



MAYOR AND CITY COUNCIL

WORK SESSION Tuesday, December 10, 2024 - 1:00 PM

AGENDA

1. CALL TO ORDER

2. NOTICE AND REPORT ON CLOSED SESSION

- A. Closed Session Notice and Report - Tuesday, December 10, 2024 - 12:00 PM - 1:00 PM to discuss Legal and Personnel Matters

3. ACKNOWLEDGEMENTS AND RECOGNITIONS

- A. Retirement Recognition of Revenue Specialist Barbara Dahan
- B. Retirement Recognition of Police K-9 Klem

4. COMMENTS FROM THE PUBLIC

- A. Any person who may wish to speak on a matter scheduled for discussion on the Work Session Agenda may be heard during Comments from the Public for a period of three (3) minutes or such time as may be deemed appropriate by the Council President. Anyone wishing to be heard shall state their name, address and the Agenda item on which he or she wishes to speak.

5. NEW BUSINESS

- A. Bid Opening - Edgewater Avenue Revetment/Shoreline Project
- B. Bid Opening - Northside Park Fence Replacement
- C. Request to Approve Minutes
 - 1. Regular Meeting #18 dated November 18, 2024
 - 2. Work Session dated November 26, 2024
- D. Acknowledgement of Standing Committee Reports
 - 1. Bicycle and Pedestrian Advisory Committee - November 20
 - 2. Pension Committee - November 20
- E. Parking Department Report and Recommendations presented by Public Works Director Hal Adkins, Parking Manager Jon Anthony, Public Works Deputy Director Scott Wagner, Transit Manager Rob Shearman and Parking Consultant Duke Hanson of Ramp Up Advisors
- F. Request to Modify Water and Sewer Connection Fees presented by Public Works Director Hal Adkins

- G. Request to Eliminate the Maximum Cap for Water and Wastewater Fixture Charges presented by Public Works Director Hal Adkins
- H. Request to Approve the Replacement of Four Vehicles and an Ambulance presented by Budget Manager Jennie Knapp and Public Works Deputy Director Scott Wagner
- I. Q3 Internal Audit Report presented by Internal Auditor Karin Scott

6. ADJOURN



TOWN OF OCEAN CITY

The White Marlin Capital of the World

Agenda Item # 2.A
Council Meeting December 10, 2024

TO: The Honorable Mayor, Council President and Members of Council
THRU: Terence J. McGean, PE, City Manager
FROM: Diana Chavis, City Clerk, MMC
RE: Closed Session Notice and Report
DATE: December 2, 2024

ISSUE(S): Closed Session

SUMMARY: A closed session is scheduled for Tuesday, December 10, 2024 at 12:00 PM to discuss legal and personnel matters.

FISCAL IMPACT: Not Applicable

RECOMMENDATION: Not Applicable



Excellent Service through a High Performing Town Organization

ALTERNATIVES: Not Applicable

RESPONSIBLE STAFF: Not Applicable

COORDINATED WITH: Not Applicable

ATTACHMENT(S): 1. Closed Session Notice 12.10.24.doc
2. Closed Session Report 12.10.24.doc

NOTICE OF CLOSED SESSION OF MAYOR & CITY COUNCIL OF OCEAN CITY

DATE AND TIME: Tuesday, December 10, 2024 12:00 PM - 1:00 PM
 PLACE: City Hall
 SUBJECT: Legal and Personnel Matters
 VOTE: UNANIMOUS
 OTHER: FOR: _____
 AGAINST: _____
 ABSTAIN: _____
 ABSENT: _____

AUTHORITY: State Government General Provisions Article: § 3-305(b)

PURPOSES:

X	1. To discuss: (i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation or performance evaluation of appointees, employees or officials over whom it has jurisdiction; or (ii) any other personnel matter that affects one or more specific individuals;
	2. To protect the privacy or reputation of individuals with respect to a matter that is not related to public business
	3. To consider the acquisition of real property for the public purpose and matters directly related thereto;
	4. Consider a matter that concerns the proposal for a business or industrial organization to locate, expand or locate in the state;
	5. Consider the investment of public funds;
	6. Consider the marketing of public securities;
X	7. Consult with counsel to obtain legal advice;
	8. Consult with staff, consultants or other individuals about pending or potential litigations;
	9. Conduct collective bargaining negotiations or consider matters that relate to the negotiations;
	10. Discuss public security if the public body determines that public discussion would constitute a risk to the public or public security, including; a) the deployment of fire and police services and staff; and b) the development and implementation of emergency plans
	11. Prepare, administer or grade a scholastic, licensing or qualifying examination;
	12. Conduct or discuss an investigative proceeding on actual or possible criminal conduct;
	13. Comply with a specific constitutional, statutory or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter; or
	14. Before a contract is awarded or bids are opened, discuss a matter directly related to a negotiation strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process
	15. To discuss cybersecurity, if the public body determines that public discussion would constitute a risk to: (i) security assessments or deployments relating to information resources technology; (ii) network security information or (iii) deployments or implementation of security personnel, critical infrastructure or security devices.

For each provision checked above, disclosure of the topic to be discussed and the public body's reason for discussing that topic in closed session.

Citation	Topic	Reason for closed session discussion of topic
§3-305(b)1	Internal Audit	Specific to certain individuals
§3-305(b)7	Potential litigation	Attorney-client privilege

REPORT OF CLOSED SESSION
OF THE MAYOR AND CITY COUNCIL OF OCEAN CITY

Prior to the open session of the Mayor and City Council being held on Tuesday, December 10, 2024, at 1:00 PM, a closed session was held on Tuesday, December 10, 2024, at 12:00 PM at City Hall, 301 N. Baltimore Avenue, Ocean City, Maryland.

The following is a report of the closed session.

1. A statement of the time, place, and purpose of the closed session is attached.
2. A record of the vote of each member as to closing the session is attached.
3. A citation of the authority under the law for closing the session is attached.
4. (a) Topics of Discussion: Legal and Personnel Matters

(b) Persons present:

Mayor Rick Meehan
City Manager Terry McGean
Deputy City Manager J.R. Harmon
Council President Matt James
Council Secretary Tony DeLuca
Council Members: Will Savage III, Frank Knight, John Gehrig, Peter Buas, Carol Proctor
City Clerk Diana Chavis
City Solicitor Heather Stansbury
Risk Manager Kathy Keyes
Internal Auditor Karin Scott

Action(s) taken:

Motion to close meeting:

End Time:



TOWN OF OCEAN CITY

The White Marlin Capital of the World

Agenda Item # 3.A

Council Meeting December 10, 2024

TO: The Honorable Mayor, Council President and Members of Council
THRU: Terence J. McGean, PE, City Manager
FROM: Chuck Bireley, Finance Director
RE: Retirement Recognition
DATE: December 4, 2024

ISSUE(S): Retirement Recognition of Revenue Specialist Barbara Dahan

SUMMARY: Barbara Dahan retired on November 1, 2024. Barbara has contributed 46 years of service to the Town of Ocean City.

FISCAL IMPACT: Not Applicable

RECOMMENDATION: Not Applicable



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ALTERNATIVES: Not Applicable

RESPONSIBLE STAFF: Chuck Bireley, Finance Director

COORDINATED WITH: Lauren Davis, Government Relations Manager

ATTACHMENT(S): 1. Proclamation

**IN APPRECIATION OF BARBARA DAHAN
46 YEARS OF SERVICE**

WHEREAS, It is with great pride and deep appreciation that we acknowledge the remarkable career of Barbara Dahan, who has served with exemplary dedication and commitment to the Town of Ocean City; and

WHEREAS, Barbara has been a vital part of the Town of Ocean City for 46 remarkable years contributing her time and expertise; and

WHEREAS, Barbara began her career with the Town of Ocean City in 1978 as a Records Clerk in the Ocean City Police Department and ended as a Revenue Specialist in the Finance Department; and

WHEREAS, Barbara's long-standing service is a testament to her loyalty and dedication to the Town of Ocean City, reflecting the highest standards of public service; and

WHEREAS, The Town of Ocean City is both fortunate and grateful for Barbara's 46 years of service to the Town of Ocean City.

NOW, THEREFORE, I, Richard W. Meehan, Mayor of the Town of Ocean City, Maryland, along with the Ocean City Council, do hereby commend Barbara for her forty-six (46) years of devoted service and wish her a happy and healthy retirement.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the Town of Ocean City, Maryland to be affixed this 10th day of December, in the year of Our Lord two thousand and twenty-four.

RICHARD W. MEEHAN
Mayor



TOWN OF OCEAN CITY

The White Marlin Capital of the World

Agenda Item # 3.B

Council Meeting December 10, 2024

TO: The Honorable Mayor, Council President and Members of Council
THRU: Terence J. McGean, PE, City Manager
FROM: Diana Chavis, City Clerk, MMC
RE: Retirement Recognition of Police K-9 Klem
DATE: December 4, 2024

ISSUE(S): Police K-9 Klem

SUMMARY:

Klem was born and bred in The Netherlands on December 18, 2014. Klem was selected and purchased by Shallow Creek Kennels as a prospective police K9.

Klem passed all of his initial training and evaluation at Shallow Creek Kennels and was ultimately selected by the Ocean City Police Department to be partnered with Cpl. Danielle Braniff. Cpl. Braniff and K9 Klem began their training together in October 2016. Cpl. Braniff and K9 Klem graduated from their Basic Handler Course in November 2016.

For six weeks, Cpl. Braniff and K9 Klem learned together in the disciplines of narcotics detections, tracking, article search, obedience, and apprehension. This training also included Cpl. Braniff having to learn Dutch and German commands! Over the course of the six weeks, Cpl. Braniff and K9 Klem developed a strong bond that has carried them through 8 years of being dedicated partners.

Over the course of the last 8 years together, Cpl. Braniff and K9 Klem have completed over 350 deployments that resulted in 42 arrests, 21 weapons seized, \$3,452 in US Currency seized, and 5 suspect apprehensions that resulted in surrender. Together, Cpl. Braniff and K9 Klem completed approximately 1,200 training hours.

FISCAL IMPACT: Not Applicable

RECOMMENDATION: Not Applicable



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ALTERNATIVES: Not Applicable

RESPONSIBLE STAFF: Mike Colbert, Acting Police Chief

COORDINATED WITH: Lauren Davis, Government Relations Manager
Mikayla Shemansky, Executive Assistant to the Chief of Police

ATTACHMENT(S): None



TOWN OF OCEAN CITY

The White Marlin Capital of the World

Agenda Item # 4.A

Council Meeting December 10, 2024

TO: The Honorable Mayor, Council President and Members of Council
THRU: Terence J. McGean, PE, City Manager
FROM: Diana Chavis, City Clerk, MMC
RE: Public Comments
DATE: December 2, 2024

ISSUE(S): Comments from the Public

SUMMARY: Any person who may wish to speak on a matter scheduled for discussion on the Work Session Agenda may be heard during Comments from the Public for a period of three (3) minutes or such time as may be deemed appropriate by the Council President. Anyone wishing to be heard shall state their name, address and the Agenda item on which he or she wishes to speak.

FISCAL IMPACT: Not Applicable

RECOMMENDATION: Not Applicable



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ALTERNATIVES: Not Applicable

RESPONSIBLE STAFF: Not Applicable

COORDINATED WITH: Not Applicable

ATTACHMENT(S): None



TOWN OF OCEAN CITY

The White Marlin Capital of the World

Agenda Item # 5.A
Council Meeting December 10, 2024

TO: The Honorable Mayor, Council President and Members of Council
THRU: Terence J. McGean, PE, City Manager
FROM: Matt Perry, Procurement Manager
RE: Bid opening - Edgewater Avenue Revetment
DATE: November 18, 2024

ISSUE(S): Bid Opening - (B03-25) - Edgewater Avenue Revetment

SUMMARY: The Procurement Department and Engineering solicited bids for the Edgewater Avenue Revetment project.

FISCAL IMPACT: To be determined based on bid amounts.

RECOMMENDATION: Bid submissions to be opened, read aloud, and then remanded back to staff for further review.



