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BOARD OF COUNTY COMMISSIONERS

July 13, 2021

OPEN SESSION AGENDA

- 9:00 AM** **MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE**
CALL TO ORDER, *President Jeffrey A. Cline*
APPROVAL OF MINUTES: *June 22, 2021*
- 9:05 AM** **COMMISSIONERS' REPORTS AND COMMENTS**
- 9:15 AM** **STAFF COMMENTS**
- 9:25 AM** **CITIZEN PARTICIPATION**
- 9:35 AM** **UPDATE – WASHINGTON GOES PURPLE** – *Emily Keller and Vicki Sterling, Co-Chairs, Washington Goes Purple Committee*
- 9:45 AM** **PROPERTY ACQUISITION FOR MOUNT HEBRON ROAD INFRASTRUCTURE PROJECT** – *Todd Moser, Real Property Administrator*
- 9:50 AM** **CUMBERLAND STREET PROPERTY ACQUISITION FOR PROGRAM OPEN SPACE PROJECT** – *Todd Moser, Real Property Administrator; Andrew Eshleman, Director, Public Works*
- 9:55 AM** **WATER TRANSFER BUDGET** – *Mark Bradshaw, PE, Director, Environmental Management*
- 10:00 AM** **BUDGET ADJUSTMENT- NTF VEHICLE**– *Sara Greaves, Chief Financial Officer; John Martin, NTF Director*
- 10:05 AM** **PUBLIC SAFETY TRAINING CENTER - AUDIO/VISUAL EQUIPMENT CAPITAL CAMPAIGN FUNDING** – *R. David Hays, Director, Emergency Services; Doug Mullendore, Sheriff, Washington County; Danielle Weaver, Director, Public Relations and Marketing; Susan Grimes, Director, Business Development*
- 10:15 AM** **SOLE SOURCE PROCUREMENT (PUR – 1512) – CYBER SECURITY SOFTWARE/SERVICE FOR THE DIVISION OF EMERGENCY SERVICES** – *Rick Curry, CPPO, Director, Purchasing; R. Dave Hays, Director, Emergency Services*
- 10:20 AM** **BID AWARD (PUR-1506) – PURE STORAGE FLASH ARRAY UPGRADE** – *Rick Curry, CPPO, Director, Purchasing; Josh O'Neal, Director, Information Systems*
- 10:25 AM** **CHILD SUPPORT ENFORCEMENT COOPERATIVE AGREEMENT – APPROVAL TO SUBMIT APPLICATION** – *Lieutenant Valerie Buskirk, Washington County Sheriff's Office; Rachel Souders, Senior Grant Manager, Grant Management*
- 10:30 AM** **NEXT GENERATION 911 ADDRESSING AUTHORITY** – *Bud Gudmundson, GIS Manager, Information Technology; Jennifer Kinzer, Deputy Director, Planning & Zoning*

- 10:40 AM** **CHANGE ORDER REQUEST FOR HIGHWAY DEPARTMENT LINE STRIPING –**
Zane Rowe, Deputy Director, Public Works Highway; Doug Levine, Supervisor of Operations, Highway
- 10:45 AM** **FY23 FAMILY LAW FUND – APPROVAL TO SUBMIT APPLICATION AND**
ACCEPT AWARDED FUNDING – *Kristin Grossnickle, Court Administrator, Circuit Court for Washington County; Allison Hartshorn, Grant Manager, Grant Management*
- 10:50 AM** **EMERGENCY MANAGEMENT PERFORMANCE GRANT SUPPLEMENTAL –** *Tom Brown, Emergency Manager; Allison Hartshorn, Grant Manager, Grant Management*
- 10:55 AM** **HAZARD MITIGATION PLAN GRANT –** *Tom Brown, Emergency Manager; Allison Hartshorn, Grant Manager, Grant Manager*
- 11:00 AM** **PUBLIC HEARING - ECONOMIC DEVELOPMENT REFUNDING BONDS FOR THE**
BENEFIT OF HOMEWOOD AT WILLIAMSPORT MD, INC. AND HOMEWOOD AT
FREDERICK MD, INC. AND PROPOSED RESOLUTION – *Lindsey A. Rader, Bond Counsel for Washington County; Sara Greaves, Chief Financial Officer*
- 11:30 AM** **2021 HOUSING BOND ALLOCATION TRANSFER –** *Jill Baker, Director, Planning & Zoning*
- 11:35 AM** **FORMAL APPROVAL TO ADOPT THE TEXT AMENDMENT TO THE ZONING**
ORDINANCE FOR WASHINGTON COUNTY, MARYLAND (RZ-20-002) – *Kirk C. Downey, County Attorney*
- 11:40 AM** **REVISION OF WASHINGTON COUNTY EMPLOYEE HANDBOOK & PR-34**
“LEAVE”, REGARDING PAID HOLIDAY SCHEDULE – *Laurence Etchison, SPHR, Director, Human Resources*
- 11:50 AM** **DISCUSSION ON THE REVIEW/APPROVAL PROCESS FOR LOCAL NON-PROFIT**
COMMISSIONERS’ CONTINGENCY FUND REQUESTS
- 12:00 PM** **CLOSED SESSION** *(To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals; & To consider the acquisition of real property for a public purpose and matters directly related thereto.)*



Agenda Report Form

Open Session Item

SUBJECT: Update – WASHINGTON GOES PURPLE

PRESENTATION DATE: July 13, 2021

PRESENTATION BY: Emily Keller and Vicki Sterling, Co-Chairs, WGP Committee

RECOMMENDED MOTION: N/A

REPORT-IN-BRIEF: To provide the Commissioners with an update on the success and actions of the Washington Goes Purple Campaign/Committee

DISCUSSION:

FISCAL IMPACT:

CONCURRENCES:

ATTACHMENTS:



Agenda Report Form

Open Session Item

SUBJECT: Property Acquisition for Mt. Hebron Road Infrastructure Project

PRESENTATION DATE: July 13, 2021

PRESENTATION BY: Todd Moser, Real Property Administrator

RECOMMENDED MOTION: Move to approve the option agreements for partial property acquisitions including fee simple and/or easements for the property listed below and to approve ordinances approving said purchase and to authorize the execution of the necessary documentation to finalize the acquisitions.

REPORT-IN-BRIEF: The Option agreement has been executed for the property listed below. The acquisition is shown in the chart below.

Property ID	Owner	Easement	Fee Simple	Property Cost
Tax ID- 19-009254 Map 721, Parcel 308	Deborah Christ	3,422 s.f. Perpetual Drainage Easement	N/A	\$7,100.00

DISCUSSION: The infrastructure project will help alleviate flooding issues and improve pavement and shoulder conditions along Mt. Hebron Road.

FISCAL IMPACT: CIP Budgeted Project

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Aerial Map, Ordinance

AUDIO/VISUAL NEEDS: Aerial Map

Mt. Hebron Road Keedysville, 21756



ORDINANCE NO. ORD-2021-

**AN ORDINANCE TO APPROVE THE PURCHASE OF AN EASEMENT INTEREST
IN REAL PROPERTY**

(Mt. Hebron Road Infrastructure Project)

RECITALS

1. The Board of County Commissioners of Washington County, Maryland (the "County") believes that it is in the best interest of the citizens of Washington County to purchase an easement interest in real property identified on the attached Exhibit A (the "Easement") to be used for public purposes.

2. The County approved the purchase of the Easement on July 13, 2021.

3. A public hearing was not required by Section 1-301, Code of the Public Local Laws of Washington County, Maryland, as the funds utilized to purchase the Easement are not to be expended from the General Fund of the County.

4. The purchase of the Easement is necessary for the Mt. Hebron Road Infrastructure Project in Washington County, Maryland.

THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Washington County, Maryland, that the purchase of the Easement be approved and that the President of the Board and the County Clerk be and are hereby authorized and directed to execute and attest, respectively, all such documents for and on behalf of the County relating to the purchase of the Easement.

ADOPTED this ____ day of _____, 2021.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND

Krista L. Hart, Clerk

BY: _____
Jeffrey A. Cline, President

Approved as to legal sufficiency:

Kirk C. Downey
County Attorney

Mail to:
Office of the County Attorney
100 W. Washington Street, Suite 1101
Hagerstown, MD 21740

EXHIBIT A--DESCRIPTION OF PROPERTY

All that portion of land located along the southerly margin of Mt. Hebron Road, southeast of its intersection with North Main Street in Keedysville, Maryland, as shown or indicated on the hereinafter mentioned plat, all of which plat is intending to be attached hereto and made a part hereof, so far as Deborah E. Christ's property and/or rights may be affected by the proposed drainage improvements and the appurtenances thereto belonging, or anywise appertaining, in Election District No. 19 of Washington County, Maryland, and more particularly described as follows:

BEGINNING for the outline hereof at a point in the easternmost or South 18 Degrees 51 Minutes 44 Seconds West 164.28 foot line of Lot 2, as graphically shown or indicated on a plat recorded among the Land Records of Washington County, Maryland, as miscellaneous Plat No.5109, as referenced in Deborah E. Christ's Deed dated April 21, 1997, and recorded among said Land Records in Liber 1331, folio 715, said point also being South 19 Degrees 47 Minutes 29 Seconds West 41.78' along the existing Property Line & Line of Division for Deborah E. Christ, Grantor herein, as graphically shown or indicated on a plat of easement titled "DRAINAGE EASEMENT – LANDS OF DEBORAH E. CHRIST," and intending to be attached hereto as aforementioned; thence with said line and binding thereon and with a portion thereof on a bearing to agree with a recent survey performed by the Division of Engineering for Washington County, Maryland,

1. South 19 Degrees 47 Minutes 29 Seconds West 21.52 feet to a point; thence leaving said Property Line & Line of Division and going back therefrom and across lands of Grantor by two (2) lines of Easement now established
2. North 48 Degrees 33 Minutes 14 Seconds West 171.01 feet to a point;
3. North 25 Degrees 40 Minutes 57 Seconds East 19.39 feet to a point in the southerly margin of Right-of-Way for Mt. Hebron Road; thence with said margin and binding thereon and with a portion thereof
4. South 63 Degrees 11 Minutes 56 Seconds East 20.00 feet to a point; thence leaving said margin of Right-of-Way and going back therefrom and across lands of Grantor by two (2) lines of Easement now established
5. South 25 Degrees 40 Minutes 57 Seconds West 3.86 feet to a point;
6. South 48 Degrees 33 Minutes 14 Seconds East 147.94 feet to the place of beginning, containing an area of 3,422 square feet or 0.0786 acre of land, more or less.

BEING a portion of land as transferred to Deborah E. Christ by a deed recorded among the said Land Records of Washington County, Maryland, in Liber 1331 at folio 715, and further shown as Lot 2 on the miscellaneous Plat No.5109 as aforementioned, and as referenced in said deed.

SUBJECT to all easements, rights-of-way, covenants, conditions, and restrictions of record applicable thereto.



Agenda Report Form

Open Session Item

SUBJECT: Cumberland Street Property Acquisition for Program Open Space Project

PRESENTATION DATE: July 13, 2021

PRESENTATION BY: Todd Moser, Real Property Administrator, Andrew Eshleman, Director of Public Works

RECOMMENDED MOTION: Move to approve the option agreement for fee simple property acquisition located on Cumberland Street in Clear Spring with Tax-ID No. 04017722, to approve an ordinance approving said purchase, and to authorize the execution of the necessary documentation to finalize the acquisition.

REPORT-IN-BRIEF: The option agreement for this Program Open Space Project has been executed for the property listed below. The fee-simple acquisition is shown in the table below.

Property ID	Property Owner	Fee Simple Area	Easement Area	Property Cost
Tax ID: 04017722 Map 341, Parcel 289	The Estate of Donald Yeakle	0.18 Acres	N/A	\$85,000

DISCUSSION: The project consists of the acquisition of a 40'x 60' metal frame storage building adjacent to Clear Spring Park on a 0.18-acre parcel. The property is accessed via South Hawbaker Circle and contiguous to existing parkland. The metal frame building is in good condition and was built by a private owner who used the building as an offsite storage and vehicle repair shop. The building is insulated and has electrical service but no heat or plumbing, which makes it ideal for park equipment storage.

New storage facilities will be required as the County's existing long-term and winter equipment storage building will be lost as the County Sheriff's Office operations expand into the 145 Iko Way building in the coming years.

Currently, there is limited storage at Clear Spring Park for baseball/softball field equipment, picnic tables, grills, nets, and other seasonally-used items. The facility can also be used to store equipment for other parks in the western part of the County, such as Camp Harding.

The acquisition is listed in the County's FY22 Program Open Space Annual Program, and 100 percent of the acquisition costs up to \$90,000 will be eligible for reimbursement.

FISCAL IMPACT: N/A

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Aerial Map, Ordinance

AUDIO/VISUAL NEEDS: N/A

County Park Acquisition



ORDINANCE NO. ORD-2021-

AN ORDINANCE TO APPROVE THE PURCHASE OF REAL PROPERTY

(Program Open Space – Portion of Cumberland Street)

RECITALS

1. The Board of County Commissioners of Washington County, Maryland (the “County”) believes that it is in the best interest of the citizens of Washington County to purchase certain real property identified on the attached Schedule A (the “Property”) to be used for public purposes.

2. The County approved the purchase of the Property on July 13, 2021.

3. A public hearing was not required by Section 1-301, Code of the Public Local Laws of Washington County, Maryland as the funds utilized to purchase the Property are not to be expended from the General Fund of the County.

4. The Property will be purchased using funds granted to the County through Program Open Space and will be used to store maintenance and seasonally-used equipment for Clear Spring Park and other western County parks.

THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Washington County, Maryland that the purchase of the Property be approved and that the President of the Board and the County Clerk be and are hereby authorized and directed to execute and attest, respectively, all such documents for and on behalf of the County relating to the purchase of the Property.

ADOPTED this ____ day of _____, 2021.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND

Krista L. Hart, Clerk

BY: _____
Jeffrey A. Cline, President

Approved as to legal sufficiency:

Kirk C. Downey
County Attorney

Mail to:
Office of the County Attorney
100 W. Washington Street, Suite 1101
Hagerstown, MD 21740

SCHEDULE A--DESCRIPTION OF PROPERTY

All that portion of land situate approximately 200' South of Cumberland Street, along the East margin of the alleyway known as Hawbaker Circle, and contiguous with the northerly boundary of the County Park in Clear Spring, Maryland, Election District No. 4 of Washington County, Maryland, and more particularly described as follows:

BEGINNING for outline hereof at a concrete monument found at or near the end of the third (3rd) or South 34 Degrees 38 Minutes West 85.82 foot line of a Deed from Janis K. Davenport, Personal Representative of the Estate of Robert G. Davenport, to Janis K. Davenport dated July 22, 2014, and recorded among the Land Records of Washington County, Maryland, in Liber 4796, folio 176; thence with and binding upon said lands for the following two (2) courses, reversed and on a bearing to agree with a recent survey by the Division of Engineering for Washington County, Maryland ,

1. North 35 Degrees 29 Minutes 00 Seconds East 85.57 feet to a 5/8" Rebar found Northeast of a 3" Iron Pipe post; thence with the same
2. South 67 Degrees 25 Minutes 11 Seconds East 109.53 feet to a point in the margin of a 16.5-foot alleyway known as Hawbaker Circle, passing a 5/8" Rebar found along said line at 98.81 feet from the beginning point of said line; thence with said margin of the alleyway
3. South 02 Degrees 01 Minute 55 Seconds East 41.89 feet to a 5/8" Rebar set in the fifth (5th) or South 84 Degrees 15 Minutes 55 Seconds East 169.48-foot line of a Deed dated July 1, 1983, from the Board of Education of Washington County to the Board of County Commissioners of Washington County, and recorded among said Land Records in Liber 746, folio 225; thence with and binding upon a portion thereof, reversed and on a corrected bearing
4. North 84 Degrees 39 Minutes 24 Seconds West 152.95 feet to the place of beginning, containing an area of 7,745 square feet or 0.18 acre of land, more or less.

BEING all that tract of land described and conveyed in a Confirmatory Deed from CKW Properties, LLC, to Dixie Englehart, Personal Representative of the Estate of Donald F. Yeakle, said Confirmatory Deed dated June 24, 2021, recorded among said Land Records in Liber 6675 at folio 370. Further being that parcel which was described as "Together with all right and title to small tract or parcel of ground West of the Southern end of the above-mentioned lot," and erroneously conveyed to CKW Properties, LLC, from Donald F. Yeakle, surviving Tenant by the Entirety, by a deed dated May 11, 2017, recorded among said Land Records in Liber 5503 at folio 307. Said land also being part of the lands conveyed from Thelma Salome Clopper to Donald F. Yeakle and Shirley A. Yeakle, husband and wife, by a deed dated May 31, 1990, recorded among said Land Records in Liber 956 at folio 751.

SUBJECT to all easements, rights-of-way, covenants, conditions, and restrictions of record applicable thereto.



Agenda Report Form

Open Session Item

SUBJECT: Water Budget Transfer

PRESENTATION DATE: July 13, 2021

PRESENTATION BY: Mark Bradshaw, PE – DEM Director

RECOMMENDED MOTION: Approve the budget transfer.

REPORT-IN-BRIEF: Water Quality requests approval to transfer funds from Sharpsburg Water Treatment Plant (TRP023) to General Water Treatment Plant Improvements (TRP025), in the amount of \$40,000.00.

DISCUSSION: The Sandy Hook water system uses two wells to supply water to our customers. The production from well #2 has decreased over the years to where it runs out of water after pumping for 2 hours. The depth of well #1 is 528 feet and according to the well development report, water bearing zones were at 80', 120', 255', 385', 485', and 503'. The depth of well #2 is 300', so we are proposing to drill the well to a depth of 525' in an attempt to hit the deeper water bearing zones associated with well #1.

FISCAL IMPACT: Without the budget transfer, we will be unable to drill well #2 deeper, thus only leaving one well as a water source.

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Budget Transfer Form

AUDIO/VISUAL NEEDS: N/A



Washington County, Maryland Budget Adjustment Form

Print Form

- ☐ Budget Amendment - Increases or decrease the total spending authority of an accounting fund or department
- ☒ Budget Transfer - Moves revenues or expenditures from one account to another or between budgets or funds.

Transaction/Post -Finance

Deputy Director - Finance

Preparer, if applicable

Mark D Bradshaw
Digitally signed by Mark D Bradshaw
Date: 2021.06.16 08:27:05 -04'00'

Department Head Authorization

Mark D Bradshaw

Digitally signed by Mark D Bradshaw
Date: 2021.06.16 08:26:32 -04'00'

Division Director / Elected Official Authorization

Mark D Bradshaw

Digitally signed by Mark D Bradshaw
Date: 2021.06.16 08:26:42 -04'00'

Budget & Finance Director Approval

County Administrator Approval

County Commissioners Approval

Required approval with date

Jun 16, 2021

If applicable with date

Jun 16, 2021

Required approval with date

Required approval with date

Required > \$ 25,000 with date

Expenditure / Account Number	Fund Number	Department Number	Project Number	Grant Number	Activity Code	Department and Account Description	Increase (Decrease) + / -
498014	38	41010	TRP023			Bond Fund - 2018	-40,000
599999	38	41010	TRP023			Sharpsburg Water Treatment Plant	-40,000
498014	38	41010	TRP025			Bond Fund - 2018	40,000
599999	38	41010	TRP025			Gen Water Treatment Plant Improvement	40,000

Explain
Budget Adjustment

The Sandy Hook water system uses two wells to supply water to our customers. One of the well's production has decreased so we are proposing to drill the well deep in an attempt to increase the production.

