



SUSTAINABLE COMMUNITIES PROGRAM

APPLICATION FOR DESIGNATION RENEWAL

Eligible Applicants:

- *Local Governments with a Sustainable Communities Designation*
- *Local Government Consortiums with a Sustainable Communities Designation*

Application must be submitted
on or before the expiration date of
Sustainable Communities designation.

Maryland Department of Housing and Community Development

Division of Neighborhood Revitalization

2 N Charles Street, Suite 450

Baltimore, MD 21201

410-209-5800

<http://dhcd.maryland.gov/>

LARRY HOGAN, *Governor*

KENNETH C. HOLT, *Secretary*

BOYD K. RUTHERFORD, *Lt. Governor*

TONY REED, *Deputy Secretary*

OVERVIEW OF SUSTAINABLE COMMUNITIES

The Sustainable Communities Act of 2010 established a framework for reinvestment and revitalization of Maryland’s existing communities creating a single, locally designated geographic focus area. Since that time the “Sustainable Communities” designation has provided an efficient means of targeting scarce public and private resources for multiple State agency investments and prioritizations.

PURPOSE OF RENEWAL AND STREAMLINED APPLICATION

The Sustainable Communities (SC) designation must be renewed every five years. This renewal application provides an opportunity for local governments to update their existing SC action plan and report on the accomplishments made over the past five years. Through the renewal process, local governments can request additional technical assistance and highlight any areas from the original action plan for which progress must still be made.

APPLICATION ASSISTANCE

If a local government has limited capacity, staff from the Maryland Department of Housing and Community Development (DHCD) and Department of Planning (MDP) will be available to assist local government officials through the application process.

Please contact your Regional Project Manager at DHCD if you would like to request or learn more about this assistance (see page iv for contact information).

SUSTAINABLE COMMUNITIES BENEFITS

The benefits of a Sustainable Community designation are substantial. The SC designation is a threshold requirement for application to several Maryland Department of Housing and Community Development revitalization programs (such as the Community Legacy Program and Strategic Demolition Fund listed below). Other programs from both the Department and other State agencies offer additional points or preference in the application process. The Sustainable Communities designation provides access to a suite of resources that can support housing and community development, local transportation enhancements, tax credit programs and programs to support a healthier environment. Taken together, these resources can promote safer, healthier and more attractive communities for families to live and put down roots.

Community Legacy Program is administered by the Maryland Department of Housing and Community Development and provides local governments and community development organizations with financial assistance to strengthen communities through such activities as business retention and attraction, encouraging homeownership and commercial revitalization. Community Legacy funds are restricted to Sustainable Community Areas.

Strategic Demolition Fund is administered by the Maryland Department of Housing and Community Development and provides grants and loans to local governments and community development organizations for predevelopment activities including demolition and land assembly for housing and revitalization projects.

The Strategic Demolition Fund catalyzes public and private investment in the reuse of vacant and underutilized sites. These funds are restricted to Sustainable Communities.

Application Eligibility and Threshold Requirements

Local governments (municipal or county) are eligible to apply.

Eligible applicants are to convene their Sustainable Communities Workgroup to discuss the accomplishments and challenges of their Sustainable Community Action Plans in addition to any update they may like to make to the Action Plan. The applicant may choose to select new members to participate in the Workgroup. The purpose of this workgroup is to continue and reinforce working relationships and collaborations among local governmental departments and better align community development priorities and strategies. In addition, this is an opportunity to assess if the Workgroup would like technical assistance from State government agencies to implement certain action items or develop strategies to address local challenges.

Threshold Requirements

All Sustainable Community applications must meet the following threshold requirements:

- 1) Sustainable Community Area boundaries must be entirely within a Priority Funding Area (PFA) and should be an area in need of renewal and reinvestment that would benefit from a targeted long-term strategy;
- 2) The proposed Sustainable Community is within or near a town center or transportation center, or there is a need for financing assistance for small businesses, nonprofit organizations or microenterprises;
- 3) The updated Plan must be consistent with other existing community or comprehensive plans;
- 4) A Sustainable Communities Workgroup is re-convened and a roster of members should be provided with the application.

Applications that do not meet these threshold requirements will not be considered.

Application Evaluation

The Sustainable Community application for renewal will be evaluated based on the reporting of the accomplishments achieved and a thorough assessment of local strengths and weaknesses and how well desired outcomes, strategies and action steps are connected to the local conditions.

Priority Funding Areas

All Sustainable Communities must be located entirely within a Priority Funding Area. Applicants can verify Priority Funding Area boundaries by visiting the MDP website at:

<http://www.mdp.state.md.us/OurProducts/pfamap.shtml>

Application Training

The Department will be hosting various webinars for communities planning to submit a renewal application. Attendance at a minimum of one application training session is strongly encouraged for all applicants. Contact your Regional Project Manager (contact information page iv) to schedule an application training or verify when the webinars will be scheduled.

Application Submission

Applications will be submitted both electronically/digitally and via postal mail. Each applicant must submit **one** hard copy of their application with all required attachments. DHCD reserves the right to not consider incomplete applications.

The first printed page of the electronic application is a Table of Contents (see page vii). This should also serve as a checklist and be used to provide corresponding tabs. In addition to the digital copy of the application, all pictures and maps are to be submitted on a CD-ROM or flash drive. Pictures should be burned to the CD in a JPEG format and maps should be burned to the CD in a pdf format. Please ALSO include GIS shapefiles of Sustainable Community boundaries and other GIS related data if a boundary change is requested. Be sure to label your files on the CD-ROM appropriately, i.e., “Proposed Sustainable Community Boundary,” “Current Sustainable Community Boundary,” etc.

No incomplete applications will be accepted.

Deliver Sustainable Community Applications to:
Sustainable Community Application
ATTN: Mary Kendall
Division of Neighborhood Revitalization
Department of Housing and Community Development
2 N Charles Street, Suite 450
Baltimore, MD 21201

Site Visits, Follow-up Discussion

During the application review process, the review team may make site visits, hold meetings or have for follow-up discussions with applicants prior to designation approval.

Approval

Approval of applications will be made by the Governor’s Smart Growth Coordinating Committee on the recommendation of an inter-agency review team. The review team is coordinated by the Department of Housing and Community Development.

Contact Information

All questions related to application content, please contact your regional project manager. Regional contacts listed in the table on the next page.

DIVISION OF NEIGHBORHOOD REVITALIZATION, STATE REVITALIZATION PROGRAMS REGIONAL PROJECT MANAGERS		
<p>REGION 1:</p> <ul style="list-style-type: none"> Northwest Baltimore City Northwest Baltimore County <p>Larry Brown Program Officer Phone: 410-209-5819 Email: larry.brownjr@maryland.gov</p>	<p>REGION 2:</p> <ul style="list-style-type: none"> Northeast Baltimore City Northeast Baltimore County <p>Garland Thomas Project Manager Phone: 410-209-5803 Email: garland.thomas@maryland.gov</p>	<p>REGION 3:</p> <ul style="list-style-type: none"> Southeast Baltimore City Southeast Baltimore County Anne Arundel County <p>Olivia Ceccarelli-McGonigal Project Manager Phone: 410-209-5826 Email: olivia.ceccarelli@maryland.gov</p>
<p>REGION 4:</p> <ul style="list-style-type: none"> Southwest Baltimore City Southwest Baltimore County Howard County <p>Nick Mayr Project Manager Phone: 410-209-5842 Email: nicholas.mayr@maryland.gov</p>	<p>REGION 5: Western Maryland</p> <ul style="list-style-type: none"> Allegany Frederick Garrett Washington Carroll <p>Sara Jackson Project Coordinator Phone: 410-209-5812 Email: Sara.jackson@maryland.gov</p>	<p>REGION 6: Washington DC Metropolitan</p> <ul style="list-style-type: none"> Prince George’s Montgomery <p>Duane Felix Program Officer Phone: 410-209-5825 Email: Duane.Felix@maryland.gov</p>
<p>REGION 7: Upper Eastern Shore</p> <ul style="list-style-type: none"> Harford County Caroline Cecil Kent Queen Anne’s Talbot <p>Ashlee Green Project Manager Phone: 410-209-5815 Email: Ashlee.Green@maryland.gov</p>	<p>REGION 8: Lower Eastern Shore, Southern Maryland</p> <p>Lower Eastern Shore</p> <ul style="list-style-type: none"> Dorchester Somerset Wicomico Worcester <p>Southern Maryland</p> <ul style="list-style-type: none"> Calvert Charles St. Mary’s <p>Raynell Cooper Jr. Project Manager Phone: 410-209-5836 Email: Raynell.cooper@maryland.gov</p>	

SUSTAINABLE COMMUNITIES PLAN ELEMENTS

Ongoing designation as a Sustainable Community is contingent upon the continuation, expansion, and/or modification of a multi-year investment strategy that addresses the topic areas of Environment, Economy, Transportation, Housing, Quality of Life, and Land Use/Local Planning. The table below provides a non-exhaustive list of ideas that can be incorporated into each element as they are addressed in the sections that follow in this application.

ENVIRONMENT: Environmental accomplishments and objectives may include improvement of quality of land, water, air or watersheds, increased tree canopy, mitigation or adaptation to issues related to sea level rise, reduction of carbon footprint, improved energy conservation, access to local foods, green infrastructure, stormwater infrastructure/management, construction of parks, trails and other recreation facilities, recycling, improved water and sewer capacity, etc.

ECONOMY: Economic accomplishments and objectives may include increased regional accessibility, business attraction/retention, improved health of the business district and decreased commercial vacancies, improved accessibility to employment opportunities and economic drivers, adopted local policies/regulations that encourage economic growth, enhanced marketing and tourism, improvements to cultural and historic assets, etc.

TRANSPORTATION: Transportation accomplishments and objectives may include increased access to transit corridors, improved pedestrian safety and increased accessibility/sidewalks, alternative modes of transportation, such as bikeways and trails, public transit, such as bus and rail, carpooling, improved parking and road conditions, etc.

HOUSING: Housing accomplishments and objectives may include an increase in affordable, workforce or market rate housing, either for homeownership or rental, improved housing conditions and values, increase in housing programs, reduction in foreclosures and residential vacancies, increase in property values and home sale values, etc.

QUALITY OF LIFE: Quality of life accomplishments and objectives may include crime, socio-economic demographics, educational opportunities, museums, libraries, historic and cultural assets, civic amenities, faith-based organizations, economic health of households, sense of place, etc.

LAND USE/LOCAL PLANNING: Land use accomplishments and objectives may include changes to zoning, improved land use policies, increase/decrease in taxes and fees, etc.

RENEWAL APPLICATION INSTRUCTIONS

The Sustainable Communities application for renewal has **three** sections:

A. Contact information, General Information, Organizational Capacity:

In this section, applicants are asked to update their contact information, provide information about demographic shifts over the past five years, discuss the strengths and weaknesses of their Sustainable Communities workgroup and share any technical assistance needs the workgroup may have.

B. Qualitative and Comprehensive Report on accomplishments over past five years:

The report is an opportunity to reflect on any accomplishments achieved in the Sustainable Community area. It is a tool used to evaluate if the SC applicant achieved its intended outcomes, implemented the strategies initially envisioned and identify what resources were used. Renewal applicants are encouraged to discuss how priorities, actions, and objectives were or were not achieved across the six elements listed on the previous page (v), including how any of the elements may have interrelated during the five initial years of SC designation.

C. Sustainable Communities Action Plan Update:

The Sustainable Communities Action Plan has been revised so that it is less time consuming and focused on developing a strategic implementation plan. Renewal applicants are encouraged to use their previous Sustainable Communities applications as a basis for their updated Action Plan. You may identify which weaknesses have not yet been addressed or which strategies have not yet been implemented. Include your revitalization priorities for the next five years, basing them on your community's current strengths and weaknesses.

CHECKLIST AND TABLE OF CONTENTS

APPLICANT: Town of Millington

NAME OF SUSTAINABLE COMMUNITY: Town of Millington

Please review the checklist of attachments and furnish all of the attachments that are applicable. Contents of the application should be tabbed and organized as follows:

- Section A - Sustainable Community Renewal Applicant Information**
- Section B – Sustainable Community Renewal Report (Projects, Strategies and Partners)**
- Section C – Sustainable Community Renewal Action Plan Update (Matrix)**
- Section D – Sustainable Communities Workgroup Roster**
- Section E – Signature Letter (acknowledging Disclosure Authorization and Certification)**
- Section F – CD-ROM:** The CD-ROM should include the following contents:
 - If requesting a boundary modification, map in pdf format of the proposed Sustainable Community
 - **GIS shapefiles of the modified Sustainable Community boundary (if requesting a modification) and other GIS related data**
 - Pictures (jpeg format) of your accomplished projects of the last five years (as indicated in Section B)
 - Digital copy of completed Sustainable Communities Renewal Application

I. SUSTAINABLE COMMUNITY RENEWAL APPLICANT INFORMATION

Name of Sustainable Community: Town of Millington

Name of Renewal Applicant:

Town of Millington

Applicant's Federal Identification Number: 52-6013423

Applicant's Street Address: 402 Cypress Street

City: Millington County: Kent & Queen Anne's State: MD Zip Code: 21651

Phone Number: 410-928-3880 Fax Number: 410-928-5764 Web Address: millingtonmd.us

Sustainable Community Renewal Application Local Contact:

Name: Elizabeth Jo Manning Title: Town Administrator

Address: P O Box 330 City: Millington State: MD Zip Code: 21651

Phone Number: 410-928-3880 Fax Number: 410-928-5764 E-mail Address: townadmin@atlanticbbn.net

Other Sustainable Community Contacts:

Name: Title:

Address: City: State: Zip Code:

Phone Number: Fax Number: E-mail Address:

I. SUSTAINABLE COMMUNITY – General Information

A. Sustainable Community Boundary and Description

(1) Are you requesting any changes to your Sustainable Community boundary? Describe why or why not? ***The Town of Millington is not requesting any changes to our Sustainable Community boundary at this time.***

(2) Include the following in as an attachment (if requesting a modification to your current boundary):

- a. PDF or JPEG of modified Sustainable Communities boundary map,
- b. GIS shapefiles of modified Sustainable Community boundary (mapped to the parcel boundary),

(3) Approximate number of acres of entire SC Area: 441.6 acres

(4) Existing federal, state or local designations:

- Main Street Maple Street
- National Register Historic District Local Historic District Arts & Entertainment District
- State Enterprise Zone Special Taxing District BRAC State Designated TOD
- Other(s):

Describe the SC Area’s current demographic trends (with respect to age, race, household size, household income, educational attainment, number of housing units, or other relevant factors). How have demographics changed in the last five years?

(1) The Town of Millington’s Sustainable Community area has had improvements on both the south and north ends of Town. On the south end through use of FEMA’s Hazard Mitigation program, the Town has purchased numerous flood damaged properties for demolition. Future plans are to rehabilitate these properties into park land for citizens of Millington and visitors. On the north end of Town to address the continual aging population of the town, the Town has entered into an agreement with Home Partnership Inc. to design and construct independent, affordable Senior Housing apartments with a small community center to allow outside organizations to bring needed services to area senior citizens. The housing market in Town seems to be shifting from vacant homes due to foreclosure to purchases of these homes.

B. Organizational Structure, Experience and Public Input:

(1) Describe any changes to the Applicant’s organizational structure. Specifically, how has membership of the Sustainable Communities Workgroup changed in the last five years? Who are/were the leaders, and how will/did the Workgroup advisor or staff manage implementation of the SC Area Plan?

Minimal changes have occurred to the organization structure for the Town. Town Council and Planning Commission members have assisted with amendments to the Comprehensive Plan and zoning ordinances to allow for the Senior Housing project and future growth in the Town. The Town is also working with Kent and Queen Anne’s Counties Economic Development staff to promote the Town and its businesses.

(2) What have been the strengths and challenges of the capacity of the Sustainable Communities Workgroup with respect to implementation of the SC Plan?

One strength is the continual support of Council and Planning Commission members working with consultants to broaden permissible uses for businesses through amendments to the zoning ordinance. Another strength is the cooperation of the Council and Planning Commission to work with developers and Kent and Queen Anne's Counties Commission to think outside of the box at projects and developments that are non-typical for a small town.

Our biggest challenge has been staffing and time. Millington has historically worked with a part-time staff of two individuals. Day to day operations leave little time to work on projects, research grants and funding, and develop projects to further implement the SC Plan.

(3) How did residents and other stakeholders in the community provide input to the Sustainable Communities Action Plan update? On which existing local plans (comprehensive plans, economic development plans, sector plans, etc.) is the Sustainable Communities Action Plan based?

The Town has held several meetings with members of the public, local organizations, and State organizations to discuss needs and wants of the Town. The Council and Planning Commission have amended the Comprehensive Plan to accommodate future annexation and development; amended the Zoning Ordinance to allow for artisan businesses to operate in our Town; and are working with both Kent and Queen Anne's County to develop MOUs for additional support services lacking in a small Town.

(4) Would you like any technical assistance from State agencies to help expand the capacity of your SC Workgroup or implement your SC plan? Please describe with which revitalization strategies you would like assistance.

The Town of Millington welcomes all and any technical assistance from State agencies to improve its revitalization strategies.

SUSTAINABLE COMMUNITY RENEWAL REPORT

PART I: QUALITATIVE ASSESSMENT

Purpose:

The purpose of this assessment is to capture significant projects/ improvements that have been completed since the approval of your local government's Sustainable Communities designation.

In relation to the goals stated in your local government's Sustainable Community Action Plan, **please highlight at least three major accomplishments from the last five years**, including how you achieved them. When writing your narrative, consider the questions below and refer to the six elements discussed in the General Information section of this document (page iv) – Environment, Economy, Transportation, Housing, Quality of Life, and Land Use/Local Planning.

- 1) **Outcome:** Which outcomes identified in your Sustainable Community plan were you able to achieve?
- 2) **Projects:** Which projects did you implement in order to achieve the outcome? Also indicate when you started and completed these projects.
- 3) **Partners:** With whom (i.e. state agencies, local stakeholders) did you partner to complete projects?
- 4) **Impact:** What kind of measurable impact did the achieved outcome have on your community? Are there other intangible benefits?
- 5) **Pictures:** Please also include pictures that depict your accomplishments.

[EXAMPLE] Descriptive Narrative: Please list the most significant accomplishments that apply

Example – Accomplishment 1

Outcome: Improved stormwater management

Projects:

Project 1: Stormwater Retrofit Plan – In October 2014, the Town Council approved the Town's stormwater retrofit plan which outlines various strategies and capital budget expenditures over the next five years. Strategies include reducing the amount of impervious surface in the community and improving stormwater management. One of the plan recommendations is to pass an ordinance that assesses an environmental protection fee on municipal permits.

Project 2: Green Streets – The Town added green elements to approximately 600 linear feet of roadway that had been experiencing severe flooding. Specifically, bioswales were constructed and trees were planted.

Partners:

Chesapeake Bay Trust – provided technical assistance

MD DHCD – provided financial assistance in form of a Community Legacy grant (totaling \$50,000).

Impact: The implementation of the projects had a significant impact on the community by improving stormwater runoff. The streets with the newly constructed bioswales no longer experience flooding.

Descriptive Narrative: Please list the most significant accomplishments that apply.

Accomplishment 1:

Outcome: Removal of flood damaged homes on the Queen Anne's County side of Millington.

Projects: The Town of Millington through FEMA's hazard Mitigation plan acquired +25 acres of land along the Upper Chester River. Funding allowed the Town to purchase land, demolish flood damaged homes, and do basic restoration of the land. This land will be used for future expansion of the Town's Water Front Park.

Partners: Town of Millington, FEMA, and MEMA

Impact: Removal of vacant, flood damaged homes has increased the area for the Town's Water Front Park and decreased blighted and vandalized properties.

Accomplishment 2:

Outcome: Creation of a small Community Center

Projects: The Town of Millington with a partnership with Kent County Public Library has transformed a small storage room at the Town Hall into a free library/computer center for the public. The KC Public Library donated furniture, rugs, computers, and shelving. The Town's people continually donated books; reference books, fiction and non-fiction books, DIY books, and educational/resource books. A local Wi-Fi company, Cambio Wi-Fi donated hardware and installation for internet services to the computer center. The center is opened during regular Town office hours and is maintained by the office staff.

Partners: Town of Millington, Kent County Public Library and Board of Trustees, Cambio Wi-Fi, local citizens

Impact: Providing a safe place for young and old to congregate, provide a local computer center for those that do not have a computer or internet services due to costs.

Accomplishment 3:

Outcome: Maintenance of the historical Quaker Cemetery site.

Projects: The Town of Millington through a donation has acquired the property originally owned by The Religious Society of Friends, the Quaker Cemetery. Prior to acquisition, the Friends restored and repaired tombstones and fencing. The Town is researching a connection of this site with the Underground Railroad during the 1800's. We hope to enhance the area with a small walking trail, benches, and tree to provide a serenity garden atmosphere; as well as erect a historical marker depicting the importance of this site as it relates to Millington and the Quakers during the development of the Town of Millington.

Partners: Town of Millington and The Religious Society of Friends of Philadelphia Yearly Meeting

Impact: Recognize and maintain historical property for future generations.

Descriptive Narrative: Please use this section to describe any major outcomes or projects from your last Sustainable Communities Action Plan that have NOT been accomplished and why.

Outcome: Conversion of original Bell Atlantic telephone office into a Town Museum.

Narrative: The Town of Millington originally planned to convert a small structure which was the original Bell Atlantic telephone office in the Town into a Town Museum. After a thorough inspection of the building, it was deemed to be irreparable; therefore, the Town demolish the building and sold the property to an adjacent property owner.

Outcome: Renovation of the existing Town Hall.

Narrative: The Town of Millington continues to discuss the renovation of the existing Town Hall. The challenge has been lack of time and funding. The Town has met with its Engineer to discuss these plans. The building is in dire need of upgrading of all utilities to code; which include upgrade from glass fuses to breakers for electric; installation of central air condition instead of window units; installation of upgraded heating system instead of wall mounted electrical units; installation of handicapped entrances to the building; etc. The building renovation would also include the construction of a wing to house Town offices and renovation of existing offices for a larger Community Center and small meeting room for use by local organizations or businesses.

Outcome: Repairs to Town streets, sidewalks, a faulty water system, and an aged wastewater system in a flood zone.

Narrative: The Town is working with the Town's Engineer to complete a Preliminary Engineer Report (PER) for the water and wastewater systems to remove the wastewater plant from a flood zone and to repair/replace a faulty water system that continues to leak and cost the Town millions of dollars in repairs. Because of these many leak repairs, the Town has not completed any road repairs due to continual removal of road surfaces to repair leaks. The Town is in the middle of an Urban Reconstruction Project with SHA for sidewalks and storm drainage but this is only for major roadways maintained by the State. The Town would like to construct/replace sidewalks to those properties located on Town maintained streets but funding is the issue.

SUSTAINABLE COMMUNITY RENEWAL REPORT

PART II: COMPREHENSIVE ASSESSMENT

Purpose:

The purpose of the comprehensive assessment is to capture indicators of accomplishments in each Sustainable Community. Indicators should reflect the five year time period since the adoption of the Sustainable Communities Action Plan. Thus, the following questions focus on the common outcomes that were identified in the various Sustainable Community Action Plans approved by the State. The assessment will be grouped in the sections of Environment, Economy, Transportation, Housing, Quality of Life, and Land Use.

Please answer the following questions to the best of your knowledge.

Check “YES” if applicable to your community. If you answer “YES” please quantify the accomplishment (i.e. Q: Has there been an increase in the number of businesses in your Main Street/commercial district? A: YES 4 new businesses have opened in the past five years). If necessary, please also provide a short description of the accomplishment.

Please check “NO” if the question item did not have any impact on your community. If you answer “NO” please briefly summarize what kept you from achieving your plan’s desired outcomes.

Check “N/A”, if the question item does not apply to your Sustainable Community.

Sustainable Communities Renewal Application - Section B

ENVIRONMENT	YES	NO	N/A	If YES, specify in quantifiable units and compare values from the last five years If NO, why not? What kept you from achieving your plan's desired outcomes?
1. Has there been an improvement in water quality?	XX			The Town recently replaced the water softener system with a more effective, efficient system. This reduced the amount of iron in our water system to 0.00% and decreased the cost of maintenance and repairs. The Town is also working with USDA and KCI Technologies, Inc. to complete a PER (preliminary engineer report) to repair the Town's leaking water distribution system. Once the PER is completed, the Town will be applying for funding to complete all necessary repairs or replacement of the lines.
2. Has the amount of impervious surface in your Community been reduced? (Amount in SF)		XX		At this time there has been no change to the total impervious surface in the Town. Currently the Town is in a partnership program with SHA (State Highway Administration) to improve storm water drainage throughout the Town.
3. Have there been improvements and/ or additions to your park and/ or recreational green space?	XX			The town of Millington installed new playground equipment at Robvanary Park. In addition to this new equipment, a walking trail was installed around the park. As a community project, the local bank BB & T purchased and installed benches along the walking trail. The Town also purchased additional property through the FEMA Hazard Mitigation Program and from a tax sale to be transformed in the future as a park or recreational green space.
4. Did the Sustainable Community implement any recycling or waste reduction programs?	XX			The Town began holding an annual "clean up" day. On this day, in the fall, the Town rents a 30-ton dumpster for the day to allow its citizens to clean out their garage, attic, yard, etc. at no cost to the citizens.
5. Do all residents have access to healthy food options (i.e. fresh food grocery stores, farmers markets etc.) within the Sustainable Community?	XX			During the past 5 years, a Food Lion has been constructed on the outskirts of Town; a Dollar General has been constructed in Town; and the Food Bank, located at a local church, continually distributes throughout the area. The Food Bank also offers tastings and instructional seminars on healthy eating and food preparation to all that want to attend.
OTHER:				

Sustainable Communities Renewal Application - Section B

ECONOMY	YES	NO	N/A	If YES, specify in quantifiable units and compare values from the last five years If NO, why not? What kept you from achieving your plan's desired outcomes?
1. Has there been an increase in the number of new businesses in your Main Street/ Commercial District?	XX			The Town now has an auto repair shop, a used tire store, the abandoned gas station is now open as a gas station – mini mart, Dollar General, and a gun dealer.
2. Did the Municipality/ Sustainable Community area receive any designations that support local economic development?		XX		
3. Has there been an increase in foot traffic in the Main Street/commercial district?	XX			The Town is a walkable Town. With the opening of the Dollar General and the mini-mart we have seen an increase in foot traffic.
4. Have the number of commercial vacancies decreased?	XX			There are now no commercial vacancies in the Town.
5. Has there been an increase in local jobs within the Sustainable Community for its residents?	XX			All of the new business have hired locally. There are an estimated 15 new jobs due to these new businesses.
OTHER:				

Sustainable Communities Renewal Application - Section B

TRANSPORTATION	YES	NO	N/A	If YES, specify in quantifiable units and compare values from the last five years If NO, why not? What kept you from achieving your plan's desired outcomes?
1. Has the amount of bike trails/paths increased? How many linear feet do the trails cover?		XX		The Town of Millington does not have any bike trails at this time.
2. Have there been improvements to the public transit infrastructure?		XX		The Town does not have any public transit at this time. We have recently met with DCT (Delmarva Community Transit) about possible bus stops in Town.
3. Has there been an increase in sidewalks? (Amount in linear feet)		XX		There have not been any new sidewalks installed. We are in a partnership with SHA for replacement of sidewalks along Cypress Street and Sassafras Street for new sidewalks to meet ADA compliance.
4. Have there been any roadway improvements that support "Complete" or "Green" streets?		XX		We have solicited bids for repairs to Hurtt Avenue and plan to meet and hopefully partner with SHA and the Fire House for this repair. We have also solicited bids for repairs to west Back Street and plan to meet and hopefully partner with SHA and Mountaire for this repair. We have solicited bids for repairs to Hurtt Avenue and plan to meet and hopefully partner with SHA and the Community Fire Company of Millington for this repair. We have also solicited bids for repairs to west Back Street and plan to meet and hopefully partner with SHA and Mountaire for this repair.
5. Has traffic congestion along major roads decreased? (Amount in percent)		XX		There is no major traffic congestion in Town unless there is a construction project.
OTHER:				

Sustainable Communities Renewal Application - Section B

HOUSING	YES	NO	N/A	If YES, specify in quantifiable units and compare values from the last five years If NO, why not? What kept you from achieving your plan's desired outcomes?
1. Have any residential facades been improved?	XX			There has been homes purchased and renovated through foreclosure acquisition.
2. Has the home ownership rate increased?	XX			The number of vacant, foreclosed homes has decreased.
3. Has there been an increase in the number of housing units in the Sustainable Community area? What number and/or percent are affordable?		XX		There has not been an increase in the number of housing units.
4. Has there been demolition of blighted properties?	XX			The Town has purchased properties through the annual tax sale and FEMA Hazard Mitigation program for demolition and renovation of the property to become a future park or open space.
5. Has the residential vacancy rate decreased?		XX		Residential vacancy rates have remained the same in Millington.
OTHER:				

Sustainable Communities Renewal Application - Section B

QUALITY OF LIFE	YES	NO	N/A	If YES, specify in quantifiable units and compare values from the last five years If NO, why not? What kept you from achieving your plan's desired outcomes?
1. Has there been a decrease in crime rate?		XX		There is minimal crime in the Town of Millington.
2. Have there been improvements and/ or additions to your public spaces (i.e. museums, community centers, public plazas)?	XX			The Town has renovated a vacant office in Town Hall to be a free library/computer center for the public. The Town purchased through the County annual tax sale property located at 415 Cypress Street, demolished a vacant home for future use as a small public playground for area children. The Town accepted the donation of property known as the Quaker Cemetery for the future use as a "serenity" historical park with benches, a walking path, and historical signage.
3. Has there been an increase in public art/ arts & entertainment programs/venues (i.e. murals, movie theatre, music events)?		XX		The Town of Millington is host to an annual Perch Fishing Tournament known as Perchapolooza, an annual Millington Day, and an annual Xmas Cookie Walk.
4. How many historic properties were renovated/improved?		XX		
5. Are there any residential health and wellness opportunities in place (i.e. athletic facilities, recreational indoor/ outdoor courses or groups)?	XX			There is a walking trail at Robvanary Park with low impact exercise equipment.
OTHER:				

Sustainable Communities Renewal Application - Section B

LAND USE/ LOCAL PLANNING	YES	NO	N/A	If YES, specify in quantifiable units and compare values from the last five years If NO, why not? What kept you from achieving your plan's desired outcomes?
1. Have there been any infill developments?		XX		
2. Has there been an increase in the amount of preserved/protected land?	XX			The Town through the FEMA Hazard Mitigation program purchased +25 acres of land to be protected from future development in the flood zone.
3. Have there been any developments hindered by growth constraints?		XX		
4. Have there been any zoning or any policy changes that have fostered growth in your Sustainable Community?	XX			The Comprehensive Plan and Zoning Ordinance were amended to increase the Town's growth area for future development and annexation opportunities.
5. Have there been any significant improvements to the municipal infrastructure within the Sustainable Community (i.e. street lighting, water/sewer lines)?		XX		
OTHER:				

Sustainable Communities Renewal Application - Section B

COMPETITIVE FUNDING: Use the rows below to list competed funds sought for sustainability or revitalization projects since receiving Sustainable Communities designation.	Source (federal, state, foundation, etc.)	Amount Received	If no funding was received, what technical or other assistance from the state would help with future applications?	Other Notes
Community Legacy (CL): • • •	DHCD			
Strategic Demolition Fund (SDF): • •	DHCD			
Community Safety & Enhancement Program:	MDOT			
Maryland Bikeways Program:	MDOT			
Sidewalk Retrofit Program:	MDOT			
Water Quality Revolving Loan Fund:	MDE			

Sustainable Communities Renewal Application - Section B

COMPETITIVE FUNDING: Use the rows below to list competed funds sought for sustainability or revitalization projects since receiving Sustainable Communities designation.	Source (federal, state, foundation, etc.)	Amount Received	If no funding was received, what technical or other assistance from the state would help with future applications?	Other Notes
Other Funding Programs: <i>examples are U.S. HUD Community Development Block Grants (CDBG), or grants from USDA, EPA, Appalachian Regional Commission, Chesapeake Bay Trust, Maryland Heritage Areas Association, Preservation Maryland, Safe Routes to School, Maryland Rural Development Corporation, Maryland Energy Administration, Maryland Department of Natural Resources, etc.</i>				
*Please add more rows if necessary				
SEARCH Grant	USDA	\$30,000	To complete PER for water distribution system for repairs.	
SEARCH Grant	USDA	\$30,000	To complete PER for wastewater plant and distribution for upgrading purposes and possible removal from flood area.	
FEMA Hazard Mitigation Program	FEMA	\$76,463.00	To purchase abandoned property with past flood damage, demolition buildings, and repurpose for a Town park or Open Space area.	

Sustainable Communities Renewal Application - Section B

COMPETITIVE FUNDING: Are there any types of projects/needs for which your Sustainable Community needs funding; however, there isn't a funding source?

The Town of Millington would like to renovate/upgrade the existing Town Hall. Repairs needed are to bring all utilities (electric, plumbing, hvac) up to code, replace +30 year old flooring, and remove brickwork that covers stained glass windows on the structure. Upgrades would include the construction of new office space, renovation of existing office space to a large Community Center and public meeting space, and hardscaping/landscaping of a flag garden/entrance to the facility. We have applied for funding through the Parks and Recreation Program (POS) but were denied. We also applied to local financial institutions but were not able to secure the necessary funding for this project.

[Type text]

III. SUSTAINABLE COMMUNITY ACTION PLAN UPDATE

The Sustainable Community Action Plan (SC Plan or Plan) is meant to be a multi-year investment strategy – a strategic set of revitalization initiatives and projects that local partners believe will increase the economic vitality and livability of their community, increase prosperity for local households and improve the health of the surrounding environment. The Plan should be flexible enough to be updated regularly and renewed every five years as the community envisions new goals. The priority initiatives and projects identified in the action plan are your priorities for improving the livability of community places -- residential, commercial, or other public or private properties – and the sustainability of new work, retail, recreational and housing opportunities for residents. At the same time, the plan should only discuss the strategies that will impact the geographic area targeted for revitalization, so that resources have the best opportunity to have the intended effect. These projects can also be designed to reduce the environmental impact of the community through water and energy resource conservation and management strategies. In this way, the Plan can be a road map for local stakeholders as well as State agencies to work together to create a more a livable and sustainable community.

All communities submitted an SC Plan when the community earned its original designation. Some applicants may want to take advantage of the designation renewal process to outline new strategies, set new priorities or reaffirm existing strategies for their Sustainable Community. Changes to SC Plans may be due to changes in external factors affecting the community or changes in the priorities of the applicant.

Guidance for completing the Action Plan can be found on the next page.

[Type text]

Action Plan Guidance

The document has been broken down into the same six categories as the Comprehensive Assessment section of this document. These parts address key components of your Sustainable Community Action Plan. Follow the guidelines below to fill out the matrix.

- 1) **For each of the different sections, pinpoint essential strengths and weaknesses of your community.**
Example Transportation: Strength - Good sidewalk connectivity. Weakness - Insufficient amount of downtown parking.
- 2) **Based on those strengths and weaknesses, formulate specific outcomes that address the most pressing issues or greatest potentials. Include a means of measuring the success of said outcome.**
Example Economy: Outcome – Expand broadband fiber optics in Town. Progress Measure - Linear measurement of fiber laid and number of residential and business connections.
- 3) **After defining the outcomes, list detailed strategies (break down to several action steps if needed) that will serve as the means to achieve those goals.** Example Economy: Strategy - Increase number of Town sponsored events → Develop with community input, a series of weekend events that the Town could host.
- 4) **List potential partners that can support the successful implementation of these strategies through different types of resources.** Example Economy: DHCD (Community Legacy program), Small Business Administration (Services and financial assistance) etc.

Sustainable Community Action Plan

TOWN OF MILLINGTON

Submitted by Town of Millington

Date:

[Type text]

Environment

(Environmental strengths and weaknesses can include but are not limited to quality of land, water, air, watersheds, tree canopy, risk of sea level rise, carbon footprint, energy conservation, access to local foods, green infrastructure, stormwater infrastructure/management, parks, trails and recreation, recycling, water and sewer capacity, etc)

<u>Strengths</u>	<u>Weaknesses</u>
<ul style="list-style-type: none"> Nature trail, canoe/kayak launch, and fishing piers along Upper Chester River at Water Front Park Town recycling program – weekly pickup of recycling 	<ul style="list-style-type: none"> Aged wastewater distribution system Faulty, leaking water distribution system Stormwater issues with nuisance flooding and drainage issues Non-centralized recreation areas

<u>Desired Outcomes and Progress Measures</u>	<u>Strategies and Action Items</u>	<u>Implementation Partners</u>
<p>Based on the strengths and weaknesses identify the strengths on which you would like to build and the challenges you would like to address. What outcomes are you trying to achieve? Where/ in what area do you want those changes to happen? →</p> <p>Progress Measure: Identify how you will know that you have achieved your outcome.</p>	<p>Identify strategies that will help your community to achieve each identified outcome to the left. If applicable, break down each strategy into specific action items that outline different steps of the strategy. Specify how you are planning to achieve the desired outcomes. →</p>	<p>Which community stakeholders need to be involved to realize each action step and strategy? Name specific public and/or private sector partners.</p>
<p>Outcome 1: Upgrade and replace aged wastewater distribution system</p> <p>Progress Measures: Project completion</p>	<p>Strategy A: Close the current wastewater treatment plant and switch wastewater to the system located in Sudlersville</p> <ul style="list-style-type: none"> Action Step: Receive USDA approval of the Preliminary Engineering Report Action Step: Obtain opinions from Kent and Queen Anne's Counties, State organizations, and the public Action Step: Work with both Kent and Queen Anne County to update the Water and Sewer Master Plans for their respective counties (Must be completed by Spring 2021) 	<p>USDA, MDE, Kent County, Queen Anne's County, Towns</p>

[Type text]



	<ul style="list-style-type: none"> Action Step: Coordinate with Kent and Queen Anne County to approved the updated Water and Sewer Master Plans Action Step: Develop Concept Plans 	
<p>Outcome 2: Complete upgrades to the water system</p> <p>Progress Measures: Replacement of all meter pits that are installed incorrectly, replacement of all failing fused couplings and connections</p>	<p>Strategy A: Replace all incorrectly installed meter pits</p> <p>Strategy B: Repair all fused couplings and connections</p> <p>Strategy C: Replace new distribution lines to remove faulty fused couplings and connections</p>	USDA, MDE, Town
<p>Outcome 3: Address Stormwater drainage issues</p> <p>Progress Measures: Draft and adopt nuisance flooding ordinance.</p>	<p>Strategy A: Draft and adopt nuisance flooding ordinance in cooperation with Kent and Queen Anne’s Counties and Millington Council.</p> <ul style="list-style-type: none"> Action Step: Research similar ordinances in other municipalities <p>Strategy B: Work with SHA and Engineer to devise plan for maintenance and upkeep of storm water drains, storm water pond, public tax ditch drainage.</p>	SHA, KC Commission, QAC Commission, KCI Technologies, LLC, Millington PDA, and Millington Council
<p>Outcome 4: Expand recreational options for residents</p> <p>Progress Measures: Utilize Town owned property on east side of town for small play area for children.</p>	<p>Strategy A: Work with playground equipment vendor to create small play area for children.</p> <ul style="list-style-type: none"> Action Step: Identify a vendor to partner with 	DNR (POS funding), KC Parks & Rec, Millington Council

Economy

(Economic strengths and weaknesses can include but are not limited to regional accessibility, business attraction/retention, health of the business district and commercial vacancies, workforce/employment and economic drivers, local policies/regulations, marketing, tourism, cultural and historic assets)

<u>Strengths</u>	<u>Weaknesses</u>
<ul style="list-style-type: none"> Town is located on Upper Chester River – fishing, canoeing, and kayaking Local owned businesses in center of Town Close to Rt 301 	<ul style="list-style-type: none"> On street parking is unavailable in the downtown area which creates burdens for businesses No signage along Rt 301 advertising local business in Town Difficulty in attracting new businesses to area and relocating old businesses to the downtown

[Type text]

Desired Outcomes and Progress Measures	 Strategies and Action Items 	Implementation Partners
<p>Outcome 1: Address the lack of parking in the downtown</p> <p>Progress Measures: Increase availability of parking near businesses.</p>	<p>Strategy A: Review parking restrictions in ordinance and allow for less parking if necessary</p> <p>Strategy B: Create public parking areas in central part of Town.</p>	<p>Town Council Town Planning</p>
<p>Outcome 2: Draw people from Route 301 to the downtown</p> <p>Progress Measures: Install advertising signs promoting Town businesses and events.</p>	<p>Strategy A: Meet with Kent County Planning to discuss signage off of the Route 301 exit to direct people to the downtown</p> <ul style="list-style-type: none"> • Action Item: Explore advertising signage along other Maryland routes • Action Item: Develop Signage that advertises the downtown. 	<p>Kent County Planning Town Planning Town Council DHCD</p>
<p>Outcome 3: Draw new businesses to area and encourage the development of vacant commercial lots</p> <p>Progress Measures: Increase number of businesses located in Town.</p>	<p>Strategy A: Encourage the development of vacant commercial lots in the town</p> <ul style="list-style-type: none"> • Action Step: Write an amendment to the zoning ordinance to allow for artisan businesses (breweries, etc.) in commercial areas. • Action Step: Identify owners of vacant lots • Action Step: Coordinate with Kent County Economic Development to connect them with property owners and prospective entrepreneurs <p>Strategy B: Explore the creation of a commercial façade program to assist new businesses with their initial construction costs</p>	<p>Town Planning Town Council Planning Consultant Kent County Economic Development Property Owners</p>

[Type text]

Transportation

(Transportation strengths and weaknesses can include access to transit corridors, pedestrian safety and accessibility/sidewalks, alternative modes of transportation, such as bikeways and trails, public transit, such as bus and rail, carpooling, proximity to transportation centers, parking, road conditions)

Strengths	Weaknesses
<ul style="list-style-type: none"> The town has nearly 2 miles of sidewalks in the downtown area 	<ul style="list-style-type: none"> Pedestrian sidewalks on all Town streets Road infrastructure issues No public transportation

Desired Outcomes and Progress Measures	→ Strategies and Action Items →	Implementation Partners
<p>Outcome 1: Enhance and expand pedestrian facilities</p> <p>Progress Measures: Completed sidewalk projects</p>	<p>Strategy A: Design and bid sidewalks projects for Hurtt Avenue & E Back Street</p> <ul style="list-style-type: none"> Action Step: Agree on a sidewalk design for bidding process <p>Strategy B: Maintain current sidewalk network</p> <ul style="list-style-type: none"> Conduct a sidewalk inventory Develop a plan to repair sidewalks Action Step: Remove and reinstall bad sidewalks on Crane Street and Comegys Street <p>Strategy C: Identify locations for resting areas for cyclists</p> <ul style="list-style-type: none"> Action Step: Agree on amenities to include at resting stops (Benches, fountains) <p>Strategy D: Develop a program to reserve land for future walkways and bikeways in new developments and ensure their connection with planned overall circulation systems.</p>	<p>SHA KCI Technologies, Inc. Town Council</p>
<p>Outcome 2: Repair road infrastructure issues</p> <p>Progress Measures: Resurface or reclaim/repave Town streets</p>	<p>Strategy A: Design and bid street repair projects due to pot holes, undermining of roadway, drainage issues, etc.</p> <ul style="list-style-type: none"> Action Step: Conduct a Street Inventory to identify roads in need of most repairs 	<p>SHA KCI Technologies, Inc. Town Council</p>

[Type text]

<p>Outcome 3: Develop local public transit options</p> <p>Progress Measures: contract with local transit organization</p>	<p>Strategy A: Negotiate and sign contract with local transit organization for fixed schedule of public transportation.</p> <p>Strategy B: Local and build bus stops.</p>	<p>DCT KCI Technologies, Inc. Kent County Commissioners Town Council</p>
---	---	--

[Type text]

Housing

(Housing strengths and weaknesses can include affordability, homeownership vs rental, housing stock diversity, housing condition and value, housing programs, foreclosures, residential vacancies, property values, home sale values)

Strengths	Weaknesses
<ul style="list-style-type: none"> The town has a number of different housing types Currently, the town does a good job of overseeing rentals and code enforcement Houses within the town are well maintained 	<ul style="list-style-type: none"> The town lacks affordable housing options The town has a large number of vacant or foreclosed homes Homeownership could be raised in the town

Desired Outcomes and Progress Measures	→ Strategies and Action Items →	Implementation Partners
<p>Outcome 1: Add senior housing within the town</p> <p>Progress Measures: Completion of the senior housing apartments</p>	<p>Strategy A: Construct Senior Housing Apartments – independent living</p> <ul style="list-style-type: none"> Action Step: Work with Home Partnerships Inc on their applications to the Neighborhood Business Works Program and Strategic Demolition Fund <p>Strategy B: Work with Housing Authority for programs to help with affordable housing</p>	<p>Home Partnerships, Inc. KCI Technologies, Inc. Town Council Town Planning KC Planning KC Housing</p>
<p>Outcome 2: Address foreclosed homes and increase homeownership</p> <p>Progress Measures: decrease number of vacant/foreclosed homes</p>	<p>Strategy A: Work with mortgage companies/banks to market foreclosed homes</p> <ul style="list-style-type: none"> Action Step: Create a list of foreclosed and vacant homes along with the property owner <p>Strategy B: Work with State and Federal agencies to provide information on financing homes to the public</p>	<p>State of Maryland USDA KC Housing Town Council</p>
<p>Outcome 3: Connect residents with programs for affordability and other housing assistance</p>	<p>Strategy A: Explore Current Housing Assistance Programs:</p> <ul style="list-style-type: none"> Action Step: Talk with Kent County about the Flood Buyout Programs and their criteria 	<p>State of Maryland USDA Kent County</p>

[Type text]

Progress Measures: # of Residents	<ul style="list-style-type: none">• Action Step: Begin developing a residential façade program, examples include Cambridge and Pittsburgh	
-----------------------------------	---	--

[Type text]

Quality of Life

(Strengths and weaknesses can include crime, socio-economic demographics, educational opportunities, museums, libraries, historic and cultural assets, civic amenities, faith-based organizations, economic health of households, sense of place, etc)

Strengths	Weaknesses
<ul style="list-style-type: none"> Community amenities offer opportunities for residents, such as the community library and computer center Historic Quaker Cemetery 	<ul style="list-style-type: none"> Millington Elementary was closed, leaving the town without any schools There is a lack of dental and mental health facilities, forcing residents to have to travel to Chestertown to seek treatment

Desired Outcomes and Progress Measures	→ Strategies and Action Items →	Implementation Partners
<p>Outcome 1: Offer educational opportunities to residents</p> <p>Progress Measures: Reopen school, provide classes at local community center or other public facility</p>	<p>Strategy A: Increase housing to increase student population</p> <p>Strategy B: Work with partners such as the Chesapeake Community College to offer classes in Town</p> <ul style="list-style-type: none"> Action Step: Assess which classes would be interest to town residents Action Step: Identify a location to host classes and schedule that works for residents <p>Strategy C: Provide computer literacy</p>	<p>Board of Education Chesapeake Community College Town Council</p>
<p>Outcome 2: Attract health care facilities</p> <p>Progress Measures: opening of health facilities (medical, social services, clinical, etc)</p>	<p>Strategy A: Work with commercial property owners to establish office space to be used by health professionals.</p> <p>Strategy B: Work with health organizations or County organizations to provide health professionals to our area.</p> <ul style="list-style-type: none"> Action Step: Work with the Kent County Social Services department to have a monthly visit for dental services Action Step: Find a location that temporary medical services can be offered 	<p>Hospital Board – medical staff County Commissioners Town Council Kent County</p>

[Type text]

	<ul style="list-style-type: none">• Action Step: Work with the Alcohol and Drug Addiction Program to have a visiting therapist visit on a regular basis	
--	---	--

[Type text]

Local Planning and Land Use

(Strengths and weaknesses in the local planning and land use subject area include but are not limited to zoning, land use, policies, taxes and fees, historical patterns of development, lot sizes and shapes, etc)

Strengths	Weaknesses
<ul style="list-style-type: none">Recently established business license requirement.Recently approved annexation of +125 acres of land for resident/commercial useRecently began review of site plans for Senior Housing facility on deed restricted property.	<ul style="list-style-type: none">Sewer capacity for future development and growth

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
Outcome 1: Increase sewer capacity for future development and growth Progress Measures: increase permitted flow	Strategy A: complete a preliminary engineer report (PER) with USDA to determine best method to increase permitted flow – renovate plant, relocate plant, or send waste to another facility Strategy B: Procure funding and bid project based on Strategy A	KCI Technologies, Inc. USDA MDE KC Public Works QAC Public Works Town Council

SIGNATURE LETTER

On behalf of [INSERT *Applicant local government full name*], I hereby approve the application for renewal of the Sustainable Communities designation for [INSERT *Sustainable Community Name*]. I understand that the Disclosure Authorization and Certification from the original Sustainable Communities application continues to apply to the applicant local government, and as such the applicant agrees that not attaching an objection constitutes consent to the information being made available to the public, and a waiver of any rights the applicant may have regarding this information under Maryland's Access to Public Records Act, State Government Article, Section 10-611 et seq. of the Annotated Code of Maryland.

I also confirm that I am named or a former holder of my current title is named as an authorized official for the Sustainable Communities designation for my local government in the Local Government Authorization submitted with the original application.

Authorized Signature

Claude J. Morales, Jr., Mayor
Type Name and Title

Date