Revitalized Ocean City: Development and Redevelopment

ALTERNATIVES: None Suggested

RESPONSIBLE STAFF: Matt Perry, Procurement Manager

COORDINATED WITH: Joe Kurtz, Interim City Engineer

ATTACHMENT(S):

1. Bidders List Edgewater Avenue Revetment Project.xlsx
2. Bid Form - Edgewater Avenue Revetment Project.pdf
3. Construction Document - Edgewater Avenue Revetment Project.pdf

B03-25 - EDGEWATER AVENUE REVETMENT

Bid Tabulation

Vendor	TOTAL BASE BID
HENLEY CONSTRUCTION CO, INC.	
DELMARVA VETERAN BUILDERS	
GILLIS GILKERSON	
THE WHAYLAND COMPANY	
AJT HOMES	
HARKINS CONTRACTING	
PINTAIL PROPERTY SERVICES	
OAK CONTRACTING	

B03-25 - EDGEWATER AVENUE REVETMENT	
Vendor Listing	
Vendor	
Henley Construction Co, Inc. ATTN: Robert C. Henley, President 7940 Queen Air Drive Gaithersburg, MD 20879 BillH@HenleyConstruction.com (240) 762 1268	BillH@HenleyConstruction.com
Delmarva Veteran Builders (DVB) ATTN: Chris Eccleston 120 East Market Street Salisbury, MD 21801 chris@delmarvaveteranbuilders.com (443) 736 1584	chris@delmarvaveteranbuilders.com
Gillis Gilkerson ATTN: Dwight Miller 150 West Market Street, Suite 200, Riverview Commons Salisbury, MD 21801 dmiller@ggibuilds.com (410) 749-4821	dmiller@ggibuilds.com
The Whayland Company ATTN: Steve Hentschel, President 100 West 10th Street Laurel, DE 19956 (302) 875 5545 Vanessa Jones	vanessa@whayland.com
AJT Homes ATTN: Abram Tucker 30717 Satterfield Court Salisbury, MD 21804 abramtucker@comcast.net (443) 497-0914	abramtucker@comcast.net
Harkins Contracting ATTN: Randy Swift 31400 Winterplace Parkway, Suite 400 Salisbury, MD 21804 rswift@harkinscontracting.com (410) 749-3300	rswift@harkinscontracting.com
Pintail Property Services ATTN: Joe Santos 402 South Brown Street, Suite H Fruitland, MD 21826 abramtucker@comcast.net (410) 202-9735	jsantos@pintaildmv.com

BID FORM – EDGEWATER AVENUE REVETMENT

B03-25 – EDGEWATER AVENUE REVETMENT

To whom it may concern:

We, _____, organized and existing under the laws of the State of _____ doing business as a/an sole proprietorship/partnership/corporation, hereby submit our Completed BID Documents for the **EDGEWATER AVENUE REVETMENT**.

Having carefully examined and complied with the Town's BID Documents and having received clarification on all items of conflict or upon which any doubt arose, the undersigned hereby requests consideration of our Completed BID Documents and proposes to perform all Work for the replacement of **EDGEWATER AVENUE REVETMENT** in strict accordance with the BID Documents, within the time set forth therein, and at the prices stated below.

The Vendor hereby agrees to commence Work under the Contract on or before a date to be specified in the Notice to Proceed and to fully complete the Work complete **WITHIN 90 CALENDAR DAYS** of the Notice to Proceed.

If the Successful Vendor fails to complete the Work within the Contract Time or an extension of time granted by the Town, the Successful Vendor will pay the Town \$500.00 (five hundred dollars) as liquidated damages for each consecutive calendar day thereafter as provided in Sub-Section 11 of Section I.

See the attached documents from our BID below for full detail.

Base Bid				
Item No.	Description	Unit	Unit Price	Total Price
1	Mobilization, Demobilization, General Conditions	Lump Sum	-	
2	Demolition and Disposal	Lump Sum	-	
3	Concrete Cap and Added Sections of Concrete Wall	Lump Sum	-	
4	Revetment	Lump Sum	-	
5	Timber Piles	Lump Sum	-	
6	Miscellaneous Site Work and Repair	Lump Sum	-	

TOTAL BASE BID =	
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NOTE: THIS BID FORM MUST BE SIGNED BY AN OFFICER OF YOUR COMPANY OR AN AUTHORIZED AGENT FOR THIS BID TO BE CONSIDERED VALID.
NOTE: Completed BID Documents will include all applicable fees.

Respectfully submitted,

Signature

License Number

Address

City/State/Zip

Title

Date

(Affix Corporate Seal)

END OF SECTION

C:\Projects\2022\220248 Edgewater Ave Bulkhead Design\Drawings\Working Sets\Edgewater Ave Bulkhead (220248).dwg, 11/14/2024, 3:53 PM, Roland E. Holand

I. MATERIAL

A. FILTER CLOTH:

THE FILTER FABRIC SHALL BE A POROUS, PLASTIC SHEET OF WOVEN, CALENDERED AND PALMERED FILAMENT YARN. THE PLASTIC YARN SHALL CONSIST OF A LONG-CHAIN SYNTHETIC POLYMER COMPOSED OF AT LEAST 85 PERCENT BY WEIGHT OF PROPYLENE, ETHYLENE, AMIDE OR VINYLIDENE-CHLORIDE, AND SHALL CONTAIN STABILIZERS AND/OR INHIBITORS ADDED TO THE BASE PLASTIC IF NECESSARY TO MAKE THE FILAMENTS RESISTANT TO DETERIORATION DUE TO ULTRA-VIOLET AND HEAT EXPOSURE. THE FABRIC SHALL CONFORM TO THE FOLLOWING MINIMUM REQUIREMENTS.

PROPERTY	TEST METHOD	CRITERIA
AOS	ASTM D-4751	70-100 U.S. STANDARD SIEVE NUMBER
% OPEN AREA	COW CWO-02215-86	5% MORE
TENSILE STRENGTH	ASTM D-4632	200 LB. ALL PRINCIPAL DIRECTIONS
BURST STRENGTH	ASTM D-3786	500 PSI
PUNCTURE STRENGTH	ASTM D-4833	135 LB.
ABRASION RESISTANCE	ASTM D-4157/D-4158	60 LB
SEAM BREAKING STRENGTH	ASTM D-1683	195 LB
CLOGGING RESISTANCE		AOS (MM) ≥ OR GRADIENT RATIO ≤3.0 0.149 (MM)
WATER PERMEABILITY COEFFICIENT	ASTM D-4491	0.02 CM/SEC (PERMEABILITY)
ULTRA-VIOLET STABILIZATION	ASTM D-4355	90% RETAINED STRENGTH

1. SEAMS:

SEAMS OF FABRIC SHALL BE SEWN WITH THREAD MEETING OR EXCEEDING SPECIFICATIONS GIVEN FOR PLASTIC YARN AND SHALL BE BONDED BY CEMENTING OR CALENDERING. SEAMS SHALL BE TESTED IN ACCORDANCE WITH METHOD ASTM D-1683. THE SEAM STRENGTH SHALL MEET THE STRENGTH SPECIFIED HEREIN BUT SHALL NOT BE LESS THAN 90% OF THE TENSILE STRENGTH OF THE IMAGED FABRIC IN ANY PRINCIPAL DIRECTION.

2. TEMPORARY SECURING PINS:

SECURING PINS SHALL BE 3/16 INCH IN DIAMETER, OF STEEL, POINTED ON ONE END OF FABRICATED SUCH THAT THE HEAD RETAINS A STEEL WASHER OF 1.5" DIAMETER OR MORE. PINS SHALL BE NO LESS THAN 18" IN LENGTH.

3. ACCEPTANCE OF FABRIC:

ALL FILTER FABRICS TO BE USED SHALL BE TESTED FOR COMPLIANCE WITH THE ABOVE SPECIFICATIONS. THE CONTRACTORS SHALL SUBMIT IN DUPLICATE A CERTIFICATE OR AFFIDAVIT SIGNED BY A LEGALLY AUTHORIZED PERSON FROM THE COMPANY MANUFACTURING THE FABRIC. THE CERTIFICATE SHALL STATE THAT CHEMICAL, PHYSICAL AND MANUFACTURING REQUIREMENTS ARE MET AS SPECIFIED HEREIN. IN ADDITION, EVIDENCE OF A SERVICE RECORD OF THE FILTER CLOTH SHALL BE SUBMITTED PROVING SUCCESSFUL PERFORMANCE IN PROJECTS OF SIMILAR SCOPE. APPROVAL OF FILTER FABRIC SHALL BE OBTAINED FROM THE THE TOWN OF OCEAN CITY PRIOR TO INSTALLATION.

B. STONE:

1. GENERAL:

ALL STONE FOR THE PROTECTION WORK SHALL BE DURABLE QUARRIED STONE AS PER THE SPECIFICATIONS OF THE STATE OF MARYLAND, DEPARTMENT OF NATURAL RESOURCES, AND SUBJECT TO APPROVAL BY THE TOWN OF OCEAN CITY. THE STONE SHALL BE HARD AND ANGULAR, FREE OF LAMINATIONS, WEAK CLEAVAGES, AND UNDESIRABLE WEATHERING, AND OF SUCH CHARACTER THAT IT WILL NOT DISINTEGRATE FROM THE ACTION OF AIR, SALT WATER, FREEZING, THAWING, AND IN HANDLING AND PLACING.

SEDIMENTARY STONE WILL GENERALLY BE UNACCEPTABLE. INDIVIDUAL STONES SHALL BE APPROXIMATELY RECTANGULAR IN CROSS SECTION AND FREE FROM THIN SLABBY PIECES HAVING A MAXIMUM DIMENSION MORE THAN THREE AND ONE-HALF TIMES THE LEAST DIMENSION.

THE ARMOR STONE SHALL HAVE A MINIMUM UNIT WEIGHT OF 160 LBS. PER CUBIC FOOT.

2. STONE SIZE:

STONE SIZES FOR ARMOR STONE, CHINKING STONE AND BEDDING/CORE STONE SHALL MEET THE FOLLOWING REQUIREMENTS:

ARMOR STONE SIZES SHALL BE SUCH THAT A MINIMUM OF 90% OF THE INDIVIDUAL STONES SHALL WEIGH FROM 400 LBS TO 700 LBS. NOT MORE THAN 10% OF THE INDIVIDUAL STONES SHALL WEIGH MORE THAN 700 LBS. NO ARMOR STONES SHALL BE LESS THAN 700 LBS. CHINKING STONE SHALL BE 100 LBS. TO 200 LBS. CHINKING STONES SMALLER THAN 100 LBS. WILL NOT BE ACCEPTABLE.

STONE SIZE FOR THE FILL STONE SHALL BE 200 LBS. TO 400 LBS. FILL STONES SMALLER THAN 200 LBS. WILL NOT BE ACCEPTABLE.

3. FIELD SAMPLES: THE CONTRACTOR SHALL SUPPLY SAMPLES OF STONE TO BE DISPLAYED AT THE SITE WITH APPROPRIATE INDIVIDUAL WEIGHTS MARKER AS FOLLOWS: 400 LBS., 600 LBS. AND 700 LBS. THESE SAMPLES OF STONE SHALL BE FROM THE SAME QUARRY AND OF THE SAME TYPE OF STONE AS THAT TO BE SUPPLIED FOR THE PROJECT AND SHALL BE DELIVERED TO THE SITE IN ADVNCE OF THE TIME WHEN PLACING THE TONE PROTECTION IS EXPECTED TO BEGIN. FINAL APPROVAL OF STONE FOR THE PROTECTION WORK WILL BE BASED UPON THESE SAMPLES. THE CONTRACTOR WILL NOT BE GRANTED AN EXTENSION OF TIME OR EXTRA COMPENSATION DUE TO DELAY CAUSED BY SAMPLING, TESTING, APPROVAL OR DISAPPROVAL OF STONE PROTECTION MATERIAL UNDER THE REQUIREMENTS OF THESE SPECIFICATIONS.

4. CERTIFICATION: THE CONTRACTOR SHALL OBTAIN FROM THE QUARRY AND SUBMIT TO THE TOWN OF OCEAN CITY A CERTIFICATE INDICATING THE FOLLOWING:

- STONE CLASSIFICATION
- WEIGHT PER CUBIC FOOT
- THAT SIZES STIPULATED IN THE SPECIFICATIONS ARE BEING SUPPLIED TO THE SITE, AND SOURCE(S) OF STONE SHALL BE INDICATED.
- STONE QUALITY WILL MEET ALL PROJECT SPECIFICATIONS, INCLUDING DESIRABLE WEATHER AND DISINTEGRATION

II. CONSTRUCTION METHOD:

A. ALIGNMENT AND GRADING: THE FILTER CLOTH, ARMOR STONE AND CHINKING STONE SHALL BE PLACED WITHIN THE LIMITS AND TO THE LINES AND GRADES SHOWN ON THE DRAWINGS OR OTHERWISE REQUIRED BY THE ENGINEER. THE ALIGNMENT OF THE REVETMENT SHALL IN GENERAL FOLLOW THE EXISTING CONCRETE WALL AND SHALL EXTEND NO FURTHER OUTBOARD THAN IS NECESSARY TO CONSTRUCT THE IMPROVEMENTS TO THE LIENS AND GRADES SHOWN. THE SURFACE, AS GRADED, SHALL BE FREE FROM ANY PROJECTIONS OR ABRUPT CHANGES IN SLOPE WHICH MAY CAUSE DAMAGE TO OR BULGING OF THE FILTER CLOTH.

THE CONTRACTOR SHALL NOT PREPARE MORE SUBGRADE THAN CAN BE COVERED WITH ARMOR STONE BY THE END OF EACH WORK DAY. TEMPORARY PROTECTION FOR THE EXPOSED END OF THE SUBGRADE SHALL BE PROVIDED AT THE END OF EACH WORKING DAY.

B. FILTER CLOTH: THE STRIPS OF PLASTIC FILTER CLOTH SHALL BE SPREAD PARALLEL TO THE MAJOR AXIS OF THE STRUCTURE ON THE PREPARED FOUNDATION AS SHOWN ON THE DRAWINGS. THE CLOTH SHALL BE LOOSELY LAID (NOT STRETCHED) WITH NO MORE THAN ONE OVERLAP PARALLEL TO THE MAJOR AXIS OF THE STRUCTURE. THE OVERLAP SHALL BE A MINIMUM OF 5 FEET. STRIPS OF CLOTH SHALL BE SPREAD IN A MANNER SUCH THAT THE STRIP IN TOTALLY IN CONTACT WITH THE SOIL SHALL BE THE UPPER STRIP. OVERLAPS PERPENDICULAR TO THE MAJOR AXIS OF THE STRUCTURE SHALL BE STAGGERED A MINIMUM OF 5 FEET. ROLLS OF AS GREAT A LENGTH AS IT IS ECONOMICAL FOR THE CONTRACTOR TO HANDLE SHALL BE USED WHENEVER POSSIBLE IN ORDER TO MINIMIZE THE NUMBER OF OVERLAPS PERPENDICULAR TO THE MAJOR AXIS OF THE STRUCTURE. OVERLAPS AT OR AROUND INCIDENTAL STRUCTURES SUCH AS BULKHEADS SHALL ALSO BE A MINIMUM OF 5 FEET. EXISTING STONES LARGER THAN 1" IN ITS LARGEST DIMENSION SHALL BE REMOVED PRIOR TO PLACEMENT OF FILTER CLOTH TO PREVENT DAMAGE TO CLOTH.

ADEQUATE PRECAUTION SHALL BE TAKEN TO PREVENT DAMAGE OF THE PLASTIC CLOTH FROM PLACEMENT OF OVERLAYING MATERIALS. STONE WEIGHING MORE THAN 100 POUND SHOULD NOT BE DROPPED FROM A HEIGHT GREATER THAN 5 FEET ONTO THE PLASTIC CLOTH. STONES WEIGHING MORE THAN 500 POUNDS SHOULD NOT BE DROPPED FROM A HEIGHT GREATER THAN 2 FEET. ANY PLASTIC FILTER CLOTH DAMAGED OR DISPLACED BEFORE OR DURING PLACEMENT OF OVERLYING LAYERS SHALL BE REPLACED OR REPAIRED TO THE SATISFACTION OF THE ENGINEER AT THE CONTRACTORS EXPENSE.

THE FILTER CLOTH MAY BE TEMPORARILY PINNED IN PLACE WITH SECURING PINS TO PREVENT SLIPPAGE DURING CONSTRUCTION. THE PINS SHALL BE RETAINED UNTIL SUFFICIENT BEDDING AND ARMOR STONES ARE SET TO HOLD THE FILTER CLOTH. THE SECURING PINS SHALL THEN BE REMOVED AS ADDITIONAL BEDDING AND ARMOR STONES ARE PLACED TO RELIEVE HIGH TENSILE STRESS WHICH MAY CAUSE DAMAGE TO THE FILTER CLOTH. ALTERNATE ANCHORING METHODS MAY BE USED SUBJECT TO APPROVAL OF THE ENGINEER.

C. STONE WORK: ARMOR STONE SHALL BE PLACED IN SUCH A MANNER AS TO PRODUCE A WELL GRADED MASS OF ROCK WITH A MINIMUM PERCENTAGE OF VOIDS AND SHALL BE CONSTRUCTED TO THE SPECIFIED LINES AND GRADE. STONES SHALL BE PLACED SO THERE IS A WELL GRADED DISTRIBUTION OF THE VARIOUS SIZES THROUGHOUT THE REVETMENT. ANY OVERSIZE STONES SHALL BE PLACED AT THE TOE OF THE REVETMENT. THE FINISHED REVETMENT SHALL BE FREE FROM POCKETS OF SMALL STONES AND CLUSTERS OF LARGER STONES. REARRANGING OF INDIVIDUAL STONES BY MECHANICAL EQUIPMENT OR BY HAND WILL BE REQUIRED TO THE EXTENT NECESSARY TO OBTAIN A WELL GRADED DISTRIBUTION OF STONE SIZE. THE CONTRACTOR SHALL MAINTAIN THE REVETMENT UNTIL ACCEPTED AND ANY MATERIAL DISPLACED BY ANY CAUSE SHALL BE REPLACED AT THEIR EXPENSE TO THE LINES AND GRADES SHOWN OF THE DRAWINGS.

D. SAMPLE SECTION: AT THE START OF CONSTRUCTION, THE CONTRACTOR SHALL CONSTRUCT A FULL SAMPLE SECTION OF REVETMENT, APPROXIMATELY 20 FEET IN LENGTH, AT A LOCATION AGREED ON IN THE FIELD BY THE ENGINEER AND CONTRACTOR. THIS SAMPLE SECTION MUST BE APPROVED BY THE ENGINEER PRIOR TO THE START OF ANY ADDITIONAL REVETMENT CONSTRUCTION, AND SHALL SERVE AS THE STANDARD FOR THE FURTHER REVETMENT WORK.

NOTES:

- THE EXISTING UTILITIES AND OBSTRUCTIONS SHOWN ARE FROM THE BEST AVAILABLE RECORDS AND SHALL BE VERIFIED BY THE CONTRACTOR TO THEIR SATISFACTION PRIOR TO CONSTRUCTION. NECESSARY PRECAUTIONS SHALL BE TAKEN BY THE CONTRACTOR TO PROTECT EXISTING SERVICES AND MAINS AND ANY DAMAGE TO THEM SHALL BE REPAIRED IMMEDIATELY AT THEIR OWN EXPENSE.
- IT SHALL BE DISTINCTLY UNDERSTOOD THAT FAILURE TO MENTION SPECIFICALLY ANY WORK WHICH WOULD BE NATURALLY REQUIRED TO COMPLETE THE PROJECT SHALL NOT RELIEVE THE CONTRACTOR OF HIS RESPONSIBILITY TO COMPLETE SUCH WORK.
- THE CONTRACTOR SHALL CALL "MISS UTILITY" (1-800-441-8355) A MINIMUM OF 48 HOURS IN ADVANCE OF ANY EXCAVATION, BORING, PILE DRIVING AND/OR WORKING IN THE VICINITY OF A UTILITY.
- CONTRACTOR IS RESPONSIBLE FOR FIELD LOCATING ALL EXISTING UTILITIES BY TEST PITTING. CONTRACTOR IS RESPONSIBLE FOR COORDINATING RELOCATION WITH THE UTILITY PROVIDER AND THE RELOCATION OF UTILITIES.
- BOUNDARY LINES SHOWN WITHIN THE PROJECT AREA WERE DETERMINED USING DEEDS, PLATS, FIELD EVIDENCE, AND EXISTING MONUMENTATION. THE SHORELINE BOUNDARY IS BASED ON THE MEAN HIGH WATER LINE AT THE TIME OF THE THE SURVEY USING DATA FROM TOPOGRAPHY, AND TIDAL BENCH MARKS. SHORELINE LOCATIONS ARE SUBJECT TO CHANGE DUE, IN PART, TO NATURAL CASES AND MAY OR MAY NOT REPRESENT THE ACTUAL LOCATION OF THE LIMIT OF TITLE. LINES SHOWN OUTSIDE PROJECT LIMITS ARE AN APPROXIMATE GRAPHICAL REPRESENTATION OF BOUNDARIES THAT HAVE BEEN DERIVED FROM TAX MAPPING AND OTHER RESOURCES.

PRINTS ISSUED FOR:
REVIEW

REVISIONS		
REV #	DESCRIPTION	DATE
1		
2		
3		
4		
5		
6		
7		

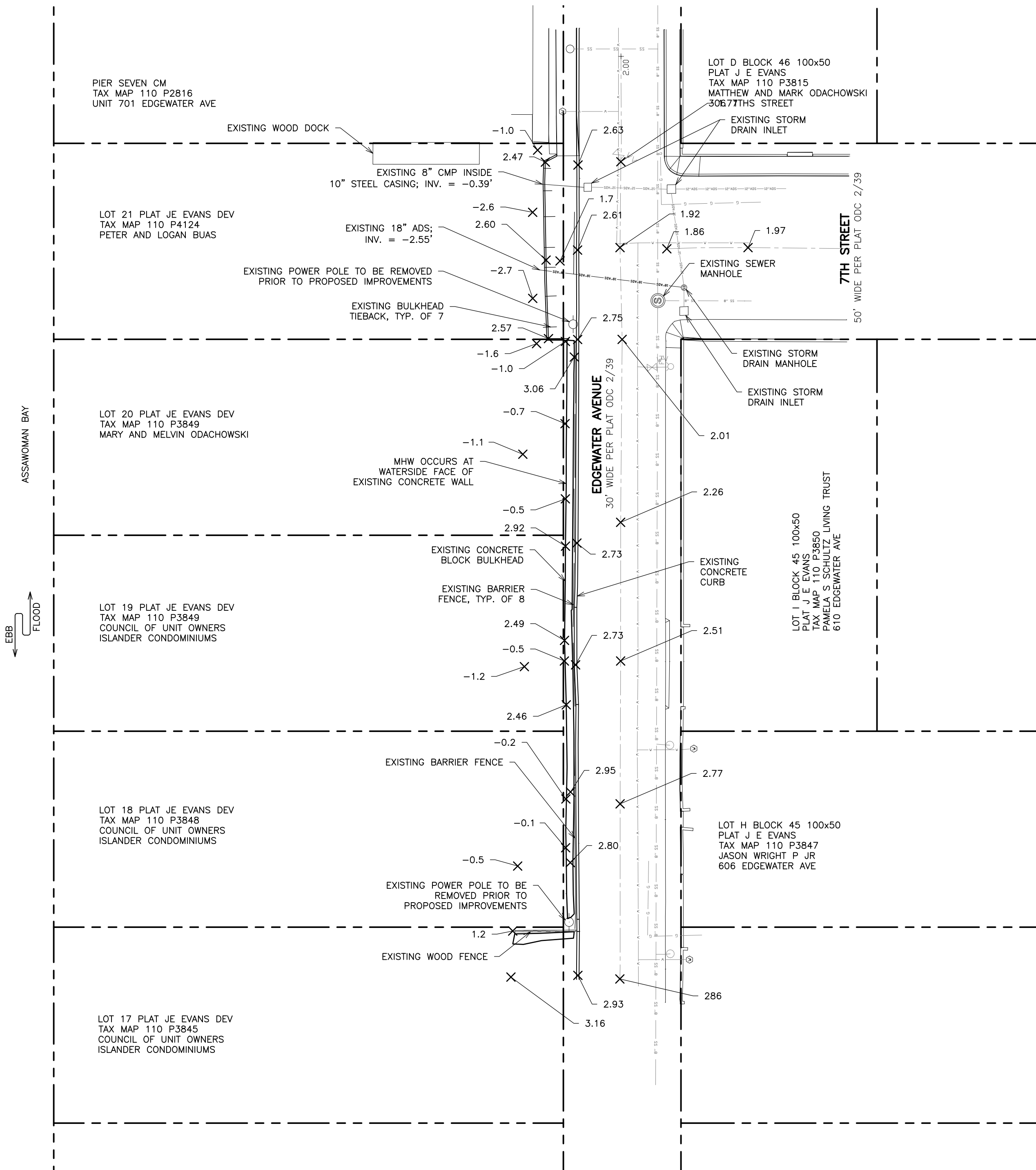
GMB
GEORGE, MILES & BUHR, LLC
ARCHITECTS & ENGINEERS
SALISBURY • BALTIMORE • SEAFORD
206 DOWNTOWN PLAZA
SALISBURY, MARYLAND 21801
410-742-3115, FAX 410-548-5790
www.gmbnet.com

