

CUMBERLAND

DOWNTOWN DEVELOPMENT COMMISSION

A Main Street Maryland Community

Agenda
August 13th, 2026
9:00 am
City Hall – 2nd Floor Conference Room

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|-------|------------------------------------|-------------------------|
| I. | July Minutes Approval | Larry Jackson, Chair |
| II. | Finance Reports | Ed Huber |
| III. | Old Business | Larry Jackson |
| | a. Summer in the City Music Series | |
| | b. City Center JazzFest | |
| | c. BID update | |
| IV. | McClarren and Williams Report | Larry Jackson for Becky |
| V. | New Business | Larry Jackson |
| | A. Main Street report | |
| | B. CollegeFest Banners | |
| | C. Contracts | |
| | D. Secretary | |
| VI. | City Council Report/Information | Rock Cioni |
| VII. | Public Comment | |
| VIII. | Adjourn | |

The next regular meeting date will be held on Thursday, September 10th, 2026 9 am
at City Hall.

City of Cumberland Downtown Development Commission

Minutes for July 9th 2026

Board Chair, Larry Jackson, called the meeting to order at 11 a.m.

In Attendance: Larry Jackson, Becky Ferleman, Chris Myers, Rock Cioni, Becky McClaran, Ed Huber, Dave Romero,

Absent: Ila Steelman, Scott Duckworth, Chris Slater, Tim Finan, Dan Bowser, Hayden Ort-Olm, Drew Knippenberg, Melinda Kelleher

Minutes: June Minutes not available for review.

Financial report: Financials healthy: \$17k net sponsorships from benches/waterfall/ plaques; Budget consumption spent 63% of the \$229k budget to date; remaining funds provide cushion for next fiscal year: ~\$67k projected to roll into next fiscal year.

- Outstanding items: several invoices dated June 2 (and earlier) remain unpaid; some subcontractor payments were slow. Finance office responsiveness has worsened recently. Friction with city finance: invoice processing delays and new internal policies causing payment slowness and vendor frustration. Next step signaled: continue escalating to Comptroller (Mark Gandolfo) and include him on follow-ups; maintain a monitor on outstanding invoices and responses.

Committee Reports

Historic Preservation: No Update Given.

Promotions: **Becky McClarran** Facebook boosts into DC metro planned for Jazz Fest to attract regional visitors. Notes on vendor placement: caution about food trucks directly outside existing small brick-and-mortar operators; prefer targeted locations (breweries, parking lot areas) to avoid cannibalizing local businesses.

Events calendar confirmed through year: Jazz Fest (Aug 5–8), College Street Fest (Aug 22/23), Heritage Days (Sep 12–13), Fall Fest (Oct 18) and Winter Fest & Tree Lighting: Nov 24 (tree lighting), Dec 12 (Winter Fest), Dec 31 (New Year's Eve)

Economic Restructuring: **Larry Jackson** No change in previous report.

Main Street: **Melinda Kelleher** Launched new Cumberland Main Street website and Facebook; Active storefront ribbon cuttings (Sprinkles Candy Bar, Loney's Flower Bar, Chicago Market Gallery).

City Council Report: **Rock Cioni** Follow up with city on Merchant's Alley & banners. Engage city administrator and relevant staff to escalate Merchant's Alley issues (graffiti/patching/garbage) and confirm banner bracket installations and whether the city can install/authorize banner locations.

Old Business:

- Trees & streetscape / maintenance: Trees look generally healthy; ongoing watering and maintenance being handled (Arms Strong and city crews involved).
 - Identified gaps: board wants a clearer, timely tree maintenance plan and access to qualified arborists for limbing, pruning and seasonal care.
 - Procurement & responsibilities: some maintenance items were part of a multiyear city contract; DDC should clarify which maintenance tasks fall under DDC vs. city responsibility and establish a regular arborist/contractor list.
 - Next step: Larry, Send maintenance plan to city administrator for the downtown maintenance plan and related contract details (brackets/banners, watering, scope) so city leadership has an update and can coordinate any city responsibilities.
- Review Astro/Tim's submitted maintenance

New Business:

- Banners/brackets: committee procuring banners and brackets; 17 banner locations remain available (need final count/placement plan). Goal: position downtown as a regional college hub (FSU, Allegheny College) to drive foot traffic and hotel stays.
- Myers, prepare and circulate minutes from last month's meeting and make minutes available for the next meeting.
- Dave, Compile local arborist list. Share the list of qualified local landscapers/ arborists (collected from contacts) with the board, so DDC can evaluate options and plan tree limbing/pruning/work for the coming season
- Contact Casey about Studio Tours dates to confirm dates and details for the Western Maryland Studio Tours (pretour party Oct 16 and tour Oct 17–18) and share scheduling info with the group

Public comment:

- Cumberland Living Arts Festival: 800–1,000 attendees, +63% foot traffic and +32% sales for local businesses on festival day; small equipment damage

reimbursement request \$196.09. Confirm insurance & underwriter details. Event coordinator to confirm insurance and underwriter details and report back the festival's event insurance details whether city insurance/underwriter covers the damaged tent, and the tent's age/replace cost. Provide this information to the board for reimbursement decision.

Meeting adjourned 12:26 p.m.

Next public meeting will be August 13th.