



# Annual Report 2022



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## MISSION

To provide a forum for local governments and citizens throughout Western Maryland to identify the issues and opportunities that are facing the region.

## VISION

To improve the overall quality of life in the region by efficiently utilizing public and private resources to fund projects across Western Maryland that support the implementation of our regional plan.

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## 2022 Board of Directors

Chairman Jake Shade,  
*Commissioner*, Allegany County  
Vice-Chairman James Hinebaugh,  
*Commissioner*, Garrett County  
Secretary/Treasurer  
Jeff Cline, *Commissioner*,  
Washington County

Merlin Beitzel, Member-at-Large  
Delegate Wendell R. Beitzel  
Creade Brodie, *Commissioner*,  
Allegany County  
Delegate Jason C. Buckel  
Senator Paul Corderman  
Kim Durst, Garrett County Department  
of Business Development  
Senator George C. Edwards  
Roger Fairbourn, Member-at-Large  
Eugene Frazier, *Councilman*,  
City of Cumberland  
Wayne Keefer, *Commissioner*,  
Washington County  
Jonathan Kessler, Member-at-Large  
Howard Long, *Mayor*,  
Town of Boonsboro  
Jack Miller, Member-at-Large  
Jay Moyer, *Councilman*,  
Town of Oakland  
David Nedved, Allegany County  
Department of Economic  
& Community Development  
Stephen Nelson, Member-at-Large  
Delegate Neil Parrott  
Spencer Schlosnagle, *Mayor*,  
Town of Friendsville  
Robert Smith, Member-at-Large  
Linda Spence, Washington County  
Department of Business  
Development  
Donald Stotelmyer,  
Town of Williamsport  
Larry Tichnell, *Commissioner*,  
Garrett County

# INTRODUCTION

The Tri-County Council for Western Maryland (TCCWMD), operating as an Appalachian Regional Commission Local Development District (LDD) and an Economic Development Administration Economic Development District (EDD), represents a working partnership of federal, state, and local governments. Tri-County Council serves three counties and twenty-four municipalities.

The Council is a currently funded grantee of the Economic Development Administration and Appalachian Regional Commission planning assistance funds. In conformance with their program guidelines, the Tri-County Council utilizes planning assistance funds for administrative expenses which directly support the formulation and implementation of economic development programs. These economic development programs are designed to create or retain full-time permanent jobs and improve income characteristics, particularly for the unemployed and under-employed, in the most distressed areas of the region.