Required Action by
County Commissioners

☐ No Approval Required

☒ Approval Required

Approval Date if
Known

Jul 13, 2021



Agenda Report Form

Open Session Item

SUBJECT: Budget adjustment – VEH008

PRESENTATION DATE: 7/13/2021

PRESENTATION BY: Sara Greaves, Chief Financial Officer; John Martin, NTF Director

RECOMMENDATION: To approve the budget adjustment as presented.

REPORT-IN-BRIEF: Due to delays caused by COVID-19, a vehicle on order for NTF will not be received until after 6/30/2021. This budget adjustment will move funds into the noted CIP project to allow the funds to remain available in FY22.

DISCUSSION: Due to the COVID-19 pandemic, the State of Maryland Blanket purchase contracts were not awarded until the last week of February 2021. After speaking to the dealership, they advised that due to the pandemic they were on a tight schedule to submit orders and needed them ASAP. On March 8, 2021, NTF submitted a P.O. request to purchase a vehicle from this contract.

On June 22, 2021, NTF received a follow up call in reference to this purchase that the vehicle was not going to ship until mid-August 2021. Therefore, it will be impossible to take possession of the vehicle by June 30, 2021. I am requesting that the monies be transferred to an account that would allow us to take possession of the vehicle after the July 1 deadline.

FISCAL IMPACT: \$35,000

CONCURRENCES: N/A

ALTERNATIVES: Do not approve the budget adjustment as presented

ATTACHMENTS: VEH008 Adjustment Form

AUDIO/VISUAL NEEDS: None



Washington County, Maryland Budget Adjustment Form

Print Form

- ☐ Budget Amendment - Increases or decrease the total spending authority of an accounting fund or department
- ☒ Budget Transfer - Moves revenues or expenditures from one account to another or between budgets or funds.

Transaction/Post -Finance	
Deputy Director - Finance	Kelcee Mace <small>Digitally signed by Kelcee Mace Date: 2021.06.24 08:30:49 -04'00'</small>
Preparer, if applicable	

Department Head Authorization	John Martin <small>Digitally signed by John Martin Date: 2021.06.24 09:56:24 -04'00'</small>
Division Director / Elected Official Authorization	
Budget & Finance Director Approval	
County Administrator Approval	
County Commissioners Approval	

Required approval with date	
If applicable with date	
Required approval with date	
Required approval with date	
Required > \$ 25,000 with date	

Expenditure / Account Number	Fund Number	Department Number	Project Number	Grant Number	Activity Code	Department and Account Description	Increase (Decrease) + / -
600300	10	11330				NTF - Vehicles	-35,000
502000	10	91230				Appropriations - CIP	35,000
498710	30	10500	VEH008		0000	Capital Transfer - General	35,000
599999	30	10500	VEH008		VHCL	General Vehicle and Equipment Replacement	35,000

Explain Budget Adjustment	Due to delays caused by COVID, a vehicle on order for NTF will not be received until after 6/30/2021. This budget adjustment will move funds into the noted CIP project to allow the funds to remain available in FY22.
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Required Action by County Commissioners	<input type="radio"/> No Approval Required	<input checked="" type="radio"/> Approval Required	Approval Date if Known	
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Agenda Report Form

Open Session Item

SUBJECT: Public Safety Training Center - Audio/Visual Equipment Capital Campaign Funding

PRESENTATION DATE: July 13, 2021

PRESENTATION BY: R. David Hays - Director, Division of Emergency Services;
Doug Mullendore - Sheriff, Washington County; Danielle Weaver, Director, Public Relations and Marketing; Susan Small, Director of Business Development

RECOMMENDED MOTION: Motion to move forward with a proposed capital fundraising campaign to offset cost associated with audio/visual systems and furniture for the new Public Safety Training Center.

REPORT-IN-BRIEF: The Public Safety Training Center (PSTC) continues its buildout with planned completion in early 2022. During the design phases of the academic portions of the PSTC, cost-saving strategies were employed to benefit the County through breakouts of certain aspects of the building components. These strategies was to recommend the use of a capital fundraising initiative, similar to initiatives developed in other jurisdictions, to support the construction cost of comparable facilities.

DISCUSSION: County staff have now finalized an executable plan. The plan will offer naming rights for particular rooms and areas inside of the PSTC, provide an area for individual donor recognition inside the facility. The targeted goal for the capital fundraising campaign is one million dollars (\$1,000,000.00). The County will also pair with the Community Foundation, who will assist the County in receiving donations from individuals and businesses who wish to participate in the fundraising campaign.

A brochure that outlines the separate rooms and spaces within the PSTC and the corresponding donation amounts that will grant the naming right to that area has been included in the presentation today. The capital fundraising campaign is intended to run for approximately 6 months and end at completion or shortly thereafter of the PSTC (expected February 2022).

FISCAL IMPACT: Forward fund capital fundraising initiative amount: up to \$1,000,000.

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Donor Schedule Matrix

AUDIO/VISUAL NEEDS: N/A



Public Safety Training Center (PSTC) Sponsorship Agreement

☐ **YES, I want to join the community in supporting the Public Safety Training Center!** Below is my sponsorship commitment at the sponsorship level(s) checked below:

Company Name (as it is to appear in print) _____

Contact Name _____

Email _____

Address _____ City/State/Zip _____

Phone _____ Fax _____ Website _____

SPONSORSHIP COMMITMENT:

Please check your sponsorship level AND the pricing that applies to your TOTAL SPONSORSHIP:

NAMING RIGHTS SPONSOR LEVEL	SPONSOR PRICING
<input type="checkbox"/> PLATINUM - Multipurpose room	<input type="checkbox"/> \$300,000 (one sponsor)
<input type="checkbox"/> GOLD - Atrium	<input type="checkbox"/> \$200,000 (one sponsor)
<input type="checkbox"/> SILVER - Emergency Op. Center	<input type="checkbox"/> \$75,000 (one sponsor)
<input type="checkbox"/> BRONZE - Small Classroom	<input type="checkbox"/> \$25,000 (four sponsors)
<input type="checkbox"/> PEWTER - Large Classroom	<input type="checkbox"/> \$50,000 (one sponsor)
<input type="checkbox"/> ONYX - Weight Room	<input type="checkbox"/> \$50,000 (one sponsor)

WALL OF FAME PLAQUE SPONSOR

☐ Law Enforcement ☐ Fire ☐ EMS ☐ Good Samaritan

Sponsor Price: ☐ \$2,500 ☐ \$1,000 ☐ Write-in _____

**** In the space below, please write the name to be displayed on your Naming Rights Sponsorship or your Wall of Fame Plaque Sponsorship (please print clearly):**

Total Sponsorship Amount: \$ _____

Payment Information: (Please check one)

☐ **BILL ME** using the contact information above

☐ **CHECK ENCLOSED** in the amount of \$ _____
(Please make checks payable to: Washington County Community Foundation)

☐ **CREDIT CARD** (circle one) Visa Mastercard American Express Discover

Name on Card: _____

Credit Card #: _____

Exp. Date: _____ Security Code: _____

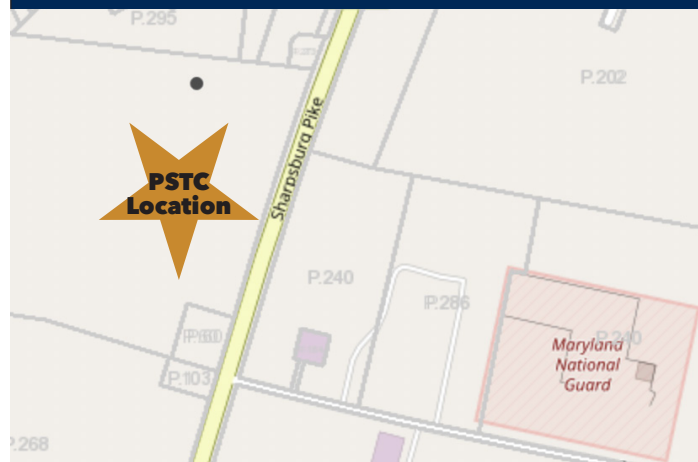
Authorized Signature: _____

☐ **AUTO PAY BY CREDIT CARD:** I authorize the Washington County Community Foundation to charge \$ _____ to my credit card each month for _____ months (or until sponsorship fee is complete) using the credit card information and signature above.

Please make all checks payable to the Community Foundation of Washington County. The Community Foundation is a 501c3 and is overseeing the sponsorship payments for the PSTC.

Leave Your LEGACY

The Washington County Public Safety Training Center is located on 48.9 acres at 18350 Public Safety Place, directly off Sharpsburg Pike. This state-of-the-art training facility will be used by police, fire, and emergency services personnel, providing a space for different disciplines of public safety to work and train together. Your sponsorship will provide the opportunity to leave a legacy in public safety and provide a space for the future heroes of public safety to train in Washington County, Maryland. Thank you for considering contributing to the heroes in our community that help keep our citizens safe!



Washington County, Maryland PUBLIC SAFETY TRAINING CENTER



SPONSORSHIP OPPORTUNITIES

Supporting the men and women of public safety in Washington County, Maryland's new state of the art training facility.

WASHINGTON COUNTY PUBLIC SAFETY TRAINING CENTER (PSTC)

Sponsorship Opportunities

Option 1: NAMING RIGHTS

Washington County Public Safety Training Center is seeking sponsorship for Naming Rights for various locations within the training center. Your sponsored area will be named in your honor. This is a once in a lifetime opportunity to leave your legacy and support the men and women of public safety in Washington County's new state of the art training facility.



Option 2: WALL OF FAME

Support the PSTC with a Wall of Fame Sponsorship. A plaque will be displayed in the PSTC showcasing your support of public safety in Washington County.

LAW ENFORCEMENT PLAQUES

Sheriff's Club \$2,500 minimum <i>Receives a special individual wall plaque.</i>	Regular \$1,000 <i>Name is placed on plaque with other donors.</i>
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FIRE PLAQUES

Chief's Club \$2,500 minimum <i>Receives a special individual wall plaque.</i>	Regular \$1,000 <i>Name is placed on plaque with other donors.</i>
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EMS PLAQUES

Life Saver's Club \$2,500 minimum <i>Receives a special individual wall plaque.</i>	Regular \$1,000 <i>Name is placed on plaque with other donors.</i>
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GOOD SAMARITAN PLAQUES

Hero's Club \$2,500 minimum <i>Receives a special individual wall plaque.</i>	Regular \$1,000 <i>Name is placed on plaque with other donors.</i>
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Agenda Report Form

Open Session Item

SUBJECT: Sole Source Procurement (PUR-1512) - Cyber Security Software/Service for the Division of Emergency Services (DES)

PRESENTATION DATE: July 13, 2021

PRESENTATION BY: Rick Curry, CPPO, Purchasing Director and Dave Hays, Division Director, Emergency Services

RECOMMENDED MOTION: Move to authorize, a Sole Source procurement and system upgrade of cyber security software/service for DES at a cost totaling \$270,000 from SecuLore Solutions of Odenton, MD

REPORT-IN-BRIEF: The Purchasing Department received a request from the Division of Emergency Services (DES) regarding the procurement of Paladin Overwatch cyber security software and service. DES wishes to apply Section 1-106.2(a)(1) & (2) of the Code of Public Laws of Washington County, Maryland, to procure the request. These sections state that a sole source procurement is authorized and permissible when: (1) Only one source exists that meets the County's requirements and (2) The compatibility of equipment, accessories, or replacement parts is the paramount consideration.

The cyber security will help protect DES' critical systems. This is a cybersecurity monitoring service that works in tandem with the County's IT operations to thwart cyber threats. The service includes 24/7/365 cyber security monitoring, which also includes weekly cyber security reports and cyber security alerts. DES is undertaking this project to strengthen their cyber security firewalls that are the lifeline for our citizens who require first responder assistance during an emergency. The service will assist with keeping DES critical network closed to the outside world. There are no maintenance or replacement fees.

This request requires the approval of four of the five Commissioners in order to proceed with a sole source procurement. If approved, the following steps of the process will occur as outlined by the law: 1) Not more than ten (10) days after the execution and approval of a contract under this section, the procurement agency shall publish notice of the award in a newspaper of general circulation in the County, and 2) An appropriate record of the sole source procurement shall be maintained as required.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in FY'22 budget GRT150 in the amount of \$270,000 for the purchase of the services.

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Price Quote e61021009b dated May 11, 2021 from SecuLore Solutions

AUDIO/VISUAL NEEDS: N/A



SecuLore Solutions
2288 Blue Water Blvd
Suite #329
Odenton, MD 21113

Estimate

Date	Estimate #
5/11/2021	e61021009b

Name / Address

Washington County Emer Comm Center
Brian Albert
16232 Elliott Parkway
Williamsport, MD 21795

Project

Item	Description	Qty	U/M	Rate	Total
PAL-OW-HG	<p>Paladin Overwatch Includes Paladin Watcher Monthly on-site monitoring Provides information for internal IT personnel</p> <p>Network Tap (as needed) Placed in-line in front of firewall for data mirroring (in cases where Firewall cannot mirror data directly)</p> <p>Overwatch includes daily remote monitoring for critical issues, email alerts, and weekly touching base for review and investigations with local IT and Emergency Services personnel.</p> <p>5 years (60 months) of service.</p>	5	Annual	30,000.00	150,000.00
Total					

Web Site

www.SecuLore.com



SecuLore Solutions
2288 Blue Water Blvd
Suite #329
Odenton, MD 21113

Estimate

Date	Estimate #
5/11/2021	e61021009b

Name / Address

Washington County Emer Comm Center
Brian Albert
16232 Elliott Parkway
Williamsport, MD 21795

Project

Item	Description	Qty	U/M	Rate	Total
PAL-OW-HG+2...	Paladin Overwatch (additional unit) Includes Paladin Watcher Monitored 24x7 to provide additional traffic information for a single report. Provides information for internal IT personnel Network Tap (as needed) Placed in-line in front of firewall for data mirroring (in cases where Firewall cannot mirror data directly) Overwatch includes daily remote monitoring for critical issues, email alerts, and weekly report and call for investigations with local IT and Emergency Services personnel. Information from additional unit(s) will be consolidated into a single report associated with the primary Paladin Overwatch system. 5 years (60 months) of service.	5	Annual	18,000.00	90,000.00
PAL-SBY	Active/Standby Setup: Second Paladin in either Watcher or Overwatch Mode installed on your standby network. For Primary unit. 5 years (60 months) of service.	5	Annual	6,000.00	30,000.00
PAL-SBY	Active/Standby Setup: Second Paladin in either Watcher or Overwatch Mode installed on your standby network. For Additional unit. 5 years (60 months) of service.	5	Annual	6,000.00	30,000.00
			Total		

Web Site

www.SecuLore.com



SecuLore Solutions
2288 Blue Water Blvd
Suite #329
Odenton, MD 21113

Estimate

Date	Estimate #
5/11/2021	e61021009b

Name / Address

Washington County Emer Comm Center
Brian Albert
16232 Elliott Parkway
Williamsport, MD 21795

Project

Item	Description	Qty	U/M	Rate	Total
HGAC-PAL-OW	Maryland discount for Paladin Overwatch			-30,000.00	-30,000.00
				Total	\$270,000.00

Web Site

www.SecuLore.com



Agenda Report Form

Open Session Item

SUBJECT: Bid Award (PUR-1506) – Pure Storage Flash Array Upgrade

PRESENTATION DATE: July 13, 2021

PRESENTATION BY: Rick Curry, CPPO, Purchasing Director and Josh O’Neal, Director, Division of Information System

RECOMMENDED MOTION: Move to award the procurement of Pure Storage Flash Array to the responsible, responsive bidder, GHA of Odenton, MD who submitted a total lump sum of \$64,206.54.

REPORT-IN-BRIEF: The Invitation to Bid (ITB) was advertised on the State of Maryland’s “*eMaryland MarketPlace Advantage*” website and on the County’s website; and also, in the local newspaper. Two hundred twelve (212) persons/companies registered/downloaded the bid document on-line.

The existing storage arrays need additional space in order to handle the influx of digital information being handled by the County due to the transition of many business practices to online only during the pandemic. This addition will cover the immediate demand and provide expansion for anticipated additional online citizen services departments plan to provide going forward. The procurement is to increase the array’s capacity that will provide the ability to support teleworkers by increasing the number of virtual machines that can be created. The Flash Arrays improves memory read write and access times which leads to improved speed and performance.

DISCUSSION: N/A

FISCAL IMPACT: The Division is making a request to approve the use of the ARPA funds (American Rescue Funds) because the storage is required due to increase teleworking capacity, it is directly correlated to the coronavirus pandemic. While we understand that there is a larger conversation required for the use of these funds, the department would like to request at this time \$65,000 be dedicated to this project.

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Bid Tabulation Matrix

AUDIO/VISUAL NEEDS: N/A

PUR-1506
Pure Storage Capacity Expansion

				GHA Technologies, Inc. Scottsdale, AZ	
Item No.	Item Description	Unit of Measure	Qty	Unit Price	Total Price
1	Pure Storage Flash Array X Shelf Data pack 15TB P/N: DFM-SHELF-DP-15TB	Ea.	1	\$55,053.86	\$55,053.86
2	Pure Storage DFM-SHELF-DP15TB 1 Month Evergreen Gold Subscription, 4 Hour Delivery, 24/7 Support, DSE Capable P/N: DFM-SHELF-DP-15TB-1MOPRMGOLD	Ea.	19	\$481.72	\$9,152.68
TOTAL LUMP SUM (Item Nos. 1 thru 2 above)				\$64,206.54	

Remarks / Exceptions:



Agenda Report Form

Open Session Item

SUBJECT: Child Support Enforcement Cooperative Agreement – Approval to Submit Application

PRESENTATION DATE: July 13, 2021

PRESENTATION BY: Sergeant Valerie Buskirk, Washington County Sheriff's Office and Rachel Souders, Senior Grant Manager, Office of Grant Management

RECOMMENDED MOTION: Move to approve the submission of the application for the Child Support Administration Cooperative Reimbursement Agreement to the Maryland Department of Human Services requesting a total of \$279,532 for FY22 and accept funding as awarded by the agency.

REPORT-IN-BRIEF: The Washington County Sheriff's Office is requesting approval to submit an application to renew the Cooperative Agreement between the Department of Human Services Child Support Administration and the Board of County Commissioners to reimburse costs of child support enforcement services provided by the Washington County Sheriff's Office. The application is requesting a total amount of \$279,532 which will reimburse the salaries and fringe of two full-time deputies, and provide partial reimbursement of two part-time deputies, two Senior Office Associates, and a portion of equipment during the one-year period. Child support enforcement services provided by the Sheriff's Office include serving of summonses and warrants.

DISCUSSION: The Office of Grant Management has reviewed the application and program guidelines. The performance period of this cooperative agreement is for one year, starting October 1, 2021 and ending September 30, 2022. There is no match requirement associated with the agreement.

FISCAL IMPACT: Provides \$279,532 to partially reimburse the expenses incurred by the Washington County Sheriff's Office associated with child support enforcement.

CONCURRENCES: Susan Buchanan, Director, Office of Grant Management

ALTERNATIVES: Deny acceptance of funding

ATTACHMENTS: N/A

AUDIO/VISUAL NEEDS: N/A



Agenda Report Form

Open Session Item

SUBJECT: Next Generation 911 Addressing Authority

PRESENTATION DATE: July 13th, 2021

PRESENTATION BY: Bud Gudmundson, GIS Manager, IT Dept., Jennifer Kinzer, Deputy Director, Planning & Zoning

RECOMMENDED MOTION: Approve Revised MOU with 2 Towns to assign addresses

REPORT-IN-BRIEF: NG911 is a nation-wide coordinated effort to move 911 to the next level of technology. A local or regionally managed infrastructure to route 911 calls is planned, and in addition, the address database will be maintained in a GIS (map) format. Our street and address database must be refined to an accuracy level to meet this need which could have life or death consequences. The Planning & Zoning Department maintains the master address database for the entire county and is responsible for assigning new addresses in county areas as needed. The County should be the responsible addressing authority to insure this is done consistently across the county. The Commissioners approved an MOU on 5/19/19 to transfer authority for address assignment and maintenance from the 8 smaller municipalities to the County.

DISCUSSION: Each Town was presented with the MOU and 6 have signed it. The Planning and Zoning GIS staff will work cooperatively with each Town to assign new addresses. However, under the advice from the Town attorney for Williamsport and Funkstown, they have refused to sign the MOU as it is written, objecting to the clause which discusses making changes to existing road names to avoid duplications - that portion of the text stating that the County will “work with” the Town on changes. We have tried to do this so far, but when met with resistance by a Town, the names were not changed. We feel that an MOU is needed for future address assignments even if old names are not changed, so we would like to modify the MOU to remove that section for Williamsport and Funkstown.

FISCAL IMPACT: N/A

CONCURRENCES: County Attorney, Emergency Services, Planning and Zoning

ALTERNATIVES: Leave Williamsport & Funkstown without an MOU - not advised

ATTACHMENTS: Revised MOU for Williamsport & Funkstown.

AUDIO/VISUAL NEEDS: N/A

MEMORANDUM OF UNDERSTANDING

BETWEEN

BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, MARYLAND,
TOWN OF FUNKSTOWN, AND TOWN OF WILLIAMSPORT

Re: Addressing and Road Naming

This Memorandum of Understanding ("MOU") is entered into this ____ day of _____, 2021, by and between the Board of County Commissioners of Washington County, Maryland, hereinafter referred to as the "County"), the Town of Boonsboro, the Town of Clear Spring, the Town of Funkstown, the Town of Hancock, the Town of Keedysville, the Town of Sharpsburg, the Town of Smithsburg, and the Town of Williamsport, hereinafter referred to as the "Town" or "Towns."

RECITALS

The purpose of this MOU is to memorialize the Towns' and County's agreement regarding responsibility for assignment of site addresses and approval of proposed road names within the incorporated towns and unincorporated areas of Washington County, Maryland.

The County maintains a geographic information system ("GIS") and address attribute database for property located within Washington County, Maryland, including unincorporated and incorporated areas.

The Towns and the County recognize the importance of developing and maintaining accurate addresses and road and name information for the protection of public health, safety, and welfare.

The County GIS and attribute databases support the functions of the Washington County Emergency Communications Center by providing a means of verifying information contained within the Master Street Address Guide ("MSAG").

Duplication of road names and inconsistent addressing has the potential to create confusion among emergency responders, service providers, and the general public.

NOW, THEREFORE, in consideration of the foregoing, the Towns and the County hereto agree as follows:

1. **Effective Date and Term.**

The effective date of this MOU is _____, 2019. The initial term of this MOU shall commence on its effective date and continue indefinitely unless terminated by the mutual agreement of all of the parties hereto.

2. **Addressing Ordinance.**

By Ordinance No. ORD-2012-38, the County enacted an ordinance entitled, "An Ordinance to Enact the Addressing Ordinance for Washington County, Maryland," (the "Ordinance"), effective December 18, 2012. The Ordinance, which may be amended from time to time, forms the basis of this MOU.

3. **Authority and Purpose.**

The purpose of this MOU is to formalize an agreement between the municipalities located in Washington County, Maryland, and the County, the authoritative body authorized by the Ordinance to give authority for addressing and road naming within the municipalities of Washington County, Maryland, and to:

- (a) closely coordinate the development review processes within the respective jurisdictions so that further duplication of road names will be minimized;
- (b) ensure that addresses will be assigned to new development that follow a systematic and consistent scheme, and to reduce errors;
- (c) maintain the Master Address File for the entire county in one repository;
- (d) facilitate implementation of Next Generation 911 initiative; and
- (e) to remedy address or road name errors as set forth herein.

4. **Definitions.**

Terms defined in the Ordinance shall be given the same meaning when used in this MOU.

5. **New Road Names.**

The Towns shall submit any new road names to the County for approval as soon as they are submitted for review by the respective jurisdiction. In general, road naming or the naming of private lanes can be initiated by either an entity or a property owner but shall be completed

using the standards promulgated in the Ordinance. The Towns shall have the ability to veto a proposed name, but the Towns have no authority to waive any requirement of the Ordinance.

6. **Road Signage.**

The Towns or private developers shall be responsible for providing or updating road signage, as needed or required. The County shall not provide signage inside municipal jurisdictions. House number sizing shall be in accordance with the specifications outlined in the Ordinance or the Towns' formally adopted building codes. Location of posted numbers to the structure or property access shall follow the provisions of the Ordinance. The Towns or entity that is responsible for issuing Use & Occupancy Permits shall enforce proper address posting on new and existing structures.

7. **New Land Development Activity.**

Any new land development activity within the Towns (building permit, entrance permit, site plan, plat, or other request from a property owner) shall be routed to (or require that an application for an address be sent to) the County. The addresses shall be assigned to conform to the existing numbering schema of the Towns. A Town Numbering System Boundary ("NSB") shall be drawn around the existing town numbering area and approved by the both the Town and the County. That NSB shall remain fixed, even if the Town annexes additional land outside of the NSB. The County shall have the authority to provide an address for any new land development activity. Once assigned, the address will be provided to the Town and the Town will notify the applicant. Either a paper or electronic process for the submissions of applications is acceptable.

8. **Duty of Owner.**

The duty of Owner, as that term is defined in the Ordinance, shall apply within the Towns as well.

9. **Addressing File.**

The Towns and the Division of Emergency Services shall consider the Addressing File as maintained by the County Planning Department as the master address file for the County. The County Planning Department shall also maintain the master road list, and the prohibited words list for Washington County.

10. **Violations and Penalties.**

The Towns shall decide if they will adopt the Violations and Penalties section of the Ordinance. The County shall not be responsible for enforcement inside of Town municipal boundaries. The County may provide notification to municipalities when property owners are

not in compliance with any portion of the Ordinance. Any correspondence to resolve these violations must come directly from the Towns and reference an appropriate section of this MOU or adopted ordinances. The Towns must also follow the Notification of Address Change and information to be included on an address change letter portion of the Ordinance to maintain a minimum level of information for relevant agencies. The Washington County Planning Department must be notified of all Address Changes that are initiated by the Towns.

IN WITNESS WHEREOF, the parties hereto have hereunder set their hands and seals by their duly authorized representatives and signatories.

ATTEST:

Krista L. Hart, Clerk

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND

BY: _____(SEAL)
Jeffrey A. Cline, President

ATTEST:

Brenda Haynes, Town Manager

MAYOR AND COUNCIL OF THE TOWN OF
FUNKSTOWN

BY: _____(SEAL)
Paul Crampton, Jr., Mayor

ATTEST:

Donald L. Stotemyer, Town
Manager

MAYOR AND COUNCIL OF THE TOWN OF
WILLIAMSPORT

BY: _____(SEAL)
William Green, Mayor



Agenda Report Form

Open Session Item

SUBJECT: Change Order Request for Highway Department Line Striping, Intergovernmental Cooperative Purchase (INTG-20-0043) via Utilizing the Maryland State Highway Administration (SHA) Contract Line Striping Contract.

PRESENTATION DATE: July 13, 2021

PRESENTATION BY: Zane Rowe, Deputy Director Public Works Highway and Doug Levine, Supervisor of Operations, Highway Department.

RECOMMENDED MOTION: Move to approve the change order request in the amount of \$17,605.67 to cover the cost of additional line striping required for various county roads in Washington County. Alpha Space Control Co., Inc. of Chambersburg, PA. provided an additional 223,139 linear feet of line striping at \$.0789 a linear foot.

REPORT-IN-BRIEF: On August 11, 2020, the Board approved utilizing the Maryland State Highway contract with Alpha Space Control for the line striping of 1,300,000 linear feet on various roads in the County in the amount of \$102,570.00. Modifications were required to complete the need of line striping whole roads as opposed to portions of roads. Doing so will enable the Highway Department to ensure Citizen Safety which is our top priority.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in the department's account 515000-20-20050 for these services.

CONCURRENCES: Andrew Eshelman, Director of Public Works

ALTERNATIVES: N/A

ATTACHMENTS: Change Order Request Form

AUDIO/VISUAL NEEDS: N/A

**BOARD OF COUNTY COMMISSIONERS OF
WASHINGTON COUNTY MARYLAND
100 WEST WASHINGTON STREET, HAGERSTOWN, MARYLAND 21740-4735
CHANGE ORDER**

TO:
Consultant: Alpha Space Control Co., Inc.
Contractor: 1580 Gabler Road
Vendor: Chambersburg, PA 17202

Change Order No. Purchase Order No.
Contract No. Oracle Account No.
Project Title: Date:

The contract time will: ☐ increase ☐ decrease ☒ remain the same by: ☐ calendar days ☐ working days

Description of Change:

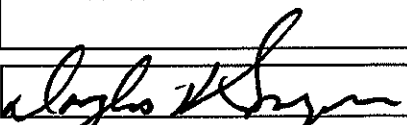
Line Striping various roads in Western Section of Washington County

Reason for Change:

Due to safety reasons, needed to finish completing WHOLE roads

The completion date, incorporating the changes included in this change order, is:	<input type="text" value="May 28, 2021"/>
The original contract sum was:	<input type="text" value="\$102,570.00"/>
Net changes by previous change orders:	<input type="text" value="\$0.00"/>
Contract sum prior to this change order:	<input type="text" value="\$102,570.00"/>
By this Change Order, the contract sum will be changed by:	<input type="text" value="\$17,605.67"/>
The new contract sum including this change order will be:	<input type="text" value="\$120,175.67"/>

The Consultant/Contractor/Vendor shall not commence with the work described hereon until this form is executed by all agents.

Consultant:
Contractor/Vendor: 
Approving Agency: Digitally signed by Zane Rowe
Date: 2021.06.09 10:00:57 -04'00'

Finance:
Purchasing:
County Administrator:

Outside County Entities: Please email the signed form to ChangeOrder@washco-md.net.

**BOARD OF COUNTY COMMISSIONERS OF
WASHINGTON COUNTY MARYLAND
100 WEST WASHINGTON STREET, HAGERSTOWN, MARYLAND 21740-4735
CHANGE ORDER**

TO:
Consultant: Alpha Space Control Co., Inc.
Contractor: 1580 Gabler Road
Vendor: Chambersburg, PA 17202

Change Order No. Purchase Order No.

Contract No. Oracle Account No.

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By this Change Order, the contract sum will be changed by:	<input type="text" value="\$17,605.67"/>
The new contract sum including this change order will be:	<input type="text" value="\$120,175.67"/>

The Consultant/Contractor/Vendor shall not commence with the work described hereon until this form is executed by all agents.

Consultant:

Finance:

Digitally signed by Kelcee Mace
Date: 2021.06.09 11:36:51 -04'00'

Contractor/Vendor:

Purchasing:

Approving Agency:

Digitally signed by Zane Rowe
Date: 2021.06.09 10:00:57 -04'00'

County Administrator:

Outside County Entities: Please email the signed form to ChangeOrder@washco-md.net.



Agenda Report Form

Open Session Item

SUBJECT: FY23 Family Law Fund – Approval to Submit Application and Accept Awarded Funding

PRESENTATION DATE: July 13, 2021

PRESENTATION BY: Kristin Grossnickle, Court Administrator, Circuit Court for Washington County and Allison Hartshorn, Grant Manager, Office of Grant Management

RECOMMENDED MOTION: Move to approve the submission of the FY23 Family Law Fund application in the amount of \$365,769 and accept awarded funding.

REPORT-IN-BRIEF: This grant program provides funds from the Department of Juvenile and Family Service's Grant program of the Maryland Judiciary (DJFS), each year to Washington County Circuit Court to deliver appropriate services available for low income families who appear before the court to resolve family legal matters. Each court within the State of Maryland is required by Maryland Rules 16-204, to have a family support services division to implement the goals and objectives as set forth by the DJFS.

DISCUSSION: Through the Department of Family Service Grant program the following services are funded in the Washington County Circuit Court: salary and fringe benefits of the Family Support Services Coordinator and Permanency Planning Liaison, Family Law Advice Clinic, and as funding allows, Family Services Programs such as parent education classes, custody evaluations, children's attorney, mental health/substance abuse evaluations, parenting coordinators, Alternative Dispute Resolution (ADR)/Mediation, and supervised visitation. The Office of Grant Management has reviewed the grant funding guidelines. This grant is annually recurring. The funder caps pay increases at 3.5%, if there are any pay increases in FY23 in excess of 3.5% the Circuit Court would need to allocate funds within its approved budget for this expense.

FISCAL IMPACT: Provides \$365,769 for the Washington County Circuit Court's Family Court Program.

CONCURRENCES: Susan Buchanan, Director, Office of Grant Management

ALTERNATIVES: Deny approval for submission of this request

ATTACHMENTS: N/A

AUDIO/VISUAL NEEDS: N/A



Agenda Report Form

Open Session Item

SUBJECT: Emergency Management Performance Grant Supplemental

PRESENTATION DATE: July 13, 2021

PRESENTATION BY: Tom Brown, Emergency Manager, Allison Hartshorn, Grant Management

RECOMMENDED MOTION: Approve motion to accept funding awarded by the Maryland Emergency Management Agency through the Emergency Management Performance Grant Supplemental program.

REPORT-IN-BRIEF: The purpose of the Emergency Management Performance Grant (EMPG) Program is to provide federal funds to states to assist state, local, tribal and territorial emergency management agencies to obtain the resources required to support the National Preparedness Goals associated with the areas and core capabilities. MEMA is expected to award the County \$29,326.20 through a supplemental award of the Emergency Management Performance Grant.

DISCUSSION: The performance period for this grant is September 1, 2021 through August 1, 2023. There is a 100% match requirement associated with this grant which will be covered through in-kind salary of the Emergency Manager.

Wages & Benefits Match	\$29,326.20
Operational Expenses	<u>\$29,326.20</u>
Total	\$58,652.40

FISCAL IMPACT: \$29,326.20 utilizing in-kind matching of Emergency Manager salary.

CONCURRENCES: County Administrator, Director Office of Grant Management

ALTERNATIVES: None

ATTACHMENTS: None

AUDIO/VISUAL NEEDS: N/A



Agenda Report Form

Open Session Item

SUBJECT: Hazard Mitigation Plan Grant

PRESENTATION DATE: July 13, 2021

PRESENTATION BY: Tom Brown, Emergency Manager, Allison Hartshorn Grant Management

RECOMMENDED MOTION: Approve motion to apply for and accept funding awarded by the Maryland Emergency Management Agency to update the County's Hazard Mitigation Plan

REPORT-IN-BRIEF: This grant provides funding to update Washington County's Hazard Mitigation Plan. The County is required to have its Hazard Mitigation Plan updated and approved by both the Maryland Emergency Management Agency and the Federal Emergency Management Agency every five (5) years. The current plan was written and approved by the Board of County Commissioners in 2017. This plan will involve and encompass all Municipalities in Washington County. An approved Hazard Mitigation Plan allows for application for Hazard Mitigation grants in an effort to lessen the impact of disasters and allows for requests for reimbursement during disasters to FEMA.

DISCUSSION: The performance period for this grant is September 1, 2021 through August 1, 2022. There is a 75% match requirement associated with this grant which will be covered through in-kind salaries of the County staff directly involved with this project.

Wages & Benefits Match	\$10,000.00
Operational Expenses	<u>\$30,000.00</u>
Total	\$40,000.00

FISCAL IMPACT: \$10,000.00 utilizing in-kind matching of County staff directly involved with this project.

CONCURRENCES: County Administrator, Director Office of Grant Management

ALTERNATIVES: None

ATTACHMENTS: None

AUDIO/VISUAL NEEDS: N/A



Agenda Report Form

Open Session Item

SUBJECT: PUBLIC HEARING--Not to Exceed \$60,000,000 of Economic Development Refunding Revenue Bonds for the Benefit of Homewood at Williamsport MD, Inc. and Homewood at Frederick MD, Inc. and Proposed Resolution

PRESENTATION DATE: July 13, 2021

PRESENTATION BY: Lindsey A. Rader, Bond Counsel for Washington County, and Sara L. Greaves, Chief Financial Officer

RECOMMENDED MOTION: Following the close of the public hearing, the County Commissioners may move to adopt the Resolution.

REPORT-IN-BRIEF: The public hearing is being conducted as required by the federal tax code with respect to a Resolution to be considered by the County Commissioners. The Resolution approves the issuance and sale from time to time by County Commissioners of Washington County (the "County") of one or more series of its economic development refunding revenue bonds in an original aggregate principal amount not to exceed \$60,000,000 (the "Bonds"), and the lending of the proceeds thereof to Homewood at Williamsport MD, Inc. and Homewood at Frederick MD, Inc. (collectively, the "Maryland Obligated Group"), pursuant to the authority of the Maryland Economic Development Revenue Bond Act (the "Act") for the purpose of refinancing costs of the Prior Bonds Facilities identified below and financing other costs and expenses permitted by the Act.

DISCUSSION: Pursuant to the provisions of the Act and a resolution adopted by the Board of County Commissioners of Washington County (the "Board"), the County issued its Washington County, Maryland Variable Rate Demand Revenue Bonds (Homewood at Williamsport Facility) Series 2007 in the original aggregate principal amount of \$12,000,000 (the "2007 Bonds"). Proceeds of the 2007 Bonds were loaned by the County to Homewood at Williamsport MD, Inc. ("Homewood Williamsport"), Homewood Retirement Centers of the United Church of Christ, Inc. (now known as Homewood Retirement Centers, Inc. and, hereinafter, "HRC") and Homewood Foundation, Inc. (the "Foundation" and, collectively with Homewood Williamsport and HRC, the "Prior Williamsport Borrower") and were applied to finance, reimburse or refinance (1) the demolition of a portion of the existing nursing home located on the approximately 29 acre parcel of land on the Williamsport Campus identified below and site work; (2) the acquisition and construction of an approximately 72,000 square foot building located on the Williamsport Campus and other campus improvements; (3) the acquisition and installation of necessary and useful equipment, machinery, furnishings and

fixtures in connection with the foregoing; (4) the acquisition of other improvements or interests in land as were necessary or useful for the foregoing; and (5) costs of issuance, capitalized interest and other costs permitted by the Act.

Pursuant to the provisions of the Act and a resolution adopted by the Board, the County issued its County Commissioners of Washington County Variable Rate Demand Revenue Bonds (Homewood at Williamsport Facility), Series 2011 in the original aggregate principal amount of \$9,425,000 (the “2011 Bonds”). Proceeds of the 2011 Bonds were loaned by the County to the Prior Williamsport Borrower and were applied to finance, reimburse or refinance (1) the renovation of the remaining portion of the previous nursing facility (health care center) located on the Williamsport Campus, including (without limitation) asbestos removal and gutting of the interior, to create approximately 35 new apartments containing approximately 67,960 aggregate square feet; (2) the remodeling of the exterior of the building; (3) the acquisition and installation of necessary and useful equipment, machinery, furnishings and fixtures in connection with the foregoing; and (4) costs of issuance, capitalized interest and other costs permitted by the Act.

