

GA-28-18

GRANT BRIEFING DOCUMENT

rev. 2/13/13

From:

Name: Beth Bellis

Dept: Harbormaster

Phone: 410-263-7973

This is a request to

- ☐ review, approve, and/or sign a grant agreement/award
- ☒ other Accept and appropriate grant award

Grant title: FY 2018 Waterway Improvement Fund

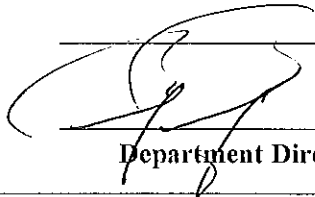
Grantor: MD Department of Natural Resources

Amount: \$ 50,000

Attestation:

- ☒ Match is *not* required.

- ☐ Match is required. Match will be met in the form of ¹ _____

I attest that this asset has been approved/appropriated in ² _____


Department Director signature

Dept

Date

Routing	Initials	In	Date	Out	Comments
<input checked="" type="checkbox"/> originating Dept Director	A.T.		11/30/17		
<input checked="" type="checkbox"/> Grants Coordinator	MDP		12/5/17		* initials only *
<input checked="" type="checkbox"/> Finance Director	BTM		12/6		
<input checked="" type="checkbox"/> City Attorney	CA		12/7	12/7	
<input checked="" type="checkbox"/> City Manager	CM		12/7	12/7	
<input checked="" type="checkbox"/> Mayor	GB		12/7	12/7	
<input checked="" type="checkbox"/> City Clerk	CC		12/14	12/14	
<input checked="" type="checkbox"/> Finance Committee					
<input type="checkbox"/> Finance Dept					

Return to Originating Department

GRANT Briefing Document, continued

Provide a short narrative. Include:

-program description	- purpose of funds	- due dates
-grant period	-amount of request or award	
-special features, e.g., environmental impact implications, notarization required		

This is a grant that is applied for and received annually by the Harbormaster Office. The funds are to be used for public boating facilities improvements. More specifically, these funds will go towards the Re-Decking Project that was recently added to the FY 2018 Capital Improvement Plan.

¹ Examples: cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

² Examples: FY__ Operating Budget, a memorandum of understanding, City Council resolution/ordinance.



STATE OF MARYLAND
OFFICE OF THE GOVERNOR

LARRY HOGAN
GOVERNOR

STATE HOUSE
100 STATE CIRCLE
ANNAPOLIS, MARYLAND 21401-1925
410-974-3901
TOLL FREE 1-800-811-8336
TTY USERS CALL VIA MD RELAY

June 8, 2017

The Honorable Michael J. Pantelides
Mayor, City of Annapolis
City Hall, 160 Duke of Gloucester Street
Annapolis, MD 21401

Dear Mayor Pantelides:

I am pleased to inform you that the Maryland General Assembly has approved the Fiscal Year 2018 budget request to provide the attached Waterway Improvement Fund grant to your jurisdiction. The approved project funds will become available July 1, 2017.

Boating is a cornerstone of Maryland and the Waterway Improvement Fund is a vital resource to ensure that visitors and residents alike will continue to benefit from Maryland's world-class recreational boating opportunities, which contribute thousands of jobs and billions of dollars to our economy. Through these grants and partnerships like ours, we are improving the quality of life of our citizens and visitors through dredging and the development of safe access sites, while expanding opportunities for the public to appreciate all that the Chesapeake Bay, coastal bays and their tributaries have to offer.

I want to personally thank you and your staff for your support to make these grants possible, as we continue to manage Maryland's waterways as a true public resource available to both current and future generations.

If you have any questions regarding your grant, please contact Mr. Matthew Fleming at the Maryland Department of Natural Resources at (410) 260-8719 or via email at matthew.fleming@maryland.gov.

Sincerely,

Larry Hogan
Governor

Attachment

cc: Members of the City Council
Mr. Thomas C. Andrews, City Manager
Mr. David A. Jarrell, Director, Public Works Department
Mr. Archie J. Trader III, Director, Dept. of Recreation & Parks
Ms. Beth Bellis, Harbormaster

Approved Waterway Improvement Projects
FY 2018

City of Annapolis

"PROJECTS TO BE COMPLETED BY THE LOCAL GOVERNMENT"

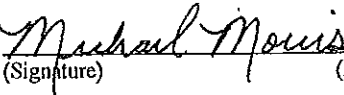
Grant #	County	Project Location	Description	Type	Approved Amount
LG-0206P-18	Anne Arundel	Citywide - Annapolis	Public boating facilities improvements	LG	\$50,000.00

Key
DG - 100% Dredging/Navigation
LG - 100% Local Grant
MF - Matching Funds Local Governments
MFRR - Matching Funds Fire/Rescue
MFDG - Matching Funds Dredging Grants
SP - 100% State Project
ST - Statewide Project

Boating Services Waterway Improvement Fund Application & Project Agreement

Shaded area for State use only		WWI Grant #:	
1.	APPLICANT NAME: City of Annapolis	Federal ID#: 52-6000764	
2.	PROJECT TITLE: Annapolis City-wide Harbor Improvements Individual or Multi-Year/Phased Project? (Check one) Individual Project _____ Multi-Year (Phased) Project <u>X</u>		
3.	COUNTY/MUNICIPALITY: City of Annapolis	Lat: <u>38 58.583N</u> Long: <u>76028.767W</u>	
4.	LEGISLATIVE MD 30th DISTRICT: US 3rd	Last WWI Grant Issued (at this site) # <u>LG-02060-17</u>	Amount <u>\$99,000</u>
5.	PROJECT LOCATION (Street Address): Various locations city-wide City Dock - Annapolis		
6.	PROJECT DESCRIPTION (Check appropriate phase of project): Engineering <u>X</u> Construction <u>X</u> Equipment <u>X</u> Acquire DMP Site _____ Other <u>X</u> Provide detailed project description (Attach any available site plans/drawings/photographs of proposed project): Repairs to various boating amenities at water access points throughout the City including but not limited to: pilings, navigation aids, docks, floating docks, moorings and related equipment.		
7.	TYPE OF FUNDING REQUESTED (Check one): 100% State (below \$100,000) <u>X</u> Matching Fund (Max. 50% State) _____ **100% State Dredging/Navigation _____ * Matching Fund Fire/Rescue _____ State Lands Project _____ \$5,000 100% State _____ Tax District Loan _____ Service Contract _____ * Attach MFFR Grant Agreement Form (See Terms and Conditions item 'Q') **Attach Dredging/Navigation Needs & Benefits Form (also for Matching Fund if applicable)		
8.	TOTAL ESTIMATED PROJECT COST:		\$ 99,000
9.	AMOUNT OF WATERWAY FUNDS REQUESTED: (Maximum amount to be reimbursed by DNR for this specific grant only)		\$ 99,000
10.	LOCAL PROJECT COORDINATOR: Michael Morris Director of Recreation and Parks 410-263-7958 (Print Name) (Print Title) (Telephone Number) <u>273 Hilltop Lane</u> <u>Annapolis</u> <u>MD</u> <u>mamorris@annapolis.gov</u> (Address) (City) (Zip code) (E-mail address)		
11.	PROJECT PERIOD: (This grant only. Not to exceed three (3) years.)		FROM: <u>7/1/2017</u> TO: <u>6/30/2020</u>
	Multi-Year Costs: Year One: \$ _____ Year Two: \$ _____ Year Three: \$ _____	Total Project Cost: \$ <u>99,000</u> (all years)	
How does this application relate to the total multi-year project? This application includes the entire multi-year. All work will be completed within this three year grant period.			

12.	<p>DETAILED PROJECT STATUS/JUSTIFICATION:</p> <p>A. Will project expand/improve public boating access? If yes, explain. YES Funds will be used for repair, maintenance and upgrade of existing boater amenities and facilities throughout the water access points in the City of Annapolis. Repairs will include, but not limited to: pilings, navigational aids, docks, floating docks, moorings, and boater related equipment. May also include adding new amenities such as floating docks, access ladders and other water access improvements. Individual projects will be presented to the MDNR Grant Administrator for advance approval prior to obligation of expenditure.</p> <p>B. Will project improve/enhance boating safety? If yes, explain. YES All repairs or improvements will improve or enhance boater access to the water. Thus, providing safer amenities for a better boater experience.</p> <p>C. Status of federal/state/local permits (Check appropriate permits/approvals where applicable): Attach all approved permits.</p> <p>State Wetland License ____ Corps of Engineers Permit ____ Critical Areas ____ Water Quality Cert. ____</p> <p>If all required permits are not available, provide further explanation (i.e. schedule to obtain permits, etc.):</p> <p>D. For dredging projects, has a Dredge Material Placement (DMP) site been identified? Yes ____ No ____ DMP site location: _____ If no, provide status:</p> <p>E. Projected expenditure rate? One Year ____ Two Years ____ Three Years + <u> X </u></p> <p>F. Is this the continuation of a current or phased project? Yes <u> X </u> No ____ If yes, explain. Docks, moorings and other boater amenities are constantly in need of repairs due to the climate and coastal conditions. There is a constant request for additional amenities from recreational boaters. These funds will enable the City to repair, maintain and upgrade existing amenities and allow for new improvements based on recreational boater demand.</p> <p>G. Will the project impact local boating congestion? Yes <u> X </u> No ____ If yes, explain Recreational boating is extremely popular and has a high demand for quality boater amenities to ease use of the waterway.</p> <p>H. Number of boats that annually use facility: <u> 12,000 boater transactions per year </u></p> <p>I. Is there a fee for use of the facility? Yes <u> X </u> No <u> X </u> <i>(If yes, please attach fee structure. See Terms & Conditions item 'I')</i> There is a fee for use of City Dock and Moorings. Boater amenities at Street-end Parks is free and open to all.</p> <p>J. Increased number of boaters annually using facility as a result of project: <u> 500 </u> Uses of these funds are primarily to meet current demand and not lose or discourage current high level of use by recreational boaters. However, use has steadily grown by approximately 500 per year.</p> <p>K. Additional justification for project (attach additional page if necessary):</p>
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13.	Terms and Conditions: In submitting this Project Proposal, the Governing Body hereby accepts the Terms and Conditions set forth in the State Boat Act (Section 8-701-9) and the following:
	<ul style="list-style-type: none"> A. The applicant will not discriminate against any person on the basis of race, color, creed or national origin, in the use of any property or facility acquired or developed pursuant to this proposal. B. The design, construction, and management of the project will be by or under the supervision of the Local Governing Body in accordance with the latest edition of the Waterway Improvement Fund Grants Manual. All necessary Federal, State and local permits and approvals must be secured by said Governing Body prior to start of construction. C. Plans and Specifications, including all contract documents and any subsequent changes, must be completed by a Maryland Registered Professional Engineer unless approved otherwise in advance by the Waterway Improvement Program. In addition, all plans, specifications and proposed changes must be submitted for review and approval by the Program. D. The Governing Body will publicly advertise the project for bids or use other procurement method approved in advance by the Department of Natural Resources (DNR). Proposals will be received and compiled by the Governing Body involved. DNR reserves the right to have a representative present at the bid opening. E. Project contracts with a value of \$500,000 or more for which the State provides 50% or more of the funding will be advertised as prevailing wage contracts (COMAR 21.11.11). F. The Governing Body will prepare a tabulation of bids and/or other method of procurement as per condition "D" referenced herein and submit same to the Department of Natural Resources with comments and recommendations prior to the award of any contract. G. The Governing Body must submit invoices and a copy of paid canceled check(s) or certification that payment has been made for reimbursement of the State's share of the project to the Department of Natural Resources. H. The Governing Body will post the project sign in a prominent location as a "Public Facility" and will place a permanent sign approved by the Department, acknowledging project funding by the Waterway Improvement Fund. I. If a fee is to be charged for use of the facility, the Governing Body must obtain prior approval from the Department of Natural Resources. All Maryland registered boaters will have equal access to State funded boating facilities. J. The Governing Body agrees to operate and maintain the proposed project. Future maintenance funds are not guaranteed by the Department of Natural Resources. K. Any project funded in whole or in part with Waterway Improvement Fund grants must remain available and open for use by the general boating public. The Department must approve changes in use of a project before it is removed from public access and use, such as through sale, donation, or commercial use of the facility. If approved, the local governing body must replace the project with a facility open to the general boating public with equal value at the nearest approved location, at no cost to the Department. The local governing body may be required to repay the Department for the current value of the project in proportion to the total cost of the project paid by the State. The Department may require two independent appraisals to determine the amount to be reimbursed to the Waterway Improvement Fund. L. All projects must be in compliance with the Forest Conservation Act of 1991 and the Maryland Economic Growth, Resource Protection, and Planning Act of 1992 prior to the reimbursement of any State funds. M. The Department of Natural Resources reserves the right to revert any unexpended or unencumbered balance from this grant not used during the project period specified in this application. Grant projects three years or older are subject to immediate reversion by DNR. N. Projects financed through State bonds must be approved by the State Board of Public Works prior to the reimbursement of any State funds. O. The Governing Body, agrees that it will if necessary, unless previously approved by DNR: <ul style="list-style-type: none"> 1) Provide, without cost to the State of Maryland, all necessary lands, easements, rights-of-way, and dredge disposal site(s) required for project; 2) Hold and save the State of Maryland free from damages that may result from the construction of the project; 3) Accomplish, without cost to the State of Maryland, alterations and relocations as required in sewer, water supply, drainage and other utility facilities; and 4) Will assure that the facility will be designed and constructed for persons with disabilities pursuant to the Annotated Code of Maryland and the Americans with Disabilities Act (ADA). P. Department of Natural Resources will only reimburse the cost of grant projects approved in writing by the Department. Q. Service contract grants provided for sanitary services at publicly owned boating facilities are limited to a maximum of nine (9) months per boating season (March 1st - November 30th). Reimbursements will be made on a FY basis (Jul-Nov, Mar-Jun). This does not affect DNR sponsored projects such as marine sewage pumpout stations. Grant balances not disbursed 2 months after the end of the FY are subject to immediate reversion by DNR. R. All press releases and grant related events shall be coordinated with DNR Boating Services.
14.	LOCAL GOVERNMENT AUTHORIZATION As the authorized representative of this Political Subdivision, I have read the "Terms and Conditions" of the Waterway Improvement Fund Application and Project Agreement, and <u>City of Annapolis</u> hereby agrees to abide by the project terms and conditions. <div style="text-align: right;">(County/Municipality)</div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="text-align: center;">  (Signature) </div> <div style="text-align: center;"> <u>MICHAEL MORRIS</u> (Print Name) </div> <div style="text-align: center;"> <u>DIRECTOR OF</u> <u>RECREATION + PARKS</u> (Print Title) </div> <div style="text-align: center;"> <u>7/15/16</u> (Date) </div> </div>

	Tunneling-Cutting, digging or excavating for the emplacement of utilities under the street, sidewalk or ground:	
	50 linear feet or less	\$25.00
	51 to 200 linear feet	\$45.00
	Each additional 25 linear feet	\$10.00
14.28.020	Nonrefundable fee to file petition to have City acquire a private street	\$560.00
15.10.020	Fees—Vessels up to 17 LOA at all public City Facilities except (1) City Dock slips and bulkheads, (2) Street-end Parks and, (3) City Public Moorings Dinghies to 17 feet. Must demonstrably be in use as tender to larger vessel to obtain permission to dock.	no charge
15.10.020	Fees—No Prorating (checkout 12 noon or upon departure, whichever comes first). 3 hour minimum after 5:00 p.m.	
	Docking Fee	
	Hourly	
	Up to 3 hours, up to 40 feet LOA, includes showers and electricity, per hour	\$8.00
	Up to 3 hours, over 40 feet LOA, up to 60 feet LOA, includes showers and electricity, per hour	\$10.00
	Up to 3 hours, 60 or greater feet LOA, includes showers and electricity, per hour	\$15.00
	Over 3 hours or after 5:00 p.m.	Daily fee or balance thereof
	Daily (over 3 hours or after 5:00 p.m.) Includes showers, per foot LOA, minimum \$40	\$2.25
	Reserved Dockage- (west side only) per foot per day	\$3.25
	Paid in advance	
	Docking fees: holiday premium adjustments	
	A holiday surcharge of fifty cents (\$0.50) per foot will be added to all transient docking rates during each of the following time frames:	
	1. Naval Academy graduation and Memorial Day holiday weekend; a total premium period of 11 days, adjusted annually to begin each year the Friday before graduation and reverting to regular fees the Tuesday after the Memorial Day holiday.	
	2. Independence Day holiday; a total premium period of 11 days, adjusted annually to begin each year to bracket Independence Day from Friday the weekend before July 4 th and reverting to regular fees on Tuesday 11 days later and after the holiday.	
	3. Labor Day holiday; a total premium period of 6 days, adjusted annually to begin each year the Wednesday before Labor Day and reverting to regular fees the Tuesday after the Labor Day holiday.	

	Docking Fees: weekend premium adjustments. A weekend surcharge of fifty cents (\$0.50) per foot will be added to all transient docking rates during Fridays and Saturdays beginning each year the Friday following Memorial Day and ending after the first Saturday in October. The weekend surcharge will not be added to docking rates on days when the holiday surcharge applies.	
	Dock Utilities	
	Transient:	
	Each 20 Amp Outlet (per day)	\$5.00
	Each 30 Amp Outlet (per day)	\$8.00
	Each 50 Amp Outlet (per day)	\$15.00
	Winter Weekly:	
	Each 20 Amp Outlet (per Week)	\$20.00
	Each 30 Amp Outlet (per Week)	\$30.00
	Each 50 Amp Outlet (per Week)	\$56.00
	Moorings in Main Mooring Field - Moorings numbered 1—40 (Inclusive) Public Mooring Fee (includes showers).	
	Hourly	\$35.00
	Daily	\$35.00
	Weekly	\$210.00
	Moorings in St. Mary's Cove - Moorings numbered 41—60 (Inclusive) Public Mooring Fee (includes showers).	
	Hourly	\$25.00
	Daily	\$25.00
	Weekly	\$150.00
	Public Mooring Fee - All Others - Moorings numbered 61—76 (Inclusive) (includes showers).	
	Hourly	\$30.00
	Daily	\$30.00
	Weekly	\$180.00
	Winter Weekly Docking Fees (A Week is defined as Monday through Sunday).	
	Winter Waiting List Application Fee (will be credited to winter docking rent upon first arrival or after November 1 st).	\$50.00
	Winter Docking Fees (Arrival and departure weeks will be prorated. Other weeks may be prorated at Harbormaster's Option)	
	Storage per Week, per foot LOD	\$2.00

	Fees—Vessels up to 17 LOA, at all public City Facilities except (1) City Dock slips and bulkheads, (2) Street-end Parks and, (3) City Public Moorings Dinghies to 17 feet. Must demonstrably be in use as tender to larger vessel to obtain permission to dock.	
	Transient (no more than 48 hours consecutive docking)	no charge
	At City Dinghy Dock (Kunta Kinte Park) and all public street endings and park docks per day	no charge
	At any City public mooring, see Summer and Winter Public Mooring Fees, above	
	Storage (more than 48 hours consecutive docking)	
	Dinghies up to 12 feet at all public street endings, bulkheads, and park docks per foot per year in advance for sticker (included in private mooring fee)	no charge
	Fees—Commercial Operations—Year Round	
	Passenger Carrying—Charter Dock Space may be reserved in advance, moorings shall not be used:	
	Leased operations	Per lease
	Occasional charter, subject to terms of Charter Policy, per foot LOD per 90-Minute round-trip at charter dock or other space assigned by Harbormaster	\$2.50
	After 90 minutes, per foot per hour	\$0.25
	Commercial Fishing, Crabbing, or Oystering—no reserved slips	
	Workboat actively engaged with certificate, current receipts, and current DNR number, per week, moorings shall not be used	\$20.00
	Buyboat actively engaged with certificate, current receipts, and current DNR number, per week, moorings shall not be used	\$30.00
	Fees—Private Moorings—May not be prorated:	
	Waiting List Application	\$50.00
	Private mooring application fee	\$50.00
	Private mooring permit fee, resident, per year	\$1,000.00
	Private mooring permit fee, non-resident, per year	\$1,800.00
	Private mooring permit fee, commercial per year	\$1,920.00
	Street end dinghy permit (available only on medical hardship), annual	\$50.00
	Fees—Miscellaneous Services:	
	FAX Incoming, first page	\$2.00
	FAX Incoming, after first page	\$1.00
	FAX Outgoing, first page	\$3.00
	FAX Outgoing, after first page	\$2.00
	FAX international surcharge in addition to above fees	\$5.00
	Copies per page	\$0.25

	Showers for anchored boaters per person (Not provided for non-boaters)	\$1.00
	Holding Tank Pumpouts, up to first 50 gallons	\$5.00
	Holding Tank Pumpouts, after 50 gallons, per gallon	\$0.10
	Doubled Fees for vessels found in violation of Title 15 of the City Code, other delinquency fees	
	In addition to prescribed fines, and applicable towing/storage fees, any accrued fees named herein shall be doubled for any vessel found in violation of any provision of Title 15	accrued fees doubled
	Late payment of winter storage fees (after Thursday of each week)	\$15.00
	Late payment of private mooring fees (after April 15th)	\$150.00
	Note: Exceptions to fees named herein may only be granted per City Code 15.10.020 and 6.04.210	
	Truxtun Boat Launch	
	Per launch	\$8.00
	Annual pass, valid May 1 st through April 30 th each year (to conform all annual permits with Section 15.20.110)	\$75.00
	Tucker St. Annual Boat Trailer Permit, Valid May 1st through April 30th each year (to conform all annual permits with Section 15.20.110)	\$25.00
15.16.040	Port Wardens hearing application fee	\$200.00
15.16.050	G. The fee for filing an appeal to port wardens decision shall be as follows:	
	1 For appeals concerning working boat yards and private piers with 4 or fewer slips	\$500.00
	2 For appeals for other facilities, including marinas, yacht clubs, commercial piers or private piers with 5 or more slips	\$750.00
15.20.070	Building permit for marina, yacht club, community pier, or private pier with 5 or more slips	
	See Section 17.12.056 Building permit--Fees--Reinspection	
15.20.110	Mooring permit see 15.10.020	
15.20.130	Grading permit	
	See Section 17.08.080 Grading permit--Fees--Reinspection	
15.20.180	Use Permit	
	See Section 21.82.040 Use permit fee schedule	
16.04.010	Permit and inspection fee for tapping existing mains	
	50 square feet or less	\$30.00
	51 to 200 square feet	\$50.00
	Each additional 250 square foot unit or portion	\$20.00
16.04.020	Tapping machine rental	