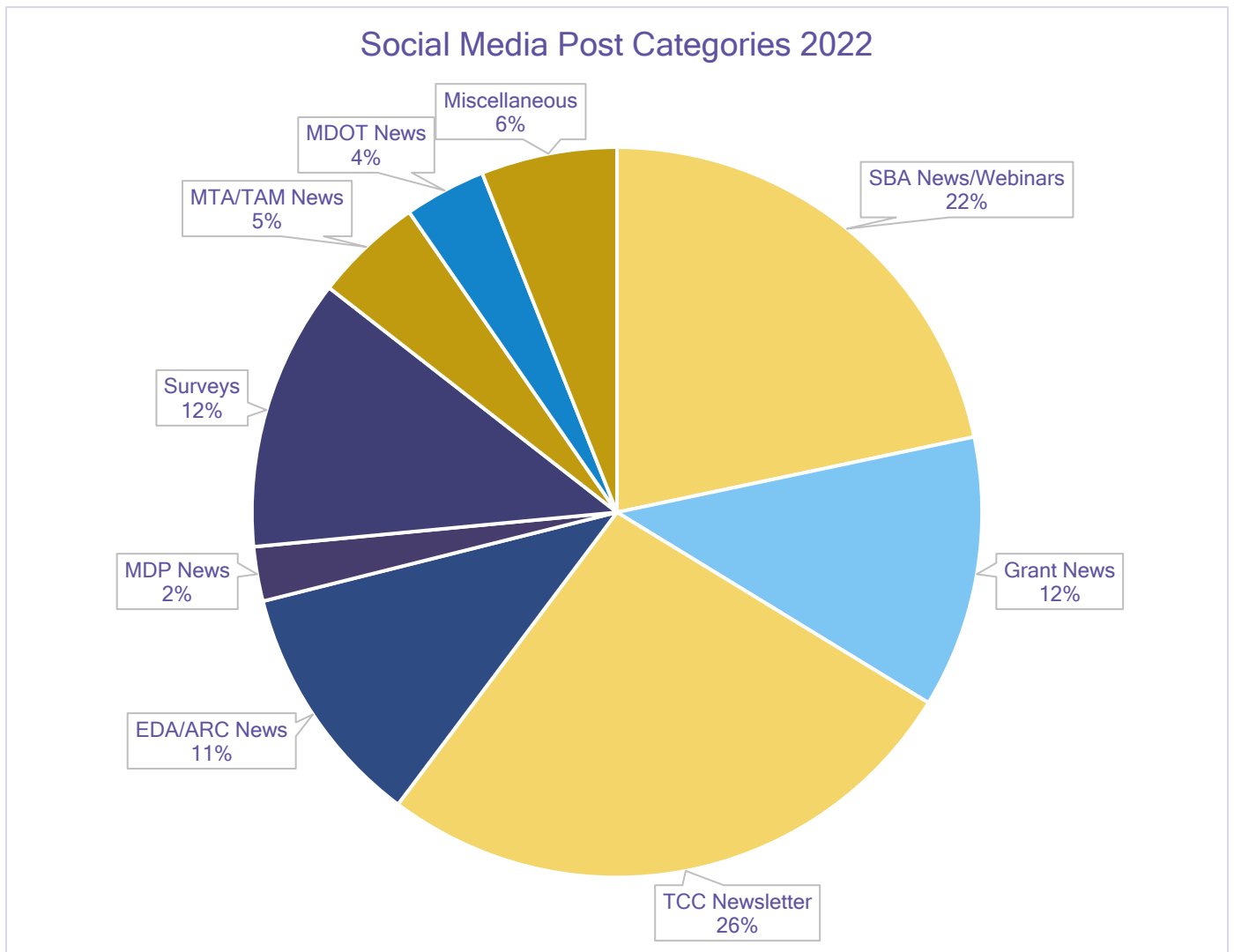
The work program of the organization is specifically designed to enhance the quality of economic development activities in the region, strengthen relationships among the various units of government, and enhance public awareness. This strategy is achieved by the delivery of quality economic development activities and products in a timely manner and by coordinating the goals, objectives, and programs of Tri-County Council with other agencies in Western Maryland.

# Newsletter / Social Media

The Council newsletter, The Council Connection, is distributed at least twice a month depending on the information that needs to be shared. The newsletter is also shared with financial institutions with lending opportunities and client testimonials.

Council news, training opportunities, and member information is also shared via our Facebook and Twitter accounts.

In 2022, the following graph shows the types of information that were shared on social media.



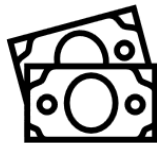
# LOAN FUND PROGRAMS

**Western Maryland Revolving Loan Fund** is a pool of funds granted by federal, state and local entities for the purpose of making loans to create and/or save jobs. The Revolving Loan Fund serves as a source of gap financing for small businesses seeking to locate or expand in Maryland's Garrett, Allegany, and Washington counties. Established in 1980, the program has facilitated the creation and expansion of businesses that have created or saved jobs in the Appalachian region of Maryland. The program operates by participating with banks and other lenders to assist in financing a business project.

The **State Lottery Terminal (SLoT) Fund** - Maryland law provides for 1.5% of the proceeds generated from video lottery terminals (slots) to be contributed to the State Lottery Terminal Account. Tri-County Council serves as a Fund Manager for the Department of Commerce to lend those funds to qualified small, minority and women-owned businesses with a focus on the Western Maryland Region. In FY22, TCCWMD was awarded an additional \$1,500,000 from the State of Maryland for the VLT Loan Program as well as an additional \$444,444 from the State's Rainy-Day Fund to be used for lending to small businesses.