Pursuant to the provisions of the Act and a resolution adopted by the Board of County Commissioners of Frederick County, County Commissioners of Frederick County (now known as Frederick County, Maryland and, hereinafter, “Frederick County”), issued its Frederick County, Maryland Variable Rate Demand/Fixed Rate Revenue Bonds (Homewood at Frederick MD, Inc. Facility) 1997 Issue in the original aggregate principal amount of \$20,450,000 (the “1997 Bonds”). Proceeds of the 1997 Bonds were loaned by Frederick County to Homewood at Frederick MD, Inc. (“Homewood Frederick”), HRC and the Foundation (collectively, the “Prior Frederick Borrower”) and were applied to finance, reimburse or refinance (1) the acquisition, construction and improvement of the retirement care community on the Frederick Campus identified below consisting of (a) a 120-bed skilled nursing facility containing approximately 63,300 square feet, (b) a 31-bed assisted living facility containing approximately 18,200 square feet, (c) 122 apartments containing approximately 141,600 square feet, and (d) related support elements; and (2) costs of issuance, capitalized interest and other costs permitted by the Act.

Pursuant to the provisions of the Act and a resolution adopted by the Board of County Commissioners of Frederick County, Frederick County issued its Frederick County, Maryland Retirement Facilities Mortgage Revenue Bond (Homewood at Willow Ponds Facility) 2014 Issue in the original principal amount of \$86,000,000 (the “2014 Bond” and, collectively with the 2007 Bonds, the 2011 Bonds and the 1997 Bonds, the “Prior Bonds”). Proceeds of the 2014 Bond were loaned by Frederick County to the Prior Frederick Borrower and were applied to finance, reimburse or refinance (1) the acquisition and improvement on the Frederick Campus of (a) infrastructure, grading, road and site improvements, (b) approximately 100 cottages, (c) an 85-unit apartment facility containing approximately 169,435 square feet, (d) a community center containing approximately 54,932 square feet, (e) an underground parking garage containing approximately 52,967 square feet, and (f) necessary and useful equipment, machinery, furnishings and fixtures in connection with the foregoing; (2) other improvements or interests in

land necessary or useful for the foregoing; and (3) costs of issuance, capitalized interest and other costs permitted by the Act.

The continuing care retirement community owned and operated by Homewood Williamsport is known as Homewood at Williamsport and is located at 16505 Virginia Avenue, Williamsport, Maryland 21795 (the “Williamsport Campus”). The continuing care retirement community owned and operated by Homewood Frederick is known as Homewood at Frederick and is located at 7407 Willow Road, Frederick, Maryland 21702 (the “Frederick Campus”).

The Act does not require that bonds issued pursuant to the Act be applied to finance or refinance the acquisition and improvement of facilities and improvements located solely within the issuer’s jurisdiction. HRC, the parent company of the Maryland Obligated Group members, is located in the County and provides management oversight for all HRC subsidiaries (including those located in Pennsylvania), including centralized payroll, billing, purchasing, accounts payable, human resources, regulatory and accounting.

Because HRC is located in the County, the Maryland Obligated Group requested in calendar year 2020 that the County issue revenue bonds pursuant to the Act and loan the proceeds to the Maryland Obligated Group for certain refinancing and financing purposes and related purposes with respect to facilities and improvements located on the Williamsport Campus and the Frederick Campus. In December 2020, the County issued two such series of revenue bonds pursuant to the Act and loaned the proceeds thereof to the Maryland Obligated Group.

One such series of revenue bonds issued by the County in December 2020 was designated as the County Commissioners of Washington County Economic Development Refunding Revenue Bonds (Homewood Maryland Obligated Group Project) Series 2020A and was issued as a single bond in the original principal amount of \$101,718,252 (the “2020A Bonds”). Proceeds of the 2020A Bonds were applied by the Maryland Obligated Group to (1) refund in whole the then-outstanding Prior Bonds, and (2) finance or reimburse costs of issuance of the 2020A Bonds and any other costs related to the 2020A Bonds that were permitted by the Act. The facilities and improvements located on the Williamsport Campus and the Frederick Campus the costs of which were financed or refinanced from proceeds of the Prior Bonds are collectively referred to herein as the “Prior Bonds Facilities.”

The 2020A Bonds bear interest at a variable rate. At the time of issuance of the 2020A Bonds, the Maryland Obligated Group entered into certain interest rate hedging transactions designed to mitigate interest rate risk with respect to a portion of the 2020A Bonds.

Due to a potential rise in interest rates, the Maryland Obligated Group is requesting that the County issue the Bonds and loan the proceeds to the Maryland Obligated Group for the purpose of (1) refunding in part the outstanding 2020A Bonds (from the unhedged portion); (2) funding any necessary reserves for the Bonds; and (3) financing or reimbursing costs of issuance of the Bonds and any other costs that are permitted by Section 12-110(b) of the Act (the undertakings

referred to in clauses (1)-(3) being referred to herein collectively as the “Refunding Project”). By undertaking the Refunding Project, the Maryland Obligated Group will be effecting the refinancing of the acquisition and improvement of the Prior Bonds Facilities and the financing of other costs permitted by the Act.

In the Letter of Intent attached as Exhibit A to the Resolution the Maryland Obligated Group has indicated that the proposed transaction will fix the debt service component of annual operating costs because the Bonds are expected to be issued as fixed rate bonds, which will eliminate budgetary uncertainty and the risk of rising interest rates on existing variable rate debt, and will provide the Maryland Obligated Group with financing at an interest rate or rates more favorable than those obtainable from conventional financing.

FISCAL IMPACT: The Maryland Obligated Group has agreed to pay a one-time issuer’s fee to the County, which will provide unanticipated revenue; no other fiscal impact is anticipated. The County will be a conduit issuer of the contemplated Bonds, the proceeds of which will be loaned to the Maryland Obligated Group. The Bonds will be payable solely from payments made by the Maryland Obligated Group in accordance with the documents relating to the Bonds and any other security pledged by the Maryland Obligated Group for that purpose. Payment of debt service on the Bonds is the responsibility of the Maryland Obligated Group and not the County. The County will not pledge its faith and credit or its taxing power to payment of the Bonds. The issuance will have no impact on the County’s borrowing limits or financial position. The Maryland Obligated Group will be responsible for all costs of the proposed transaction, whether or not the Bonds are ever issued.

CONCURRENCES: Kirk C. Downey, County Attorney

ALTERNATIVES: The Bonds are expected to be issued on a tax-exempt basis. If the Resolution is not approved, the Bonds may not be issued by the County, and the Maryland Obligated Group will have to seek bond financing from another qualifying bond issuer or conventional financing. This will present structuring difficulties due to the fact that the Maryland Obligated Group has already granted security interests in the facilities and improvements located on the Williamsport Campus and the Frederick Campus in connection with the issuance of the 2020A Bonds and could prevent the Maryland Obligated Group from being able to obtain any financing that will achieve the intended purposes of the Refunding Project.

ATTACHMENTS: Proposed Resolution, with a copy of the Letter of Intent of the Maryland Obligated Group required by the Act attached thereto as Exhibit A. If the Resolution is adopted, the original Letter of Intent shall be countersigned by the President of the Board of County Commissioners.

AUDIO/VISUAL NEEDS: N/A

RESOLUTION NO. RS-2021-

A RESOLUTION AUTHORIZING AND EMPOWERING COUNTY COMMISSIONERS OF WASHINGTON COUNTY (THE "COUNTY"), PURSUANT TO AND IN ACCORDANCE WITH THE MARYLAND ECONOMIC DEVELOPMENT REVENUE BOND ACT (THE "ACT"), TO ISSUE AND SELL, AT ONE TIME OR FROM TIME TO TIME, AS LIMITED OBLIGATIONS AND NOT UPON ITS FAITH AND CREDIT OR PLEDGE OF ITS TAXING POWER, ITS ECONOMIC DEVELOPMENT REFUNDING REVENUE BONDS IN ONE OR MORE SERIES IN AN ORIGINAL AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$60,000,000, AND TO LOAN THE PROCEEDS FROM THE SALE OF SUCH BONDS TO HOMEWOOD AT WILLIAMSPORT MD, INC. AND HOMEWOOD AT FREDERICK MD, INC. (COLLECTIVELY, THE "MARYLAND OBLIGATED GROUP") TO BE USED FOR THE PUBLIC PURPOSE OF REFINANCING AND FINANCING COSTS OF THE ACQUISITION AND IMPROVEMENT OF CERTAIN FACILITIES (WITHIN THE MEANING OF THE ACT) LOCATED IN THE COUNTY AND IN FREDERICK COUNTY, MARYLAND AND USED BY THE MARYLAND OBLIGATED GROUP AS CONTINUING CARE RETIREMENT COMMUNITIES, TOGETHER WITH OTHER COSTS PERMITTED BY THE ACT; SPECIFYING AND DESCRIBING THE FACILITIES THE COSTS OF WHICH ARE TO BE REFINANCED; GENERALLY DESCRIBING THE PUBLIC PURPOSES TO BE SERVED AND THE TRANSACTION TO BE ACCOMPLISHED; AUTHORIZING THE PRESIDENT OF THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY, BY EXECUTIVE ORDER OR OTHERWISE, TO SPECIFY, PRESCRIBE, DETERMINE, PROVIDE FOR, OR APPROVE, CERTAIN MATTERS, DETAILS, FORMS, DOCUMENTS OR PROCEDURES NECESSARY OR DESIRABLE TO EFFECTUATE THE AUTHORIZATION, SALE, SECURITY, ISSUANCE, DELIVERY AND PAYMENT OF AND FOR SUCH BONDS AND THE LENDING OF THE PROCEEDS THEREOF TO THE MARYLAND OBLIGATED GROUP; RESERVING CERTAIN RIGHTS IN THE COUNTY; AUTHORIZING CERTAIN OFFICIALS OF THE COUNTY TO MAKE CERTAIN ADDITIONAL DETERMINATIONS OR UNDERTAKE CERTAIN ACTIONS PRIOR TO OR SUBSEQUENT TO THE ISSUANCE OF THE BONDS; AUTHORIZING THE ACCEPTANCE OF THAT CERTAIN LETTER OF INTENT DELIVERED BY THE MARYLAND OBLIGATED GROUP TO THE COUNTY AS REQUIRED BY THE ACT; PROVIDING FOR THE DATE BY WHICH ANY BONDS MUST BE ISSUED UNDER AUTHORITY OF THIS RESOLUTION; PROVIDING THAT THE PROVISIONS OF THIS RESOLUTION SHALL BE LIBERALLY CONSTRUED; AND GENERALLY PROVIDING FOR AND DETERMINING VARIOUS MATTERS IN CONNECTION WITH THE ISSUANCE OF SUCH BONDS AND THE LENDING OF THE PROCEEDS THEREOF TO THE MARYLAND OBLIGATED GROUP, AS REQUIRED OR PERMITTED BY THE ACT.

RECITALS

1. Sections 12-101 to 12-118, inclusive, of the Economic Development Article of the Annotated Code of Maryland, as replaced, supplemented or amended, being the Maryland Economic Development Revenue Bond Act (the "Act"), empower any "public body" (as defined in the Act), at the request of a "facility applicant" (as defined in the Act), to issue and sell "bonds"

(as defined in the Act), as its limited obligations and not upon its faith and credit or pledge of its taxing power, at any time and from time to time, and to loan or otherwise provide the proceeds of the sale of such bonds to a “facility user” (as defined in the Act) in order to “finance” (as defined in the Act, which includes “refinance”) the costs of the acquisition or “improvement” (as defined in the Act) of a “facility” (as defined in the Act) for a facility user, including working capital, to refund outstanding bonds, to pay the costs of preparing, printing, selling, and issuing those bonds, to fund reserves, and to pay interest on such bonds in the amount and for the period the public body deems reasonable.

2. The Act states that its declared legislative purposes are to (1) relieve conditions of unemployment in the State of Maryland (the “State”); (2) encourage the increase of industry and commerce and a balanced economy in the State; (3) assist in the retention of existing industry and commerce in, and the attraction of new industry and commerce to, the State through, among other things, the development of ports, the control or abatement of environmental pollution and the use and disposal of waste; (4) promote economic development; (5) protect natural resources and encourage resource recovery; and (6) promote the health, welfare and safety of the residents of the State.

3. The Act provides that a public body may acquire or improve a facility with bond proceeds: (i) by leasing the facility to a facility user; (ii) by selling the facility to a facility user under an installment sale agreement; (iii) by lending bond proceeds to a facility user to be used to finance (including to refinance) a facility; or (iv) in any other manner that the public body considers appropriate to accomplish the legislative purposes of the Act.

4. The Act provides that to implement the authority conferred upon it by the Act to issue bonds, the legislative body of a county or municipal corporation shall adopt a resolution that (i) specifies and describes the facility; (ii) generally describes the public purpose to be served and the financing transaction; (iii) specifies the maximum principal amount of the bonds that may be issued; and (iv) imposes terms or conditions on the issuance and sale of the bonds that it deems appropriate.

5. The Act provides that the legislative body of a county or municipal corporation, by resolution, may itself, or may authorize (i) its “finance board” (as defined in the Act), (ii) the “chief executive” (as defined in the Act), who shall act by executive order or otherwise, or (iii) any other appropriate administrative officer, who shall act by order or otherwise with the approval of the chief executive, to specify, determine, prescribe and approve matters, documents and procedures that relate to the authorization, sale, security, issuance, delivery and payment of and for the bonds; create security for the bonds; provide for the administration of bond issues through trust or other agreements with a bank or trust company that cover a countersignature on a bond, the delivery of a bond, or the security for a bond; and take other action considered appropriate concerning the bonds.

6. Pursuant to the provisions of the Act and a resolution adopted by the Board of County Commissioners of Washington County (the “Board”), County Commissioners of Washington County, a body politic and corporate, a political subdivision of the State of Maryland and a “public body” within the meaning of the Act (the “County”), issued its Washington County, Maryland Variable Rate Demand Revenue Bonds (Homewood at Williamsport Facility) Series

2007 in the original aggregate principal amount of \$12,000,000 (the "2007 Bonds"). Proceeds of the 2007 Bonds were loaned by the County to Homewood at Williamsport MD, Inc. ("Homewood Williamsport"), Homewood Retirement Centers of the United Church of Christ, Inc. (now known as Homewood Retirement Centers, Inc. and, hereinafter, "HRC") and Homewood Foundation, Inc. (the "Foundation" and, collectively with Homewood Williamsport and HRC, the "Prior Williamsport Borrower") and were applied to finance, reimburse or refinance (1) the demolition of a portion of the existing nursing home located on the approximately 29 acre parcel of land on the Williamsport Campus identified below and site work; (2) the acquisition and construction of an approximately 72,000 square foot building located on the Williamsport Campus and other campus improvements; (3) the acquisition and installation of necessary and useful equipment, machinery, furnishings and fixtures in connection with the foregoing; (4) the acquisition of other improvements or interests in land as were necessary or useful for the foregoing; and (5) costs of issuance, capitalized interest and other costs permitted by the Act.

7. Pursuant to the provisions of the Act and a resolution adopted by the Board, the County issued its County Commissioners of Washington County Variable Rate Demand Revenue Bonds (Homewood at Williamsport Facility), Series 2011 in the original aggregate principal amount of \$9,425,000 (the "2011 Bonds"). Proceeds of the 2011 Bonds were loaned by the County to the Prior Williamsport Borrower and were applied to finance, reimburse or refinance (1) the renovation of the remaining portion of the previous nursing facility (health care center) located on the Williamsport Campus, including (without limitation) asbestos removal and gutting of the interior, to create approximately 35 new apartments containing approximately 67,960 aggregate square feet; (2) the remodeling of the exterior of the building; (3) the acquisition and installation of necessary and useful equipment, machinery, furnishings and fixtures in connection with the foregoing; and (4) costs of issuance, capitalized interest and other costs permitted by the Act.

8. Pursuant to the provisions of the Act and a resolution adopted by the Board of County Commissioners of Frederick County (the "Frederick Board"), County Commissioners of Frederick County (now known as Frederick County, Maryland and, hereinafter, "Frederick County"), issued its Frederick County, Maryland Variable Rate Demand/Fixed Rate Revenue Bonds (Homewood at Frederick MD, Inc. Facility) 1997 Issue in the original aggregate principal amount of \$20,450,000 (the "1997 Bonds"). Proceeds of the 1997 Bonds were loaned by Frederick County to Homewood at Frederick MD, Inc. ("Homewood Frederick"), HRC and the Foundation (collectively, the "Prior Frederick Borrower") and were applied to finance, reimburse or refinance (1) the acquisition, construction and improvement of the retirement care community on the Frederick Campus identified below consisting of (a) a 120-bed skilled nursing facility containing approximately 63,300 square feet, (b) a 31-bed assisted living facility containing approximately 18,200 square feet, (c) 122 apartments containing approximately 141,600 square feet, and (d) related support elements; and (2) costs of issuance, capitalized interest and other costs permitted by the Act.

9. Pursuant to the provisions of the Act and a resolution adopted by the Frederick Board, Frederick County issued its Frederick County, Maryland Retirement Facilities Mortgage Revenue Bond (Homewood at Willow Ponds Facility) 2014 Issue in the original principal amount of \$86,000,000 (the "2014 Bond" and, collectively with the 2007 Bonds, the 2011 Bonds and the 1997 Bonds, the "Prior Bonds"). Proceeds of the 2014 Bond were loaned by Frederick County to the Prior Frederick Borrower and were applied to finance, reimburse or refinance (1) the

acquisition and improvement on the Frederick Campus of (a) infrastructure, grading, road and site improvements, (b) approximately 100 cottages, (c) an 85-unit apartment facility containing approximately 169,435 square feet, (d) a community center containing approximately 54,932 square feet, (e) an underground parking garage containing approximately 52,967 square feet, and (f) necessary and useful equipment, machinery, furnishings and fixtures in connection with the foregoing; (2) other improvements or interests in land necessary or useful for the foregoing; and (3) costs of issuance, capitalized interest and other costs permitted by the Act.

10. Pursuant to the provisions of the Act and Resolution No. RS-2020-16, adopted by the Board on July 21, 2020, the County issued its County Commissioners of Washington County Economic Development Refunding Revenue Bonds (Homewood Maryland Obligated Group Project) Series 2020A as a single bond in the original principal amount of \$101,718,252 (the "2020A Bonds"). In connection with, among other things, the issuance of the 2020A Bonds, HRC created obligated group structures for financings in the states where its subsidiaries, including Homewood Williamsport and Homewood Frederick, operate. The County has been advised that in March 2020 HRC created the "Maryland Obligated Group" consisting of Homewood Williamsport and Homewood Frederick. The 2020A Bonds were issued pursuant to a Bond Trust Indenture dated as of November 1, 2020 (the "Original Bond Indenture") between the County and Manufacturers and Traders Trust Company, as Trustee. The County loaned the proceeds of the 2020A Bonds to the Maryland Obligated Group pursuant to a Loan Agreement dated as of November 1, 2020 (the "Original Loan Agreement") for the purpose of (1) refunding in whole the then-outstanding Prior Bonds; and (2) financing or reimbursing costs of issuance of the 2020A Bonds and any other costs related to the 2020A Bonds that were permitted by the Act.

11. The County has received a letter of intent from the Maryland Obligated Group, a copy of which is attached hereto as Exhibit A and made a part hereof (the "Letter of Intent"), requesting that the County issue and sell its bonds pursuant to the authority of the Act in one or more series from time to time in an original aggregate principal amount not to exceed \$60,000,000 and loan the proceeds of the sale thereof to the Maryland Obligated Group, for the purpose of (1) refunding in part the outstanding 2020A Bonds; (2) funding any necessary reserves for such bonds; and (3) financing or reimbursing costs of issuance of such bonds and any other costs that are permitted by Section 12-110(b) of the Act (the undertakings referred to in clauses (1)-(3) being referred to collectively as the "Refunding Project"). By undertaking the Refunding Project, the Maryland Obligated Group will be effecting the refinancing of the acquisition and improvement of the Prior Bonds Facilities identified in Recital 12 below and the financing of other costs permitted by the Act.

12. The "Prior Bonds Facilities" consist of and include (1) the facilities and improvements (the "Prior Bonds Williamsport Facilities") the costs of which were financed, reimbursed or refinanced from proceeds of the 2007 Bonds and the 2011 Bonds, which are part of a continuing care retirement community known as Homewood at Williamsport that is located at 16505 Virginia Avenue, Williamsport, Maryland 21795 (the "Williamsport Campus"), and (2) the facilities and improvements (the "Prior Bonds Frederick Facilities") the costs of which were financed, reimbursed or refinanced from proceeds of the 1997 Bonds and the 2014 Bond, which are part of a continuing care retirement community known as Homewood at Frederick that is located at 7407 Willow Road, Frederick, Maryland 21702 (the "Frederick Campus").

13. The Letter of Intent provides that the Prior Bonds Facilities are and will be used by the members of the Maryland Obligated Group in their respective capacities as 501(c)(3) organizations, within the meaning of Section 150(a)(4) of the Internal Revenue Code of 1986, as amended (the "Code"), for tax-exempt purposes in their activities of owning and operating continuing care retirement communities and related amenities.

14. The Letter of Intent provides that it is expected that interest on any such bonds shall be excludable from gross income of the holders thereof for federal income tax purposes, and a public hearing concerning the issuance of such bonds and the location and nature of the Prior Bonds Facilities has been held following reasonable public notice (within the meaning of Section 147(f) of the Code) as required by the Code.

15. The Maryland Obligated Group acknowledges in the Letter of Intent that the County reserves certain rights concerning the issuance of such bonds as provided in Section 14 of this Resolution.

16. Concurrently with the issuance of the 2020A Bonds, the County issued its County Commissioners of Washington County Economic Development Revenue Bonds (Homewood Maryland Obligated Group Project) Series 2020B as a single bond in the original principal amount of \$45,000,000 (the "2020B Bonds"). Proceeds of the 2020B Bonds were loaned by the County to the Maryland Obligated Group. Proceeds of the 2020B Bonds were and are being applied to (1) finance, reimburse or refinance the costs of the acquisition, improvement, renovation and equipping of existing and additional facilities (within the meaning of the Act) located on the Williamsport Campus and the Frederick Campus and related costs permitted by the Act and the authorizations pertaining to the 2020B Bonds, and (2) finance or reimburse costs of issuance of the 2020B Bonds and any other costs related to the 2020B Bonds that were permitted by the Act. The Maryland Obligated Group has advised the County that it is *not* pursuing a refunding of any portion of the 2020B Bonds at this time.

17. The 2020A Bonds and the 2020B Bonds were issued on a parity basis, except to the extent otherwise provided under the Original Bond Indenture and the Original Loan Agreement and any other documents relating to the issuance of the 2020A Bonds and/or the 2020B Bonds, and constitute "Bonds" for purposes of the Original Bond Indenture, the Original Loan Agreement and related bond documents. The Original Bond Indenture and the Original Loan Agreement allow for the issuance of "Additional Bonds" (as defined in the Original Loan Agreement) pursuant to the terms and conditions thereof for any purpose permitted by the Act (including refunding purposes). Any such series of Additional Bonds will be issued on a parity basis with any Bonds (as such term is defined in the Original Loan Agreement) then-outstanding under the Original Bond Indenture and the Original Loan Agreement, as the same may be amended, supplemented or restated, except to the extent provided in the applicable bond documents. It is contemplated that the bonds that are the subject of this Resolution will be issued as such Additional Bonds unless the President of the Board and the Maryland Obligated Group otherwise agree in accordance with the provisions of the Act and Section 5 of this Resolution. All Bonds (as defined in the Original Loan Agreement, which includes Additional Bonds) issued under the provisions of the Original Bond Indenture and the Original Loan Agreement, as the same may be amended, supplemented or restated, are secured by interests in all facilities and improvements located on the Williamsport Campus and the Frederick Campus,

including (but not limited to) the Prior Bonds Williamsport Facilities and the Prior Bonds Frederick Facilities.

18. The County, based upon the findings and determinations and subject to the reservation of rights set forth below, has determined to issue and sell, in addition to any bonds authorized to be issued by any other act of the County, its bonds (within the meaning of the Act), in one or more series at one time or from time to time, in an original aggregate principal amount not to exceed Sixty Million Dollars (\$60,000,000) (collectively, the "Bonds"), and to loan the proceeds of the Bonds (collectively, the "Loan") to the Maryland Obligated Group on the terms and conditions as hereinafter provided in order to refinance and finance costs of the Refunding Project.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, THAT:

Section 1. It is hereby found and determined as follows:

(a) The Recitals to this Resolution are incorporated by reference herein and deemed a substantive part of this Resolution. Capitalized terms used in this Resolution and not otherwise defined herein shall have the meanings given to such terms in the Recitals.

(b) References in this Resolution to any official by title shall be deemed to refer (i) to any official authorized under the code of public local laws of the County, as replaced, supplemented or amended (the "County Code"), or other applicable law or authority to act in such titled official's stead during the absence or disability of such titled official, (ii) to any person who has been elected, appointed or designated to fill such position in an acting or interim capacity under the County Code or other applicable law or authority, (iii) to any person who serves in a "deputy," "associate" or "assistant" capacity as such an official, provided that the applicable responsibilities, rights or duties referred to herein have been delegated to such deputy, associate or assistant in accordance with the County Code or other applicable law or authority, and/or (iv) to the extent an identified official commonly uses another title not provided for in the County Code, the official, however known, who is charged under the County Code or other applicable law or authority with the applicable responsibilities, rights or duties referred to herein.

(c) As evidenced by the Letter of Intent, a "letter of intent" within the meaning of the Act, the issuance of the Bonds pursuant to the Act by the County, a "public body" and a county within the meaning of the Act, in order to loan the proceeds to the Maryland Obligated Group, a "facility applicant" and a "facility user" within the meaning of the Act, for the sole and exclusive purpose of refinancing the acquisition and "improvement" within the meaning of the Act of the Prior Bonds Facilities, which are each a "facility" within the meaning of the Act, will facilitate the financing of costs of the Refunding Project by the Maryland Obligated Group. References in this Resolution to "acquire", "acquisition", "improve", "improvement", "finance" or any other term defined in the Act shall have the meanings given to such terms in the Act, as applicable. In addition, references in this Resolution to "finance" or "financing" or similar terms shall be deemed to include "refinance", "refinancing", "reimburse" or "reimbursing" or similar terms, as applicable.

(d) The Maryland Obligated Group has advised that the portion of the 2020A Bonds expected to be refunded through the Refunding Project bear interest at a variable rate and expose the Maryland Obligated Group to increased debt service costs if interest rates rise as anticipated. Based on representations of the Maryland Obligated Group set forth in the Letter of Intent, the issuance and sale of the Bonds by the County pursuant to the Act for the purpose of financing costs (to the fullest extent permitted by the Act) of the Refunding Project, will fix the debt service component of the Maryland Obligated Group's annual operating costs, which will (1) enhance the senior care provided by the Maryland Obligated Group to the residents of the Williamsport Campus and the Frederick Campus, and (2) permit the Maryland Obligated Group to maintain its current resident census and professional and other staff and, accordingly, will generally promote the declared legislative purposes of the Act by (i) sustaining jobs and employment by the retention of a significant number of jobs, thus relieving conditions of unemployment in the County and the State; (ii) assisting in the retention of existing industry and commerce and in the attraction of new industry and commerce in the County and the State; (iii) promoting economic development in the County and the State; and (iv) generally promoting the health, welfare and safety of the residents of the County and the State. To the extent the Bonds are issued as fixed rate bonds as anticipated, budgetary uncertainty will be eliminated with respect to the debt service component of the Maryland Obligated Group's annual budget cycles.

(e) AS PROVIDED IN THE ACT, THE BONDS AND THE INTEREST ON THEM (I) ARE NOT DEBTS OR CHARGES AGAINST THE GENERAL CREDIT OR TAXING POWERS OF THE COUNTY WITHIN THE MEANING OF ANY CONSTITUTIONAL OR CHARTER PROVISION OR STATUTORY LIMITATION AND (II) MAY NOT GIVE RISE TO ANY PECUNIARY LIABILITY OF THE COUNTY. THE BONDS ARE NOT A PLEDGE OF THE FAITH AND CREDIT OR TAXING POWER OF THE COUNTY.

(f) AS PROVIDED IN THE ACT, THE BONDS AND THE INTEREST ON THEM SHALL BE LIMITED OBLIGATIONS OF THE COUNTY, PAYABLE SOLELY FROM THE REVENUES DERIVED FROM LOAN REPAYMENTS (BOTH PRINCIPAL AND INTEREST) MADE TO THE COUNTY (OR ITS ASSIGNEE) BY THE MARYLAND OBLIGATED GROUP ON ACCOUNT OF THE LOAN OR OTHER MONEY MADE AVAILABLE TO THE COUNTY FOR SUCH PURPOSE.

(g) As security for the Bonds, the County may enter into one or more agreements with a trustee, a paying agent or an escrow agent for the benefit of the holder(s) of the Bonds or with the holder or holders of the Bonds if no trustee, paying agent or escrow agent is appointed for the purpose of assigning or pledging revenues or other security received in connection with the financing of costs of the Refunding Project. Any such agreements may include, but not be limited to, amendments, modifications or supplements to or restatements of the Original Loan Agreement and the Original Bond Indenture if the Bonds are issued as Additional Bonds in accordance with the provisions of such documents. As further security for the Bonds, the County may assign or confirm the prior assignment to the trustee, the paying agent or the escrow agent for the holder(s) of the Bonds or to the holder or holders of the Bonds if no trustee, paying agent or escrow agent is appointed any interest in the Prior Bonds Facilities or other real or personal property that is or was previously (in connection with the issuance of the 2020A Bonds) granted to the County by the Maryland Obligated Group or any member thereof pursuant to a deed of trust, mortgage or similar instrument, including (without limitation) amendments, modifications or supplements to or

restatements of any such deed of trust, mortgage or similar instrument executed in connection with the issuance of the 2020A Bonds. Except for certain rights of the County to indemnification and to payments with respect to its administrative expenses, the entire revenues derived from payments on the Loan shall be set apart and applied to the payment of the principal of, premium, if any, and interest on the Bonds and, to the extent the Bonds are issued as Additional Bonds under the Original Bond Indenture and the Original Loan Agreement and any related bond documents, any other obligations secured thereunder on a parity basis with the Bonds.

(h) The proceeds of the Loan will be paid directly to, and will be disbursed by, the trustee, the paying agent or the escrow agent for the benefit of the holder(s) of the Bonds or by the holder or holders of the Bonds if no trustee, paying agent or escrow agent is appointed. No moneys will be commingled with the County's funds or will be subject to the absolute control of the County, but only to such limited supervision and checks as are deemed necessary or desirable to ensure that the proceeds of the sale of the Bonds are used to accomplish the public purposes of the Act and this Resolution. The transactions contemplated by this Resolution do not constitute the acquisition of any physical public betterment or improvement or the acquisition of property for public use or the purchase of equipment for public use, and do not constitute a capital project of the County within the meaning of any statutory or charter provision. The public purposes expressed in the Act are to be achieved by facilitating the financing of costs of the Refunding Project by the Maryland Obligated Group.

(i) The County will acquire and retain no interest in the Prior Bond Facilities or any other facilities within the meaning of the Act, either on its own behalf or for the purpose of creating any security for the Bonds (other than such interest as may be held by parties secured by any security interest granted by the Maryland Obligated Group). Any such security interest in favor of the County shall be assigned (or the prior assignment thereof confirmed) to the trustee, the paying agent or the escrow agent for the benefit of the holder(s) of the Bonds or to the holder or holders of the Bonds if no trustee, paying agent or escrow agent is appointed.

(j) The President of the Board of County Commissioners of Washington County (the "President" and the "Board", respectively) is the "chief executive" of the County within the meaning of the Act and shall undertake on behalf of the County certain responsibilities described in the Act and hereinafter specified.

(k) The adoption of this Resolution shall not in any way indicate the approval of, or constitute any commitment for approval by, the County or any of its officials or employees of any subdivision plat, license, permit, application or any other request to the County, if any, with respect to any currently proposed or future zoning, land use, design, construction, development or other matters relating to the Prior Bonds Facilities or any other facilities and improvements located on the Williamsport Campus or the Frederick Campus or the operation of the Prior Bonds Facilities or any such other facilities and improvements.

(l) The County accepts (i) the designation of the firm of Miles & Stockbridge P.C. as (A) bond counsel to render customary approving and tax opinions relating to the Bonds and (B) counsel to the Maryland Obligated Group, and (ii) the designation of the firm of Funk & Bolton, P.A. as issuer's counsel. To the extent the Bonds are issued in separate series from time to time, the President may provide in accordance with Section 5(a) of this Resolution for a different

designation of bond counsel and/or issuer's counsel with respect to any subsequent series of the Bonds issued at a later time after the first series of the Bonds, including if any such counsel serves as counsel to more than one party in the transaction.

Section 2. The County is hereby authorized to issue, sell and deliver the Bonds, at any time and from time to time, in one or more series, in an original aggregate principal amount not to exceed Sixty Million Dollars (\$60,000,000), whether taxable or tax-exempt for purposes of the Code, pursuant to the Act and this Resolution, and each series of the Bonds shall be identified by the year of issue or by some other or additional appropriate designation. Each series of the Bonds may be comprised of any form of obligation authorized by the Act. Any series of the Bonds may be issued as a single bond and, in such event, references in this Resolution to the Bonds shall be deemed to mean such single bond with respect to such series. Any bond may be issued in installment or draw-down form.

Section 3. It is hereby determined that the best interests of the County and the Maryland Obligated Group will be served by selling the Bonds of any series (i) by such method of sale as may be satisfactory to the President and the Maryland Obligated Group, including by negotiated underwriting, in a direct purchase transaction, in a private placement, by competitive sale or by other permissible means, and (ii) for a price at, above or below par as determined in accordance with Section 5(a)(viii) hereof, as permitted by the Act. While the Letter of Intent provides that the Bonds are expected to be sold in a private placement transaction, pursuant to the provisions of Section 5(a)(viii) of this Resolution, the President may approve or provide for any other method of sale for any series of the Bonds.

Section 4. The proceeds of the sale of the Bonds will be loaned by the County to the Maryland Obligated Group and shall be used by the Maryland Obligated Group solely for the purpose of financing costs of the Refunding Project to the fullest extent permitted by the Act, including to the extent permitted by the holder or holders of the Bonds, payment of the costs of preparing, printing, selling and issuing the Bonds, funding reserves, or payment of any other costs permitted by the Act. The Maryland Obligated Group shall own, use or manage, or provide for the ownership, use or management of, the Prior Bonds Facilities so as to remain a facility user within the meaning of the Act for as long as any of the Bonds remain outstanding and unpaid. The County has been advised that currently Homewood Williamsport owns, operates and manages the components of the Prior Bonds Facilities located on the Williamsport Campus and Homewood Frederick owns, operates and manages the components of the Prior Bonds Facilities located on the Frederick Campus.

Section 5. (a) Prior to the issuance, sale and delivery of the Bonds of any series, the President, by executive order or otherwise:

(i) shall prescribe the form, tenor, terms and conditions of and security for the Bonds of such series;

(ii) shall prescribe the designation, principal amounts, rate or rates of interest or method of determining the rate or rates of interest, denominations, date, maturity or maturities (within the limits prescribed in the Act and to the extent applicable, the Code), and the time and

place or places of payment of the Bonds of such series, and the terms and conditions and details under which the Bonds of such series may be called for redemption or prepayment prior to their stated maturities;

(iii) if necessary, may appoint or approve a trustee, a bond registrar, and/or a paying agent or agents for the Bonds of such series, an escrow agent and/or a verification consultant, and one or more underwriters or other purchasers of the Bonds of such series;

(iv) shall approve the form and contents of, and, subject to Section 6 hereof, execute and deliver (where applicable), a loan or loan agreements (which may be known by any name, including (without limitation), a “loan agreement”, a “loan and financing agreement” or a “bond and financing agreement”), and such other documents, including (without limitation) master trust indentures, trust indentures, supplemental trust indentures, escrow agreements, assignments, mortgages, deeds of trust, guaranties and security instruments to which the County is a party and which may be necessary to effectuate the issuance, sale and delivery of the Bonds of such series (collectively, the “Documents”); references to the Documents in this Resolution shall be deemed to include (without limitation) amendments, modifications or supplements to or restatements of the Original Bond Indenture, the Original Loan Agreement and any other documents related to the 2020A Bonds to the extent the Bonds are issued as Additional Bonds thereunder;

(v) may prepare and distribute, in conjunction with representatives of the Maryland Obligated Group and any prospective underwriters for or purchasers of the Bonds of any series, both a preliminary and a final official statement, offering memorandum or similar disclosure document in connection with the sale of the Bonds of any series, if determined to be necessary or desirable for the sale of the Bonds of such series, provided, however, that any such preliminary official statement, offering memorandum or similar disclosure document shall be clearly marked to indicate that it is subject to completion and amendment;

(vi) may execute and deliver a contract or contracts for the purchase and sale of the Bonds of any series (or any portion thereof) in form and content satisfactory to the President;

(vii) shall determine the time of execution, issuance, sale and delivery of the Bonds of such series and prescribe any and all other details of the Bonds of such series;

(viii) may determine the method and the price for the sale of the Bonds of such series, as contemplated in Section 3 of this Resolution, and may approve the terms of the sale of the Bonds of such series;

(ix) shall provide for the direct payment by the Maryland Obligated Group of all costs, fees and expenses incurred by or on behalf of the County in connection with the issuance, sale and delivery of the Bonds of such series, including (without limitation) costs of printing (if any) and issuing the Bonds of such series, legal expenses (including the fees of bond counsel and issuer’s counsel) and compensation to any person in connection with the issuance of the Bonds (other than full-time employees of the County);

(x) may provide for the funding of reserves for the Bonds of such series and for the payment of interest on the Bonds of such series in such amounts, or for such period, as the President deems reasonable, all within the limitations of the Act and this Resolution; and

(xi) may make any other determinations not in violation of the Act and may do any and all things necessary, proper or expedient in connection with the issuance, sale and delivery of the Bonds of such series and in order to accomplish the legislative purposes of the Act and the public purposes of this Resolution, subject to the limitations set forth in the Act and any limitations prescribed by this Resolution.

(b) The County hereby elects that any financing statement, amendment to financing statement, continuation statement, termination statement, correction statement or any other applicable or similar filing concerning the security for the Bonds be made by electronic filing, unless electronic filing of the applicable instrument is prohibited by applicable law at the relevant time.

Section 6. (a) The President or the Vice President of the Board (the "Vice President"), by his or her manual or facsimile signature, is hereby authorized and directed to execute the Bonds of any series in the name and on behalf of the County and to deliver the Bonds to the purchaser thereof. The corporate seal of the County shall be affixed on such Bonds and attested by the manual or facsimile signature of the County Clerk of the County (the "County Clerk") or other appropriate official. If any of the Bonds are required to be signed by a trustee, paying agent, registrar, fiscal agent or other agent or custodian, any other signature required or permitted to be placed upon the Bonds may be executed manually or by facsimile. Any such signature shall be made in accordance with the Act and other applicable Maryland law.

(b) The President or the Vice President is hereby authorized to execute, by his or her manual or facsimile signature, to deliver, in the name and on behalf of the County, and to cause the corporate seal of the County, attested by the manual or facsimile signature of the County Clerk or other appropriate official, to be affixed upon the Documents where required. Upon due execution, the Documents shall become binding upon the County in accordance with their respective terms, as authorized by the Act and this Resolution.

Section 7. The President, the Vice President, the County Administrator of the County (the "County Administrator"), the Chief Financial Officer of the County (the "Chief Financial Officer") and all other appropriate officials and employees of the County are hereby authorized and empowered to do any and all things, execute, acknowledge, seal and deliver such other and further instruments, supporting documents and certificates, and otherwise take any and all action, necessary, proper or expedient to consummate the transactions contemplated by this Resolution in accordance with the Act and this Resolution.

Section 8. (a) As described in the Letter of Intent, the County will not incur any liability, direct or indirect, or any cost, direct or indirect, in connection with the issuance and sale of the Bonds, the making of the Loan or the Refunding Project; accordingly, the Maryland Obligated Group shall negotiate and approve all financing arrangements in connection with the Refunding Project, and to the extent Bond proceeds are not available to pay the same, pay all costs

incurred by or on behalf of the County in connection with the authorization, issuance and sale of the Bonds, the making of the Loan, including the administration thereof, and the financing of costs of the Refunding Project, including (without limitation) all costs incurred in connection with the development of the appropriate legal documents necessary to effectuate the proposed transaction, including (without limitation) the fees and expenses of bond counsel and issuer's counsel, all costs incurred in connection with publication of notices of any public hearings to be held in connection therewith, and compensation to any other person (other than full-time employees of the County) performing services by or on behalf of the County in connection with the transactions contemplated by this Resolution, including (without limitation) any trustee, bond registrar or paying agent for the Bonds and any escrow agent or verification consultant, whether or not the proposed financing is consummated. The County shall have no liability or responsibility for the payment of any such fees and expenses.

(b) In order to implement Section 12-113 of the Act stating that the Bonds may not give rise to pecuniary liability of the County, the Bonds and the Documents may provide that no trustee, paying agent or escrow agent for the holder(s) of the Bonds or the holder(s) of the Bonds, as applicable, shall look to the County for damages suffered by such holder(s) of the Bonds as a result of a failure of the County to perform any covenant, undertaking or obligation under the Bonds or the Documents, nor as a result of the incorrectness of any representation made by the County in the Bonds or the Documents. Although this Resolution recognizes that the Bonds and the Documents shall not give rise to pecuniary liability of the County, nothing contained in this Resolution, the Bonds or the Documents shall be construed to preclude in any way any action or proceedings (other than that element in any action or proceeding involving a claim for monetary damages against the County or its officials, employees or agents) in any court or before any governmental body, agency or instrumentality, or otherwise against the County or any of its officials or employees to enforce the provisions of the Bonds or the Documents.

(c) Although the Documents may provide that the County shall have the right to seek remedies in the event of certain events of default as stated therein, it is contemplated that the County will assign such right to take action to the trustee, the paying agent or the escrow agent for the holder(s) of the Bonds or, if there is no such trustee, paying agent or escrow agent, the holder(s) of the Bonds (excluding with respect to any reserved rights of the County), in order to implement the purposes and intent of the Act, namely to facilitate the refinancing of costs of the acquisition and improvement of the Prior Bonds Facilities by the Maryland Obligated Group without the County incurring any pecuniary liability or obligation. Accordingly, if a trustee, a paying agent or an escrow agent is appointed for such purpose, such trustee, paying agent or escrow agent shall have the duty to act, whether or not at the direction of the holder(s) of the Bonds, in all instances in which the trustee, the paying agent or the escrow agent for holder(s) of the Bonds may act and determines that action is appropriate. In any case where action by any trustee, paying agent or escrow agent for the holder(s) of the Bonds or the holder(s) of the Bonds themselves requires simultaneous or subsequent action by the County, the County will cooperate with such trustee, paying agent or escrow agent or holder(s) of the Bonds and take any and all action necessary to effectuate the purposes and intent of this Resolution, the Bonds and the Documents. The Documents shall provide that the Maryland Obligated Group, the trustee, the paying agent or the escrow agent or the holder(s) of the Bonds, as applicable, shall pay those costs in order to avoid any direct or indirect pecuniary burden on the County.

Section 9. (a) It is the present intention of the County and the Maryland Obligated Group that any series of the Bonds shall be issued on a tax-exempt basis, unless prohibited by the Code. Reference in this Section 9 to the Bonds is intended to apply only to the Bonds of any series the interest on which is exempt from federal income taxation.

(b) Any one or more of the President, the Vice President and the Chief Financial Officer shall be the officer or officers of the County responsible for the issuance of the Bonds within the meaning of Section 1.148-2(b)(2) of the Arbitrage Regulations (as hereinafter defined) and shall also be the officers of the County responsible for the execution and delivery (on the date of issuance of the Bonds) of a certificate of the County (the "Issuer's Certificate as to Arbitrage") which, in the opinion of bond counsel whose opinions are generally accepted in the field of municipal finance, complies with the requirements of Section 148 of the Code ("Section 148") and the applicable regulations thereunder (the "Arbitrage Regulations"), and the President, the Vice President and the Chief Financial Officer, or any two or more of such officials acting in concert, are each hereby authorized and directed to execute the Issuer's Certificate as to Arbitrage and to deliver the same to bond counsel on the date of the issuance of the Bonds. The Issuer's Certificate as to Arbitrage may be part of a certificate executed and delivered by the Maryland Obligated Group and/or any other appropriate party pursuant to the Code and the Arbitrage Regulations. If the Bonds are issued as Additional Bonds pursuant to the Original Bond Indenture and the Original Loan Agreement, the Issuer's Certificate as to Arbitrage may be in the form of an amendment, modification or supplement to any certifications made by the County in connection with the issuance of the 2020A Bonds.

(c) The County recognizes its obligation to set forth in the Issuer's Certificate as to Arbitrage its reasonable expectations as to relevant facts, estimates and circumstances relating to the use of the proceeds of the sale of the Bonds (which may be based on representations of the Maryland Obligated Group), or of any moneys, securities or other obligations on deposit to the credit of any funds created and established by the Documents which may be deemed to be proceeds of the sale of the Bonds pursuant to Section 148 or the Arbitrage Regulations (collectively, "Bond Proceeds"), in order that correct legal conclusions can be reached regarding the effect of such facts, estimates and circumstances. Accordingly, the County covenants that (i) the facts, estimates and circumstances set forth in the Issuer's Certificate as to Arbitrage will be based on the County's reasonable expectations on the date of issuance of the Bonds (to the extent applicable, based on representations of the Maryland Obligated Group) and will be, to the best of the certifying officer's or officers' knowledge, true and correct as of that date and (ii) the certifying officer or officers will certify that he, she or they are not aware of any facts or circumstances that would cause him, her or them to question the accuracy of the representations made by the Maryland Obligated Group.

(d) The County covenants that it will not make, or (to the extent it exercises control or direction) permit to be made, any use of the Bond Proceeds that would cause the Bonds to be "arbitrage bonds" within the meaning of Section 148 and the Arbitrage Regulations. The County further covenants that it will comply with those provisions of Section 148 and the Arbitrage Regulations that are applicable to the Bonds on the date of issuance of any Bonds and that may subsequently lawfully be made applicable to the Bonds.

(e) Any one or more of the President, the Vice President and the Chief Financial Officer is hereby authorized and empowered to approve and execute such supporting documents, additional certificates or instruments or information returns (including (without limitation), to the extent applicable, any amendments, modifications or supplements to any supporting documents, additional certificates or instruments or information returns executed on behalf of the County in connection with the issuance of the 2020A Bonds) as may be required or permitted under the Code and the Arbitrage Regulations and to make any designations, determinations or elections provided for under the Code or the Arbitrage Regulations on behalf of the County, which designations, determinations or elections may be reflected in the Issuer's Certificate as to Arbitrage or other appropriate documentation.

Section 10. The County may, from time to time and at any time, with such consent of the trustee, the paying agent or the escrow agent for the holder(s) of the Bonds or the holder(s) of the Bonds, as applicable, as may be required pursuant to the Documents, adopt resolutions, as appropriate under the Act, supplemental to this Resolution for the purpose of modifying, altering, amending, adding to or rescinding any of the terms or provisions contained in this Resolution, the Bonds or the Documents. Alternatively, before or after the issuance of the Bonds of any series, regardless of the date on which such Bonds are issued, the President is hereby authorized and empowered, by executive order or otherwise, to approve on behalf of the County any amendments, modifications or supplements to the Bonds or the Documents, or negotiate, approve, execute and deliver any additional documents, certificates or instruments deemed necessary or desirable to consummate or effect the transactions contemplated by this Resolution, the Bonds or the Documents or to provide for the same. In addition, if in the judgment of the President, the County Administrator or the Chief Financial Officer, the interests of the County shall not be adversely affected thereby, the President, the County Administrator or the Chief Financial Officer, on behalf of the County, from time to time or at any time following the initial issuance of any series of the Bonds, may give any consent or approval, take any action, make any determination, demand or request, or give any notice, direction or other communication provided for on the part of the County in the Bonds or the Documents. All of the foregoing shall be subject to any approval of the Board and/or the President as may be required pursuant to federal tax law.

Section 11. The Bonds may not give rise to any pecuniary liability of the County. No covenant or agreement contained in this Resolution, the Bonds, the Documents or any other document, instrument or certificate executed, sealed or delivered in connection with the consummation of the transactions contemplated by this Resolution shall be deemed to be a covenant or agreement of any official, agent or employee of the County in his or her individual capacity; and none of the President, the Vice President, the members of the Board, the County Administrator, the Chief Financial Officer, the County Clerk nor any official, agent or employee of the County executing the Bonds, the Documents or any of the aforesaid documents, instruments or certificates shall be subject to any personal liability or accountability by reason of the authorization, issuance, execution, sealing, acknowledgment or delivery of the same. Pursuant to the Act, the County will have no obligation under the Act, the Bonds or the Documents to use County funds to pay debt service on or to prepay or redeem the Bonds, or to pay any other costs incurred in connection with the enforcement of remedies, whether or not the Maryland Obligated Group is in default with respect to its obligations under the Bonds or the Documents.

Section 12. The President, the County Administrator and the Chief Financial Officer are each hereby designated to be an authorized representative of the County for any and all purposes required or permitted by the Act, this Resolution or the Documents.

Section 13. The President is hereby authorized, empowered and directed to accept the Letter of Intent, on behalf of the County, in order to further evidence the intention of the County to issue and sell the Bonds in accordance with the terms and provisions of the Act, this Resolution and the Letter of Intent.

Section 14. (a) This Resolution is intended to be, and shall constitute, evidence of the present intention of the County to issue and deliver the Bonds in accordance with the terms and provisions hereof, for the purpose of facilitating the refinancing by the Maryland Obligated Group of the costs of acquisition and improvement of the Prior Bonds Facilities. Notwithstanding the foregoing, nothing in this Resolution shall be deemed to constitute (i) an undertaking by the County to expend any of its funds (other than the proceeds from the sale of the Bonds, revenues derived from any Loan repayments made to the County on account of the Loan, and any other moneys made available to the County for such purpose) to effect the transactions described herein or (ii) an assurance by the County as to the availability of one or more ready, willing and able purchasers for the Bonds or as to the availability of one or more purchasers of the Bonds to whom the Bonds may lawfully be sold under, among others, applicable federal and state securities and legal investment laws. Notwithstanding any references in this Resolution to the Bonds being payable from loan repayments made to the County, it is intended that the Maryland Obligated Group will make debt service payments directly to the holders of the Bonds or to a trustee, a paying agent or an escrow agent acting on behalf of the holder(s) of the Bonds.

(b) The County and the Maryland Obligated Group contemplate that the Maryland Obligated Group may proceed with activities relating to the Refunding Project upon the adoption of this Resolution and prior to the issuance, sale and delivery of the Bonds; provided, however, that if the Maryland Obligated Group so proceeds prior to the determinations of the President as provided for in Section 5(a) of this Resolution, it does so at its own risk.

(c) The County hereby reserves the right, in its sole and absolute discretion, to take any actions deemed necessary by the County to ensure that the County (i) complies with present federal and State laws and any pending or future federal or State legislation, whether proposed or enacted, which may affect or restrict the issuance of its bonds and other obligations, and (ii) issues its bonds or other obligations within the limits imposed by such present laws or any such pending or future legislation or any future local laws, to finance or refinance the costs of those facilities which the County determines, in its sole and absolute discretion, will provide the greatest benefit to the residents of the County and the State. In particular, the County reserves the right to choose to issue its bonds or other obligations (within the meaning of the Act and any present or future State or local laws) for facilities other than the Prior Bonds Facilities, and in such order of priority as it may determine in its sole and absolute discretion. Pursuant to the provisions of this Section 14, the County reserves the right in its sole and absolute discretion, to, among other things, (1) never issue any Bonds, (2) issue only a portion of the original aggregate principal amount of the Bonds requested by the Maryland Obligated Group, (3) restrict the use of the proceeds of the Bonds, (4) delay indefinitely the issuance of the Bonds, or (5) take any other actions deemed necessary by the

County, in its sole discretion, to determine that the County (as a public body within the meaning of the Act) achieves the goals set forth in the Act and in this Resolution.

Section 15. Prior to the adoption of this Resolution, a public hearing on the proposed refinancing of the costs of acquisition and improvement of the Prior Bonds Facilities and other costs permitted by Section 12-110(b) of the Act and the issuance of the Bonds in connection therewith was held before the Board in accordance with law and Section 147(f) of the Code. The Board hereby ratifies, approves and confirms the publication on behalf of the County of the notice of that public hearing that was given in accordance with law and Section 147(f) of the Code. As the “applicable elected representative” of the County within the meaning of Section 147(f) of the Code and the regulations promulgated thereunder, the Board, after giving due consideration to the sustainability of jobs, the potential for increased economic development activities, and the health, safety and welfare of residents of the County and the State to be achieved through the issuance of the Bonds, hereby approves the issuance of the Bonds and the use of the proceeds of the Bonds to finance costs of the Refunding Project for the purposes of Section 147(f) of the Code by adoption of this Resolution.

Section 16. Unless previously exercised, the authority to issue the Bonds contained in this Resolution shall expire on the date that is one (1) year from the effective date of this Resolution, unless such authority shall have been extended by a resolution supplemental hereto.

Section 17. The provisions of this Resolution shall be liberally construed in order to effectuate the transactions contemplated by this Resolution.

Section 18. Notwithstanding any references in this Resolution to manual or facsimile signatures of County officials or other parties, to the extent that applicable law, orders, regulations or other authority allow for signatures to be made by facsimile, electronic or other means, whether due to the impacts of the COVID-19 pandemic or for other applicable reasons, the provisions of such applicable law, orders, regulations or other authority allowing signatures to be made in a manner other than manually shall be deemed to supersede the provisions of this Resolution.

Section 19. The provisions of this Resolution are severable, and if any provision, sentence, clause, section or part hereof is held or determined to be illegal, invalid, unconstitutional or inapplicable to any person or circumstance, such illegality, invalidity, unconstitutionality or inapplicability shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this Resolution or their application to other persons or circumstances. It is hereby declared to be the intent of the County that this Resolution would have been adopted if such illegal, invalid, unconstitutional or inapplicable provision, sentence, clause, section or part had not been included herein, and if the person or circumstances to which this Resolution or any part hereof are inapplicable had been specifically exempted herefrom, provided however, notwithstanding anything contained in this Section, neither the faith and credit nor the taxing power of the County shall be deemed pledged hereby, and the County shall not hereby incur any indebtedness or charge against the general credit or taxing powers of the County, within the meaning of any constitutional or charter provision or statutory limitation, and the transactions authorized hereby shall not give rise to any pecuniary liability of the County.

Section 20. This Resolution shall take effect from the date of its adoption. Pursuant to Section 12-111(e) of the Act, this Resolution is administrative in nature, is not subject to procedures required for legislative acts and is not subject to referendum.

Adopted this _____ day of _____, 2021.

(SEAL)

ATTEST:

COUNTY COMMISSIONERS OF
WASHINGTON COUNTY

Krista L. Hart
County Clerk

By: _____
Jeffrey A. Cline
President, Board of County
Commissioners of Washington County

Approved as to form and legal sufficiency:

Kirk C. Downey
County Attorney

Mail to:
Office of the County Attorney
100 W. Washington Street, Suite 1101
Hagerstown, MD 21740

#222638;50052.046

EXHIBIT A

LETTER OF INTENT

[See Attached]

HOMEWOOD AT WILLIAMSPORT
MD, INC.
16505 VIRGINIA AVENUE
WILLIAMSPORT, MARYLAND 21795

HOMEWOOD AT FREDERICK MD, INC.
7407 WILLOW ROAD
FREDERICK, MARYLAND 21702

June 25, 2021

County Commissioners of Washington County
100 W. Washington Street, Suite 1101
Hagerstown, Maryland 21740
Through: John M. Martirano, County Administrator

Re: Proposed Refunding Bonds for the Homewood at Williamsport and Homewood at
Frederick Continuing Care Retirement Communities

Ladies and Gentlemen:

Homewood at Williamsport MD, Inc. ("Homewood Williamsport") and Homewood at Frederick MD, Inc. ("Homewood Frederick" and, collectively with Homewood Williamsport, the "Maryland Obligated Group"), respectfully request that County Commissioners of Washington County, a body politic and corporate, a political subdivision of the State of Maryland (the "State"), and a "public body" within the meaning of the Act identified below (the "County"), participate in the refinancing of the acquisition and "improvement" (within the meaning of the Act) by the Maryland Obligated Group of certain "facilities" (within the meaning of the Act) identified below, by authorizing, selling and issuing its economic development revenue bond or bonds in one or more series from time to time in an original aggregate principal amount not to exceed Sixty Million Dollars (\$60,000,000.00) (the "Bonds"). References to the Bonds in this letter of intent shall be construed to refer to the issuance of any bonds, notes or other evidences of obligation, in whatever form and by whatever name known, as permitted by the Act. The Bonds may be tax-exempt and/or taxable for federal income tax purposes. Any such series of the Bonds may consist of a single bond. Any bond may be issued in installment form and/or draw-down form. The Bonds will be issued pursuant to the provisions of the Maryland Economic Development Revenue Bond Act, Sections 12-101 to 12-118, inclusive, of the Economic Development Article of the Annotated Code of Maryland, as replaced, supplemented or amended (the "Act"), or such other statutory authority as may exist when the Bonds are issued. It is intended that this letter, if accepted by the County, shall constitute a "letter of intent" as contemplated by the Act.

The Act empowers, among other public bodies, all the counties and municipal corporations of the State of Maryland (the "State") to borrow money by issuing negotiable revenue "bonds" (as defined in the Act) and to loan the proceeds of the sale thereof to a "facility user" (as defined in the Act) to "finance", among other activities, the acquisition and "improvement" of any "facility"

(each as defined in the Act). The Maryland Obligated Group is a “facility applicant” and a “facility user” within the meaning of the Act. The Prior Bonds Facilities identified herein each constitute a “facility” as defined in the Act. As defined in the Act, “finance” includes “refinance”, and references in this letter of intent to “finance” and similar words shall be deemed to include references to “reimburse” or “refinance” and similar words. The Act provides that bonds may be issued pursuant to the provisions thereof to refund other bonds. Any terms which are used in this letter of intent and also defined in the Act are intended to have the meanings given to such terms in the Act, unless otherwise expressly provided herein.

The proposed undertaking consists of and includes (1) refunding in part the outstanding County Commissioners of Washington County Economic Development Refunding Revenue Bonds (Homewood Maryland Obligated Group Project) Series 2020A that was issued as a single bond in the original principal amount of \$101,718,252 (the “2020A Bonds”); (2) funding any necessary reserves for the Bonds; and (3) financing or reimbursing costs of issuance of the Bonds and other costs permitted by Section 12-110(b) of the Act (the undertakings referred to in clauses (1)-(3) being referred to collectively as the “Refunding Project”). By undertaking the Refunding Project, the Maryland Obligated Group will be effecting the refinancing of the acquisition and improvement of the Prior Bonds Facilities identified below and the financing of other costs permitted by the Act.

Proceeds of the 2020A Bonds were applied for the purposes of (1) refunding in whole the then-outstanding (a) Washington County, Maryland Variable Rate Demand Revenue Bonds (Homewood at Williamsport Facility) Series 2007 issued in the original aggregate principal amount of \$12,000,000 (the “2007 Bonds”), (b) County Commissioners of Washington County Variable Rate Demand Revenue Bonds (Homewood at Williamsport Facility), Series 2011 issued in the original aggregate principal amount of \$9,425,000 (the “2011 Bonds”), (c) Frederick County, Maryland Variable Rate Demand/Fixed Rate Revenue Bonds (Homewood at Frederick MD, Inc. Facility) 1997 Issue issued in the original aggregate principal amount of \$20,450,000 (the “1997 Bonds”), and (d) Frederick County, Maryland Retirement Facilities Mortgage Revenue Bond (Homewood at Willow Ponds Facility) 2014 Issue issued in the original principal amount of \$86,000,000 (the “2014 Bond” and, collectively with the 2007 Bonds, the 2011 Bonds and the 1997 Bonds, the “Prior Bonds”); and (2) financing or reimbursing costs of issuance of the 2020A Bonds and any other costs related to the 2020A Bonds that were permitted by the Act.

Proceeds of the 2007 Bonds were applied to finance, reimburse or refinance (1) the demolition of a portion of the existing nursing home located on the approximately 29 acre parcel of land on the Williamsport Campus and site work; (2) the acquisition and construction of an approximately 72,000 square foot building located on the Williamsport Campus and other campus improvements; (3) the acquisition and installation of necessary and useful equipment, machinery, furnishings and fixtures in connection with the foregoing; (4) the acquisition of other improvements or interests in land as were necessary or useful for the foregoing; and (5) costs of issuance, capitalized interest and other costs permitted by the Act.

Proceeds of the 2011 Bonds were applied to finance, reimburse or refinance (1) the renovation of the remaining portion of the previous nursing facility (health care center) located on the Williamsport Campus, including (without limitation) asbestos removal and gutting of the interior, to create approximately 35 new apartments containing approximately 67,960 aggregate

square feet; (2) the remodeling of the exterior of the building; (3) the acquisition and installation of necessary and useful equipment, machinery, furnishings and fixtures in connection with the foregoing; and (4) costs of issuance, capitalized interest and other costs permitted by the Act.

Proceeds of the 1997 Bonds were applied to finance, reimburse or refinance (1) the acquisition, construction and improvement of the retirement care community on the Frederick Campus consisting of (a) a 120-bed skilled nursing facility containing approximately 63,300 square feet, (b) a 31-bed assisted living facility containing approximately 18,200 square feet, (c) 122 apartments containing approximately 141,600 square feet, and (d) related support elements; and (2) costs of issuance, capitalized interest and other costs permitted by the Act.

Proceeds of the 2014 Bond were applied to finance, reimburse or refinance (1) the acquisition and improvement on the Frederick Campus of (a) infrastructure, grading, road and site improvements, (b) approximately 100 cottages, (c) an 85-unit apartment facility containing approximately 169,435 square feet, (d) a community center containing approximately 54,932 square feet, (e) an underground parking garage containing approximately 52,967 square feet, and (f) necessary and useful equipment, machinery, furnishings and fixtures in connection with the foregoing; (2) other improvements or interests in land necessary or useful for the foregoing; and (3) costs of issuance, capitalized interest and other costs permitted by the Act.

The Prior Bonds Facilities consist of and include (1) the facilities and improvements (the "Prior Bonds Williamsport Facilities") the costs of which were financed, reimbursed or refinanced from proceeds of the 2007 Bonds and the 2011 Bonds, which are part of a continuing care retirement community known as Homewood at Williamsport that is located at 16505 Virginia Avenue, Williamsport, Maryland 21795 (the "Williamsport Campus"), and (2) the facilities and improvements (the "Prior Bonds Frederick Facilities") the costs of which were financed, reimbursed or refinanced from proceeds of the 1997 Bonds and the 2014 Bond, which are part of a continuing care retirement community known as Homewood at Frederick that is located at 7407 Willow Road, Frederick, Maryland 21702 (the "Frederick Campus"). The Prior Bonds Williamsport Facilities and the Prior Bonds Frederick Facilities are collectively referred to in this letter of intent as the "Prior Bonds Facilities".

Concurrently with the issuance of the 2020A Bonds, the County issued its County Commissioners of Washington County Economic Development Revenue Bonds (Homewood Maryland Obligated Group Project) Series 2020B as a single bond in the original principal amount of \$45,000,000 (the "2020B Bonds"); proceeds of the 2020B Bonds were loaned by the County to the Maryland Obligated Group. Proceeds of the 2020B Bonds were and are being applied to (1) finance, reimburse or refinance the costs of the acquisition, improvement, renovation and equipping of existing and additional facilities (within the meaning of the Act) located on the Williamsport Campus and the Frederick Campus and related costs permitted by the Act and the authorizations pertaining to the 2020B Bonds, and (2) finance or reimburse costs of issuance of the 2020B Bonds and any other costs related to the 2020B Bonds that were permitted by the Act. The Maryland Obligated Group is *not* pursuing a refunding of any portion of the 2020B Bonds at this time.

The 2020A Bonds were issued pursuant to a Bond Trust Indenture dated as of November 1, 2020 (the "Original Bond Indenture") between the County and Manufacturers and Traders Trust

Company, as Trustee. The County loaned the proceeds of the 2020A Bonds to the Maryland Obligated Group pursuant to a Loan Agreement dated as of November 1, 2020 (the "Original Loan Agreement").

The 2020A Bonds and the 2020B Bonds were issued on a parity basis, except to the extent otherwise provided under the Original Bond Indenture and the Original Loan Agreement and any other documents relating to the issuance of the 2020A Bonds and/or the 2020B Bonds, and constitute "Bonds" for purposes of the Original Bond Indenture, the Original Loan Agreement and related bond documents. The Original Bond Indenture and the Original Loan Agreement allow for the issuance of "Additional Bonds" (as defined in the Original Loan Agreement) pursuant to the terms and conditions thereof for any purpose permitted by the Act (including refunding purposes). Any such series of Additional Bonds will be issued on a parity basis with any Bonds (as such term is defined in the Original Loan Agreement) then-outstanding under the Original Bond Indenture and the Original Loan Agreement, as the same may be amended, supplemented or restated, except to the extent provided in the applicable bond documents. It is contemplated that the Bonds that are the subject of this letter of intent will be issued as such Additional Bonds unless the County and the Maryland Obligated Group otherwise agree in accordance with the provisions of the Act. All Bonds (as defined in the Original Loan Agreement, which includes Additional Bonds) issued under the provisions of the Original Bond Indenture and the Original Loan Agreement, as the same may be amended, supplemented or restated, are secured by interests in all facilities and improvements located on the Williamsport Campus and the Frederick Campus, including (but not limited to) the Prior Bonds Williamsport Facilities and the Prior Bonds Frederick Facilities.

The Prior Bonds Williamsport Facilities are and will be initially owned and operated by Homewood Williamsport and located within the corporate boundaries of the County. The Prior Bonds Williamsport Facilities are and will be used by Homewood Williamsport in its capacity as a 501(c)(3) organization, within the meaning of Section 150(a)(4) of the Internal Revenue Code of 1986, as amended (the "Code"), for tax-exempt purposes in its activities of owning and operating continuing care retirement communities and related amenities.

The Prior Bonds Frederick Facilities are and will be initially owned and operated by Homewood Frederick and located within the corporate boundaries of Frederick County, Maryland ("Frederick County"). The Prior Bonds Frederick Facilities are and will be used by Homewood Frederick in its capacity as a 501(c)(3) organization, within the meaning of Section 150(a)(4) of the Code, for tax-exempt purposes in its activities of owning and operating continuing care retirement communities and related amenities.

The Act does not require that bonds issued pursuant to the Act be applied to finance the acquisition and improvement of facilities located solely within the issuer's jurisdiction. Homewood Retirement Centers, Inc. (previously known as Homewood Retirement Centers of the United Church of Christ, Inc. and referred to herein as "HRC") was a co-borrower with certain related entities of proceeds of the Prior Bonds. In connection with the issuance of the 2020A Bonds, HRC created an obligated group structure in the states where its affiliates operate. Homewood Williamsport and Homewood Frederick formed the Maryland Obligated Group. HRC, the parent company of the Maryland Obligated Group members, is located in the County and provides management oversight for all HRC subsidiaries (including those located in Pennsylvania), including centralized payroll, billing, purchasing, accounts payable, human

resources, regulatory and accounting. Because HRC and the Williamsport Campus are located in the County, the Maryland Obligated Group is requesting that the County issue the Bonds for purposes of the Refunding Project.

The Maryland Obligated Group proposes that the County lend the proceeds of the sale of the Bonds (referred to herein as the "Loan") to the Maryland Obligated Group under one or more loan agreements (by whatever name known, including (without limitation) a loan and financing agreement or a similar agreement, and including (without limitation) any amendment or supplement to or restatement of the Original Loan Agreement being referred to collectively herein as the "Loan Agreement"). The Loan Agreement will require the Maryland Obligated Group to, among other matters, (1) use the proceeds of the Loan for the sole and exclusive purpose of refinancing and financing costs of the Refunding Project, (2) make Loan payments (both principal and interest) sufficient to pay the principal of and interest and redemption or prepayment premium, if any, on the Bonds, as the same become due and payable, (3) pay all expenses incurred by the County in connection with the sale and issuance of the Bonds and the making and administration of the Loan, as the same become due and payable, and (4) indemnify the County for any liabilities of the County relating to the Bonds and the transactions contemplated by the Loan Agreement. The Loan Agreement and any corresponding master trust indenture, trust indenture, supplemental trust indenture or similar agreement (including (without limitation) any amendment or supplement to or restatement of the Original Bond Indenture) and any other documents providing security for the Bonds (including any appropriate amendments or supplements to or restatements of other documents securing the 2020A Bonds remaining outstanding), will contain such other provisions as may be required by law and as may be agreed to by the Maryland Obligated Group, the County, any trustee, bond registrar, paying agent or escrow agent for the Bonds and the purchaser(s) of the Bonds, as applicable, as permitted by law. It is anticipated that a single series of the Bonds will be sold in a private placement transaction, but the final determination of the issuance of the Bonds in one or more series and the method of sale of any such series will be made prior to the applicable closing.

The Bonds shall be limited obligations of the County, the principal of, premium, if any, and interest on which shall be payable solely from the revenue derived from Loan repayments (both principal and interest) payable by the Maryland Obligated Group pursuant to the terms and provisions of the Loan Agreement or other money made available to the County for such purpose. The Maryland Obligated Group understands that the Bonds and the interest thereon (1) shall be limited obligations of the County, (2) are not debts or charges against the general credit or taxing power of the County within the meaning of any constitutional or charter provision or statutory limitation, and (3) may not give rise to any pecuniary liability of the County. The Bonds are not a debt to which the faith and credit of the County or any other public body is pledged.

The purpose of the Refunding Project is to fix the debt service component of annual operating costs. The portion of the 2020A Bonds anticipated to be refunded bears interest at a variable rate that was not hedged through an interest rate swap transaction by the Maryland Obligated Group at the time of issuance of the 2020A Bonds. If the Bonds are issued as fixed rate bonds as anticipated, budgetary uncertainty will be eliminated due to the locking-in of fixed interest rates.

The Maryland Obligated Group believes that the sale, issuance and delivery of the Bonds by the County and the attendant refinancing of costs of the acquisition and improvement of that portion of the costs of the Prior Bonds Facilities refinanced from proceeds of the 2020A Bonds, will (1) enhance the senior care provided by the Maryland Obligated Group to the residents of the Williamsport Campus and the Frederick Campus, and (2) permit the Maryland Obligated Group to maintain its current resident census and professional and other staff and, accordingly, will generally promote the declared legislative purposes of the Act by (i) sustaining jobs and employment by the retention of a significant number of jobs, thus relieving conditions of unemployment in the County and the State; (ii) assisting in the retention of existing industry and commerce and in the attraction of new industry and commerce in the County and the State; (iii) promoting economic development in the County and the State; and (iv) generally promoting the health, welfare and safety of the residents of the County and the State.

Financial considerations have been a factor leading to the Maryland Obligated Group's intention to refinance the costs of acquisition and improvement of the Prior Bonds Facilities. The Maryland Obligated Group has investigated the availability and feasibility of conventional financing for the Refunding Project. The Maryland Obligated Group has received a purchase contract for the sale of the Bonds through a private placement. Even if the Maryland Obligated Group does not close on a financing pursuant to the purchase contract it has received, the Maryland Obligated Group has been advised by its financial advisor that it can receive terms more favorable than those available through conventional financing by pursuing a transaction in the nature of the proposed Bonds. The decision of the Maryland Obligated Group to refinance costs of the acquisition and improvement of the Facilities has been materially influenced by the availability of economic development revenue bond financing from the County under the Act or other applicable law.

The Maryland Obligated Group intends that the interest payable on the Bonds shall be excludable from the gross income of the owners of the Bonds for purposes of federal income taxation pursuant to Section 103 of the Code. Notwithstanding such intention, the Maryland Obligated Group understands that the ability of the County to issue the Bonds on such a tax-exempt basis is subject to prior actions or inactions of the Maryland Obligated Group with respect to the 2020A Bonds and the Prior Bonds Facilities, the expectations of the Maryland Obligated Group with respect to the use of the proceeds of the Bonds and the enactment of federal legislation that may limit the ability of the County to issue the Bonds on such a tax-exempt basis.

It is further understood and agreed to by the Maryland Obligated Group that the proposal contained herein is subject to: (a) a public hearing to be held by the County following prior published notice in a newspaper of general circulation in Washington County; (b) the approval and appropriate action by the Board of County Commissioners of the County (the "Board") and the President of the Board of County Commissioners of the County (the "President"), as applicable; and (c) the approval of the detailed provisions of all documents pertaining to the Refunding Project as yet to be developed, including (without limitation) the Loan Agreement. The issuance of any Bonds for the components of the Refunding Project allocable to the Frederick Campus is further subject to (a) a public hearing held or to be held by the applicable elected representative of Frederick County (within the meaning of Section 1.147(f)-1 of the regulations promulgated under the Code), and (b) the approval and appropriate action by the applicable elected representative of

Frederick County. The acceptance of this letter of intent by the County shall be evidence of the bona fide present intention, but not the commitment, of the County to authorize the sale, issuance and delivery of the Bonds and to authorize the Loan for the purposes described herein; provided, however, that the Maryland Obligated Group recognizes that:

1. The County cannot make any guarantee, promise or assurance that the terms and conditions of the Bonds (including, but not limited to, the principal amount of the Bonds to be issued, the rate or rates of interest the Bonds are to bear, the times and place or places that the Bonds are to be executed, issued and delivered, the redemption or prepayment provisions for the Bonds, the form, tenor and denominations of the Bonds and the times and place or places of payment of the Bonds and the amounts payable at such times), as actually authorized to be issued, will be acceptable to the Maryland Obligated Group;

2. The County can give no guarantee, promise or assurance as to the availability of ready, willing and able purchasers of the Bonds or as to the availability of one or more purchasers of the Bonds to whom the Bonds may lawfully be sold under, among others, applicable federal and state securities and legal investment laws;

3. The ability of the County to issue any Bonds as tax-exempt obligations depends in large measure upon prior and prospective compliance by the Maryland Obligated Group with applicable provisions of the Code and the regulations promulgated thereunder, and such provisions may be changed without the County's knowledge or consent and, therefore, the County can give no assurance and makes no representation that the Bonds, if issued, or the income therefrom, will be tax-exempt; and

4. The County makes no representation and offers no opinion on the appropriateness of having the Bonds issued to refinance and finance costs of the Refunding Project in lieu of other financing alternatives or as to any benefit to the Maryland Obligated Group resulting from the issuance of the Bonds.

Prior to the issuance of any of the Bonds, in accordance with the Act, the Board must adopt a resolution specifying and determining, or authorizing the appropriate County official to specify or determine, the proposed undertaking, the amount of the Bonds to be issued, the rate or rates of interest the Bonds are to bear (or the method of determining such rate or rates), and such other provisions not inconsistent with the Act as shall be determined to be necessary or desirable to effect the refinancing and financing of costs of the Refunding Project, including (without limitation) the time that the Bonds are to be executed, issued and delivered, the principal amount of the Bonds to be issued, the form, tenor and denominations of the Bonds, the times and place or places of payment of the principal of and interest on the Bonds and the amounts payable at such times. References to the Bonds in this paragraph shall be construed to mean any series of the Bonds.

The Board's adoption of any such bond authorizing resolution providing for the sale and issuance of the Bonds and its acceptance of this letter of intent are intended solely to implement the Refunding Project contemplated hereby. The acceptance of this letter of intent, the adoption by the Board of an authorizing resolution and any other approvals of one or more County officials

given in accordance with the provisions of the Act shall not constitute any assurance by the County that (a) the Maryland Obligated Group will have the ability to make payments sufficient to provide for the repayment of the Bonds, (b) the Prior Bonds Facilities are or will continue to be feasible, economically or otherwise, or (c) the Prior Bonds Facilities are and will continue to be in compliance with applicable State, local or federal laws, nor shall it in any way indicate the approval of, or constitute any commitment for approval by, the County or any of its officials, officers or employees of any currently proposed or future subdivision plat, license, permit, application or any other request to the County, if any, with respect to any currently contemplated or future zoning, land use, design, construction, development or other matters relating to the facilities and improvements located on the Williamsport Campus or the Frederick Campus, or the operation of the facilities and improvements located on the Williamsport Campus and the Frederick Campus.

The Maryland Obligated Group hereby agrees that the County will not incur any liability, direct or indirect, or any cost, direct or indirect, in connection with the authorization, sale and issuance of the Bonds, the making of the Loan, and the refinancing of costs of the acquisition and improvement of the Prior Bonds Facilities; accordingly, the Maryland Obligated Group shall (a) negotiate and approve all refinancing and financing arrangements in connection with the Refunding Project, and (b) to the extent proceeds of the Bonds are not available to pay the costs referred to in clause (a), pay all costs incurred by or on behalf of the County in connection with the authorization, sale and issuance of the Bonds, the making of the Loan, including the administration thereof, and the refinancing and financing of costs of the Refunding Project, including (without limitation) all costs incurred in connection with the development of the appropriate legal documents necessary to effectuate the proposed Refunding Project, including (without limitation) the fees and expenses of bond counsel and issuer's counsel, and compensation to any other person (other than full-time employees of the County) performing services by or on behalf of the County in connection with the transactions contemplated by this letter of intent, including, without limitation, any trustee, bond registrar or paying agent for the Bonds and any escrow agent or verification consultant, whether or not any Bonds are issued or the proposed Refunding Project is consummated. The County shall have no liability or responsibility for the payment of any such fees and expenses. The Maryland Obligated Group further acknowledges and agrees that the County shall have no responsibility or liability for any costs incurred by Frederick County in connection with the transactions contemplated by this letter of intent, including (without limitation) fees or expenses incurred by professionals retained by Frederick County.

The Maryland Obligated Group hereby agrees to indemnify and hold harmless the County and all of its officials, officers, employees, agents and representatives from any and all claims, damages, expenses, fees and costs of any nature whatsoever in connection with the refinancing or financing of costs of the Refunding Project and the issuance of any Bonds.

The Maryland Obligated Group agrees to pay to the County an issuer's fee of \$25,000.00.

Nothing contained in this letter of intent shall be deemed to constitute an undertaking by the County to expend any of its funds to effect any or all of the transactions contemplated by this letter of intent. The Maryland Obligated Group understands, acknowledges and agrees that, pursuant to the Act, the County has no obligation under the Act and will have no obligation under any documents relating to the Bonds, if issued, to use County funds to pay debt service on or to

prepay or redeem the Bonds, or to pay any other costs incurred in connection with the enforcement of remedies, whether or not the Maryland Obligated Group is in default with respect to its obligations under the Bonds or such documents.

While any acceptance by the County of this letter of intent will evidence the County's present intention to issue the Bonds, the Maryland Obligated Group hereby acknowledges that the County reserves the right, in its sole and absolute discretion, to take any actions it deems necessary in order to ensure that it: (a) complies with present federal and State laws and any pending or future federal or State legislation, whether proposed or enacted, which may affect or restrict the issuance of its bonds, and (b) issues its bonds within the limits imposed by such present laws or any such pending or future legislation or any future local laws, to refinance or finance the acquisition and improvement of those facilities that the County determines, in its sole and absolute discretion, will provide the greatest benefit to the residents of the County and the State. In particular, the County reserves the right to choose to issue its bonds (within the meaning of the Act and any present or future State or local laws) for facilities other than the Prior Bonds Facilities, and in such order of priority as it may determine in its sole and absolute discretion. Accordingly, if the Maryland Obligated Group proceeds with the Refunding Project before the County finally determines to issue the Bonds, the Maryland Obligated Group does so at its own risk.

The Maryland Obligated Group agrees to use its best efforts to complete the Refunding Project contemplated by this letter of intent.

If at any time the Maryland Obligated Group decides not to proceed with the Refunding Project, it will promptly notify the County Administrator in writing of such determination, stating the reasons therefor.

To the extent any series of the Bonds is to be issued as tax-exempt bonds for purposes of the Code, the Maryland Obligated Group agrees that all certifications (including opinions of the Maryland Obligated Group's counsel) required by bond counsel for the transaction will be provided in order to establish that interest on the Bonds will be exempt from federal income taxation (including certifications enabling the County to certify that such Bonds are not arbitrage bonds).

The Maryland Obligated Group expects that the Bonds will be issued within one (1) year of the date of adoption by the Board of any authorizing resolution, and acknowledges that if the Bonds are not so issued by the applicable one year date, any authorizing resolution will expire by its terms unless extended by the County by supplemental resolution, which decision as to the granting or denial of such extension shall be in the sole and absolute discretion of the Board.

The Maryland Obligated Group understands that any series of the Bonds will *not* be "qualified tax-exempt obligations" within the meaning of Section 265(b)(3) of the Code.

The Maryland Obligated Group accepts and understands that by execution of this letter of intent, the County has accepted, (i) the designation of the firm of Miles & Stockbridge P.C. as (A) bond counsel to render customary approving and tax opinions relating to the Bonds and (B) counsel

to the Maryland Obligated Group, and (ii) the designation of the firm of Funk & Bolton, P.A. as issuer's counsel.

The obligations of the Maryland Obligated Group under this letter of intent shall be joint and several with respect to the members of the Maryland Obligated Group.

This letter of intent may be executed in counterparts and counterpart signature pages of this letter of intent may be circulated by facsimile transmission and/or e-mail; any such counterparts circulated in such manner shall be treated as originals for all purposes.

The Maryland Obligated Group gratefully acknowledges the County's participation in the proposed transaction to date, including the County's agreement to hold a public hearing regarding the proposed issuance of the Bonds and the publication of notice of such public hearing.


[SIGNATURES BEGIN ON FOLLOWING PAGE]

Thank you in advance for your consideration.

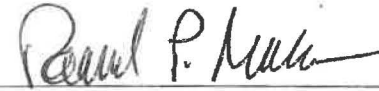
Very truly yours,

HOMEWOOD AT WILLIAMSPORT MD,
INC.

HOMEWOOD AT FREDERICK MD, INC.

By: 

Richard P. Miller
President
(Authorized Signatory)

By: 

Richard P. Miller
President
(Authorized Signatory)

[CONTINUED ON FOLLOWING PAGE]

Accepted by the President of the Board of County Commissioners of Washington County
this _____ day of _____, 2021, pursuant to a
Resolution passed by the Board of County Commissioners of Washington County on
_____, 2021.

COUNTY COMMISSIONERS OF
WASHINGTON COUNTY

By: _____
Jeffrey A. Cline
President of the Board of County
Commissioners



Agenda Report Form

Open Session Item

SUBJECT: 2021 Housing Bond Allocation Transfer

PRESENTATION DATE: July 13, 2021

PRESENTATION BY: Jill Baker, Director, Department of Planning and Zoning

RECOMMENDED MOTION: Move to approve the transfer of Washington County's 2021 Housing Bond Allocation in the amount of \$5,810,651.00 to the Community Development Administration for use in issuing housing bonds on behalf of Washington County.

REPORT-IN-BRIEF: Each year the State of Maryland invites local governments to partner in a statewide bond pool for first time homebuyers. The pool allows counties to transfer their housing bond allocation to the State to issue bonds to fund housing programs. Washington County has traditionally used this allocation to participate in the Maryland Mortgage Program (MMP).

DISCUSSION: Washington County has been transferring its housing bond allocation to the Community Development Administration (CDA) annually since at least 2007. The maximum allowable acquisition costs for the MMP in FY 18-20 were \$271,165 and \$331,423 in targeted areas. Income limits for MMP participants in FY 18-20 were between \$96,500 and \$135,100 depending on family size. The MD DHCD reports purchasing activity in Washington County as 41 units in 2018 (\$5,497,993), 58 units in 2019 (\$8,757,273), and 112 units in 2020 (17,949,089). Targeted areas in Washington County are within Hagerstown city limits.

FISCAL IMPACT: No cost to Washington County

CONCURRENCES: N/A

ALTERNATIVES: If there is no transfer there will be less money available to make housing loans to Washington County applicants from the Maryland Mortgage Program.

ATTACHMENTS: Letter to MD Department of Housing and Community Development

AUDIO/VISUAL NEEDS: N/A



DEPARTMENT OF PLANNING & ZONING
COMPREHENSIVE PLANNING | LAND PRESERVATION | FOREST CONSERVATION | GIS

July 13, 2021

Maddy Ciulu, Director
Single Family Housing
Community Development Administration
Department of Housing & Community Development
7800 Harkins Road, Room 367
Lanham, Maryland, 20706

Dear Ms. Ciulu:

Pursuant to Sections 13-801 through 13-807 of the Financial Institutions Article of the Maryland Annotated Code, Washington County hereby irrevocably transfers to the Community Development Administration, for use in issuing housing bonds or mortgage credit certificates on behalf of this jurisdiction, 100% of its total \$5, 810,651.00 tax-exempt housing bond allocation as set forth in 2021 allocation of the Maryland State Ceiling made by the Secretary of Commerce pursuant to the Article.

Sincerely,

Jeffery A. Cline, Chairperson
Board of County Commissioners of Washington County,
Maryland

Certificate of Counsel

This transfer of a tax-exempt bond allocation is duly authorized and executed and constitutes the valid, binding and irrevocable act of Washington County, Maryland.

Kirk C. Downey, County Attorney
Washington County, Maryland



Agenda Report Form

Open Session Item

SUBJECT: Formal Approval to Adopt the Text Amendment to the Zoning Ordinance for Washington County, Maryland (RZ-20-002)

PRESENTATION DATE: July 13, 2021

PRESENTATION BY: Kirk C. Downey, County Attorney

RECOMMENDED ACTION: Motion to formally approve the Ordinance to Amend Certain Provisions of the Zoning Ordinance for Washington County, Maryland (RZ-20-002)

REPORT-IN-BRIEF: On June 15, 2021, the Board of County Commissioners (the “Commissioners”) conducted a public hearing on text amendments to the Zoning Ordinance for Washington County, Maryland. On June 22, 2021, the Commissioners reached unanimous consensus to approve the requested text Amendments and directed the County Attorney’s Office to prepare the required Ordinance. The Ordinance has been prepared and is attached hereto.

DISCUSSION: Residential rental facilities are not a new trend in land use. These types of uses have been motivated over time by tourists and visitors who wish to have more unique accommodations than those provided by a typical hotel complex.

The principal difference between traditional residential rental facilities of the past versus the more modern trends of today is the lack of occupancy of the property owner. Many of the rental opportunities presented to visitors are single family dwellings that are smaller in size than typical owner-occupied uses and are strategically placed to take advantage of scenic views, proximity to tourist destinations, and rural locations that offer tranquil settings.

Because proximity can cause compatibility issues in the urbanized areas, staff has recommended allowing short term residential rentals in all residential districts by special exception use only. This would provide neighbors with notice of a proposed new use in the area and offer an opportunity to comment on concerns unique to each application. Because proximity is less of an issue in rural areas of the County, staff has proposed to allow them as principally permitted uses. To avoid other compatibility conflicts with neighboring properties, staff has recommended that minimum parking standards should be implemented and that rental stays should not exceed thirty (30) days in length.

This item was presented to the Washington County Planning Commission at a Public Information Meeting held during their regular meeting on April 5, 2021. One verbal comment was received in favor of the changes. It was then brought back for recommendation at the May 3, 2021, meeting where the members unanimously recommended approval of the proposed text amendments with comments.

FISCAL IMPACT: N/A

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Ordinance

AUDIO/VISUAL NEEDS: None

ORDINANCE NO. ORD-2021-____

**AN ORDINANCE TO AMEND CERTAIN PROVISIONS OF THE
ZONING ORDINANCE FOR WASHINGTON COUNTY, MARYLAND
(RZ-20-002)**

RECITALS

The Board of County Commissioners of Washington County, Maryland (the "Board") adopted the Zoning Ordinance for Washington County, Maryland (the "Ordinance") on January 23, 1973, and it became effective on April 2, 1973.

The Washington County Department of Planning and Zoning filed an application requesting that amendments be made to the text of the Ordinance. The amendments proposed would amend Articles 3, 7A, 8, 9, 10, 11, 12, 19C, 22, and 28A to address uses associated with short term residential rentals.

The Board believes it to be in the best interests of the citizens of Washington County for the amendments to be enacted.

The Washington County Planning Commission (the "Planning Commission") held a public meeting for the purpose of taking comments on the proposed amendments on April 5, 2021, pursuant to public notice duly given.

The Board held a public hearing for the purpose of taking testimony on the proposed amendments on June 15, 2021, pursuant to notice duly given.

Following the hearing, the Board considered the recommendations of the Planning Commission and the Planning Department staff, and materials received, if any, as part of the public hearing. The Board conducted this review in a public session.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED, that certain provisions of the Zoning Ordinance, as amended, be further amended as follows:

RZ-20-002

- (1) ARTICLE 3 – DISTRICTS ESTABLISHED; ZONING MAPS, DISTRICT BOUNDARIES; LAND USE REGULATIONS (RURAL AREA USES)** is amended as follows:

Section 3.3 (1) Table of Land Use Regulations

A(R)-Agriculture (Rural)
EC-Environmental Conservation
P-Preservation
RV-Rural Village RB-Rural Business IM-Industrial Mineral

Table No. 3.3(1)
**TABLE OF LAND USE REGULATIONS
(RURAL AREA USES)**

LAND USES	A(R)	EC	P	RV	RB	IM
B. Accommodation and Food Service						
Bed and Breakfast; up to five (5) guest rooms	A	A	A	SE	P	N
Boarding or Rooming Houses	SE	SE	SE	P	P	N
Short-term Residential Rental	P	P	P	SE	N	N

P-Permitted
SE-Special Exception
A-Accessory
N-Not Permitted

(2) ARTICLE 7A – “RT” RESIDENTIAL, TRANSITION DISTRICT

Section 7A.2 Special Exception Uses

(h) Short-term Residential Rental

(3) ARTICLE 8 – “RS” RESIDENTIAL, SUBURBAN DISTRICT

Section 8.2 Special Exception Uses

(k) Short-term Residential Rental

(4) ARTICLE 9 – “RU” RESIDENTIAL, URBAN DISTRICT

Section 9.2 Special Exception Uses

(k) Short-term Residential Rental

(5) ARTICLE 10 – “RM” RESIDENTIAL, MULTI-FAMILY DISTRICT

Section 10.2 Special Exception Uses

(l) Short-term Residential Rental

(6) ARTICLE 11 – “BL” BUSINESS, LOCAL DISTRICT

Section 11.1 Principal Permitted Uses

(l) Short-term Residential Rental

(7) ARTICLE 12 – “BG” BUSINESS, GENERAL DISTRICT

Section 12.1 Principal Permitted Uses

(a) Short-term Residential Rental

(8) ARTICLE 19C – “SED” SPECIAL ECONOMIC DEVELOPMENT DISTRICT

Section 19C.2 Principal Permitted Uses

(a) **Short-term Residential Rental**

(9) ARTICLE 22 DIVISION I – OFF STREET PARKING AND LOADING AREA REQUIREMENTS

Section 22.12(b)

1. Minimum Spaces Required

Land Use	Parking Required
Short-term residential rental, Bed and Breakfast, and Boarding House	1 parking space per bedroom

(10) ARTICLE 28A – DEFINITIONS

Dwelling:

A building containing one or more dwelling units. The term “dwelling” or any combination thereof shall not be deemed to include hotel, **boarding**/rooming house, motel, clubhouse, hospital, **short-term residential rental** or other accommodations used for more or less transient occupancy.

Short-term Residential Rental:

A non-owner-occupied residential structure that provides temporary lodging to transient guests for compensation. Proprietors may rent all or a portion of the structure. Such uses shall not exceed rental of individual rooms or the entire structure for more than 30 consecutive days per client/reservation. No site plan is required, however, off street parking must be provided in accordance with Article 22 Division 1 of this Ordinance. Signage that requires a zoning permit is prohibited.

Adopted this _____ day of _____, 2021.

Effective this _____ day of _____, 2021.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND

Krista L. Hart, Clerk

Jeffrey A. Cline, President

Approved as to legal
sufficiency:

Kirk C. Downey
County Attorney

Mail to:
Office of the County Attorney
100 W. Washington St., Suite 1101
Hagerstown, MD 21740



Agenda Report Form

Open Session Item

SUBJECT: Revision of Washington County, Employee Handbook & PR-34 “Leave”, Policy Regarding Paid Holiday Schedule.

PRESENTATION DATE: Tuesday, July 13, 2021

PRESENTATION BY: Laurence (Larry) Etchison, SPHR, Director of Human Resources

RECOMMENDED MOTION: Revise the current “Washington County, Employee Handbook” & PR-34 “Leave” Policy Paid Holiday Schedule incorporating the new Juneteenth Paid Holiday and discontinuing the New Years’ Eve Paid Holiday.

REPORT-IN-BRIEF: President Biden recently proclaimed “Juneteenth” (June 19th) as a National Holiday. The President’s proclamation stated, “I call upon the people of the United States to acknowledge and celebrate the end of the Civil War and the emancipation of Black Americans and commit together to eradicate systemic racism that still undermines our founding ideals and collective prosperity.”

Having little time to prepare, the Board of County Commissioners and the County Administrator quickly authorized Friday, June 18, 2021, as the “Juneteenth” Paid Holiday for all Full Time Employees with flexible observance between Friday, June 18, 2021, through Friday, July 16, 2021. On behalf of all of our Full Time Employees, I want to thank the Commissioners and our County Administrator for the additional Paid Holiday within Calendar Year 2021.

As a go forward action, and with deference to our Citizens and Taxpayers whom we serve, Human Resources is recommending that Juneteenth be incorporated and New Year’s Eve be discontinued from the “Washington County, Employee Handbook” & PR-34 “Leave” Policy Paid Holiday Schedule beginning in Calendar Year 2022. This action would maintain the thirteen (13) Paid Holidays our Full Time Employees currently appreciate. While our BOCC total compensation package has greater focus on paid time off, benefits, pension, etc. verses private industry competitive higher salaries, simply adding Juneteenth to our current Paid Holiday Schedule would appear to be excessive based on the U.S. Bureau of Labor Statistics determination that the average private industry Worker enjoys eight (8) Paid Holidays annually.

A copy of the proposed 2021/2022 Holiday Schedule is enclosed for your review. Revisions are in ***bold red italic*** font.

2021/2022 HOLIDAY SCHEDULE

Proposed Revision – Tuesday, July 13, 2021

Holiday	2021	2022
New Year's Day	Friday, January 1, 2021	<i>Saturday, January 1, 2022 (observed Friday, December 31, 2021)</i>
Martin Luther King's Birthday	Monday, January 18, 2021	Monday, January 17, 2022
President's Day	Monday, February 15, 2021	Monday, February 21, 2022
Good Friday	Friday, April 2, 2021	Friday, April 15, 2022
Memorial Day	Monday, May 31, 2021	Monday, May 30, 2022
<i>Juneteenth</i>	<i>Saturday, June 19, 2021 (Flexible Observance Friday, June 18, 2021 – Friday, July 16, 2021)</i>	<i>Sunday, June 19, 2022 (Observed Monday, June 20, 2022)</i>
Independence Day	Sunday, July 4, 2021 (observed Monday, July 5, 2021)	Monday, July 4, 2022
Labor Day	Monday, September 6, 2021	Monday, September 5, 2022
Veteran's Day	Thursday, November 11, 2021	Friday, November 11, 2022
Thanksgiving Day	Thursday November 25, 2021	Thursday, November 24, 2022
Friday after Thanksgiving	Friday, November 26, 2021	Friday, November 25, 2022
Christmas Eve	Friday, December 24, 2021	Saturday, December 24, 2022 (observed Friday, December 23, 2022)
Christmas Day	Saturday, December 25, 2021 (observed Monday, December 27, 2021)	Sunday, December 25, 2022 (observed on Monday, December 26, 2022)
New Year's Eve	<i>Friday, December 31, 2021 (observed Thursday, December 30, 2021)</i>	<i>NO LONGER AN OBSERVED HOLIDAY</i>
TOTAL PAID HOLIDAYS	<i>Fourteen (14)</i>	Thirteen (13)

DISCUSSION: N/A

FISCAL IMPACT: As the total number of Paid Holidays would remain unchanged beginning in Calendar Year 2022, the Citizens and Taxpayers of Washington County would not suffer any service or financial impact.

CONCURRENCES: County Administrator and the Human Resources Team

ALTERNATIVES: N/A

ATTACHMENTS: N/A

AUDIO/VISUAL NEEDS: N/A



Agenda Report Form

Open Session Item

SUBJECT: Discussion on the review/approval process for local Non-Profit Contingency Fund requests

PRESENTATION DATE: July 13, 2021

PRESENTATION BY: Board of County Commissioners

RECOMMENDED MOTION: To approve an “up to amount” for local Non-Profit reimbursement requests received, with proposed funding through the Commissioner’s Contingency Fund

REPORT-IN-BRIEF: Several requests have been received for reimbursement requests from local non-profit agencies for fundraising events at Black Rock Golf Course.

Staff is requesting direction from the Commissioners on how those requests are to be handled, to include any future requests.

DISCUSSION:

FISCAL IMPACT:

CONCURRENCES:

ATTACHMENTS: