							
	Property Address:					_		
4.	Estimated Total Project Costs:	\$						
	Amount of Grant Requested:	Minimum Maximum	\$ \$200,0	*				
	* The City may award the \$200,000 distributing the funds based on probe \$200,000. Please identify the m forward.	ject scale. The	maximu	ım grant a	ward as	a single p	roject wou	ıld

5.	Project Information		
	Project Start Date:		
	Project Completion Date:		
	Number of Residential Units Proposed:		
	Provide a list of each unit with configuration (ex 1BR, 1BA) and square footage.		
6.	Describe the experience, qualifications, and financial capacity of the entity and/or its principals to carry out the proposed project. Include experience in the development of Residential, Commercial, or Mixed-Use products (if applicable) and in the renovation/adaptive re-use of older buildings. Include examples of development projects of at least \$600,000 completed by the entity and/or its principals elsewhere.		
Mand	atory Required Attachments (Submissions without these attachments will not be reviewed.)		
	submissions:		Formatted: Font: Bold
	Description of proposed renovation and construction work.project.		
	Design plans and occupancy plan.		
$\overline{\Box}$	Project budget.		
	Project construction cost estimates.		
	If developer/property owner is acting as its own General Contractor, at least one outside construction cost		
octima	te for the full scope of work for the project must be provided to illustrate that expenses are in line		Formatted: Indent: First line: 0"
	harket-rate costs.	l	Formatted: Indent: First line: 0
	Construction Project timeline.		
	Financing plan showing proposed funding sources and indicating any other grants or incentives for		
	the project. Total sources of funding to match total project costs. Attached lender letter for all		
	borrowed sources. Attached bank/account statements to demonstrate availability of cash funding		
	sources identified.		
F D	and a second flow of the first of the flow of the first o	(	
FOR DE	evelopment/Construction (include all attachments above plus the following):		Formatted: Font: Bold
Н—	Design plans and occupancy plan.	(	
Ш	If developer/property owner is acting as its own General Contractor, at least one outside	{\}	Formatted: Font: 12 pt
	ruction cost estimate for the full scope of work for the project must be provided to illustrate that	{\}	Formatted: Font: 12 pt
<u>expen</u>	ses are in line with market-rate costs.		Formatted: Font: 12 pt
	Project construction cost estimates.	,	
			Formatted: Font: (Default) Calibri
			Formatted: Normal, Indent: Left: 0", Don't adjust space between Latin and Asian text, Don't adjust space between Asian text and numbers
Requi	red RFP Forms (submit 3 copies of each)		
	Cover Submission Form		
	Applicants Signature Form		
	Affirmation Form		
	Notice Form – Subject to Maryland Public Information Act		

#### **REQUIRED MOTION**

## MAYOR & CITY COUNCIL HAGERSTOWN, MARYLAND

<b>DATE:</b>	May 27, 2025				
TOPIC:	REQUEST FOR PROPOSALS (RFP) FOR DEVELOPER FOR STRATEGIC PROPERTIES GRANT PROGRAM				
	Charter Amendment Code Amendment Ordinance Resolution Other				
MOTION:	I hereby move for the Mayor &	c City Council to authorize staff to post the			

amended Request for Proposals (RFP) for the Strategic Properties Grant Program. The program is funded through a Maryland Community Legacy Grant to the City of Hagerstown and is subject to any restrictions, including deadlines, from Maryland Department of Housing and

Community Development.

DATE OF INTRODUCTION: 5/27/2025 DATE OF PASSAGE: 5/27/2025 EFFECTIVE DATE: 5/27/2025

# REQUIRED MOTION MAYOR AND CITY COUNCIL HAGERSTOWN, MARYLAND

Topic: Lease Agreement: University System of Maryland at Hagerstown (US Street Jill Thompson, Director – Department of Planning and Ecand Amanda Gregg, Chief Housing & Community Development Community Development Community Council Action Required:	onomic Development
Discussion:	
Financial Impact:	
Recommendation:	
Motion:	
Action Dates:	
ATTACHMENTS: File Name  052025_WS_USMH_Lease.pdf	Description Lease Agreement with USMH for 60 W. Washington Street.



TO: Scott Nicewarner, City Administrator

FROM: Jill Thompson, Director of Planning & Economic Development

Amanda Gregg, Chief Housing & Community Development Officer

DATE: May 16, 2025

RE: Lease Agreement with USMH for 60 W. Washington Street

Staff will attend the May 20, 2025 Work Session of the Mayor and City Council to discuss the proposed Lease Agreement with the University System of Maryland Hagerstown for the property at 60 W. Washington Street. The lease terms include the following:

- The lease is for the full building excluding the basement.
- The lease provides the City access to the Restrooms and a Green Room during City-permitted events at University Plaza as detailed in the lease.
- The lease will replace the existing lease for the rear portion of the building that would have expired 6/30/2027.
- The term of the lease is 5 years and 1 month from 6/1/2025 to 6/30/2030. Th rent is as follows:

6/1/2025 – 5/31/2026	2700 sf @12.20	and	6620 sf @ \$15.97
6/1/2026 – 5/31/2027	2700 sf @12.20	and	6620 sf @ \$15.97
6/1/2027 – 5/31/2028	9320 sf @ \$16.45		
6/1/2028 – 5/31/2029	9320 sf @ \$16.94		
6/1/2029 – 5/31/2030	9320 sf @ \$17.45		
6/1/2030 – 6/30/2030	9320 sf @ \$17.45		

Section 26 allows USMH to present a proposal to purchase the property at any time during the
term of the lease. This section also allows the City to list the property for sale under the City's
Competitive Negotiated Sale (CNS) program if the City chooses. The City is free to select or
reject any and all CNS proposals, whether from USMH or third parties.

Staff have worked with the City Attorney to review the proposed lease. Staff seek approval of the Lease Agreement at the May 27, 2025 Regular Session.

#### **Attachments**

Motion, Resolution, Lease Agreement

c: Michelle Hepburn, Chief Financial Officer Eric Deike, Director of Public Works Brittany Arizmendi, Director of Community Engagement

#### **REQUIRED MOTION**

## MAYOR AND CITY COUNCIL HAGERSTOWN, MARYLAND

DATE:	May 27, 2025				
TOPIC:	Approval of Lease Agreement				
	Charter Amendment Code Amendment Ordinance Resolution Other				
MOTION:	resolution authorizing the Maryland Hagerstown at West Washington Street, be June 1, 2025 to June 3	ayor and City Council approve the at Lease Agreement with the Universithe City of Hagerstown property local in Hagerstown, MD. The term of the 10, 2030. Staff, in consultation with port, non-substantive edits as necessary	ity System of cated at 60 e lease shall the City		
		DATE OF INTRODUCTION:	5/27/2025		
		DATE OF PASSAGE:	5/27/2025		
		EFFECTIVE DATE:	5/27/2025		

#### CITY OF HAGERSTOWN, MARYLAND

#### A RESOLUTION AUTHORIZING THE CITY OF HAGERSTOWN TO ENTER INTO A LASE AGREEMENT WITH UNIVERSITY SYSTEM OF MARYLAND HAGERSTOWN

#### FOR THE REAL PROPERTY KNOW AS 60 W. WASHINGTON STREET, HAGERSTOWN, MARYLAND

#### RECITALS

WHEREAS, the City owns a certain improved real property located in Hagerstown, Washington County, Maryland, known as 60 W. Washington Street, (the "Property"); and

WHEREAS, the City desires to Lease the entirety of the Property, excluding the basement, to the Tenant; and

WHEREAS, Tenant desires to enter into a lease of the entirety of the Property, excluding the basement, pursuant to the terms hereof and operate at said location for the period from June 1, 2025 through June 30, 2030; and

WHEREAS, the parties are also party to that certain Lease Agreement dated October 23, 2012, which after operation of two (2) Renewal Terms, expires on June 30, 2027 ("2012 Lease Agreement.") The parties hereby agree that the 2012 Lease Agreement shall terminate upon the execution of this Lease Agreement, with no party having any further obligation under said 2012 Lease Agreement, except as to (1) any unpaid rent thereunder; and (2) any claims brought within the applicable statute of limitations against the Landlord under Section 11 thereunder; and

WHEREAS, the Mayor and Council find it to be in the best interests of the citizens to do so;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of Hagerstown, Maryland as its duly constituted legislative body, as follows:

- 1. That it adopts herein the foregoing Recitals and authorizes the City of Hagerstown to enter into a Lease Agreement with the University System of Hagerstown Maryland for the Property, pursuant to the terms of the Lease Agreement attached hereto and incorporated herein by reference.
- 2. The Mayor be and is hereby authorized to execute and deliver the Lease Agreement attached hereto, and to execute any additional documentation required to effectuate the purpose of this Resolution.

BE IT FURTHER RESOLVED THAT this Resolution shall become effective immediately upon its approval.

WITNESS AND ATTEST MAYOR AND COUNCIL OF THE AS TO CORPORATE SEAL CITY OF HAGERSTOWN, MARYLAND Donna Spickler, City Clerk William B. McIntire, Mayor

Date of Introduction: May 27, 2025 Prepared by:

Date of Passage: SALVATORE & MORTON, LLC May 27, 2025

Effective Date: May 27, 2025 City Attorneys

#### LEASE AGREEMENT

THIS LEASE AGREEMENT ("Agreement") entered into on \_\_\_\_\_ day of \_\_\_\_\_, 2025, by and between THE CITY OF HAGERSTOWN, a Maryland Municipal Corporation, existing under and by virtue of the laws of the State of Maryland, hereinafter called "City" or "Landlord," and the University System of Maryland Hagerstown, a regional education center managed by Frostburg State University, both constituent institutions of the University System of Maryland, Located at 32 W. Washington Street, Hagerstown, MD 21740 "Tenant".

WHEREAS, the City owns a certain improved real property located in Hagerstown, Washington County, Maryland, known as 60 W. Washington Street, (the "Property"); and

WHEREAS, the City desires to Lease the entirety of the Property to the Tenant; and

WHEREAS, Tenant desires to enter into a lease of the entirety of the Property pursuant to the terms hereof; and

WHEREAS, the parties are also party to that certain Lease Agreement dated October 23, 2012, which after operation of two (2) Renewal Terms, expires on June 30, 2027 ("2012 Lease Agreement.") The parties hereby agree that the 2012 Lease Agreement shall terminate upon the execution of this Agreement, with no party having any further obligation under said 2012 Lease Agreement, except as to (1) any unpaid rent thereunder; and (2) any claims brought within the applicable statute of limitations against the Landlord under Section 11 thereunder.

NOW THEREFORE, in consideration of the obligations contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereto agree as follows:

### SECTION 1 DEMISE OF PROPERTY

Landlord, for and in consideration of the payment of the rent and performance of the covenants and agreements hereinafter mentioned, hereby leases to Tenant and tenant hereby leases from Landlord the entirety of the Property consisting of approximately 9,320 total square feet, more particularly identified on the drawing attached **Exhibit 1**. Tenant shall not have access to the basement, which shall remain under the exclusive use and control of the Landlord. Landlord shall have the right to access the Men's Restroom and Women's Restroom and a Green Room during City-permitted events at University Plaza as follows: (1) Use shall be only by City Staff, event performers, and event organizers authorized by City Staff; (2) Use during any new events not yet scheduled in 2025 must be approved in writing by Tenant prior to the event; and (3) Use during the Christkindl Event each December shall be permitted for the duration of this Agreement. Landlord be entitled to schedule events at University Plaza, which adjoins the Property, in accordance with the Memorandum of Understanding between the parties as to Operations dated January 12, 2025.

#### SECTION 2 TERM

The Property described herein is leased by Landlord to Tenant for a term of 5 years (60 Months) beginning on the 1<sup>st</sup> day of June, 2025 and terminating on the 30<sup>th</sup> day of June, 2030 at and for rental as set forth in Section 3 – Rent. Upon the expiration of the term, the rights of the Parties shall be construed pursuant to Section 16 hereof. In no event shall the tenancy be extended or renewed absent an express written agreement between the Parties.

## SECTION 3 RENT

- 3.1 The Rent due by Tenant for the period of June 1, 2025 to May 31, 2026, shall be in the amount of One Hundred Thirty Eight Thousand Six Hundred Sixty One Dollars and Forty Cents (\$138,661.40) per annum, which is equivalent to 2700 usable square feet, more or less, at a rate of Twelve Dollars and Twenty Cents (\$12.20) and 6620 Sq ft at Fifteen Dollars and Ninety Seven Cents (\$15.97) per square feet, in equal monthly installments of Eleven Thousand Five Hundred Fifty Five Dollars and Twelve Cents (\$11,555.12) due and payable on the first day of each month. Rent shall accrue from the Rent Commencement Date.
- 3.2 For the period of June 1, 2026 to May 31, 2027, shall be in the amount of One Hundred Thirty Eight Thousand Six Hundred Sixty One Dollars and Forty Cents (\$138,661.40) per annum, which is equivalent to 2700 usable square feet, more or less, at a rate of Twelve Dollars and Twenty Cents (\$12.20) and 6620 Sq ft at Fifteen Dollars and Ninety Seven Cents (\$15.97) per square feet, in equal monthly installments of Eleven Thousand Five Hundred Fifty Five Dollars and Twelve Cents (\$11,555.12) due and payable on the first day of each month.
- 3.3 For the period of June 1, 2027 to May 31, 2028, shall be in the amount of One Hundred Fifty Three Thousand Three Hundred Fourteen Dollars (\$153,314) per annum, which is equivalent to and 9,320 Sq ft at Sixteen Dollars and Forty Five Cents (\$16.45) per square feet, in equal monthly installments of Twelve Thousand Seven Hundred Seventy Six Dollars and Seventeen Cents (\$12,776.17) due and payable on the first day of each month.
- 3.4. For the period of June 1, 2028 to May 31, 2029, shall be in the amount of One Hundred Fifty Seven Thousand Eight Hundred Eighty Dollars and Eighty Cents (\$157,880.80) per annum, which is equivalent to and 9,320 Sq ft at Sixteen Dollars and Ninety Four Cents (\$16.94) per square feet, in equal monthly installments of Thirteen Thousand One Hundred Fifty Six Dollars and Seventy Three Cents (\$13,156.73) due and payable on the first day of each month.
- 3.5 For the period of June 1, 2029 to June 30, 2030, shall be in the amount of One Hundred Seventy Six Thousand One Hundred Eighty Six Dollars and Seventy Nine Cents (\$176,186.79) Total, which is equivalent to 9,320 Sq ft at Seventeen Dollars and Forty Five Cents (\$17.45) per square feet, in equal monthly installments of Thirteen Thousand Five Hundred Fifty Two Dollars and Eighty Three Cents (\$13,552.83) due and payable on the first day of each month.

### SECTION 4 USE FEES; UTILITIES

Landlord shall be responsible for paying for water, sewer, fire alarm fees, sprinkler fees, and the cost of pest control and the costs thereof shall be included in the rent paid by Tenant. Landlord shall replace light bulbs. Tenant shall be responsible for electricity, gas, heating, trash removal services, parking, internet service, and any other utilities. The City shall have the right to use the water hose connected to the Property (spigot located next to the outdoor stage.)

TENANT SHALL NOT BE RESPONSIBLE FOR OR PAY REAL ESTATE PROPERTY TAXES. Tenant shall be responsible for any other applicable taxes or fees.

## SECTION 5 COMPLIANCE TO MAINTAIN PROPERTY IN COMPLIANCE WITH INSURANCE

Tenant covenants that it will not do nor permit to be done, nor keep nor permit to be kept upon the Property, anything which will contravene the policy or policies of insurance against loss by fire or other causes, or which will increase the rate of fire or other insurance on the Property beyond the current rate. Should any act of Tenant so increase the rate, then, in addition to the rent hereinabove provided for, Tenant shall be liable for such additional premium, which shall be payable when billed as additional rent, collectible in the same manner as the annual rent. Tenant covenants that under no circumstances will it keep or permit to be kept, do or permit to be done, in or about the Property, anything of a character so hazardous as to render it difficult, impracticable, or impossible to secure such insurance in companies acceptable to Landlord. Tenant further covenants, immediately upon notice, to remove from the Property and/or to desist from any practice deemed by the insurance companies or the Fire Marshall as so affecting the insurance risk or otherwise presenting a hazard.

#### SECTION 6 MAINTENANCE

Tenant agrees to keep the interior of the Property, including the fixtures, equipment, personalty, and appurtenances thereto in good repair and will make all ordinary and replacement repairs as its expense. Tenant agrees to be responsible for all interior and exterior window cleaning. Tenant shall be responsible for snow removal and cleaning on front sidewalk and side sidewalk as needed. Tenant shall maintain the Property in a neat and clean condition and upon the expiration of the term of this Agreement surrender the entire Property in as good a state and condition as they were in at the commencement of the term, ordinary wear and tear excepted. If Tenant refuses or neglects to repair or replace the fixtures, equipment or personal property as required hereunder to the reasonable satisfaction of Landlord within a reasonable time following written demand to Tenant by Landlord, Landlord may make such repairs or replacements, and upon completion, Tenant shall pay Landlord's costs for making such repairs or replacements upon presentation of bills therefore, payable and collectible as additional rent.

Tenant shall be responsible and pay for all janitorial and cleaning services as may be required for the Property.

Landlord agrees to keep and maintain in good order and repair the exterior, the roof and all structural parts of the Property. Landlord shall maintain in good condition and repair the electrical, heating, cooling and plumbing systems which serve the Property. Landlord shall have the right to stop service of the heating, plumbing and electrical systems, when necessary, by reason of accident or emergency, or for repairs, alterations, replacements or improvements, which are necessary to be made. In the case of repairs, alterations, replacements or improvements, Landlord shall give Tenant at least five (5) days' notice of any anticipated interruption in utilities and/or other services; provided however, that if the utilities and/or other services shall be discontinued, stopped or interrupted and Tenant is thereby unable to operate its business at the Property, then Rental shall be abated until such services or utilities are restored; and provided also that Landlord shall be responsible for any failure to supply utilities or services caused by Landlord's own negligence.

## SECTION 7 ALTERATIONS

Tenant further covenants that it will not make any alterations, additions, or changes of any kind to the Property, without first securing the written consent of Landlord, after submission of the plans therefor to Landlord for review and prior approval. Any alterations, additions, or changes as Landlord shall permit in writing shall be made at Tenant's sole expense. This shall not be construed to deny the Tenant the right to do usual and customary decorating of the Property. Tenant agrees that all improvements to the Property shall become the property of the Landlord at the time of installation. Upon execution of this Agreement, the items currently located at the property identified in **Exhibit 2** Furniture and Furnishings shall become the property of Tenant. The Tenant will be fully responsible for any and all maintenance, repair or replacement of these items. Upon termination of the Agreement, the Tenant must return the space to the Landlord free and clear of all furniture and furnishings.

#### SECTION 8 USE

The Property shall be used by the Tenant solely for the purpose of operating its undergraduate and graduate classes and any related administrative activities incidental thereto. No other use may be made of the Property unless approved in writing by the Landlord.

Tenant shall at all times during the term hereof remain in good standing with the State of Maryland, maintain all applicable licenses and approvals current and valid. Failure to cure a violation of this provision within thirty (30) days of written notice to do so shall constitute an event of default hereunder.

Tenant's agents, servants, employees, invitees, or other persons upon the Property under the control and direction of the Tenant shall not engage in any criminal activity upon the Property. Tenant, its agents, servants and employees shall not engage in any act intended to facilitate criminal activity upon the Property or permit the Property to be used for any such criminal activity. Any violation of this provision shall be deemed an event of default hereunder.

Landlord warrants and represents that the Property is, and will remain throughout Tenant's tenancy, generally safe for use and occupation by Tenant, its employees, and its invitees, other than for an unsafe condition caused by the act or omission of Tenant, its employees or guests. The Landlord guarantees that the Property complies in all respects with (a) all state, federal and local building and fire codes and zoning requirements, including but not limited to the Maryland Building Performance Standards of the Annotated Code of Maryland, MD Code Ann. Pub Safety, §§12-501 - 12-508; (b) The Americans with Disabilities Act of 2008 (42 United States Code, Section 12101 et seq.); and (c) the Occupational Safety and Health Standards of the State of Maryland and the United States, including but not limited to the presence of friable asbestos or other hazardous materials or chemicals.

Should either the Landlord or Tenant be cited for any non-compliance or violation of any Act, Code or standards set forth in this section 8 above and/or in other paragraphs his Section 8 or elsewhere in this Lease, the Landlord shall at its own expense by the date specified by such citation, correct all violations which are not specifically concerned with the placement or physical characteristics of the Tenant's furniture or equipment or which are not attributable to the negligence of the Tenant, its employees, or invitees.

Landlord shall, at its sole expense, promptly make such modifications to the Building, including the Common Areas and exterior property as are required to make the Property comply with all state, federal and local building and fire codes and zoning requirements, including but not limited to the Maryland Building Performance Standards of the Annotated Code of Maryland, Article 83B, Section 6, Subtitle 4; The Americans with Disabilities Act of 1990 (ADA) and the Maryland Building Code of Handicapped (MBCH). that there are no local building codes, Lessor shall comply with applicable national building codes.

In the event that it becomes necessary for any special permits, licenses or anything that may be requisite for the Tenant to occupy and use the Premises for the purposes set forth herein or as hereinafter may be agreed upon, then in said event. Tenant shall be responsible for the application and payment of any such permit or license fee if required, and such permits, licenses or requirements shall be requirements of the Tenant under this Lease.

#### SECTION 9 SIGNS

Tenant shall be permitted to install the name of Tenant and/or its trade names, on any interior walls. The Tenant may not erect or place any signs on the exterior of the Property which are visible from the exterior of the building unless they are in compliance with all applicable regulations and have been approved in writing and in advance by the Landlord. Said approval shall not be unreasonably withheld.

#### SECTION 10 ASSIGNMENT AND SUBLEASE

Tenant shall not assign this Lease nor sublet all or any portion of the Property to any person or entity without prior written approval from Landlord. Said approval shall be in the sole and absolute discretion of the Landlord.

#### SECTION 11 INDEMNITY AND LIABILITY INSURANCE

Tenant shall save and hold harmless and indemnify Landlord, its agents, servants, employees, officers and representatives from any and all claims of whatsoever nature or kind arising directly or indirectly from Tenant's use of the Property including any suits, demands, claims or fines of whatsoever nature or kind including personal injuries and property damage arising directly or indirectly under any circumstances by the exercise of the Tenant in the use of the Property.

The indemnity obligations of Tenant under this section are contingent upon the existence of an appropriation to the Tenant by the Maryland General Assembly for the purpose of satisfying this indemnity provision in particular at the time that the acts or omissions giving rise to the Tenant's obligations occur. To the extent that a tortious claim is involved, Tenant's obligations shall not be greater than the liability that might be determined under the Maryland Tort Claims Act, Section 12-101 et seq. of the State Government Article, Maryland Annotated Code (the "Act"), if the claim had been asserted against Tenant directly pursuant to the Act. Nothing contained in this Lease Agreement shall be construed to create an unfunded liability of Tenant.

To the extent permitted by law. Landlord shall defend, save and keep harmless and indemnify Tenant, its agents, servants, employees, officers or representatives from any and all claims of whatsoever nature or kind arising directly or indirectly from the negligence of the Landlord, its agents, servants, employees or contractors, and Landlord agrees to defend, save and hold harmless and indemnify Tenant from any suits, demands, claims or fines of whatsoever nature or kind including personal injuries arising directly or indirectly as a result of the negligence of the Landlord, its agents, servants, employees or contractors.

Maryland Code, State Finance and Procurement Article Section 9-105(c) obligates the Maryland State Treasurer to provide sufficient self-insurance, purchased insurance, or both, to cover the liability of the State and its units and personnel under the Maryland Tort Claims Act. Tenant certifies that it is a unit of the State of Maryland covered by the State's self-insurance program. Upon request, Tenant shall provide Landlord with evidence of such insurance. Tenant's liability for any claims shall be limited to the State's waiver of sovereign immunity as provided in the Maryland Code Annotated, State Government Article, Section 12-101 et seq.

Landlord agrees to maintain commercial general liability and property damage insurance against claims for damage to property (including loss of use) occurring upon, in, or about the Property written on an occurrence basis with respect to the Property with minimum combined single limits of not less than One Million Dollars (\$1,000,000.00) per occurrence and not less than

Two Million Dollars (\$2,000,000.00) in the aggregate for all occurrences. Such liability insurance shall also include broad form endorsement failure to restore the affected area of the Building within the said 120-day Period, to terminate this Lease. Upon the giving of such notice, the Initial Term or any Renewal Period of this Lease shall expire, the Rent to be adjusted as of the date of termination, and Tenant shall vacate the Premises and surrender the same to Landlord.

Notwithstanding anything set forth herein to the contrary, Landlord shall be responsible for all repairs and replacements of damage and/or destruction of the Premises necessitated by burglary or attempted burglary, or any other illegal or forcible entry into the Premises.

In the event of untenantability of all or a portion of the Premises, Landlord shall not be responsible for relocation costs and/or loss of business or income to Tenant. The term "untenantable" shall be defined as meaning the Premises or relevant portion thereof is unable to be used for instructional classroom use.

Maryland Code, State Finance and Procurement Article Section 9-105(c) obligates the Maryland State Treasurer to provide sufficient self-insurance, purchased insurance, or both, to cover the liability of the State and its units and personnel under the Maryland Tort Claims Act. Tenant certifies that it is a unit of the State of Maryland covered by the State's self-insurance program. Upon request, Tenant shall provide Landlord with evidence of such insurance. Tenant's liability for any claims shall be limited to the State's waiver of sovereign immunity as provided in the Maryland Code Annotated, State Government Article, Section 12-101 *et seq*.

Landlord agrees to maintain general liability, fire and casualty and property damage insurance with an insurance company acceptable to Tenant and to protect Tenant as an additional insured in the minimum amount of \$1,000,000.00 per occurrence and \$2,000,000 in the aggregate. Such policy shall cover the Property only and shall name Tenant as an additional insured. Said policies shall provide for at least 30 days' notice to the Tenant before cancellation and an endorsement shall be delivered to Tenant. A certificate of insurance shall be furnished to Tenant upon the execution of this Lease, and annually thereafter.

Landlord hereby represents and warrants that it shall comply with all federal, state and local laws, regulations, and ordinances applicable to its activities and obligations under this Lease; and it shall obtain at its expense, all licenses, permits, and governmental approvals, if any, necessary to the performance of its obligations under this Lease.

The Landlord hereby represents and warrants that:

- (a) It is a Maryland municipal corporation qualified to do business in the State of Maryland;
- (b) It is not in arrears with respect to the payment of any monies due and owing the State of Maryland or any department or unit thereof, including but not limited to the payment of taxes and employee benefits, and that it shall not become so in arrears during the Initial Term of this Lease, including any Renewal Periods.
- (c) It shall comply with all federal, state and local laws, regulations, and ordinances applicable to its activities and obligations under this Lease; and

- (d) It shall obtain at its expense, all licenses, permits, insurance, and governmental approvals, if any, necessary to the performance of its obligations under this Lease,
- (e) It shall maintain or cause to maintain with companies licensed to do business in the State of Maryland and which have a rating of [B+] or better from Best's Key Rating guide and Supplemental Service, Property/Casualty (or comparable insurance rating service), at Landlord's expense at all times during the Initial Term of this Lease and any Renewal Period and during such other times as Tenant occupies the Premises or any part thereof:
  - (i) Commercial general liability insurance and property damage insurance as required in Section 11 hereof. If the nature of Landlord's operation is such as to place any or all of its employees under the coverage of applicable worker's compensation or similar statutes, Landlord shall also keep in force, at its own expense, worker's compensation or similar insurance affording statutory coverage and compensation or similar insurance affording statutory coverage and containing statutory limits.
  - (ii) Property insurance with replacement cost endorsement and without deductible in excess of Ten Thousand Dollars (\$10,000) covering the Property, including all improvements, in an amount equal to the full replacement value thereof, exclusive of the land. The coverage shall include boiler and machinery coverage, where applicable. All proceeds of insurance shall be used to restore the Property to the condition in which it was prior to the occurrence of the loss.
- (f) On or before the date of this Lease, and within thirty (30) days of the effective date of any renewal or replacement policy, Landlord will deposit with Tenant copies of policies of insurance required by the provisions of this Section 11 or certificates thereof satisfactory in form and substance to Tenant, together with satisfactory evidence of the payment of the required premium or premiums thereof. Failure to deposit such policies shall not relieve Landlord of its obligations to obtain and keep in force insurance coverage required by this Lease. The insurance required hereby may be maintained by means of a policy or policies of blanket insurance so long as the provisions of this Lease are fully satisfied.
- (g) All policies of insurance required to be carried by Landlord hereof shall provide that the policy shall not be subject to cancellation, termination, or change except after thirty (30) days' prior written notice to Tenant, and all such policies shall name Tenant as an additional insured as its interest may appear.
- (h) If Landlord shall not comply with its covenants made in this Section 11, Tenant may (but shall not be obligated to) cause insurance as aforesaid to be issued, and in such event Landlord agrees to reimburse Tenant for the premium for such insurance promptly upon Tenant's demand.

Insurance coverage of Tenant's personal property located on the Premises is the sole responsibility of Tenant. Damage to Landlord's property caused by the Tenant is the responsibility of Tenant.

Tenant covenants that it will not do nor permit to be done, nor keep nor permit to be kept upon the Premises, anything which will contravene the policy or policies of insurance against loss by fire or other causes, or which will increase the rate of fire or other insurance on the Building beyond the initial rate. Should any act of Tenant so increase the rate, then, in addition to the rent hereinabove provided for, Tenant shall be liable for such additional premium, which shall be payable when billed as additional rent, collectible in the same manner as the Rent Tenant covenants that under no circumstances will it keep or permit to be kept, do or permit to be done, in or about the Premises, anything of character so hazardous as to render it difficult, impracticable, or impossible to secure such insurance in companies acceptable to Landlord. Tenant further covenants, immediately upon notice, to remove from the Premises and/or to desist from any practice deemed by the insurance companies or the Insurance Services Office as so affecting the insurance risk.

## SECTION 12 QUIET ENJOYMENT; SUBORDINATION TO MORTGAGES

Provided Tenant is not in default hereunder, Landlord agrees to permit Tenant quiet enjoyment of the Property. Tenant agrees that this Lease is and shall be subordinate to any existing or future liens or encumbrances of the Property either by Landlord or its successors or assigns.

#### SECTION 13 INSPECTION OF PROPERTY

Tenant agrees that Landlord shall have the right to inspect the Property at all reasonable times during business hours. Notwithstanding the foregoing, Landlord agrees, except in the event of an emergency, to make a reasonable effort to contact and provide at least twenty-four (24) hours advance notice to Tenant prior to Landlord's inspection of property to allow for adjustment of operations. Landlord may place upon the Property, where both parties agree, "For Sale" signs at any time during the term of this agreement.

#### SECTION 14 FIRE DAMAGE/CONDEMNATION

In the event the Property, or any portion thereof, is damaged by fire, storm, the elements, act of God, unavoidable accident and/or the public enemy, to such an extent as to render it partially untenable, Landlord shall restore such portion of the Property so injured or damaged as speedily as possible. The rent shall abate proportionately on such part of the Property as may have been rendered untenable until such time as such part shall be fit for use, and after which time, the full amount of rent reserved in this Lease shall be payable as hereinabove set forth. If the Property is injured or damaged by any of the aforesaid causes to such an extent as to render the same wholly untenantable, then this Lease shall thereupon become null and void, and all liability of Tenant shall terminate upon payment of all rent and additional rent or other charges due and payable to the date of such happening.

Should the Property or any part thereof be condemned, appropriated and/or required for public use, then this Agreement at the option of Landlord, shall terminate upon the date when the

Property or any part thereof shall be taken. Rent shall be apportioned as of the date of such termination. Tenant shall not be entitled to any portion of a damage award.

In the event of partial or entire untenantability or condemnation, Landlord shall not be responsible for relocation costs and/or loss of business or income to Tenant. The term untenantable shall be defined as meaning the Property is unable to be used for the purpose set forth in Paragraph 8, above.

### SECTION 15 DEFAULT OF TENANT; REMEDIES OF LANDLORD

In addition to, and not in contravention of any other provision hereof, it is further agreed and understood that if any default is made in the payment of the rental or any other provisions as herein agreed by the Tenant, then and in said event, the Landlord shall give Tenant thirty (30) days notice in which to correct said claimed violation. If such violation shall continue for thirty (30) days after written notice thereof Tenant (unless such failure or violation cannot be reasonably corrected within said thirty (30) day period, and tenant has commenced performance within such period, and diligently and continuously pursues completion thereof, in which case Tenant shall have additional time as required), then the relationship of Landlord and Tenant at the option of the Landlord shall wholly cease and terminate, and the Landlord, its agents or attorneys, shall have the absolute right to re-enter the Property and assume and take possession of the same and the said Tenant waives service of any Notice of Intention to Re-enter, Notice to Terminate Tenancy, or Notice to quit or Demand for Possession.

#### SECTION 16 TENANT HOLDING OVER

This agreement shall terminate automatically upon the expiration of the initial term. However, if Tenant does not immediately surrender possession of the Property upon the termination, and there is a holding over by Tenant, then and in said event, the tenancy of this lease shall be considered at will, and Landlord shall be entitled to retake possession of the Property without any prior notice to Tenant. Tenant hereby waives Demand for Possession and Service of Notice to Re-enter and Notice of any kind in connection with Landlord's right to re-enter and take possession of the Property upon expiration of the term. If, despite the intent of the Parties, a Court of competent jurisdiction shall hold that a periodic tenancy exists upon the expiration of the initial term, the Parties hereto agree that said periodic tenancy shall be month-to-month at 150% of the monthly rent applicable prior to the expiration of the initial term.

#### SECTION 17 TERMINATION

After June 30<sup>th</sup>, 2027, the Tenant may request termination of the lease for Hardship subject to the City of Hagerstown Mayor and City Council approval and with at least One Hundred Eight (180) days advance written notice to the Landlord from approval.

#### SECTION 18 CONTINGENCY; LANDLORD APPROVALS

It is recognized by and between the parties that it is necessary for the Landlord to pass a resolution approving the execution of this Agreement and the provisions hereof. In the event that said resolution should not become effective for any reason, then in said event, this Agreement is null and void of no effect. It is agreed that the necessary resolution required by the Landlord shall be introduced as expeditiously as possible. Any approvals required under the provisions of this Lease Agreement by Landlord shall be made by the City Administrator or his/her designee.

It is recognized by and between the parties that it is necessary for the Tenant to get approval by the University System of Maryland (USM) for the execution of the Agreement and the provisions herof. In the event that USM does not get approval for any reason, then in said event, this agreement is null and void of no effect. It is agreed upon that approval by USM shall be pursued as expeditiously as possible.

#### SECTION 19 SMOKING

No smoking or vaping will be permitted on the Property by the public or the guests, invitees, agents, servants or employees of Tenant. No candle, incense or open flame shall be permitted on the Property.

#### SECTION 20 NOTICES

Any notice required or permitted by this Lease to be given by either party may be personally delivered or sent by certified mail, properly addressed and prepaid, to the addresses of the parties herein given, unless another address shall have been substituted for such address by notice in writing. The date of delivery, being taken as the date of the receipt of such notice.

City of Hagerstown: City Clerk

City of Hagerstown

City Hall

1 E. Franklin Street Hagerstown, MD 21740

With a courtesy copy to: Jason Morton, Esquire

Salvatore & Morton, LLC

20 West Washington Street, Suite 402

Hagerstown, Maryland 21740

If to University System of Maryland at Hagerstown: Jacob Ashby, University System of Maryland, 32 West Washington Street, Hagerstown, MD 21740, and with a copy to:

Office of the Attorney General Educational Affairs Division 200 St. Paul Place, 17th Floor Baltimore, Maryland 21202-2021

## SECTION 21 ADDITIONAL DOCUMENTS

The parties agree to execute, acknowledge and deliver, any and all further documents and instruments that may be required or necessary to carry out and effectuate the purpose of this Agreement or any provisions contained herein.

#### SECTION 22 PARTIAL INVALIDITY

If any term, covenant or condition of this Agreement shall be deemed invalid or unenforceable, then the remainder of this Agreement shall not be affected and same shall remain in full force and effect.

#### SECTION 23 GOVERNING LAW

This Agreement shall be construed, interpreted and enforced according to the Laws of the State of Maryland, without regard to principles of conflicts of law. The parties hereto agree to the exclusive jurisdiction and venue of the State Courts of Maryland located in Washington County. THE PARTIES HEREBY WAIVE THE RIGHT TO TRIAL BY JURY.

#### SECTION 24 PERMITS

In the event that it becomes necessary for any special permits, licenses or anything that may be requisite for the Tenant to occupy and use the Property for the purposes set forth herein or as hereinafter may be agreed upon, then in said event, Tenant shall be responsible for the application and payment of any such permit or license fee if required.

#### SECTION 25 SECURITY DEPOSIT

N/A

#### SECTION 26 PROPERTY SUBJECT TO COMPETITIVE NEGOTIATED SALE

Subject to the provisions of Section 12 above, Landlord may choose at any time to list the Property for sale under the City's Competitive Negotiated Sale program. The Tenant may present a proposal to purchase the Property at any time during the term of the Lease. Landlord shall notify the Tenant in writing if Landlord receives a Competitive Negotiated Sale proposal from a third party for the Property. The Tenant will have 60 days from the date of notification to submit a proposal through the Competitive Negotiated Sales process to be also considered. The Landlord is free to select or reject any and all proposals, whether from the Tenant or third party(ies).

#### SECTION 27 MISCELLANEOUS

The Landlord agrees: (a) not to discriminate in any manner against any employee or applicant for employment because of race, color, religion, creed, age, sex, marital status, national origin, ancestry, or physical or mental disability unrelated in nature and extent so as reasonably to preclude the performance of such employment.

Landlord shall retain and maintain all records and documents relating to this Lease for three years after final payment by the Tenant hereunder and shall make them available for inspection and audit by authorized representatives of the Tenant.

Nothing contained in this Lease is intended or will be construed in any manner or under any circumstances whatsoever as creating or establishing the relationship of partners or a Joint venture between Tenant and Landlord or as establishing either party as the agent or representative of the other party for any purpose or in any manner whatsoever,

This Lease shall bind upon and inure to the benefit of the parties hereto and their respective personal representatives/successors and assigns.

Tenant agrees that this Lease is subject and subordinate to the lien of any mortgage, ground rent or deed of trust encumbrance or encumbrances now or at any time hereafter placed upon the said Premises, and Tenant agrees to execute and acknowledge any and all instruments to affect such subordination which the Landlord may request or require.

Landlord warrants that Tenant shall be granted peaceable and quiet enjoyment of the Premises free from any eviction or interference by Landlord or any other party if Tenant pays the Rent provided herein, and otherwise fully performs the material terms, covenants, and conditions, imposed herein.

No determination by any court, governmental body or otherwise that any provision of this Lease or any amendment hereof is invalid or unenforceable in any instance shall affect the validity or enforceability of (a) any other such provision, or (b) such provision in any circumstances not controlled by such determination. Each such provision shall be valid and enforceable to the fullest

extent allowed by, and shall be construed wherever possible as being consistent with, applicable law.

The provisions of this Lease shall be governed by the laws of the State of Maryland and the parties hereby expressly agree that the courts of the State of Maryland located in Washington County shall have exclusive jurisdiction and a venue to decide any question arising.

The headings in the Agreement are solely for convenience and reference only and are not intended to define or limit the scope of any provisions of this Agreement, nor affect the interpretation thereof.

All references made, and nouns and pronouns used herein, shall be construed in the singular or plural, and in such gender as the sense and circumstances require.

This Agreement shall inure to the benefit of and be binding upon the parties hereto, their grantees, successors and assigns, if applicable.

This Agreement is subject to and contingent on the passage of any ordinances or resolutions required as indicated, and upon the adoption of this Agreement by formal action of the Mayor and Council.

This Agreement contains the final and entire Agreement between the parties and they shall not be bound by any terms, conditions, statements, or representations, oral or written, not herein contained. Any subsequent amendment to the Agreement shall be valid only if executed in writing by the parties or their grantees, successors or assigns, if applicable.

**IN WITNESS WHEREOF,** the parties hereto have set their hands and seals the date and year first above written.

WITNESS AND ATTEST	
AS TO CORPORATE SEA	L

#### CITY OF HAGERSTOWN

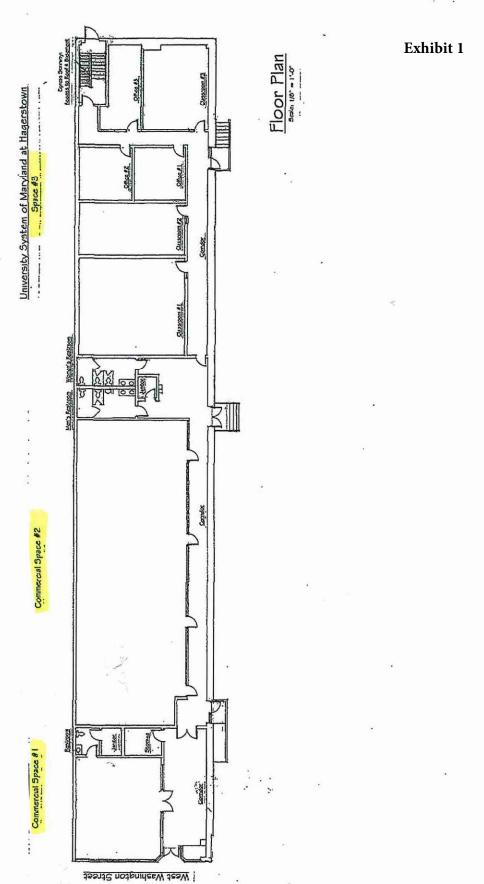
Donna K. Spickler, City Clerk	Date	By: William B. McIntire, Mayor	Dat
ATTEST ATTEST:		TENANT UNIVERSITY SYSTEM OF MARY	LAND
		BY: Ellen Herbst, Vice Chancellor for Administration and Finance	Date

ATTEST:	UNIVERSITY SYSTE MARYLAND AT HAC	
	BY:	
	Jacob Ashby	Date
	Executive Director	
ATTEST:	FROSTBURG STATI AT HAGERSTOWN	E UNIVERSITY
	BY:	
	Troy Donoway	Date
	Vice President for Admi	inistration and Finance
Approved, without exhibits, of, 2025	for University System of Maryland for form.	and sufficiency this _ day
	BY:	
	Assistant Attorney Genera	al Date

Robert John Goldasck, Jr. A.I.A.

143 Versit John Goldasck, Jr. A.I.A.

144 Versit Scholard States, Hagarhout, Hagarhout,



#### LEASE AGREEMENT 60 W. Washington Street, Hagerstown, MD

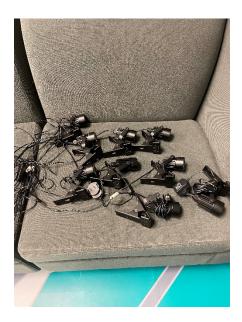
## Exhibit 2 Furniture and Furnishings

#### Cubby Seats – Single (5) and Double (2)





Clamp Lights for Cubby Seats (9)



TV & Sound Bar in Small Conference Room



White Board in Small Conference Room



#### TV on Cart



Audio System Box – connects to TV and Speakers Included in drawer – Handheld Mic, Lavalier Mic, Audio System Remote, Sharp TV Remote







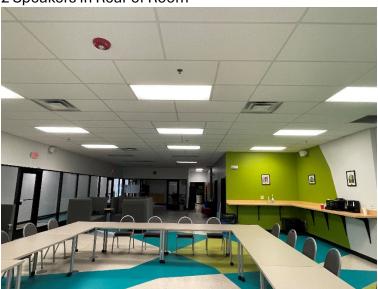
JBL Speakers – 4 affixed



2 Speakers in Front of Room



2 Speakers in Rear of Room



# REQUIRED MOTION MAYOR AND CITY COUNCIL HAGERSTOWN, MARYLAND

<u>Topic:</u> Legislative Priorities for Maryland Municipal League – <i>Mayor and City Council</i>
Mayor and City Council Action Required:
Discussion:
Financial Impact:
Recommendation:
Motion:
Action Dates:

# REQUIRED MOTION MAYOR AND CITY COUNCIL HAGERSTOWN, MARYLAND

<u>Topic:</u> Introduction of an Ordinance: Tax Rate beginning July 1, 2025	
Mayor and City Council Action Required:	
Discussion:	
Financial Impact:	
Recommendation:	
Motion:	
Action Dates:	
ATTACHMENTS:	
File Name	Description
FY26_Motion_Tax_Rate_05.20.25.pdf	Motion: FY26 Tax Rate

#### **REQUIRED MOTION**

## MAYOR AND CITY COUNCIL HAGERSTOWN, MARYLAND

DATE:	May 20, 2025	
TOPIC:	Introduction of an Ordina	ance: Tax Rates Beginning July 1, 2025
	Charter Amendment Code Amendment Ordinance Resolution Other	

#### **MOTION:**

I hereby move for the introduction of an ordinance on May 20, 2025 to establish the City's tax rates for the fiscal year July 1, 2025 through June 30, 2026 on the basis of \$1.057 per \$100 of assessed value of all real property and \$2.643 per \$100 of assessed value of all business personal property within the City of Hagerstown.

DATE OF INTRODUCTION: 05/20/2025 DATE OF PASSAGE: 05/27/2025 EFFECTIVE DATE: 07/01/2025

#### ORDINANCE No.

#### ESTABLISHING THE TAX RATES FISCAL YEAR JULY 1, 2025 TO JUNE 30, 2026 CITY OF HAGERSTOWN, MARYLAND

Pursuant to the Charter of the City of Hagerstown and the general public laws of the State of Maryland, the legislative body of the City of Hagerstown is charged with establishing tax rates; and the Mayor and Council, as the duly constituted legislative body for the City of Hagerstown has complied with all the provisions of the Annotated Code of the State of Maryland, the Charter of the City of Hagerstown and all other applicable laws in reference to establishing said tax rates.

**NOW, THEREFORE, BE IT RESOLVED, ENACTED** and **ORDAINED** by the Mayor and Council of the City of Hagerstown, that the tax rates for the City for the taxable levy year from July 1, 2025 through June 30, 2026, is hereby established as follows:

- A. All real property is hereby levied and chargeable on the basis of \$1.057 per \$100 based on the assessed value of said properties as required by the Charter of the City of Hagerstown, the Maryland Constitution, and the Annotated Code of Maryland.
- B. All business personal property, except as otherwise provided for by Ordinance 98-04 entitled *ORDINANCE ESTABLISHING THE ASSESSMENT LEVY FOR THE PERSONAL PROPERTY CATEGORIES OF MANUFACTURING MACHINERY & EQUIPMENT, COMMERCIAL INVENTORY AND MANUFACTURING INVENTORY for the CITY OF HAGERSTOWN, MARYLAND for the FISCAL YEAR JULY 1, 1998 and Thereafter, is hereby levied and chargeable on the basis of \$2.643 per \$100 based on the assessed value of said properties as required by the Charter of the City of Hagerstown, the Maryland Constitution, and the Annotated Code of Maryland.*
- C. Taxpayers who pay the taxes referred to herein, between the period of July 1, 2025 up to and including July 31, 2025, shall be entitled and are hereby granted a one quarter of one percent (1/4%) discount on the amount of said tax. Any property tax levy assessed and invoiced after September 30, 2025 shall be and is hereby granted a period of thirty (30) days from the invoice date to pay without additional interest or penalty.
- D. A semiannual payment plan for all real property is established in accordance with state law. Any taxpayer who makes an election to pay taxes on a semi-annual payment plan shall pay a service charge on and with the second installment based on the amount deferred.

**BE IT FURTHER ORDAINED** that the effective date of the tax rate established herein is July 1, 2025 and shall govern for the period set forth.

MAYOR AND COUNCIL OF THE CITY OF HAGERSTOWN, MARYLAND

Donna Spickler, City Clerk

Date of Introduction: May 20, 2025
Date of Passage: May 27, 2025
Effective Date: July 1, 2025

# REQUIRED MOTION MAYOR AND CITY COUNCIL HAGERSTOWN, MARYLAND

<u>Topic:</u> Introduction of an Ordinance: Budget FY 2025/2026	
Mayor and City Council Action Required:	
Discussion:	
Financial Impact:	
Recommendation:	
Motion:	
Action Dates:	
ATTACHMENTS:	
ATTACHMENTS: File Name  FY26_Motion_and_ordinance_to_introduce_budget.pdf	<b>Description</b> Motion and Ordinance - FY26 Budget

#### **REQUIRED MOTION**

## MAYOR AND CITY COUNCIL HAGERSTOWN, MARYLAND

DATE:	May 20, 2025	
TOPIC:	Introduction of an Ordinance: Budget F	
	Charter Amendment Code Amendment Ordinance Resolution Other	X

#### **MOTION:**

I hereby move for the introduction of an ordinance on May 20, 2025 to adopt the City's budget for fiscal year July 1, 2025 through June 30, 2026 in the total amount of \$222,997,300.

DATE OF INTRODUCTION: 05/20/2025 DATE OF PASSAGE: 05/27/2025

EFFECTIVE DATE: 07/01/2025

ORDINANCE No.

#### ESTABLISHING THE BUDGET FOR FISCAL YEAR JULY 1, 2025 TO JUNE 30, 2026 CITY OF HAGERSTOWN, MARYLAND

Pursuant to the Charter of the City of Hagerstown, the City Council is required to adopt a budget providing a complete financial plan for the budget year, with estimates of anticipated revenues and proposed expenditures for the coming year. The Charter further requires that the total anticipated revenues shall equal or exceed the total of the proposed expenditures.

In accordance with the provisions of the City Charter, Article VII, Finance, the City Administrator submitted a proposed budget to the Mayor and Council not less than ninety days before the beginning of the fiscal year, and a public hearing was held on May 13, 2025 after seventeen days' notice in a newspaper of general circulation.

NOW, THEREFORE BE IT RESOLVED, ENACTED and ORDAINED by the Mayor and Council of the City of Hagerstown, that the budget for the City for the fiscal year beginning July 1, 2025 and ending June 30, 2026, is hereby established as follows:

		Mayor and
		Council
	Proposed FY26	Approved FY26
Funds	Budget	Budget
General Fund	\$ 71,384,462	\$ 71,009,462
Community Development Block Grant Fund	1,398,361	1,398,361
Special Revenue Funds	2,344,706	1,969,706
General/Capital Improvement Projects	14,652,000	14,652,000
Total Government Funds	89,779,529	89,029,529
Electric Fund	38,991,744	38,991,744
Water Fund	33,309,806	33,309,806
Wastewater Fund	38,897,198	38,897,198
Parking Fund	2,103,430	2,103,430
Golf Fund	1,036,343	1,036,343
Property Management Fund	602,120	602,120
Stormwater Fund	6,338,226	6,338,226
Total Enterprise Funds	121,278,867	121,278,867
Service & Trust Funds	12,688,904	12,688,904
Total Combined Uses of Funds	\$ 223,747,300	\$ 222,997,300

BE IT FURTHER ORDAINED that the effective date of the budget established herein is July 1, 2025 and shall govern for the period set forth.

MAYOR AND COUNCIL OF THE

One East Franklin Street Hagerstown, MD 21740

CITY OF HAGERSTOWN, MARYLAND (SEAL) William B. McIntire, Mayor Donna Spickler, City Clerk Date of Introduction: May 20, 2025 Record and return to: Donna Spickler, City Clerk Date of Passage: May 27, 2025 City Hall, Room 200 July 1, 2025

Effective Date: