

STATE OF MARYLAND CDBG PROGRAM

**SFY 2021
APPLICATION**

**COMMUNITY DEVELOPMENT
SPECIAL PROJECTS**



**Lawrence J. Hogan, Governor
Boyd K. Rutherford, Lt. Governor**

Kenneth C. Holt, Secretary

*DHCD
Division of Neighborhood Revitalization
7800 Harkins Road
Lanham, MD 20706
301/429-7525
TTY/RELAY 711 or 1/800-735-2258*



**MARYLAND
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
APPLICATION SFY 2021**

1. Name of Jurisdiction: Town of Port Deposit	2. County (Municipal applicants only): Cecil
3. Address: 64 South Main Street Port Deposit, MD 21904	Name of Subrecipient or Business, if applicable, and their DUNS Number:
4. FID Number: 52-6003626 DUNS Number: 959923962	5. Name, phone number and email of jurisdiction's contact person for this application: Vicky Rinkerman, Town Administrator Office: 410-378-2121 Email: vrinkerman@portdeposit.org
7. Project title, brief description & location (Full street address(es) and zip code of Project is required): Project Title: Granite Avenue and Race Street Drainage Improvement Project Location: Granite Avenue and Race Street, Port Deposit, MD 21904. Brief Description: Granite Avenue and Race Street are located on the north side of the Town of Port Deposit. Granite Avenue intersects North Main Street and runs northeast to the town boundary with Cecil County at Rock Run Road. Race Street intersects Granite Avenue and runs northwest to the town boundary with Cecil County at Liberty Grove Road. The drainage project area is approximately 3.5 acres in size and encompasses the intersection of Granite Avenue and Race Street to the town boundary for each street. The drainage improvement project will install new curbing, storm drain culverts, drains and pipes on Granite Avenue and Race Street that will intercept and divert surface water runoff that has historically encroached onto private properties to reduce future flooding, water damage and erosion to these affected properties, and reduce debris, contaminants and sediment flowing into two perennial streams that run parallel to each street to improve and maintain water quality.	
8. Project type: <input type="checkbox"/> Housing <input type="checkbox"/> Public Facilities <input checked="" type="checkbox"/> Infrastructure <input type="checkbox"/> Economic Development <input type="checkbox"/> Other <input type="checkbox"/> Public Services	9. National objective(s): <input checked="" type="checkbox"/> Low and moderate income benefit <input type="checkbox"/> Elimination of slum/blight
10. CDBG request: \$ <u>800,000</u> Local funds \$ <u>249,925</u> Other funds \$ <u>602,000</u> Total costs \$ <u>1,651,925</u>	<ul style="list-style-type: none"> • 11. U.S. Congressional District No. <u>1</u> State District No. <u>35</u> (List State legislators for entire district): Senator Jason Gallion Senator Stephen Hershey Delegate Kevin Hornberger Delegate Jay Jacobs Delegate Mike Griffith Delegate Teresa Reilly Delegate Steven Arentz Delegate Jefferson Ghrist
12. Date Public Hearing held: January 5, 2021 <i>(Attach minutes and hearing notice to application)</i> Attachment 13 & 14. Public hearing minutes & notice	13. Required Resolution attached? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>(Attachment 10. Resolution 16-2020 Authorization)</i>
14. Is Citizens Participation Plan current? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Dated: December 15, 2020 If not, did you attach new plan? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>(Attachment 2. Resolution 17-2020 Citizens Participation Plan)</i>	
15. Is Anti-Displacement Plan current? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Dated: December 15, 2020 If not, did you attach new plan? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>(Attachment 1. Resolution 18-2020 Anti-Displacement Plan)</i>	
16. If applicable, did you complete Debarment Check on application subrecipient, developer or business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

17. Digital Photos and CD included? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>(each must be labeled)</i>	18. Date: <i>Attachment 12</i> . Photos and CD from 2018 Preliminary Engineering Report and 2018 Environmental Report
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PART A

PROJECT DESCRIPTION: Describe the proposed project in detail. Include location and specific activities to be undertaken.

In August 2014, the Town of Port Deposit received a United States Department of Agriculture (USDA) SEARCH grant to hire Landmark Engineering to conduct an environmental and engineering study to prepare a Preliminary Engineering Plan and Environmental Plan to resolve stormwater drainage issues on Granite Avenue and Race Street in Port Deposit. The following information is provided from the Preliminary Engineering Report (*Attachment 16.*), the Environmental Report (*Attachment 17.*) and an addendum to the Environmental Report (*Attachment 18.*) that are submitted as part of this application.

The Town of Port Deposit is a historic mid-eighteenth century industrial town located between the Susquehanna River to the west and a two-hundred fifty foot (250') granite cliff to the east. The Town is located on the east bank of the Susquehanna River. The Norfolk Southern Railroad and MD Route 222, which serves as Main Street, run north to south parallel to the River. The close proximity to the Susquehanna River and the 250' granite cliff has caused the Town to experience repetitive flooding problems in several locations during hurricanes and tropical storms and during severe rainstorms. Granite Avenue and Race Street have been identified as one of the areas where stormwater drainage problems exist.

A map of the proposed project area (*Attachment 11.*) would provide a visual of the following project description. Granite Avenue intersects North Main Street on the north side of the town. Granite Avenue runs northeast from North Main Street to the end of the town boundary with Cecil County at Rock Run Road. The road runs parallel to an unnamed perennial stream to the southeast that empties into the perennial Rock Run stream, and steep granite slopes to the northwest. Race Street intersects Granite Avenue and runs northwest to the end of the town boundary with Cecil County at Liberty Grove Road. The road runs parallel to Rock Run stream on the south side and steep granite slopes on the north side. The drainage project area is approximately 3.5 acres in size and runs from the intersection of Granite Avenue and Race Street to the town boundary for each road. The hillside slopes that discharge water runoff to Granite Avenue and Race Street range from 15% to as high at 60%.

In addition to the public streets, there are seventeen affected properties; twelve occupied dwellings, two undeveloped residential lots, and three commercial properties owned by Artesian Water Maryland that include a water pumping station. There are several historic dwellings that front Granite Avenue on the east side. The front facades of the buildings are close to the edge of pavement and the rear facades are close to the top of the bank of the unnamed perennial stream. There are no existing drainage structures along the road to capture or divert the runoff from the road and steep slopes, or to convey it underground through pipes to divert it away from the residential buildings. Stormwater surface runoff erodes the properties on the east side and drains directly into the unnamed perennial stream from the steep slopes adding to the increased water level and flow during storm events. The unnamed stream flows southwest and under a bridge just west of the Granite Avenue and Race Street intersection where it drains into the Rock Run stream.

The Rock Run perennial stream borders the study area to the south and runs parallel with Race Street. There are no existing drainage structures along Race Street to capture or divert the water runoff from the road and steep slopes until the bottom the hill at the intersection of Granite Avenue and Race Street. The runoff along Race Street causes erosion at the edge of the pavement and the residential properties located on the east side. Rock Run flows toward the southwest and drains into the Susquehanna River and ultimately into the Chesapeake Bay.

Stormwater runoff from the project site drains across the private properties that border Granite Avenue on the east side and properties that border Race Street on the north side, and also drains to the vicinity of a low lying area near the intersection of Granite Avenue and Race Street. There are two existing inlets in this area; one is located along the east side of Race Street that discharges via a steel pipe through an existing stone wall into Rock Run and the other inlet is located on Granite Avenue that discharges via a steel pipe through an adjacent stone wall into the tributary to Rock Run.

The limited existing stormwater drain infrastructure at the intersection of Granite Avenue and Race Street, or any diversion measures installed on private property, or the lack thereof, does nothing to reduce stormwater and floodwater from encroaching onto the affected properties on both streets during storm events. The paved surfaces of Granite Avenue and Race Street have been compromised over time from consistent frost, flooding, and use.

Both perennial streams collect and transport surface water runoff during rainstorm events. Both streams are situated in rocky valley bottoms with limited flood storage capabilities, and have been historically constricted by bridges, stone walls, dwellings and roadways. Due to the steep slopes and lack of drainage structures in the roadway, stormwater can surge and raise water levels quickly in both streams, resulting in flooding, property damage, scouring, and erosion. Furthermore, automotive fluids, fuel, roadside litter, household debris, and other solid waste is easily transported when these flood like conditions occur, contributing to increased stream pollution, turbidity, and silt and sediment deposits. The eroding soils create sediment that enters the perennial streams, thus polluting the water resources and reducing water quality. Influxes of sediment into waterways cause negative impact on aquatic organisms and can destroy aquatic vegetation. The water quality of these perennial streams are protected under Title 26 of the Maryland Code of Regulations, as well as a number of Federal Regulations including the Clean Water Act. Additionally, reducing or eliminating the consistent stormwater runoff entering the lower level of private structures adjacent to the street may reduce the growth of mold contaminants in the structures. The EPA does recognize that mold can produce allergens, irritants and potentially toxic substances that can cause health issues. While the EPA does not regulate indoor air, it does offer assistance in protecting indoor air quality, including recommendations for addressing the risks of airborne mold contaminants.

In August 2014, the Town of Port Deposit received a Notice of Obligation from the United States Department of Agriculture (USDA), Rural Development (RD), for a SEARCH Grant for an Environmental Report and Preliminary Engineering Report for the Granite Avenue and Race Street Drainage Improvement Project. In May 2020, the Town received a Notice of Obligation from the USDA, RD, for a Federal grant obligation of \$602,000 that included the \$30,000 SEARCH grant, \$245,000 project loan from Port Deposit, and this CDBG grant application is \$800,000 to cover the total cost of the \$1,647,000 drainage improvement project. The CDBG grant funding would be used as a match for the Federal USDA grant/loan and be used to pay project construction expenses.

The USDA SEARCH grant required the Environmental Report and Preliminary Engineering Report be submitted to the Maryland State Clearinghouse for review. In August 2014, USDA submitted information regarding the SEARCH Grant request for the project to the State Clearinghouse (ID: MD20140814-0686). The State Clearinghouse Recommendation letter dated September 17, 2014 (*Attachment 19.*) found the proposed project to be consistent with the plans, programs and objectives of the Maryland Department of Transportation, MD Department of the Environment, MD Department of Planning, MD Historical Trust and Cecil County Government and Town of Port Deposit.

In March 2018, Landmark Engineering submitted the Environmental Report the State Clearinghouse (ID: MD20180316-0182) for the environmental review of this project. The State Clearinghouse Recommendation letter dated May 3, 2018 (*Attachment 20.*) found the proposed project to be consistent with the plans, programs and objectives of the Maryland Department of Transportation, MD Department of the Environment, MD Department of Planning, MD Historical Trust, and Cecil County Government.

In order to meet the required Request for Proposal (RFP) procurement regulations under USDA for the engineering contract for this project, the Town hired Rummel, Klepper & Kahl, LLP (RK&K). RK&K was awarded an on-call contract for stormwater projects by Cecil County Government through an RFP procurement process and has experience in this field of work. USDA recently approved an Engineering Agreement between the Town of Port Deposit and RK&K for the stormwater drainage project. RK&K will provide survey, geotechnical engineering, utility designation, design, permitting, and construction inspection and construction administration for the project. Professional services may include, but are not limited to, topographic survey; engineering, cost estimate, final design, preparation of bidding and contracting documents, evaluation of bids and construction and monitoring services. The Debarment Check of RK&K satisfactory.

RK&K will design, engineer and manage the construction of a comprehensive stormwater drainage project for Granite Avenue and Race Street. The project objective is to provide drainage improvements to

protect the roadway and adjacent private properties and facilities along Granite Avenue and Race Street. The recommendations from RK&K are to construct curb and gutter and/or valley gutter with a new storm drain system that is anticipated to have a diameter between 15 and 24-inches and be installed approximately 3-feet below the existing grade within the project limits. The existing pavement will be replaced and a better-defined roadway crown will be established in the roadway. RK&K will conduct a topographic survey and right-of-way development plan, perform all utility coordination, perform geotechnical work and site reconnaissance at the project site, prepare complete roadway design drawings for the reconstruction of Granite Avenue and Race Street, provide stormwater management plans if applicable, provide storm drain and erosion and sediment control plans, provide a technical specifications package and prepare the bid package for advertisement, and provide construction phase services and inspections. The completion of the stormwater drainage improvement project will divert and capture stormwater runoff to minimize water damage to existing residential structures, reduce property erosion, flooding and mold in residential structures, and capture solid waste, silt and sediments before they enter the perennial streams.

Several community meetings were held before and during the development of the Preliminary Engineering and Environmental Reports. The project is moving forward as RK&K started the preliminary design work for the new stormwater drainage improvements. A letter was sent to all residents on Granite Avenue and Race Street for the first community meeting that was held on site on Saturday, November 21, 2020. Several residents attended the informational meeting and future meetings will be scheduled as the construction plans are developed in order to keep the community informed and acquire community input on the project. A stakeholder meeting was held with officials from the Cecil County Public Works Department and Artesian Water Maryland to discuss the proposed project and minutes from this meeting are provided with this application (*Attachment 21.*). As per the project timeline, the Town anticipates the concept plan will be submitted in April 2021, bid documents by January 2022, and construction scheduled to begin in March 2022.

On December 15, 2020, Mayor and Council adopted the following Resolutions for the CDBG Grant project and a copy is attached with the application:

Resolution 16-2020 – Maryland Community Development Block Grant Authorizing Resolution to apply for CDBG funds for the Granite Avenue and Race Street Drainage Improvement Project:

Resolution 17-2020 – Maryland Community Development Block Grant to adopt a Citizen’s Participation Plan to meet the grant requirements; and

Resolution 18-2020 - Maryland Community Development Block Grant to adopt a Residential Anti-Displacement and Relocation Assistance Plan to meet the grant requirements.

The Public Hearing Notice was advertised in a local newspaper on December 23, 2020 and the Town’s media sites for a public hearing on the CDBG application that was advertised and held by the Mayor and Council on Tuesday, January 5, 2021. Minutes from this meeting are provided.

PART B

PROJECT NEED/IMPACT: Describe the need for the proposed project. Include statistics and other documentation supporting the described need. Discuss how the project will make an impact on the described need? If existing infrastructure or facility, discuss past maintenance and improvements undertaken or deferred.

The Town of Port Deposit is located between the Susquehanna River to the west and the 250' granite cliff to the east that have caused the Town to experience repetitive flooding problems in several locations during hurricanes and tropical storms and during periods of severe rainstorms. Granite Avenue and Race Street have been identified as one of the areas where severe storm drainage problems exist.

Granite Avenue intersects North Main Street on the north side of the town. Granite Avenue runs northeast from North Main Street to the end of the town boundary with Cecil County at Rock Run Road. The road runs between an unnamed perennial stream to the southeast that empties into the perennial Rock Run stream and steep granite slopes to the southeast. Race Street intersects Granite Avenue and runs northeast to the end of the town boundary with Cecil County at Liberty Grove Road. The road runs between Rock Run stream on the south side and steep granite slopes on the north side. The drainage project area is approximately 3.5 acres in size and runs from the intersection of Granite Avenue and Race Street to the town boundary for each road. The hillside slopes that discharge water runoff to Granite Avenue and Race Street range from 15% to as high at 60%.

In addition to the public streets, there are seventeen affected properties; twelve occupied dwellings, two undeveloped residential lots, and three commercial properties owned by Artesian Water Maryland that include a water pumping station. There are several historic dwellings on the east side of Granite Avenue. The front facades of the buildings are close to the edge of pavement and the rear facades are close to the top of the bank of the unnamed perennial stream. The stormwater runoff has caused erosion to these properties along the bank of the stream. The stormwater runoff along Race Street has caused erosion at the edge of the pavement and the residential properties located on the east side. Stormwater runoff from the project site also drains to the vicinity of a low lying area near the intersection of Granite Avenue and Race Street and drains across the private properties that border Granite Avenue on the east side and Race Street on the south side. There are two existing inlets in this area; one is located along the east side of Race Street that discharges via a steel pipe through an existing stone wall into Rock Run and the other inlet is located on Granite Avenue that discharges via a steel pipe visible in an adjacent stone wall into the tributary to Rock Run. There is no existing curbing, inlets or drains, or any type of stormwater drainage system in the roadway of Granite Avenue or Race Street. The limited existing infrastructure of Granite Avenue and Race Street, or any diversion measures installed on private property, or the lack thereof, does nothing to reduce stormwater and floodwater from encroaching onto the affected properties and into dwellings during storm events.

Due to the steep slopes and lack of drainage structures in the roadway, stormwater can surge and raise water levels quickly in both streams, resulting in flooding, property damage, scouring, and erosion on the properties that border Granite Avenue and Race Street. Furthermore, automotive fluids, fuel, roadside litter, household debris, and other solid waste is easily transported when these flood like conditions occur, contributing to increased stream pollution, turbidity, and silt and sediment deposits. The eroding soils create sediment that enters the perennial streams, thus polluting the water resources and reducing water quality. Influxes of sediment into waterways cause negative impact on aquatic organisms and can destroy aquatic vegetation. The water quality of these perennial streams are protected under Title 26 of the Maryland Code of Regulations, as well as a number of Federal Regulations including the Clean Water Act. Additionally, reducing or eliminating the consistent stormwater runoff entering the lower level of private structures adjacent to the street may reduce the growth of mold contaminants in the structures. The EPA does recognize that mold can produce allergens, irritants and potentially toxic substances that can cause health issues. While the EPA does not regulate indoor air, it does offer assistance in protecting indoor air quality, including recommendations for addressing the risks of airborne mold contaminants. The paved surfaces of Granite Avenue and Race Street have been compromised over time from consistent frost, flooding, and use.

Over the years due to the lack of curbing and a stormwater drainage system on Granite Avenue and Race Street, the Town has received and responded to numerous complaints over many years from Granite Avenue and Race Street residents regarding erosion of property, interior flooding and mold issues, stream bank erosion, and deplorable road conditions from potholes and ruts. Over the years, the Town has attempted to find solutions to these problems. The Town installed a storm drain inlet on Granite Avenue as a temporary remedy to reduce erosion damage across a few of the properties. Over the years, the Town has replaced stone that had been washed away from the front of properties along Race Street during rain storms. Roadway ruts and holes from water damage have been hot and cold patched with asphalt over the years. The town has not been able to successfully repair property erosion and flooding or roadway erosion that has occurred along the edge of both roadways from the water.

The project objective is to provide stormwater drainage improvements in Granite Avenue and Race Street to protect the roadway and adjacent private properties and facilities along Granite Avenue and Race Street. The recommendations from RK&K are to construct curb and gutter and/or valley gutter with a new stormdrain system that is anticipated to have a diameter between 15 and 24-inches and be installed approximately 3-feet below the existing grade within the project limits. The diversion of stormwater via the drainage improvement project will address the needs of the community by reducing flooding, property damage, scouring and erosion of properties. The completion of the stormwater drainage improvement project will divert and capture stormwater runoff to minimize water damage to existing residential structures, reduce property erosion, flooding and mold in residential structures, and capture solid waste, silt and sediments before they enter the perennial streams. The existing pavement will be replaced and a better-defined roadway crown will be established in the roadways to support the drainage system.

Information is provided under Part A regarding the USDA Rural Development Grant/Loan approved for the Granite Avenue and Race Street Drainage Improvement Project. When the Town received the USDA SEARCH grant to develop a Preliminary Engineering Report and Environmental Report for the project, several community meetings were held to outline the proposed project. The Town did not receive any negative comments from the residents regarding the project.

The paved surface infrastructure of Granite Avenue and Race Street have been maintained by the Port Deposit Public Works staff. When needed, roadway ruts and holes have been cold and hot patched with asphalt when needed. Staff has continually removed sediment and solid waste debris from the low lying area of the roadway when necessary after heavy rain events. Public Works staff would continue to maintain the roadway and all new drainage system components in both streets (drains, catch basins, and other equipment associated with the project).

PART B WORKSHEET

NOTE: First time applicants must provide a copy of the most recent audit and copy of the most recent single audit.

- **As CDBG funds are “Gap” financing, did you pursue appropriate other funds from state, federal agencies and/or private sources? What other funding sources did you pursue for this project? What is the status of those requests?**

Town of Port Deposit received a United States Department of Agriculture (USDA) Rural Development (RD) Rural Utilities Service (RUS) Grant/Loan for the Granite Avenue and Race Street Stormwater Drainage Improvement Project as follows:

August 2014 – USDA SEARCH Grant Notice of Obligation to cover cost for preliminary engineering plan and environmental plan.

May 2020 – USDA Obligation of Funds CFDA Number 10.760 – total project cost \$1,647,000 as follows:

USDA Town Loan:	\$ 245,000 - confirmed
USDA Grant:	\$ 572,000 - confirmed
USDA SEARCH:	\$ 30,000 – received
CDBG Grant:	\$ 800,000 - pending application approval for project construction
CDBG Town In-kind:	\$ <u>4,925</u> - pending application approval for in-kind services
TOTAL:	\$1,651,925

The Town has continued work on the project with the confirmation of funds from USDA. RK&K has started on site field work for the design of the stormwater drainage system and the Town is moving forward with the Bond Bill for the loan portion of the project. Anticipate closing on the loan portion in February 2021.

- **Please provide copies of award and rejection letters.**

Following information submitted for the Granite Avenue and Race Street Stormwater Drainage Improvement Project:

August 2014 – Notice of Obligation of \$30,000 for USDA SEARCH Grant for preliminary engineering report and environmental report (*Attachment 5*).

May 2020 –USDA Notice of Obligation USDA RD RUS \$572,000 Grant and \$245,000 Loan for engineering and construction (*Attachment 6*).

March 2021 – Seeking matching CDBG grant for the construction and completion of the project.

- **Will your project require payment from beneficiaries including, but not limited to: rent, fees for services, fees for participation, and utility charges?**

Not applicable to this project.

If yes, what is the estimated monthly cost? _____

Is the cost per person or households? _____

If this project improves existing facilities, housing or utilities, is the estimated cost higher than the current amount? _____

If yes, what is the % increase? _____

Discuss how costs were determined:

Discuss how grantee or subrecipient determined that charges are affordable to beneficiaries:

PART C

COMMUNITY SUPPORT AND INVOLVEMENT: Describe community involvement with developing this project and application. Attach current letters of support for this project and the CDBG funding. NOTE: This activity is separate from the public hearing(s).

Community involvement with the stormwater drainage improvement project started with the USDA SEARCH grant that was awarded to the Town in August 2014. A public information meeting was scheduled in March 2015 and notices were sent to all property owners on Granite Avenue and Race Street. Four residents attended the meeting and provided positive comments on the proposed project. Email correspondence continued throughout this process with several residents who requested periodic updates as the reports were being developed. The two final reports were submitted to USDA in May 2018 and have been included with this application.

The Town submitted a USDA Rural Development Grant and Loan application to complete the stormwater improvement drainage project that would provide funds for design, engineering and construction. The Town was awarded the USDA funding for the project in May 2020 and a portion of the project budget includes a matching \$800,000 CDBG grant for project construction. In order to meet the required RFP procurement regulations under USDA for the engineering contract for this project, the Town hired RK&K. RK&K was awarded an on-call contract for stormwater projects by Cecil County Government through an RFP procurement process and has experience in this field.

A public meeting notice was mailed to all residents on Granite Avenue and Race Street for an on-site information meeting with town officials and RK&K Project Engineer Larry Trout on Saturday, November 21, 2020. Two residents attended the on-site meeting and all attendees walked the site area as the scope of the project was explained. The residents provided positive comments on the project and they are looking forward to the stormwater drainage improvements.

Larry Trout from RK&K and Town Administrator Rinkerman held a stakeholder meeting with Artesian Water Maryland officials, Joe DiNunzio, Wayne Tyler, Will Owens and Adam Gould and Phil Muzik and Angie Booher from the Cecil County Public Works Department on Thursday, December 17 via Zoom to discuss the proposed stormwater drainage project. Artesian Water owns the water system and Cecil County Government owns the wastewater system. The officials were provided a summary of the project and they provided comments relative to their respective infrastructure system in Granite Avenue and Race Street. The stakeholders agreed to share information and project update meetings will be scheduled on a monthly basis.

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Resolution 17-2020 – Maryland Community Development Block Grant to adopt a Citizen's Participation Plan to meet the grant requirements; and

Resolution 18-2020 - Maryland Community Development Block Grant to adopt a Residential Anti-Displacement and Relocation Assistance Plan to meet the grant requirements.

Public notice was advertised in a local newspaper on December 23, 2020 and the Town's media sites for a public hearing on the CDBG application that was scheduled and held by the Mayor and Council on Tuesday, January 5, 2021. The Mayor and Council will be provided project updates at the monthly legislative meeting. Additional public information meetings will be scheduled as the project progresses. Letters of Support have been provided from property owner Bill Zimmerman - 38 Granite Avenue, Congressman Andy Harris, Maryland Senator Jason Gallion, Maryland Delegate Kevin Hornberger and Cecil County Executive Danielle Hornberger (*Attachment 17*).

PART D

LOCAL PLANNING/GROWTH MANAGEMENT: Answer the following questions:

- 1. Describe how the proposed project conforms to revitalization strategies, marketing studies, economic development strategies, capital improvement plans, housing study, a comprehensive plan or other community plan. Do *not* submit copies of the entire plan(s), but reference the name and date of the plan, the section and the page. You should attach a copy of the REFERENCED portion which specifically mentions your project.**

Due to the location of the Town of Port Deposit on the east bank of the Susquehanna River, the Town must comply with the Chesapeake Bay Critical Area Protection Program and regulations under the Floodplain Overlay District. The project site is not located in the floodplain; however, it is adjacent to the Critical Area. Both of the perennial streams drain into the Susquehanna River, a tributary of the Chesapeake Bay.

The proposed project complies with the following sections of the Port Deposit Comprehensive Plan, (2009) (*Attachment 7.*):

Section 1.4 Maryland Smart, Green and Growing Act of 2006

- 9. Environmental Protection: land and water resources, including the Chesapeake and coastal bays, are carefully managed to restore and maintain healthy air and water, natural systems, and living resources.

Section 3.1 Natural Resources – Ensure the protection of important natural resources and strive to improve the quality of the environment.

Section 3.2.5 Natural Resources

- 3. Regulate disturbances in environmentally sensitive areas;
- 4. Seek to integrate stormwater treatment into all developments through development of wetlands, bio swales, and other features.

Section 6.1 Chesapeake Bay Critical Area to protect and conserve the Port Deposit Critical Area by:

- Minimizing adverse impacts on water quality that result from pollutants discharged from structures or conveyances, or that have run off from surrounding lands;
- Conserving fish, wildlife, and plant habitat.

Environmental Report for the Granite Avenue and Race Street Stormwater Drainage Improvement Project submitted with this application evaluates the environmental consequences associated with the construction and installation of a drainage system designed to alleviate the problems associated with surface water runoff that results in flood conditions, property damage and water pollution in the site project area.

- 2. For economic development projects discuss any feasibility studies, economic conditions survey, financial analysis, economic impact assessment or market analysis completed in relation to the proposed activity. Provide the dates those items were completed and information on who prepared them.**

- 3. Is your project located in a Priority Funding Area? Yes No**

ATTACH MAP(S) OF PROJECT AREA (*Attachment 11.*)

List Census Tract(s) and Block Groups for all projects:

Cecil County Census Tract 0312.01 (24015031201)

Block Group 3 of Tract 0312.01 (240150312013)

PART E

NATIONAL OBJECTIVE:

1. Using the attached “National Objective” chart, determine which national objective will be met by the proposed project.
2. Next, fill out the appropriate worksheet (A, B, C, D or E). Insert that page behind this one in your application.
3. In the space below, describe in narrative form how the project will meet at least ONE of the national objectives.

1. Benefit to Low and Moderate Income Persons:

Area Benefit (LMA) % Determined by survey or census (Attach Survey Approval Ltr)

Housing (LMH) Single Family Multi-Family
 Financial Assistance
 Water and Sewer Connections

Limited Clientele (LMC) Presumed
 51% of clientele are persons whose family is LMI
 Nature and location conclude area is primarily LMI
 Removal of architectural barriers

Jobs (LMJ) Job Creation
 Job Retention

Total estimated # of beneficiaries 540 CDBG \$ per beneficiary \$ _____

Total estimated # of LMI beneficiaries 350 CDBG \$ per LMI beneficiary \$ _____

% of LMI beneficiaries to total 64.81 %

2. Elimination of Slum and Blight: Area Basis Spot Basis

The Granite Avenue and Race Street Drainage Improvement Project will meet the National Objective for Low/Moderate Income Persons, Area Benefit (LMA), benefiting residents in an area where 64.81% of the residents are LMI.

Due to the steep slopes along Granite Avenue and Race Street and lack of drainage structures in the roadway, stormwater can surge and raise water levels quickly in both streams, resulting in flooding, property damage, scouring, and erosion on the properties that border both streets. Furthermore, automotive fluids, fuel, roadside litter, household debris, and other solid waste is easily transported when these flood like conditions occur, contributing to increased stream pollution, turbidity, and silt and sediment deposits. The eroding soils create sediment that enters the perennial streams, thus polluting the water resources and reducing water quality. Influxes of sediment into waterways cause negative impact on aquatic organisms and can destroy aquatic vegetation. The water quality of these perennial streams are protected under Title 26 of the Maryland Code of Regulations, as well as a number of Federal Regulations including the Clean Water Act. Additionally, reducing or eliminating the consistent stormwater runoff entering the lower level of private structures adjacent to the street may reduce the growth of mold contaminants in the structures. The EPA does recognize that mold can produce allergens, irritants and potentially toxic substances that can cause health issues. While the EPA does not regulate indoor air, it does offer assistance in protecting indoor air quality, including recommendations for addressing the risks of airborne mold contaminants. The paved surfaces of Granite Avenue and Race Street have been compromised over time from consistent frost, flooding, and use.

The project objective is to provide stormwater drainage improvements in Granite Avenue and Race Street to protect the roadway and adjacent private properties and facilities along Granite Avenue and Race Street. The recommendations from RK&K are to construct curb and gutter and/or valley gutter with a new storm drain system that is anticipated to have a diameter between 15 and 24-inches and be installed approximately 3-feet below the existing grade within the project limits. The diversion of stormwater via the drainage improvement project will address the needs of the community by reducing flooding, property damage, scouring and erosion of properties. The completion of the stormwater drainage improvement project will divert and capture stormwater runoff to minimize water damage to existing residential structures, reduce property erosion, flooding and mold in residential structures, and capture solid waste, silt and sediments before they enter the perennial streams. The existing pavement will be replaced and a better-defined roadway crown will be established in the roadways to support the drainage system.

**Low/Moderate Income Benefit
Worksheet A
Area Basis (LMA)**

If you have determined that the proposed project will meet the national objective of benefit to low and moderate income (LMI) persons through area benefit (LMA) activities, please fill out this form and attach it to Part E of your application.

1. **Estimated** Total Beneficiaries 540 (Count by Persons)
2. **Estimated** Total LMI Beneficiaries 350 (Count by Persons)
3. **FOR THOSE WITH AN APPROVED SURVEY ONLY** – Provide race and ethnicity data for persons in the service area. The following is required for Civil Rights reporting.

	<i>RACE</i>	<i>Ethnicity (Hispanic or Latino)</i>
Count for all estimated persons in the service area:		
a. Total White	_____	_____
b. Total Black or African American	_____	_____
c. Total Asian	_____	_____
d. Total American Indian or Alaska Native	_____	_____
e. Total Native Hawaiian or Other Pacific Islander	_____	_____
f. Total American Indian or Alaska Native and White	_____	_____
g. Total Asian & White	_____	_____
h. Total Black or African American & White	_____	_____
i. Total American Indian or Alaska Native & Black or African American	_____	_____
j. Other Multi-Racial	_____	_____
Total (number of all by <u>Race</u> must be the same as #1 above)	_____	_____

4. **Total** Number of Female-Headed Households _____
5. **Total** Number of Disabled _____
6. Describe the proposed accomplishments of the project:

PART F

SOURCES AND USES OF FUNDS: List each specific project activity separately (*please break down the costs as far as possible*). Type in the actual sources of other funding. Indicate whether funds are “L” for loan or “G” for grant. INDICATE STATUS OF FUNDS using “P” for pending, “C” for committed, “R” for received, “N” for no action. Attach commitment letters and cost estimates directly behind this page of the application. For administrative costs, indicate what portion of local contribution is cash and what portion is in-kind.

THE APPLICANT IS THE JURISDICTION. ALL PROJECTS MUST INCLUDE ADMINISTRATIVE COSTS FOR THE APPLICANT.

ACTIVITY	SOURCES OF FUNDS					TOTALS BY ACTIVITY	STATUS
	CDBG	APPLICANT: USDA LOAN & IN-KIND	OTHER: USDA GRANT	OTHER	OTHER		
Construction	800,000		327,421			1,127,421	CDBG – G – P USDA – G – C
Contingency			89,755			89,755	USDA – G – C
Preliminary Engineering Report & Environmental Report			30,000			30,000	G - R
Project Design			105,022			105,022	G - C
Resident Project Representation (Inspection)		48,025	49,802			97,827	TOWN – L – C USDA – G – C
Topographic Survey		80,572				80,572	L – C
Additional Services		26,797				26,797	L - C
Interest – Interim		61,900				61,900	L – C
Attorney Legal Fees		11,706				11,706	L – C
Attorney Bond Counsel		16,000				16,000	L - C
Project Admin. (Cash)							
*Project Admin. (In-Kind)		4,925				4,925	C
General Admin. (Cash)							
General Admin. (In-Kind)							
TOTALS BY SOURCES OF FUNDS	800,000	249,925	602,000	\$	\$	\$1,651,925	

*In-kind administrative expenses (*Attachment 22*). Town Loan from USDA: \$245,000 and Town In-kind: \$4,925; USDA Grant: \$602,000; CDBG: \$800,000

PART G

STAFFING AND PROJECT MANAGEMENT: This section will discuss the capacity of the applicant to administer the project and how CDBG funds will be used for project administration costs. Project costs for engineering, architectural services and inspections are to be identified as separate line items in Part F.

- Identify the primary person who will administer this project. Discuss their experience with CDBG regulations and requirements as well as past grant and project implementation.

Vicky Rinkerman has served as the Town Administrator for the Town of Port Deposit for seven years. She would be responsible for grant administration and compliance with all regulations, administration of the engineering contract with RK&K Engineering, and staff supervision for delegated grant responsibilities. Past grant experience includes grant administration and management for the following:

- Maryland State Highway Administration award of a \$521,000 Transportation Enhancement Program grant for the restoration of the historic Tome Gas House for a Visitor Center and Research and grant for the restoration of the historic Tome Gas House for a Visitor Center and Research and Education Center that was completed in June 2017;
- Bond Bill grant for \$80,000 for the Gas House Restoration project in 2016;
- Several MHAA Grant awards for the Gas House Restoration project : \$36,500 in 2014; \$27,000 in 2015; and \$90,000 in 2016;
- Department of Housing and Community Development, Community Legacy Program, Jacob Tome Gas House Restoration Project - \$150,000 grant in 2016;
- MHAA Grant award for Phase I and Phase II restoration projects for Adams Hall/Town Hall for \$110,416 in 2018 and 2019, and restoration of the historic Tome Steps for \$45,000 in 2019;
- Department of Housing and Community Development, Community Legacy Program, Facade Improvement Program: \$50,000 Facade Improvement Grant awarded in 2016, 2017, 2018, 2019 and \$55,000 awarded in 2020;
- Department of Natural Resources, Community Parks and Playgrounds Program, \$206,038 for the installation of a comfort station in Marina Park with two ADA compliant bathrooms in 2014;
- Department of Natural Resources, Community Parks and Playgrounds Program, \$104,692 for several park improvement projects – basketball court renovations in 2016 and installation of new dog park in 2019;
- Department of Natural Resources, Waterway Improvement Grants – several \$5,000 grants for boat launch, floating dock and parking lot improvements in Marina Park over several years;
- Department of Natural Resources, Chesapeake and Coastal Service, \$50,000 grant for Working Waterfront Master Plan in 2019;
- Local Video Lottery Terminal grants from Cecil County Government annually since 2013. The annual \$25,000 allocation have been used to purchase a dump truck and skid steer for our PW department, security equipment, and equipment for the Gas House Restoration project;
- Federal funding from the Department of Natural Resources Boating Infrastructure Grant and the Maryland Department of Natural Resources Waterway Improvement Fund (\$100,000.00 and \$185,000.00 respectively) for installation of a fishing pier and docks for public use in 2010.

Project and grant administration cost will be provided as in-kind services by town staff.

1. Identify others who will assist in the administration of this CDBG project.

Ted Sookiasian, Finance Manager has worked for the Town of Port Deposit for six years. He would be responsible for verifying grant related invoices and processing payments, and providing financial reports for grant reimbursement.

2. Amount of funds requested for Project Administration, if any: None.

3. If Project Administration funds requested for staffing, please identify the following:

Person	# Hours Anticipated to Work on Project	Hourly Wage	Total Funds

4. If planning to use Project Administration funds for other expenses other than staffing, identify those expenses and estimated costs.

Expenses	Estimated Costs

PART H

PROJECT SCHEDULE: Using the anticipated month of grant award as the start of the activities, list all project activities and the anticipated dates for the start and end of specific activities. A CDBG grant agreement provides a 24-month implementation period so all activities to be paid for with CDBG funds must occur within this timeframe. If an activity is completed prior to application or award, indicate the actual dates.

EXAMPLE: For a Community Development application, CDBG funds are being requested for site acquisition and construction. The applicant provided the following schedule:

<u>Activity</u>	<u>Begin</u>	<u>Completion</u>
Grant Award	March 1, 2021	
Environmental Review	March	May 2021
Preliminary Engineering	Completed	
Site Acquisition	June	June 2021
Bidding & Selection Engineering	July	August 2021
Meeting 180 Day Expenditure Requirement	August	August 2021
Engineering	September	December 2021
Bidding & Selection Construction	January 2022	February 2022
Construction	March	February 2023

NOTE: An Environmental Review is the first step for every funded grant after award date

<u>ACTIVITY</u>	<u>BEGIN</u>	<u>COMPLETION</u>	<u>RESPONSIBLE PERSON</u>
GRANT AWARD	March 1, 2021		Applicant
ENVIRONMENTAL REVIEW	March 1, 2021	March 31, 2021	Submitted Landmark Engineering, Environmental Report – May 2018 - USDA SEARCH Grant
PUBLIC INFORMATION KICK-OFF ONSITE MEETING	November 21, 2020	November 21, 2020	Applicant & RK&K Engineering
UTILITY DESIGNATION	December 1, 2020	January 31, 2021	RK&K Engineering
SURVEY	December 1, 2020	January 31, 2021	RK&K Engineering
GEOTECH	December 1, 2020	February 28, 2021	RK&K Engineering
CONCEPT PLAN DEVELOPMENT/SUBMITTAL & REVIEW	December 1, 2020	April 30, 2021	RK&K Engineering
30% PLAN DEVELOPMENT/SUBMITTAL & REVIEW	May 1, 2021	July 31, 2021	RK&K Engineering
90% PLAN DEVELOPMENT/SUBMITTAL & REVIEW	August 1, 2021	September 30, 2021	RK&K Engineering
CONSTRUCTION BID DOCUMENTS PREPARED	October 1, 2021	October 31, 2021	Larry Trout, RK&K Engineering
BID PROCESS AND AWARD	November 1, 2021	January 31, 2022	Applicant & RK&K Engineering
CONSTRUCTION	February 1, 2022	June 30, 2022	Applicant & RK&K Engineering
PROJECT COMPLETED AND FINAL REPORTS SUBMITTED	July 1, 2022	July 31, 2022	Applicant

PART I

DAVIS BACON:

1. Do Davis-Bacon wage rates apply to the project? Yes No
2. If yes, do cost estimates reflect use of Davis-Bacon rates? Yes No
3. Use the space below to:
 - a. Discuss Davis-Bacon rates and their impact on the project; and
 - b. Explain how you calculated the rates into your cost estimates.

- a.

RK&K will design, engineer and manage the construction of a comprehensive stormwater drainage project for Granite Avenue and Race Street. The project objective is to provide drainage improvements to protect the roadway and adjacent private properties and facilities along Granite Avenue and Race Street. The recommendations from RK&K are to construct curb and gutter and/or valley gutter with a new stormdrain system that is anticipated to have a diameter between 15 and 24-inches and be installed approximately 3-feet below the existing grade within the project limits. The existing pavement will be replaced and a better-defined roadway crown will be established in the roadway. RK&K will conduct a topographic survey and right-of-way development plan, perform all utility coordination, perform geotechnical work and site reconnaissance at the project site, prepare complete roadway design drawings for the reconstruction of Granite Avenue and Race Street, provide stormwater management plans if applicable, provide storm drain and erosion and sediment control plans, provide a technical specifications package and prepare the bid package for advertisement, and provide construction phase services and inspections.

RK&K will ensure that the bid documents are clear that the construction project must comply with the federal Davis-Bacon Act, the Contracted Work Hours and Safety Standards Act of 1962 and the Fair Labor Standards Act.
- b.

The construction cost estimates were provided by RK&K based on the Maryland State Highway Administration Planning level project cost numbers. The bid documents will state that the construction project must comply with the Federal Davis-Bacon Act, the Contracted Work Hours and Safety Standards Act of 1962, and the Fair Labor Standards Act. The rates calculated in the construction cost estimate will be adjusted as needed to comply with the required regulations.

PART J

ACQUISITION / RELOCATION:

1. Has site control been secured? **Yes** **No** If yes, explain how: Granite Avenue and Race Street are owned by the Town of Port Deposit.

2. Has an option been secured? **Yes** **No** If yes, explain how:

3. Estimated cost of acquisition: N/A
\$

4. Sources of funds for acquisition: N/A

5. Number of parcels to be acquired: N/A
Residential: _____
Business _____

6. Will acquisition be done with eminent domain if needed? N/A Yes No

7. Is acquisition of easements required? Yes No
If yes, did applicant include costs associated with the Uniform Act? Yes No

8. Has anyone been forced to move from the site within the three months prior to the initial application for funds? Yes No Unknown
If yes, explain:

9. Estimated cost of relocation: N/A
\$

10. Sources of funds for relocation: N/A

# Units in Property(s) _____	Number of Units Occupied at time of application		Number of Occupants to be Displaced	Number of Occupants to Remain	
	Owner	Tenant		Total	Temporarily Relocated
Residential					
Business					

10. Do the activities of this project trigger the one-for-one replacement housing requirements?
 Yes No If yes, discuss how you plan to meet these requirements.

11. If property is to be leased, describe lease terms. N/A

PART K

FAIR HOUSING/EQUAL OPPORTUNITY: Applicants certify that a grant will be conducted and administered in conformity with applicable federal fair housing and equal opportunity laws and regulations. Complete the following to show what steps have been taken by the jurisdiction in these areas in recent years.

1. Does the jurisdiction have written employment and personnel policies and practices with equal opportunity guidelines? Yes No

2. In the past three years, have any complaints of discrimination in employment been filed against the jurisdiction by employees regarding employment? Yes No If yes, please explain:

3. Has the jurisdiction adopted a fair housing ordinance? Yes No

4. Has the jurisdiction taken any actions to affirmatively further fair housing through activities such as land development, zoning, site selection policies or programming or needs assessment? Yes No
If yes, please describe: The Town of Port Deposit has an adopted Zoning Code that applies zoning regulations for land development. The Town approved an income based housing project, School .House Apartments, off Race Street that receives low income housing tax credits from the Department of Housing and Community Development.

5. Are there fair housing advocates or agencies that work in your county? If yes, who are they? Have they informed you of either public or private issues or complaints regarding discrimination?
The Town of Port Deposit has not been informed of any public or private issues or complaints regarding discrimination from any housing advocates or agencies within Cecil County.

6. Are all buildings owned or occupied by the jurisdiction that are open to the public in compliance with the Americans with Disabilities Act? If not, which ones, and what are the plans to bring them into compliance?
Town Hall (formally known as Adams Hall), 64 S. Main Street, was built in 1905 as a gymnasium for the Jacob Tome Institute. The historic building is not in compliance with the Americans with Disabilities Act. The Town takes measures to ensure people with disabilities are able to participate in public meetings via Zoom. The public is asked to contact Town Hall to ensure arrangements are made to allow meeting participation. Public hearing meetings with large participation are held at the Carriage House at 80 S. Main Street and this building is handicap accessible. Future building restoration for Town Hall includes bathroom renovations and an exterior ramp for disabled individuals.

PART L

ENVIRONMENTAL IMPACT: Complete the following information related to your overall project to the best of your knowledge. Provide copies of letters or other information received to date from state and/or federal agencies about these issues related to your project. Schedule and budget should account for any mitigation or corrective actions to be taken.

1. Will your project involve the renovation or rehabilitation of a building that is at least 50 years old or is located in a national historic register district? Yes No
2. Will your project involve or impact an archaeological site? Yes No
3. Will your project impact any wildlife that is threatened or endangered? Yes No
4. Will your project involve the abatement or removal of asbestos from a building?
 Yes No
5. Will your project involve the abatement or removal of lead-based paint from a building?
 Yes No
6. Is your project new construction? Yes No

If you answered YES, is the proposed project located in any of the following:

- Special Flood Hazard Area – an area that is lower than the base flood elevation level and has special flood or mudflow, and/or flood related erosion hazard
- 100 Year Floodplain – an area that has a 1 in 100 or 1% probability of a flood event occurring in a given year
- Regulatory Floodway – an area beside a river or other watercourse that has certain restrictions placed on it related to discharging moving floodwaters downstream
- Coastal High Hazard Area – an area along the coast subject to high velocity wave action from storms or seismic sources
- 500 Year Floodplain – an area that has a 1 in 500 or .02% probability of a flood event occurring in a given year
- Non-Special Flood Hazard Area – an area that has a moderate to low risk of flooding

Comments:

STATEMENT OF ASSURANCES AND CERTIFICATIONS

The applicant hereby assures and certifies that it:

1. The Town of Port Deposit has adopted and maintains a written Citizen Participation Plan in accordance with the citizen participation requirements for the Community Development Block Grant (CDBG) Program at the Code of Federal Regulations 24 Part 570.486; and
2. The Town of Port Deposit held a public hearing and provided appropriate notice to ensure participation of citizens in the development the project and of this application for CDBG funding; and
3. The Town of Port Deposit assures that all reasonable steps have been taken to minimize the displacement of persons as a result of CDBG assisted activities identified in this application; and
4. The Town of Port Deposit in the event that our project does trigger displacement of persons, we will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49CFR Part 24 and it has in effect and is following a Residential Anti-Displacement and Relocation Assistance Plan required under Section 104(d) of the Housing and Community Development Act of 1974, 42 U.S.C. § 5304(d), as amended, in connection with any activity assisted with funding under the CDBG Program; and
5. The Town of Port Deposit will not attempt to recover any capital costs of public improvements assisted with CDBG funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements. However, if CDBG funds are used to pay the proportion of a fee or assessment attributable to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than with CDBG funds. In addition, with respect to properties owned and occupied by moderate-income (but not low-income) families, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds if the State certifies that it lacks CDBG funds to cover the assessment; and
6. The Town of Port Deposit will conduct and administer grant in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations and agrees to take action to affirmatively further fair housing; and
7. The Town of Port Deposit has adopted and is enforcing or will adopt if a new applicants:
 - a) a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
 - b) a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location that is the subject of such non-violent civil rights demonstrations within its jurisdiction.
8. The Town of Port Deposit will certify, to the best of the certifying official's knowledge and belief, that:

- a) No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement; and
 - b) If any funds other than Federal funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress with this Federal contract, grant, loan or cooperative agreement, it will complete and submit Standard Form- LLL, Disclosure Form to Report lobbying in accordance with its instructions; and
 - c) It will require that the language of paragraphs (a) and (b) of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
9. The Town of Port Deposit will adhere to federal and state Code of Conduct or Conflict of Interest standards relative to conflict of interest restrictions and financial disclosure requirements for local elected officials and candidates; and
 10. The Town of Port Deposit will prevent fraud, waste and abuse of federal funds and ensure that funds are expended on activities that are reasonable and necessary;
 11. The Town of Port Deposit will comply with the provisions of Title I of the Housing and Community Development Act of 1974, 42 U.S.C. § 5301 et seq., as amended, Title 24 CFR Part 570, and with other applicable State and Federal laws if awarded this grant; and
 12. The Town of Port Deposit will ensure that, if applicable, any subrecipient, developer or business will comply with all regulations, policies and laws that govern this grant.

I declare that I am duly authorized to make these certifications on behalf of the applicant and certify that the above actions have or will be taken.

Robert Kuhs, Mayor
 Typed Name and Title
 Chief Elected Official

 Signature

 Date

ATTACHMENTS
Town of Port Deposit
CDBG Grant Application

1.	Resolution 18-2020 – Anti-Displacement and Relocation Assistance Plan
2.	Resolution 17-2020 – Citizen Participation Plan
3.	Copy of Audit
4.	Clearinghouse Submission
5.	USDA SEARCH Grant Notice of Obligation
6.	USDA Grant/Loan Notice of Obligation
7.	Part D. Relevant Sections of Plans
8.	Debarment Check
9.	Exhibit K. Limited English Proficiency Determination
10.	Local Resolution 16-2020 – Authorizing Resolution for CDBG Grant Application
11.	Map - Port Deposit Granite Avenue and Race Street Project Area
12.	Photographs and CD/File of Photographs
13.	Public Hearing Minutes
14.	Public Hearing Notice
15.	Support Letters: Bill Zimmerman at 38 Granite Avenue, Congressman Andy Harris, Maryland Senator Jason Gallion, Maryland Delegate Kevin Hornberger and Cecil County Executive Danielle Hornberger
16.	Preliminary Engineering Report Granite Ave. and Race Street Drainage Improvement Project
17.	Environmental Report Grantie Ave. and Race Street Drainage Improvement Project
18.	Addendum to Environmental Report for Project
19.	Maryland State Clearinghouse SEARCH Grant Recommendation Letter (MD20140814-0686)
20.	Maryland State Clearinghouse Environmental Report Recommendation Letter (MD20180316-0182)
21.	Project Stakeholder Meeting Minutes
22.	In-kind Administrative Expense Sheet