## Loan Client History RLF & SLoT

**\$27.1** million



Funds Lent

**2350**



Retained Jobs

**2426**



Jobs Created

**\$106.9** million



Leveraged Funds

# LOAN CLIENT TESTIMONIALS



Healy  
Insurance  
Group, Inc

Home Auto Life Business

**110 S. Second Street  
Oakland, MD 21550**

Joseph and Erica Healy recently established Healy Insurance Group to acquire and operate a local Erie Insurance Agency in Oakland, Maryland. Formerly, Kight's Insurance, the insurance agency has been operating in Oakland since 1950.

Healy Insurance Group predominately serves the Garrett County area but is also licensed throughout Maryland, Pennsylvania, West Virginia, and Virginia. Joseph, a life-long resident of Garrett County, had worked for Kight's Insurance for 14 years before acquiring the business in 2021 and has been a licensed agent since 2004.

The company currently has 3 employees with plans to create 1 new job within the next three years.

*"We would not have been able to take advantage of this great business opportunity without the financing provided by the TCCWMD"* – Joseph Healy, Owner



**140 E. Main Street  
Frostburg, MD 21532**

Julie M. Baker, CPA, LLC, is a single member limited liability company established in 2021. Julie is a CPA and investment professional and has been a CPA since 2006 and investment licensed since 1992.

Julie purchased the existing accounting and investment business of Michael J Davis, CPA, who had been in business for over 23 years. Julie has worked for Michael for the past 19 years. The company provides a full suite of tax, accounting and bookkeeping services for individuals and small businesses. The company also offers investment services through LP Financial. Plans have started to expand into QuickBooks set-up and training for small businesses. Growth potential is projected by marketing investments to current clients. The company currently has 2 employees with plans to create 2 more jobs within the next three years.

*"I appreciate the support from the team at Tri-County Council in obtaining funding for my business purchase. They were efficient, professional, thorough and were great to work with through the whole process."* – Julie M Baker, Owner



**263 Eastern Blvd North  
Hagerstown, MD 21740**

Sloan School of Music was established in 2019 as a modern music store, lesson facility and instrument retailer. Sloan's has 2 locations, one in Hagerstown and one in Urbana, and offers private music lessons, enrollment in group classes, and performances in a band ultimately led by experienced instructors. They also offer a full line of top national brands of instruments; including Fender, Yamaha, and PRS Guitars.

Founded by teachers who want to give as much to their students as music has given to them, Sloan School of Music aims to deliver an experience that connects people to the world of music and creates a personal value through artistic expression, joy and academic success. The company currently has 5 FT and 3 PT employees with plans to create 2 new jobs within the next three years.

*"Tri County Council's loan funding came at a crucial time for us as a small business. It is a transformative step in creating long term financial stability and health for our company, and ultimately the families who our business supports. We are very grateful for their flexibility and generous terms as well. Thank you again for making this possible."* – Anthony Sloan, Owner

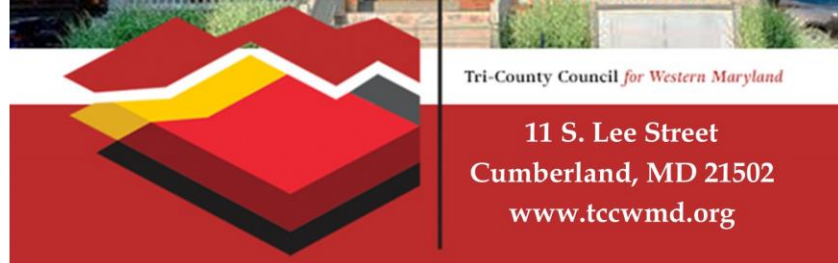


## CAPITAL PROJECT

**WE HAVE MOVED!** Thank you to the Rural Maryland Council and the State of Maryland for supporting our funding through the Rural Maryland Prosperity Investment Fund.

The former home/office building needed some renovation and updates to support the agency functions and heavy telecommunication needs. The location of this property is ideally situated in the geographic center of the region in Cumberland, with easy access to I-68 and its own parking lot!

The Council made this location its home in August 2022.



# ANNUAL INVESTMENT PACKAGE

Tri-County Council seeks projects annually through its points of contact in the three Western Maryland counties of Allegany, Garrett, and Washington. The County points of contact reach out to all government agencies, non-profit organizations, municipalities, and educational institutions for possible projects for the upcoming federal fiscal year.

The county governments evaluate, rank and submit their projects to Tri-County Council for consideration. The Council, in partnership with the ARC Program Manager, reviews the projects for consistency with the Appalachian Regional Commission (ARC) Goals and Objectives. Those projects that meet these criteria are used to form the Annual Investment Package for the region. The Package is then reviewed and approved at the June TCCWMD Membership meeting and forwarded to ARC. Priority projects are invited submit applications at the beginning of the Federal Fiscal Year.

## Project Package FY23

### Area Development Projects

		<u>ARC Request</u>	<u>Total Project</u>
Requests Received	33	\$ 7,506,825	\$ 30,555,150
Allegany County	14	\$ 1,188,000	\$ 3,231,500
Garrett County	7	\$ 1,202,500	\$ 3,465,000
Washington County	12	\$ 1,199,325	\$ 23,858,650
<b>Total Invited</b>	<b>20</b>	<b>\$ 3,589,825</b>	<b>\$ 11,779,650</b>

The Council anticipates there will be at least 50 jobs created as a result of these investments. In addition, there will be \$1,000,000 in private investment achieved.



# FY2023 ARC PROJECTS INVITED

## Garrett County

Garrett College IT Infrastructure Project VI

Outdoor Leadership & Adventure Education Summer Apprenticeship Program

GCAC Community-Wide Engagement and Feasibility Study to Support \$MART ART Program Development/ Business Model/Plan

Kitzmiller Economic Development Strategy & Plan

Business Park-Stormwater Management

Recovery Housing

Marsh Mountain Water Tank Expansion

## Allegany County

Cumberland Chase Water Booster Pump

Regional Science Center – Challenger Learning Center

Workforce Training Theatre Enhancement

STEM Camp-Allegany and Garrett Students

Robotics Program Class Packs

Robotics Kits and Esports

Data Network Upgrade Initiative

## Washington County

Hagerstown Wastewater Treatment Plant I & I

Boonsboro Alternate Route 40 Waterline Looping

Hagerstown Health HUB

Brook Lane TMS Program

“Rebooting” the Museum School

Upgrade Hagerstown WW Pump Station 13

## Project Development Assistance

Tri-County Council for Western Maryland staff assists applicants, when appropriate, in planning and developing projects culminating in the Investment Package or other federal applications outside the ARC-EDA investment process. The LDD staff continues to update and refine their project submittal guidelines on an ongoing basis, and plans for increased technical assistance to be delivered at project point-of-contact levels. The Council works with many applicants to ensure that competitive proposals are submitted that will have the greatest chance of success in bringing both economic impact and grant funds into the region.



In Garrett County, ARC **POWER** grant funding is helping the Broadband Customer Connect Program install 7,500 ft of broadband conduit, extending the fiber broadband services to 300 homes.



With funding from the ARC, Allegany County Library System’s LaVale Branch will provide patrons with access to (20) state-of-the-art computers and (2) laser printers for public use. As a result, it is anticipated that 4,000 participants will be served and improved by the project.



In Washington County, Brooke’s House received its first ARC **INSPIRE** grant to further its mission. Brooke’s House provides a safe, stable, community-based living environment for adult women in the early stages of recovery.

# COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY

The Tri-County Council for Western Maryland is designated by the US Department of Commerce Economic Development Administration (EDA) as the Economic Development District (EDD) and regional planning organization. As an EDD, the Council is required to prepare a Comprehensive Economic Development Strategy (CEDS) every five years. Annual updates to the document are required for EDA funding of economic development projects.

The CEDS is a strategy-driven plan for regional economic development. These economic development programs create or retain full-time permanent jobs and improve income characteristics, particularly for the unemployed and under-employed citizens of the region. Established by local representatives from public, private and non-profit sectors of the three Western Maryland counties, the document follows the CEDS Content Guidelines released by the Economic Development Administration.

**The Tri-County Council for Western Maryland Work Program supports the following ARC Goals:**

1. **Economic Opportunities**  
Invest in entrepreneurial and business development strategies that strengthen Appalachia's economy.
2. **Ready Workforce**  
Increase the education, knowledge, skills, and health of residents to work and succeed in Appalachia.
3. **Critical Infrastructure**  
Invest in critical infrastructure - especially broadband; transportation, including the Appalachian Development Highway System; and water/wastewater systems.
4. **Natural and Cultural Assets**  
Strengthen Appalachia's community and economic development potential by leveraging the Region's natural and cultural heritage assets.
5. **Leadership and Community Capacity**  
Build the capacity and skills of current and next-generation leaders and organizations to innovate, collaborate and advance community and economic development.

**Tri-County Council for Western Maryland Priority Areas 2023-2027:**

- Economic Development
- Workforce Development and Training
- Infrastructure

# MARYLAND TRANSIT ADMINISTRATION

Tri-County Council for Western Maryland serves as a Regional Coordinating Body for the Maryland Transit Administration (MTA). The Council represents Western Maryland and includes Garrett, Allegany, and Washington Counties, as well as rural parts of Frederick County and has the responsibility under the provisions of The Fixing America's Surface Transportation (FAST) Act for developing and carrying out a continuing, cooperative, and comprehensive transportation process for the region. With funding from the Federal Transit Administration, the MTA will disburse these funds to successful applicants who qualify for the 5310 Program. In addition, grant funding is also available through the State's Job Access Reverse Commute (JARC) Program and Senior Rides Program.

TCCWMD is a member of the Transportation Association of Maryland (TAM) and also participates in the Allegany County Transportation Task Force, Washington County Transit Advisory Committee, and the Frederick County Transit Advisory Committee. The FY24-25 5310 grant cycle was announced in September 2022 with applications due to TCCWMD in December. The State will announce the awards in Spring 2023.

Senior Rides applications are due to MTA in April 2023. Council staff will continue to provide technical assistance to applicants applying for transportation related grants.



Friends Aware - Allegany County



Hopewell Express Transit Service - Washington County

# EDA Coronavirus Aid, Relief, and Economic Security (CARES) ACT SUPPLEMENTAL GRANT



Tri Council County for Western Maryland received an invitation on May 8, 2020 from the U.S. Department of Commerce Economic Development Administration (EDA) to apply for an additional \$400,000 in supplemental funding under the CARES Act for planning, preparing, preventing, and responding to COVID-19.

TCCWMD worked with each of the three individual county economic development agencies to survey existing businesses, large and small, government agencies and municipalities to determine the impact of the coronavirus pandemic. The survey was released in October 2021. The Counties coordinated marketing efforts through their own agencies and the local Chambers of Commerce to ensure an adequate response rate was received.

Together with the survey, data gathered by county economic development agency interviews developed an economic recovery and resiliency plan to complement the Comprehensive Economic Development Strategy (CEDs).



## Rural Maryland Economic Development Fund

In February 2022, Governor Larry Hogan announced the passage of legislation that will create the Rural Maryland Economic Development Fund providing a total of \$50 million to the five regional councils across the state. The grant program is designed to be flexible and allow each rural council to determine the best use of funds within the program's guidelines in coordination with the counties they represent. Eligible uses of the funds include developing infrastructure such as utilities, transportation, and broadband to support the attraction, retention, or expansion of businesses, as well as infrastructure related to specific industry sector development including manufacturing, cyber security, and the life sciences.

The Council informed County Points of Contact on June 30, 2022 to begin notifying educational institutions, non-profit organizations, and municipalities of the opportunity. Ranked and approved projects were submitted to the Council by August 10, 2022. Projects that were invited to submit a full application were returned by August 26, 2022. The Council executed grant agreements with Maryland Department of Commerce in fall 2022. On December 16, 2022, Governor Larry Hogan issued a press release listing the projects that had been approved and were to be funded under the program. The Council will execute and fund grant agreements for up to \$10 million in projects in early 2023.

## Western Maryland Economic Future Investment Fund



In the 2022 Legislative Session, the Maryland General Assembly passed Senate Bill 474, sponsored by Senators George Edwards, Paul Corderman and Katie Hester. The legislation called for the creation of the Senator George C. Edwards Fund and established the Western Maryland Economic Future Investment Board to review, evaluate and rate applications for funding from the program. It also made this program a part of the Tri-County Council of

Western Maryland, which staffs the board and administers the fund. The purpose of the fund is to provide grants and loans for capital infrastructure projects and business development projects that improve economic conditions in the region. A (Council) member county or local entity within a member county may apply for funding, as specified. From fiscal years 2024 through 2026, the Governor must annually appropriate at least \$10.0 million to the fund in the State operating or capital budget.

The legislation also designated the positions which are represented on the board. The initial meeting was held on August 2, 2022. In the following meetings, the Notice of Intent to Apply, Senator George C. Edwards Fund Application, Evaluation Guide, and Evaluation Form were reviewed and approved. The newly created website [www.senatedwardsfund.org](http://www.senatedwardsfund.org) was launched and a press release was issued on December 16, 2022.



# TCCWMD CELEBRATES 50 YEARS!

The Council celebrated with an Open House on May 11, 2022 at Rocky Gap Casino Resort. More than 100 past and present members of the Council attended the event. Remarks were shared via video and in person by Allegany County Commissioner Jake Shade, U.S. Senator Benjamin Cardin, U.S. Senator Chris Van Hollen, U.S. Representative David Trone, Maryland Governor Larry Hogan, the Western Maryland Delegation, ARC Federal Co-Chair Gayle Manchin, and Maryland Secretary of Commerce Mike Gill. The Council extends its sincere thanks to all who shared in this celebration!

The celebration continued throughout the year as each County presented the Council with proclamations commemorating the milestone at their respective board meeting locations.

Tri-County Council for Western Maryland began formal operations on February 14, 1972.



Commissioners Hinebaugh, Shade, and Cline present Executive Director Leanne Mazer with a proclamation at the April 2022 meeting at 1812 Brewery.



Commissioners Hinebaugh, Edwards, and Tichnell present past Chairman Ernest Gregg with a proclamation at the June 2022 meeting at Ace's Run.



Maryland State Senator George Edwards, along with Commissioners Cline, Shade, and Hinebaugh present Executive Director Leanne Mazer with a proclamation at the November 30 meeting at Nick's Airport Inn.

# FINANCIAL SUMMARY



Tri County Council  
For Western Maryland

## Tri-County Council for Western Maryland

Revenue and Expenditures

YTD %

From 1/1/2022 Through 12/31/2022

100.00%

2022 Administrative Funds	Original Approved Budget	Modified Budget #2	YTD Administrative Funds	Variance Over / Under	Percent YTD
<b>Revenue</b>					
40100 Grant Revenue [EDA, CARES, MD DoC, RMPF]	818,394.00	950,965.00	1,011,488.20	60,523.20	106.36%
40200 ARC Revenue	175,000.00	175,000.00	175,000.00	-	100.00%
40500 RLF Revenue [EDA Cares RLF, RLF, VLT]	170,000.00	170,000.00	176,052.60	6,052.60	103.56%
40700 MTA Revenue	26,000.00	26,000.00	26,000.00	-	100.00%
41700 County Revenue	120,000.00	120,000.00	120,000.00	-	100.00%
38500 / 30000 CYU Fund Balance	0.00	66,000.00	0.00	(66,000.00)	0.00%
<b>Total Revenue</b>	<b>1,309,394.00</b>	<b>1,507,965.00</b>	<b>1,508,540.80</b>	<b>575.80</b>	<b>100.04%</b>
<b>Expenditures</b>					
50000 Salaries	522,873.00	522,873.00	504,434.17	18,438.83	96.47%
50500 Fringe Benefits	336,575.00	311,575.00	305,503.89	6,071.11	98.05%
52010 Contractual	33,563.00	121,500.00	90,000.00	31,500.00	74.07%
53000 Travel	23,795.00	23,295.00	22,443.11	851.89	96.34%
53100 Vehicle Operating Costs	790.00	790.00	245.67	544.33	31.10%
53200 Conference Fees	2,600.00	5,300.00	5,539.00	(239.00)	104.51%
53300 Training	7,880.00	3,880.00	1,785.00	2,095.00	46.01%
53500 Supplies	4,964.00	13,964.00	13,260.68	703.32	94.96%
53700 Postage	876.00	876.00	184.01	691.99	21.01%
54500 Membership	5,450.00	9,116.00	9,075.00	41.00	99.55%
54800 Fees	600.00	1,000.00	1,511.50	(511.50)	151.15%
55000 Equipment / Software	22,035.00	153,606.00	161,418.44	(7,812.44)	105.09%
55500 Publications & Subscriptions	1,800.00	1,300.00	867.12	432.88	66.70%
56000 Audit	1,054.00	2,554.00	2,500.00	54.00	97.89%
56500 Accounting	5,940.00	10,940.00	10,893.58	46.42	99.58%
56800 Technical Assistance	25,000.00	18,200.00	17,299.00	901.00	95.05%
57000 Sponsored Events	1,500.00	7,800.00	8,500.00	(700.00)	108.97%
57100 Meeting Expenses	10,750.00	11,750.00	13,115.27	(1,365.27)	111.62%
57200 Marketing	3,950.00	8,610.00	8,558.53	51.47	99.40%
58500 Legal	13,892.00	4,892.00	2,050.00	2,842.00	41.91%
59000 Insurance	3,163.00	2,113.00	2,455.15	(342.15)	116.19%
59500 Donations & Memorials	0.00	50.00	50.00	-	0.00%
99900 Indirect Costs	159,264.00	133,264.00	120,774.23	12,489.77	90.63%
14200 Capital	62,450.00	178,450.00	135,587.15	42,862.85	75.98%
<b>Total Expenditures</b>	<b>1,250,764.00</b>	<b>1,547,698.00</b>	<b>1,438,050.50</b>	<b>109,647.50</b>	<b>92.92%</b>
<b>Net Revenue over Expenditures</b>	<b>58,630.00</b>	<b>(39,733.00)</b>	<b>70,490.30</b>		

2022 Jan-Dec  
Unaudited Financials



# FEDERAL AND STATE AGENCY RELATIONSHIPS, AFFILIATIONS, PARTNERS

## Administration & Planning Funding

Appalachian Regional Commission (ARC)

U S Department of Commerce Economic Development Administration (EDA)

Maryland Department of Commerce (MDDOC)

Maryland Transit Administration (MTA)

Rural Maryland Council - Rural Maryland Prosperity Investment Fund (RMPIF)

## Program Affiliation and Program Funding Agencies

Revolving Loan Fund      Appalachian Regional Commission, US Department of Commerce Economic Development Administration, USDA Rural Development, US Department of Housing and Urban Development, Maryland Department of Commerce, the Maryland Video Lottery Terminal Small, Minority and Woman-Owned Business Account, and the Rural Maryland Council - Rural Maryland Prosperity Investment Fund

Business Assistance      US Department of Housing and Urban Development - Maryland Department of Housing and Community Development, Small Business Development Center

Grants      Appalachian Regional Commission, US Department of Commerce Economic Development Administration, Maryland Department of Commerce, Maryland Department of Housing and Community Development, Maryland Transit Administration, and Rural Maryland Council

Data Center      Maryland Department of Planning, US Bureau of Census

## Partners

Development District Association of Appalachia (DDAA), Maryland Agricultural & Resource-Based Industry Development Corporation (MARBIDCO), Maryland Association of Counties, Maryland Department of Planning, Maryland Municipal League, Maryland Technology Development Corporation (TEDCO), National Association of Development Organizations (NADO), National Association of Development Companies (NADCO), SouthEast Regional Directors Institute (SERDI), Small Business Development Center (SBDC), Summit Financing Solutions, Transportation Association of Maryland (TAM), U.S. Department of Agriculture (USDA), U.S. Small Business Administration (SBA)



Tri County Council for Western Maryland, Inc. (TCCWMD) is a local Development District serving a three-county region in Appalachian Maryland.

TCCWMD is owned by its member governments of Allegany, Garrett and Washington Counties and has provided economic and community development assistance to its partners since its inception in 1971.

TCCWMD encourages and facilitates government cooperation by addressing issues of greater than local significance on a regional basis.





# Tri County Council

## *For Western Maryland*

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301-689-1300 ♦ [www.tccwmd.org](http://www.tccwmd.org) ♦ [info@tccwmd.org](mailto:info@tccwmd.org)

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