EDGEWATER AVENUE
STONE REVETMENT
OCEAN CITY, MARYLAND

PROJECT NOTES

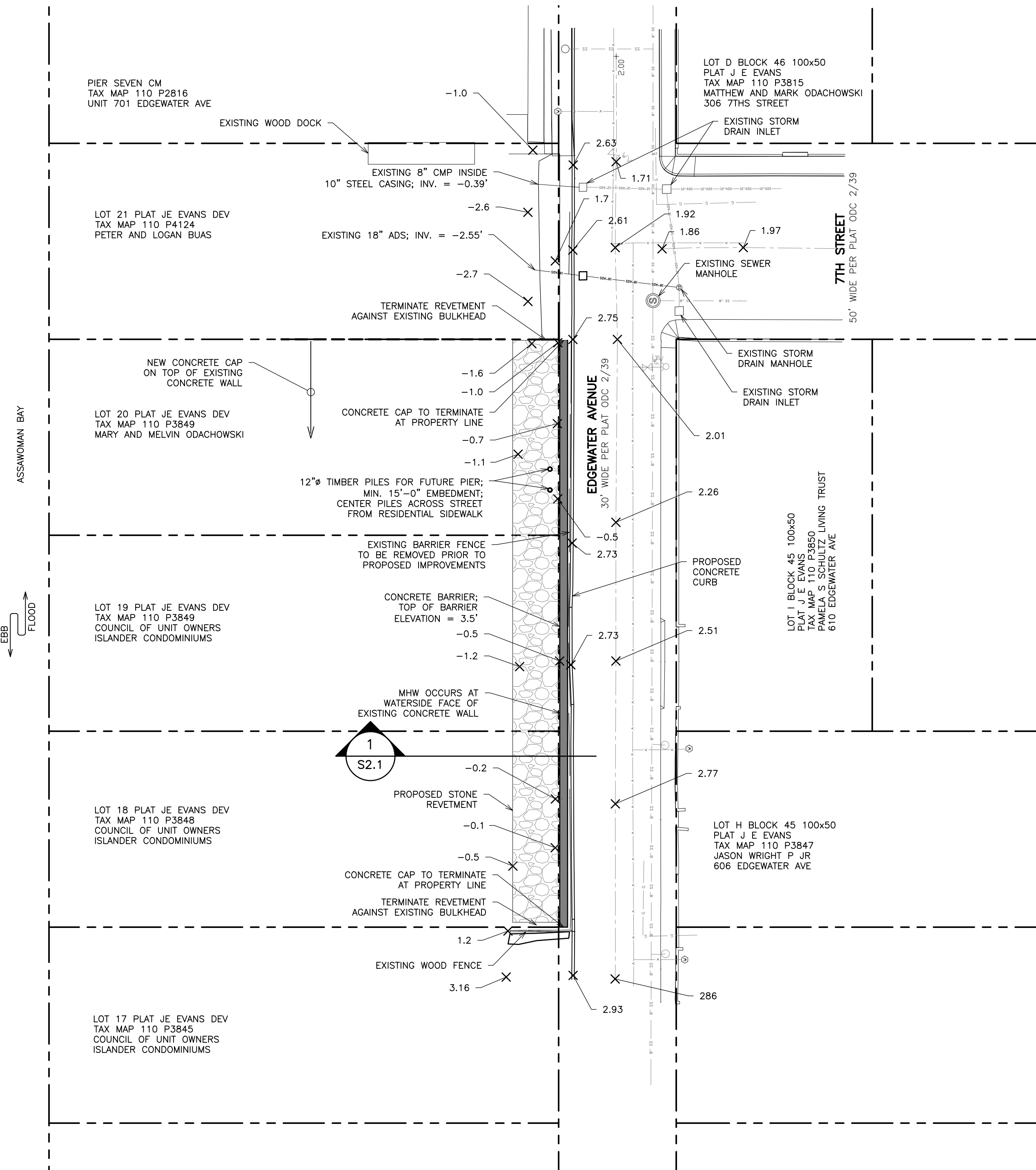
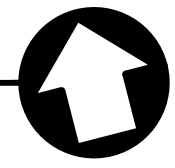
SCALE	AS NOTED	SHEET NO.
DESIGN BY	ARM	S0.1
DRAWN BY	TFVT	
CHECKED BY	ARM	
GMB FILE	220248	
DATE	NOV 2024	

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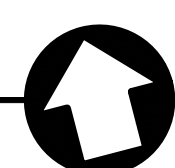
EXISTING SITE PLAN

0 10 20 40 60
SCALE: 1" = 20'



PROPOSED SITE PLAN

0 10 20 40 60
SCALE: 1" = 20'



NOTES:

1. SURVEY WAS PERFORMED IN AUGUST 2022. ELEVATIONS ARE BASED ON NAVD88.
2. SEE APPROVED PERMIT DOCUMENTS FOR RELATED REQUIREMENTS. CONTRACTOR SHOULD TAKE NECESSARY MEASURES TO PREVENT SILTATION, TURBIDITY, AND EROSION AS REQUIRED BY PERMITS. CONTRACTOR SHALL COMPLETELY REMOVE ANY DEBRIS AND DISPOSE OFFSITE.
3. CONTRACTOR SHALL VERIFY/CONFIRM LOCATIONS OF ALL UTILITIES PRIOR TO START OF WORK. AVOID DAMAGE TO UTILITIES DURING CONSTRUCTION ACTIVITIES.
4. ALL PILES TO BE CLASS B AND PRESSURE TREATED TO 2.5 CCA LEVELS BY AWPA STANDARDS.
5. CONTRACTOR SHALL COORDINATE FINAL LOCATION OF THE PILES WITH THE TOWN OF OCEAN CITY.

MISCELLANEOUS ITEMS

THE CONTRACTOR IS SOLELY RESPONSIBLE FOR ALL SAFETY REGULATIONS, PROGRAMS AND PRECAUTIONS RELATED TO ALL WORK ON THIS PROJECT AND FOR THE PROTECTION OF PERSONS AND PROPERTY EITHER ON OR ADJACENT TO THE PROJECT AND SHALL PROTECT SAME AGAINST INJURY, DAMAGE OR LOSS.

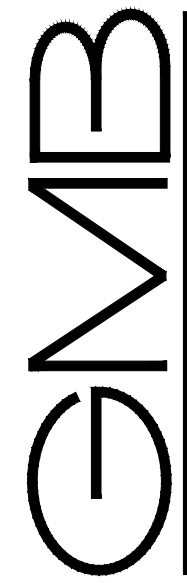
SAFETY REGULATIONS SHALL BE STRICTLY FOLLOWED BY THE CONTRACTOR OR SUBCONTRACTOR DURING ALL TIMES OF WORK ON THIS PROJECT. THE ARCHITECT OR ENGINEER SHALL NOT HAVE CONTROL OR CHARGE OF, AND SHALL NOT BE RESPONSIBLE FOR CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES OR PROCEDURES, FOR SAFETY PRECAUTIONS AND PROGRAMS IN CONNECTION WITH THE WORK, FOR ACTS OF OMISSIONS OF THE CONTRACTOR, SUBCONTRACTORS, OR ANY OTHER PERSONS PERFORMING ANY OF THE WORK IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.

THE CONTRACTOR SHALL PROTECT FROM DAMAGES EXISTING BUILDING(S), OWNER EQUIPMENT, ROADS, WALKS AND UTILITIES. THE CONTRACTOR SHALL MAINTAIN THESE DURING THE COURSE OF THE WORK, AND SHALL REPAIR ALL DAMAGES AT NO ADDITIONAL EXPENSE TO THE OWNER.

PRINTS ISSUED FOR:
REVIEW

REVISIONS

REV. #	DESCRIPTION	DATE
1		
2		
3		
4		
5		
7		



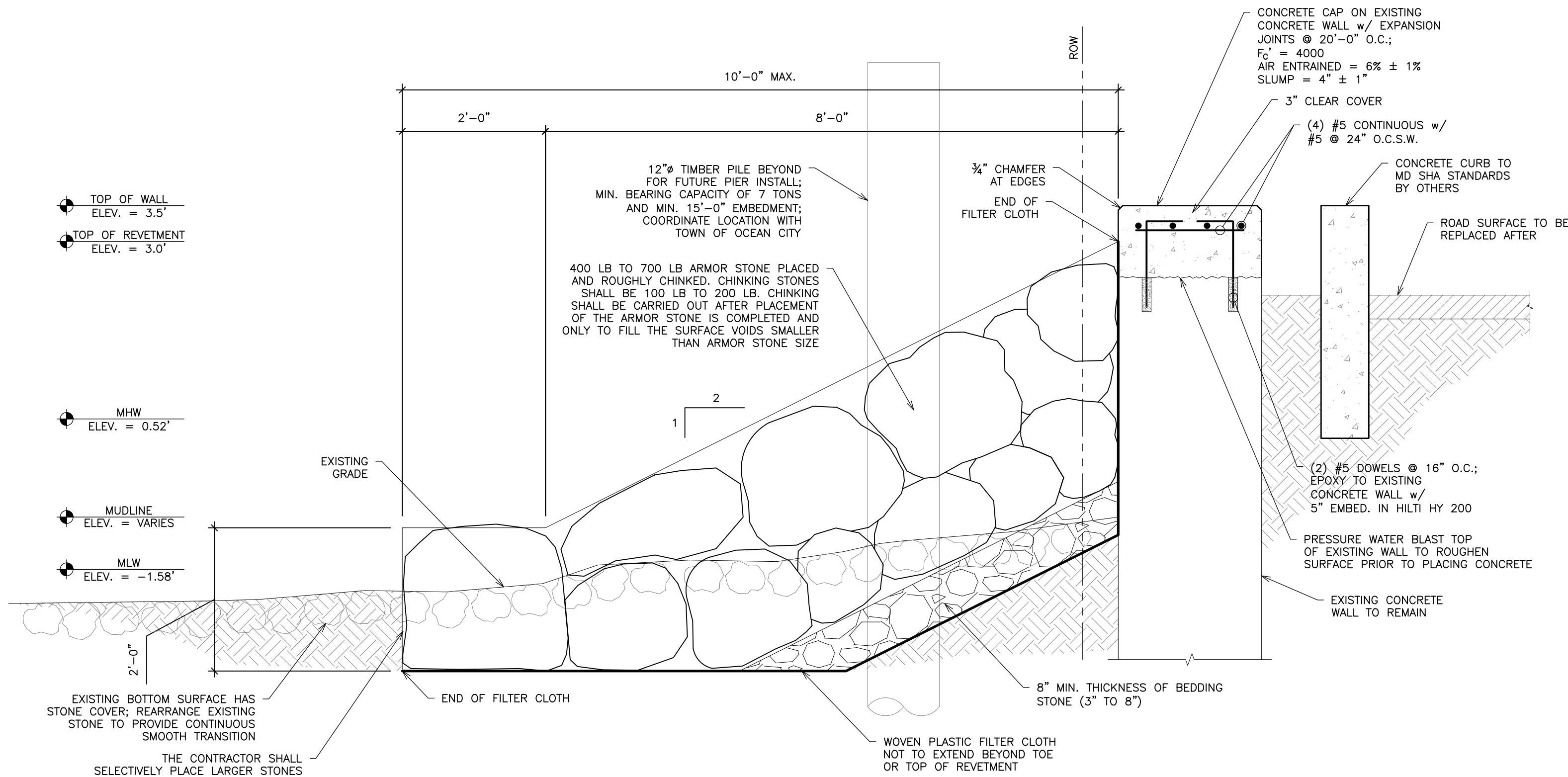
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OCEAN CITY, MARYLAND

**EXISTING AND
PROPOSED
SITE PLANS**

SCALE: AS NOTED	SHEET NO.
DESIGN BY: ARM	S1.1
DRAWN BY: TFWT	
CHECKED BY: ARM	
GMB FILE: 220248	
DATE: NOV 2024	

C:\Projects\2022\220248 Edgewater Ave Bulkhead Design\Drawings\Working Sets\Edgewater Ave Bulkhead (220248).dwg, 11/14/2024, 3:54 PM, Roland E. Holland



PROPOSED REVETMENT SECTION

SCALE: 3/4" = 1'-0"

1
S2.1

NOTE:
1. ALL ELEVATIONS BASED ON NAVD88 DATUM. TIDAL DATA FROM INLET STATION 8570283

PRINTS ISSUED FOR:
REVIEW

REVISIONS

REV. #	DESCRIPTION	DATE
1		
2		
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EDGEWATER AVENUE
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OCEAN CITY, MARYLAND

BULKHEAD
SECTION

SCALE	AS NOTED	SHEET NO.
DESIGN BY	ARM	S2.1
DRAWN BY	TFVT	
CHECKED BY	ARM	
GMB FILE	220248	
DATE	NOV 2024	

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TOWN OF OCEAN CITY

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Agenda Item # 5.B
Council Meeting December 10, 2024

TO: The Honorable Mayor, Council President and Members of Council
THRU: Terence J. McGean, PE, City Manager
FROM: Matt Perry, Procurement Manager
RE: Bid Opening - NSP Fence Replacement
DATE: November 18, 2024

ISSUE(S): Bid Opening - (B01-25) Northside Park Fence Replacement

SUMMARY: The Procurement Department and Engineering solicited bids for the Northside Park Fence Replacement.

FISCAL IMPACT: To be determined based on bid amounts.

RECOMMENDATION: Bid submissions to be opened, read aloud, and then remanded back to staff for further review.



Revitalized Ocean City: Development and Redevelopment

ALTERNATIVES: None suggested.

RESPONSIBLE STAFF: Matt Perry, Procurement Manager

COORDINATED WITH: Taylor Hershey, Public Works Engineering

ATTACHMENT(S):

1. Bidder's List - Northside Park Fence Replacement.pdf
2. (2024.09.17) NSP Fencing Project_Bidders List.xlsx
3. 2024.09.17 NSP Fencing Project SOW Specifications.docx
4. Attachment A - Northside Park Ballfield Fence Replacement 2025 1.jpg.pdf
5. NSP_Fence_Replacement_2025_Illustrations (1).pdf

B01-25 - NORTHSIDE PARK FENCE REPLACEMENT**Bid Tabulation**

Vendor	TOTAL BASE BID
HERCULES FENCE	
LONG FENCE	
GRASSO FENCE COMPANY	
PINTAIL PROPERTY SERVICES	
RUPPERT FENCE AND DECK	
EASTERN SHORE PORCH AND PATIO	
SEAGULL FENCE	

Chain Link Fence Bidder's List

Hercules Fence

Mike Nagle

8580 Mission Rd, Jessup, MD 20794

Jessup, MD 20794

Office Phone: 410-799-1555

Mobile Phone: 301-440-2348

mnagle@herculesfence.com

Long Fence

Matt Wade

8545 Edgeworth Drive

Capital Heights, MD 20743

Office Phone: 1-800-486-4283

Fax: 301-336-0743

Mobile Phone: 443-500-0762

mwade@longfence.com

Grasso Fence Co.

John Grasso

P.O. Box 116

Fruitland, MD. 21826-9998

Office Phone: 410-860-2146

Fax: 410-860-0479

Mobile Phone: 410-251-8697

grassofence@yahoo.com

Pintail Property Services

Alex Tingle

7357 Fire Tower Rd.

Hebron, MD 21830

Phone: 410-713-4860

Mobile: 443-365-3157

alextingle@pintailpropertieservicesinc.com

Ruppert Fence and Deck

Bill Ruppert

P.O. Box 59

Bishopville, MD 21813

Office Phone: 302-436-9528

Mobile Phone: 410-251-1393

ruppertifence@hotmail.com

Eastern Shore Porch & Patio

Mike Phoebus

P.O. Box 168

17 Mason drive

Selbyville, DE 19975

Office Phone: 302-436-9520

Direct Phone: 302-841-4783

mphoebus@esvinylproducts.com

Seagull Fence

Clayton Houser

30143 Discount Land Road

Laurel, DE 19956

Office Phone : 302-956-0417

Fax: 302-337-8196

Mobile Phone: 302-864-7702

clayton@seagullfence.com

SCOPE OF WORK & SPECIAL CONDITIONS

1. GENERAL

- 1.1. Scope of Work: The Scope of Work for Northside Park Fence Replacement includes, in general, all demolition, construction, material acquisition, installations, finishing work per the plans and specifications.
- 1.2. Worksite Safety: Contractor will take appropriate safety precautions at all times while performing work.
- 1.3. Contractor: Contractor must be licensed in Ocean City, in addition to the State of Maryland with proof of insurance.
- 1.4. Project Permits & Approvals: The Town of Ocean City will obtain necessary building permits and provide copies to the contractor.
- 1.5. Work Hours: Work hours will be between the hours of 7:00AM to 3:30PM, Monday – Friday. Extended hours require approval of Ocean City Public Works Department – Engineering Division.
- 1.6. Accessibility: The Contractor will make reasonable provisions to not impede Northside park patrons or business.
- 1.7. “Or Approved Equal”: Contractors may submit other products for consideration by Town Staff as an “Approved Equal”. Any products Town Staff approves as an “Approved Equal” will be explicitly noted in an Addendum to the Contract.
- 1.8. Property Damage: The contractor shall be responsible for any damages or breakage as a result of the contractor's performance. The contractor shall be responsible for repair of any damage to Town property and restoration of any facility damage, beyond normal wear and tear, caused by the contractor's activities. Repair and restoration shall be to the satisfaction of the Town. Any repair/restoration of these damages shall be performed at no cost to the Town.
- 1.9 Contractor must coordinate with Town forces to ensure that Work is completed as efficiently as possible within the guidelines of the Project Schedule.

2. WORK INCLUDED

- 2.1. The work will be performed on three softball fields at Northside Park in Ocean City, MD. The attachments show the location and describe the extent of the replacement in each section of fencing.
- 2.2. New framework and fabric gauges will mirror existing, unless specifically noted.
- 2.3. The contractor will keep the premises clean of all rubbish and debris generated by the work involved and shall leave the premises neat and clean. The work area shall be cleaned at the end of each workday.
- 2.4. The contractor, at the contractor's expense, will dispose of all surplus material, rubbish, and debris.

3. MATERIAL SPECIFICATIONS

- 3.1. Posts, framework and all components and / or hardware will be galvanized steel construction unless specifically noted otherwise, and must, at a minimum, adhere to appropriate ASTM specifications, including, but not limited to, those listed below:
 - 3.1.1. ASTM F626 Specification for Fence Fittings
 - 3.1.2. ASTM F900 Specification for Industrial and Commercial Swing Gates

3.1.3. ASTM F1043 Specification for Strength and Protective Coatings of Steel
Industrial Chain Link Fence Framework

3.2. Minimum component specifications follow:

3.2.1. Fabric will be thermally-fused (class 2B finish) vinyl chain link fabric.

3.2.1.1. Mesh will be 2".

3.2.1.2. Height and Gauge will be as shown on Attachments #1 through #7.

3.2.2. Top, intermediate and mid-level rail pipe will be SS 40, or equivalent, 1-5/8" O.D., 6" sleeve joints.

3.2.3. Line Posts will be SS 40, or equivalent, 2-1/2" O.D.

3.2.4. Terminal / Corner / Gate posts will be SS 40, or equivalent, 3" O.D., except as noted on Attachments #1 - #7.

3.2.5. Gate frames will be SS 40, or equivalent, 1 5/8" O.D.

3.5.5.1 Gates will be welded and the joints wire brushed, solvent cleaned and cold galvanized.

3.2.6. Tie wire will be 8 1/4" long, 9-gauge aluminum, installed 15" on center for line posts and 18" on center for rail.

3.2.7. All exposed vertical pipe ends will be covered with dome style pipe caps.

3.2.8. Pedestrian gate latches will be fork-type with provision for locking.

3.2.9. Double gate latches will be heavy duty fulcrum style double bar with heavy duty drop rod style anchoring with provision for locking.

3.2.10. Concrete footings will be minimum 3,000 PSI, dug a minimum 4 times the width of the post and 36" below grade. Top of the footer shall be a minimum 1.5" below finished grade, but not more than 2.5' below finished grade, to allow for surface material similar to existing surface material to be spread over top of footing after installation.

4. INSTALLATION REQUIREMENTS

4.1. Installation will be performed consistent with manufacturer's recommended guidelines and in accordance with ASTM F567 Standard Practice for Installation of Chain Link Fence.

4.2. Bottom of fabric should be positioned a maximum of 1" above ground and level at each post.

4.3. Ballfield areas where fence will be installed is covered with Diamondtex infield mix or crushed red brick. Contractor will carefully remove and dispose of spoils from postholes to prevent introducing foreign debris into infield mix or crushed red brick.

4.4. Maximum span of 10' between posts.

4.5. Install truss bracing rods at corner and gate posts, if applicable.

4.6. Contractor shall be responsible for locating underground utilities prior to start of work.

4.7. All work will be coordinated with Town's representative.

5. ATTACHMENTS

5.1. Attachment A – the highlighted fence lines illustrate the sections of fence line on each ballfield included in this removal / replacement project.

5.1.1. Five sections of fencing on Fields #2 & #3, including three small sections of fencing in the bullpen area and both home run fences are scheduled for removal / replacement in this project.

- 5.1.2. The majority of fencing on Field #1, with the exception of the sections between the dugouts and the backstop, are scheduled for removal / replacement to some extent in this project.
- 5.1.3. Match highlight color on Attachment A to the color on the legend (right side of Attachment A) to determine which attachment number corresponds to each section of fence. See additional attachments #1 through #7 for correlating diagrams of each fence section.
- 5.2. Attachments #1 through #7 illustrate the extent of work to be done in each section as well as the existing fence framework layout, dimensions and fabric gauges that will be duplicated during the replacement process as part of this project.
 - 5.2.1. Dimensions shall be verified by prospective bidders prior to submitting bid.
- 6. Schedule and Sequence of Work:
 - 6.1. Schedule of Work:
 - 6.1.1. Project Schedule: Notice to proceed to be issued by February 21st, 2025. Work under contract to begin by March 3rd, 2025 and conclude by April 18th, 2025.
 - 6.1.2. Construction Sequence: The successful vendor will assume full responsibility for the means, methods, and execution of the Contract and will coordinate fully with Ocean City Engineering.

END OF SECTION

Town of Ocean City, Maryland
 Northside Park Fence Replacement
 SOW, Special Conditions, and Bid Form

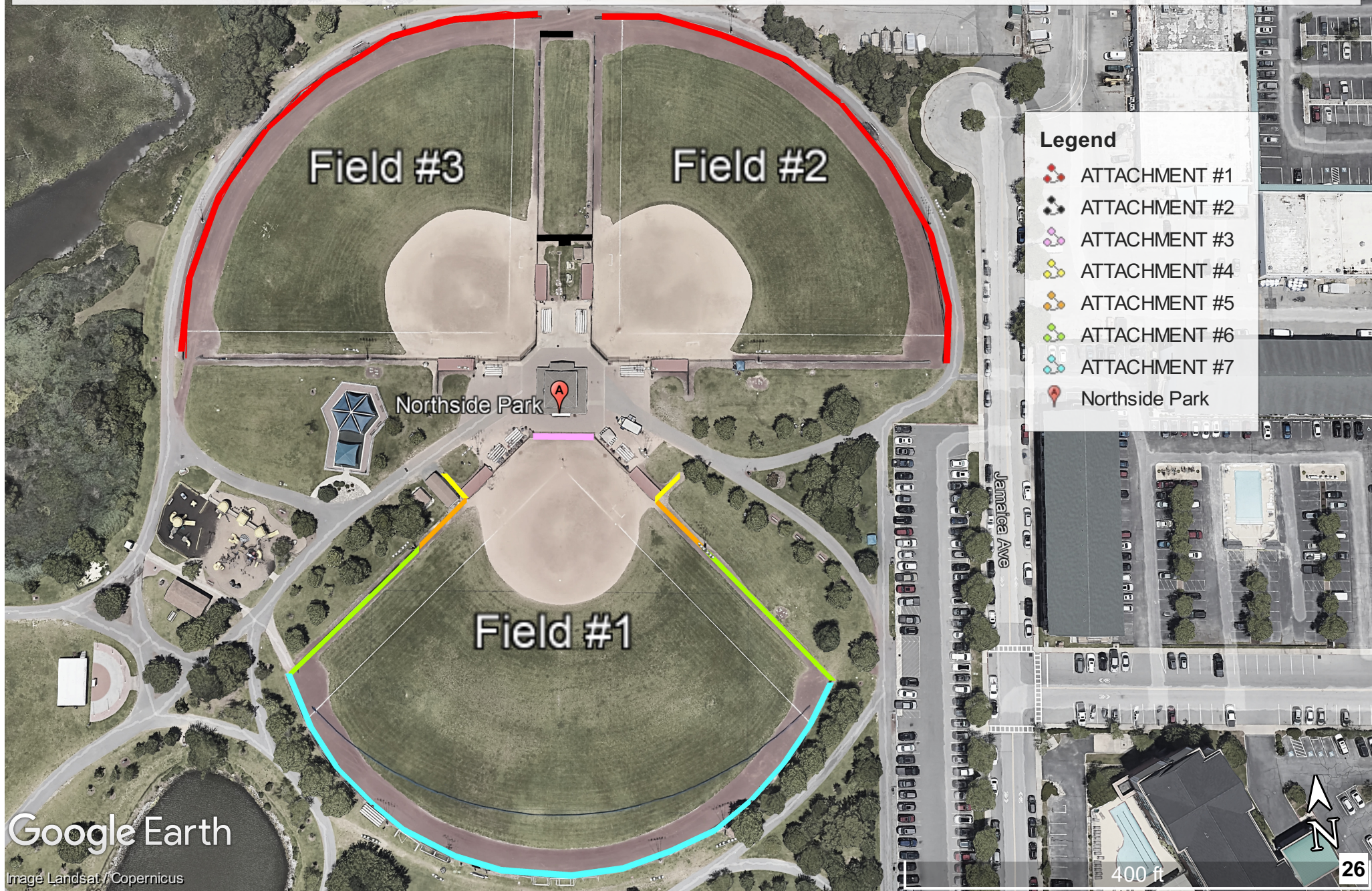
Form of Proposal (FP)

Base Bid				
Item No.	Description	Unit	Unit Price	Total Price
1	Attachment 1	LS	-	
2	Attachment 2 (A)	LS	-	
3	Attachment 2 (B)	LS	-	
4	Attachment 2 (C)	LS	-	
5	Attachment 3	LS	-	
6	Attachment 4	LS	-	
7	Attachment 5	LS	-	
8	Attachment 6	LS	-	
9	Attachment 7	LS	-	
Total Base Bid =				

Attachment A - Northside Park Ballfield Fence Replacement 2025

Note 1: Only highlighted fence lines are included in this project. Match line color to the corresponding attachment number, then see additional attachments #1 through #7 for correlating diagrams of each fence section.

Note 2: Faint dark blue line in outfield grass of field #1 has no relevance to this project.

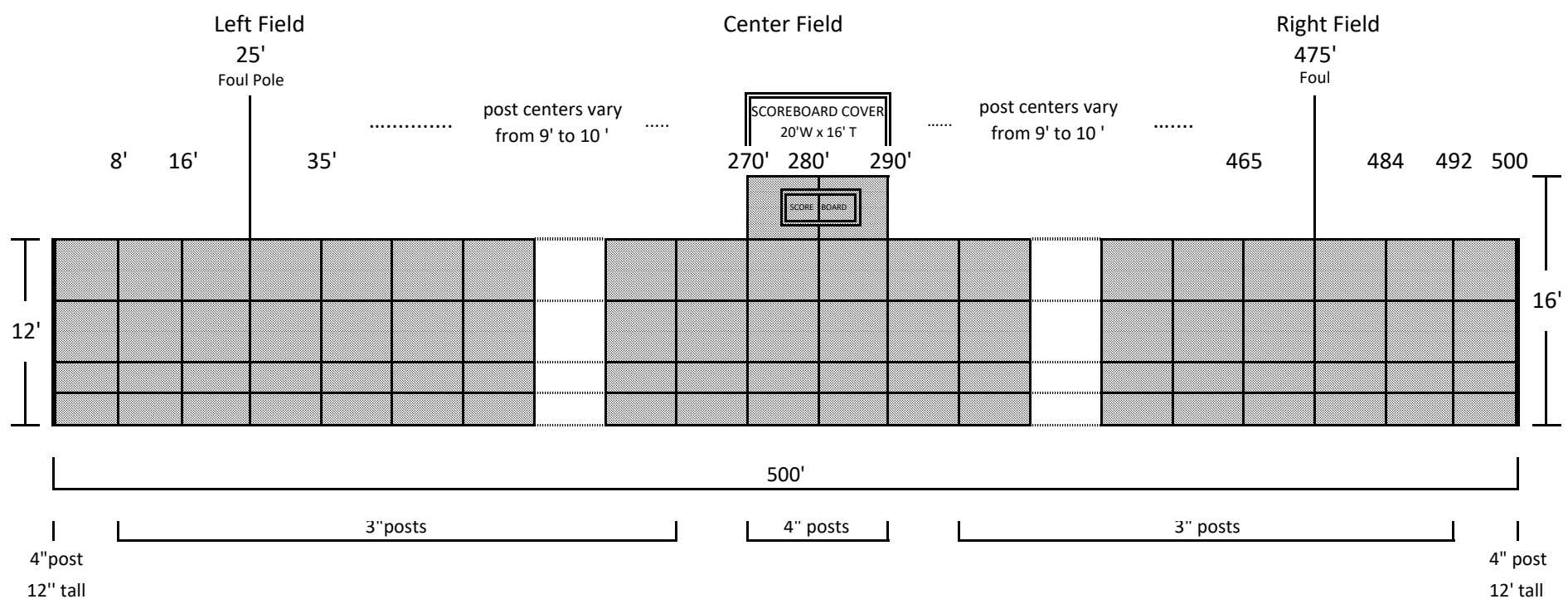


ATTACHMENT #1
NORTHSIDE PARK FIELD #2 AND #3 / TYPICAL HOME RUN FENCE LINE

BID PRICE SHALL INCLUDE COST FOR BOTH (2) FIELDS

6 GAUGE THERMALLY FUSED BLACK VINYL FABRIC FULL 12' HEIGHT (1 PIECE) / 9 GAUGE THERMALLY FUSED BLACK VINYL FABRIC ABOVE 12' OVER SCOREBOARD

REPLACE RAILS, HARDWARE & FABRIC ONLY - ALL POSTS TO REMAIN



ATTACHMENT #2

CONSISTS OF THREE SMALL INDIVIDUAL SECTIONS OF FENCE IN THE BULLPEN AREA BETWEEN FIELDS #2 & #3

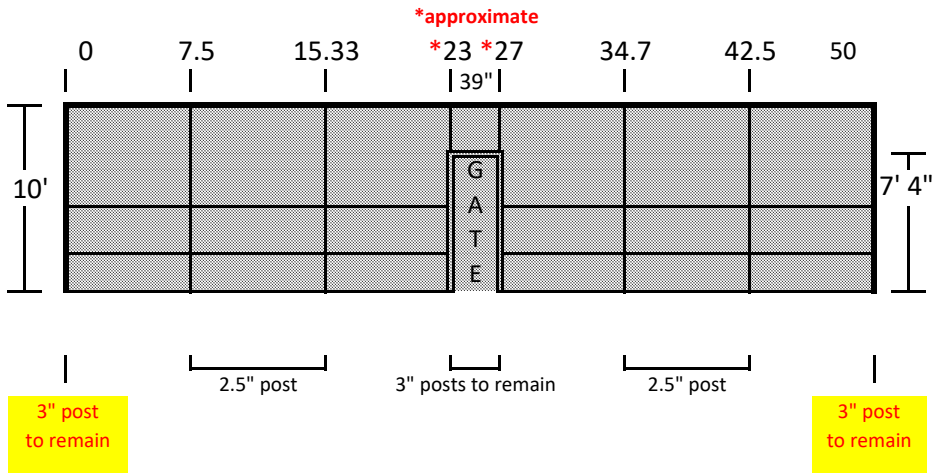
ATTACHMENT #2 (a)

NORTHSIDE PARK BULLPEN AREA BETWEEN FIELDS #2 AND #3 / SOUTH END

6 GAUGE THERMALLY FUSED BLACK VINYL FABRIC

REPLACE POSTS (4), RAILS, HARDWARE, FABRIC & 39" W x 84" T GATE

ATTACHMENT 3A

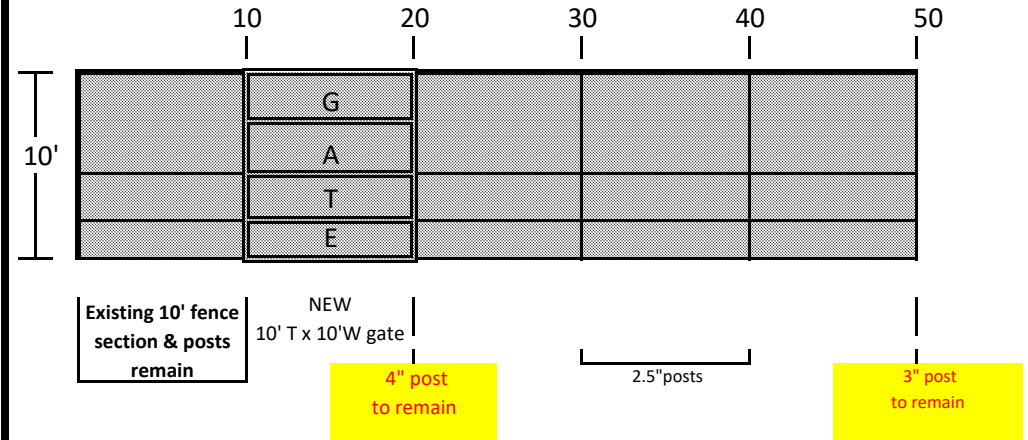


ATTACHMENT #2 (b)

NORTHSIDE PARK BULLPEN AREA BETWEEN FIELDS #2 AND #3 / NORTH END

6 GAUGE THERMALLY FUSED BLACK VINYL FABRIC

REPLACE POSTS (2), 30 LF OF RAILS, HARDWARE, FABRIC & SINGLE 10' X 10' GATE

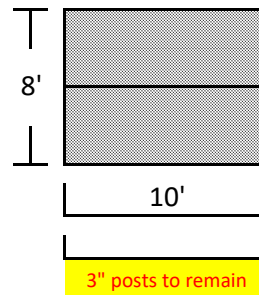


ATTACHMENT # 2(c)

NORTHSIDE PARK BULLPEN BETWEEN #2 AND #3 / SOUTH WING FENCE REPLACEMENT

6 GAUGE THERMALLY FUSED BLACK VINYL FABRIC

REPLACE RAILS, FABRIC & HARDWARE / POSTS TO REMAIN

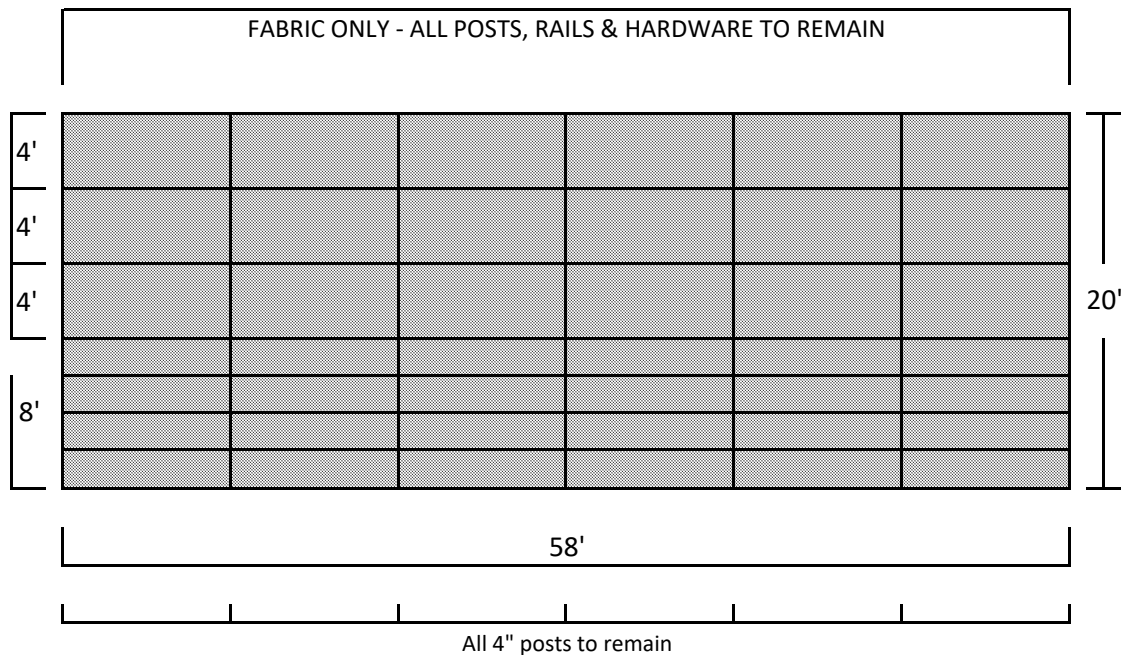


ATTACHMENT #3

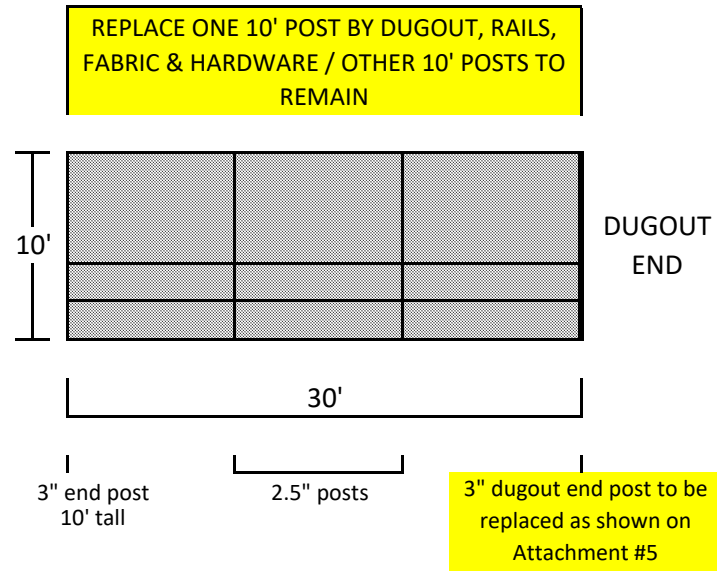
NORTHSIDE PARK FIELD #1 / BACKSTOP FENCE REPLACEMENT

REPLACE FABRIC ONLY ON FIELD #1 BACKSTOP

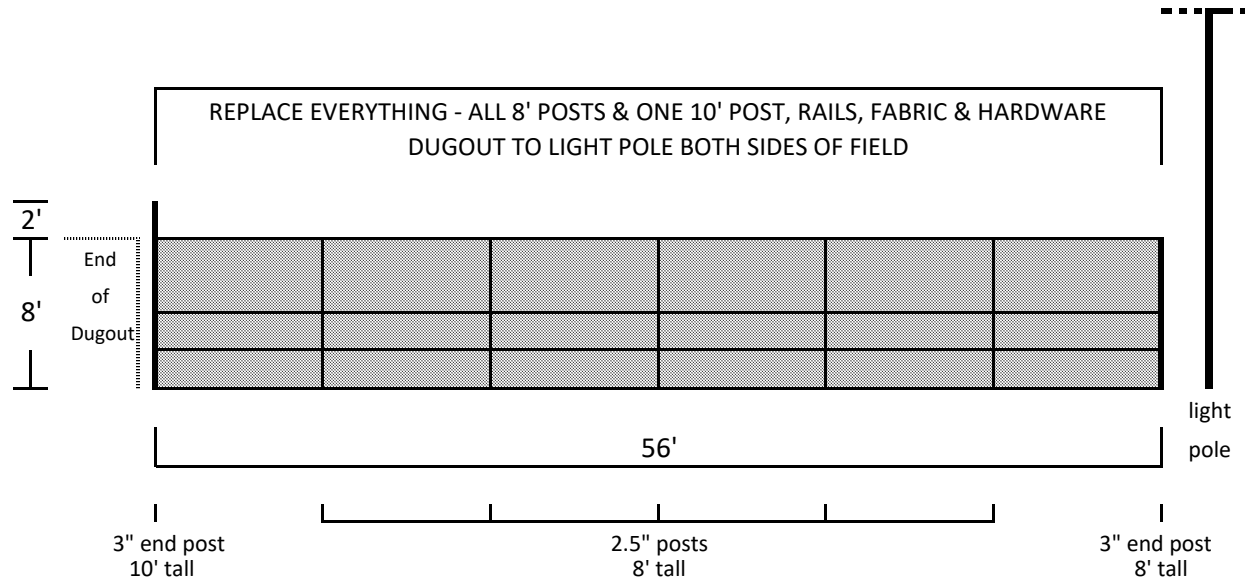
6 GAUGE THERMALLY FUSED BLACK VINYL FABRIC TO 12' HEIGHT / 9 GAUGE THERMALLY FUSED BLACK VINYL FABRIC ABOVE 12' HEIGHT



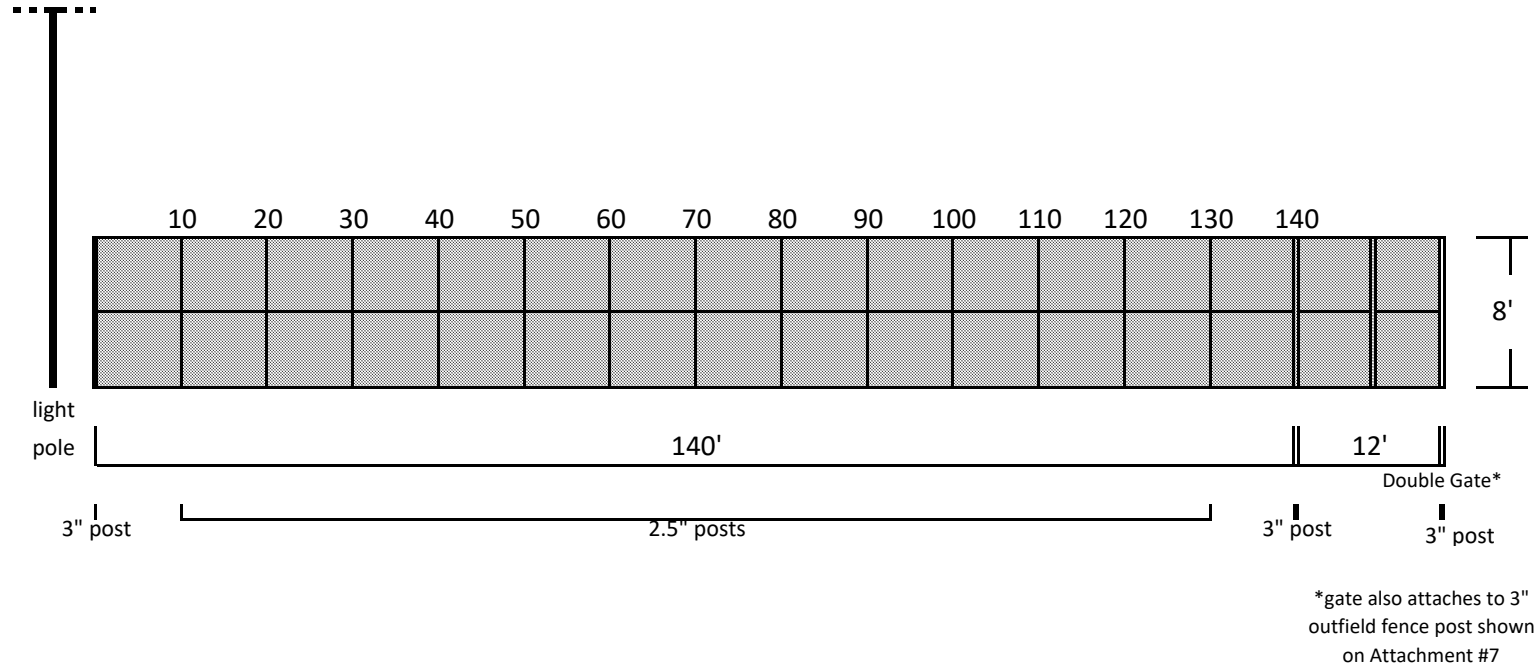
ATTACHMENT #4
NORTHSIDE PARK FIELD #1 / TYPICAL DUGOUT WING FENCE REPLACEMENT
REPLACE TWO (2) DUGOUT WINGS ON FIELD #1 - BOTH SIDES OF FIELD
6 GAUGE THERMALLY FUSED BLACK VINYL FABRIC



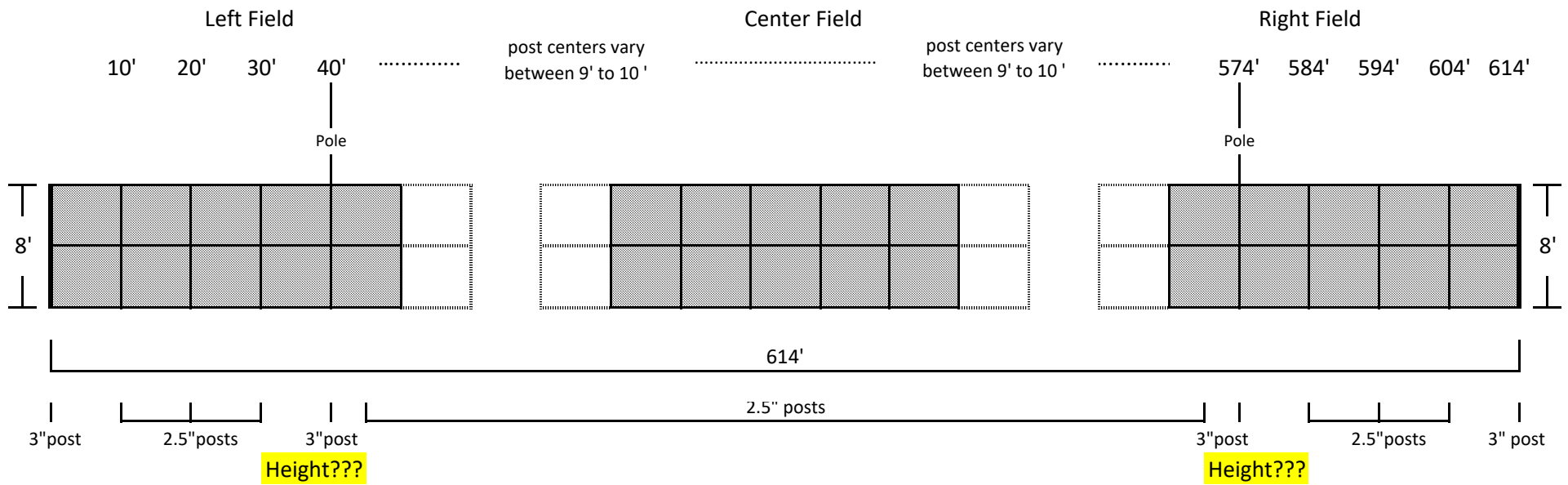
ATTACHMENT #5
NORTHSIDE PARK FIELD #1 / TYPICAL DUGOUT TO LIGHTPOLE FENCE REPLACEMENT
REPLACE DUGOUT TO LIGHT POLE (2) ON FIELD #1 - BOTH SIDES OF FIELD
6 GAUGE THERMALLY FUSED BLACK VINYL FABRIC



ATTACHMENT #6
NORTHSIDE PARK FIELD #1 / TYPICAL LIGHT POLE TO OUTFIELD FENCE
REPLACE LIGHT POLE TO OUTFIELD FENCE (2) ON FIELD #1 - BOTH SIDES OF FIELD
9 GAUGE THERMALLY FUSED BLACK VINYL FABRIC
 REPLACE EVERYTHING - ALL POSTS, RAILS, HARDWARE, GATES & FABRIC



ATTACHMENT #7
NORTHSIDE PARK FIELD #1 / HOME RUN FENCE LINE
REPLACE HOME RUN FENCE ON FIELD #1
9 GAUGE THERMALLY FUSED BLACK VINYL FABRIC
 REPLACE EVERYTHING - ALL POSTS, RAILS, HARDWARE & FABRIC





TOWN OF OCEAN CITY

The White Marlin Capital of the World

Agenda Item # 5.C

Council Meeting December 10, 2024

TO: The Honorable Mayor, Council President and Members of Council
THRU: Terence J. McGean, PE, City Manager
FROM: Diana Chavis, City Clerk, MMC
RE: Mayor and City Council Minutes
DATE: November 18, 2024

ISSUE(S): Request to Approve Minutes

SUMMARY: 1. Regular Meeting #18 dated November 18, 2024
2. Work Session dated November 26, 2024

FISCAL IMPACT: Not Applicable

RECOMMENDATION: Approve minutes.



Excellent Service through a High performing Town Organization

ALTERNATIVES: Advise of necessary modifications.

RESPONSIBLE STAFF: City Clerk Diana L. Chavis, MMC

COORDINATED WITH: Deputy City Clerk Jessica D. Cropper, CMC

ATTACHMENT(S): None



TOWN OF OCEAN CITY

The White Marlin Capital of the World

Agenda Item # 5.D

Council Meeting December 10, 2024

TO: The Honorable Mayor, Council President and Members of Council
THRU: Terence J. McGean, PE, City Manager
FROM: Diana Chavis, City Clerk, MMC
RE: Standing Committee Reports
DATE: November 21, 2024

ISSUE(S): Acknowledgement of Standing Committee Reports

SUMMARY: 1. Bicycle and Pedestrian Advisory Committee - November 20
2. Pension Committee - November 20

FISCAL IMPACT: Not Applicable

RECOMMENDATION: Not Applicable



Excellent Service through a High Performing Town Organization

ALTERNATIVES: Not Applicable

RESPONSIBLE STAFF: Not Applicable

COORDINATED WITH: Not Applicable

ATTACHMENT(S): 1. 2024.11.20 BPAC_Meeting Minutes #73.pdf
2. 2024-11-20 Pension Committee Minutes



Town of Ocean City, Maryland
Bicycle & Pedestrian Advisory Committee (BPAC)
Meeting Minutes

OCEAN CITY BICYCLE & PEDESTRIAN ADVISORY COMMITTEE (OC BPAC)
Meeting Minutes

DATE: Wednesday, November 20, 2024
TIME: 2:04 PM to 3:50 PM
LOCATION: 65th Street Public Works Campus
Procurement Conference Room
214 65th Street, Ocean City, MD 21842
RE: OC BPAC Meeting #73

OC BPAC MEMBERS:

X	Sergeant Nathan Kutz (President / Police)
X	Mary Wiedorfer (Vice President / Resident)
X	Tony DeLuca (Council Liaison)
	Hal Adkins (Public Works)
X	Joe Marx (Business Owner)
	Lisa Stashak (Resident)

	George Bendler (Planning & Zoning)
X	Zach Bankert (OCDC)
X	Dan Wilson (SHA Member)
	Mike Steinen (Resident)
X	Joe Kurtz (Engineering)

Note: Quorum is majority of members present. X = In attendance at meeting

OC BPAC GENERAL ATTENDEES:

X	Lisa Stevens
X	Jeremy Brown

ACTION ITEMS:

#:	Name:	Action Item:	Due By:
1	Dan	Notify BPAC of OPPE's PSAP Presentation Date/Time/Location (Suggested: 1/15/25 after BPAC)	Jan 15, 2025
2	Nathan	Work with Dan and Annamarie to book meeting space for PSAP Meeting	Jan 15, 2025
3	Joe Kurtz	Verify Town's willingness to pay for maintenance of green pavement markings in PSAP corridor (59 th – 63 rd Streets)	Jan 15, 2025
4	Joe Marx	Research illumination device to attach to backpack	Jan 15, 2025
5	Nathan	Consider if PD's Bike Maintenance Techs will help teach community members	Jan 15, 2025
6	Nathan	Forward BPAC Submission about 146th/Dukes crosswalks to Public Works	Jan 15, 2025
7	Nathan	Draft a letter to HMRA (Susan Jones) and other organizations for donations	Jan 15, 2025
8	Nathan	Consider applicability of MUTCD to BPAC's efforts, especially e-bike regs	Jan 15, 2025
9	Mary	Continue revisions to Bike Rack dedication policy	Jan 15, 2025

ANNOUNCEMENTS:

- Dan Wilson reports a January PSAP meeting in Ocean City. Date/Time/Location are TBD.
- BPAC's December meeting is cancelled. The next meeting will be on January 15th, 2025. Location TBD.

DISCUSSION ITEMS:

- 73.1 Review of 2024.10.16 Meeting Minutes and Action Items:
- Nathan reviewed meeting minutes and action items with the Committee.



Town of Ocean City, Maryland
Bicycle & Pedestrian Advisory Committee (BPAC)
Meeting Minutes

- b. Tony motioned to approve. Motion seconded by Joe Kurtz. None opposed. Motion passed.

73.2 SHA Pedestrian Safety Committee:

- a. Dan reported back on a tentative PSAP meeting in January. Potential dates:
 - (a) Jan 14th
 - (b) Jan 15th (after BPAC meeting)
 - (c) Jan 30th
- b. The committee agrees January 15th is ideal after the BPAC meeting.
- c. Nathan to find appropriate meeting space in Town.
- d. Dan has passed on all recommendations from BPAC for the PSAP. These include: median fencing, green pavement started by MDOT but maintained by the Town, continental crosswalks, 17th Street signage for bicyclists to use St. Louis Avenue, and speed limit reduction to 35 MPH from 62nd up to 67th Street.

73.3 Boardwalk Bike Racks

- a. Mary received revisions from Hal Adkins. Mary is working on revisions to the policy with this feedback.
- b. Jeremy has GIS mapping of the bike rack locations.
- c. Joe Marx reported on the costs for all racks including shipping but not including the plaques: \$76,180.63
- d. Each plaque will be approximately \$600
- e. Mary reports the approximate anticipated cost per bike rack is \$2500
- f. Mary will confirm a policy memo for council approval with costs, verify locations with Jeremy, and return to BPAC to initiate implementation of the bike rack dedication program.

73.4 Oceanside Street End Bike Racks

- a. Joe Kurtz and Mary looked at more locations especially in the 142nd Street area
- b. Nathan to ask if George Bendler will ask developers to help pay for street end bike racks

73.5 Bike Light, Donations, and Promotional Items

- a. Nathan to draft a letter to HMRA (Susan Jones) and other organizations (OCDC, Marine Corps league, etc) for donations to purchase bags, lights, and reflective tape
- b. Letter should be generic, able to post / sent to anyone
- c. Annamarie to collect checks on behalf of Town and BPAC
- d. Nathan to use Website for donation information and Q&A
- e. Joe Marx to research illumination device to attach to backpack

73.6 Wayfinding

- a. No report

73.7 144th Street Pedestrian Signal

- a. Dan reported a potential signalized vehicular crossing.
- b. Committee will discuss at January meeting.



Town of Ocean City, Maryland
Bicycle & Pedestrian Advisory Committee (BPAC)
Meeting Minutes

73.8 E-Bikes

- c. This committee aims to understand e-bikes, their role in Ocean City, and advocate for best practices in terms of engineering, enforcement, and education.
- d. Nathan reports the educational flyer that compares e-bikes to their traditional bicycle counterparts and other conveyances is still in the works, including review by a State prosecutor (Dave Daggett).
- e. Nathan reports the approximate tram speed is 6 MPH, a fast walking pace.
- f. Joe Marx reports based on his research, other jurisdictions are using a 10 MPH speed limit for bicycles and e-bikes.
- g. Dan reports the federal Manual on Uniform Traffic Control Devices (MUTCD) is published. Maryland's newer version is upcoming. Nathan to consider the MUTCD for e-bike laws, regulation, speeds.
- h. The BPAC suggests the following wayfinding/signage for the boardwalk:
 - Class 1 E-Bikes Only
 - Bicycle/E-Bike Speed Limit: 10 MPH

73.9 Open Session

- a. Lisa Stevens spoke about success stories working with the Town of Ocean city for highway safety in the past
- b. Lisa Stevens and Joe Kurtz coordinated delivery of 10 bikes from the Town of St. Mary's church
- c. Lisa Stevens will provide a safety brochure when issuing the loaned bicycles
- d. Lisa Stevens learned the Ocean City Baptist Church loans about 100-150 bikes each season
- e. Joe Kurtz wants the Police Department's bicycle technicians to teach school children or church members how to fix bikes; Nathan to research if this is possible.
- f. The BPAC received a 146th Street/Dukes crosswalk complaint – Nathan to send to Hal for review
- g. Dan Wilson reports there is work starting December 7th to replace signal heads at certain signalized intersections
- h. Dan Wilson reports 94th and 130th Street bay-side will get signalized ped signals
- i. Dan Wilson reports with pending developments at 94th Street area, 99th Street crossover may be eliminated
- j. Dan Wilson reports Dead Freddie's entrance at Coastal Highway may be eliminated
- k. Bike Lights, Pedestrian Collisions, and Bicycle Collisions statistics *(may be on next page)*



Town of Ocean City, Maryland
Bicycle & Pedestrian Advisory Committee (BPAC)
Meeting Minutes

Bicycle Light Distribution

	January	February	March	April	May	June	July	August	September	October	November	December	Total
2018	N/A	N/A	N/A	2	33	3	17	88	35	30	0	0	208
2019	0	4	7	10	34	123	142	516	10	0	0	0	846
2020	0	0	0	0	0	54	17	18	0	0	0	0	89
2021	0	0	0	0	34	40	236	69	26	0	0	0	405
2022	0	0	0	0	0	50	119	120	0	0	0	50	339
2023	16	17	15	10	52	41	57	135	0	0	51	16	410
2024	32	20	21	0	37	132	135	98	37	0	28	0	540
Avg.	8.0	6.8	7.2	3.1	27.1	63.3	103.3	149.1	15.4	4.3	11.3	9.4	405.3

Bicycle Collisions

	January	February	March	April	May	June	July	August	September	October	November	December	Total	Fatal
2024	0	0	0	2	1	3	4	10	6	1	0	0	27	1
2023	0	1	0	0	0	7	4	2	2	3	0	0	19	0
2022	0	1	0	1	1	2	5	4	0	0	0	0	14	0
2021	0	0	0	0	2	1	8	3	1	0	1	0	16	0
2020	0	0	0	0	0	2	1	1	2	1	0	1	8	0
2019	0	0	0	1	1	4	11	4	9	1	1	0	32	0
2018	0	0	0	1	3	4	9	5	3	1	0	0	26	0
2017	0	0	1	0	2	8	9	9	1	0	0	0	30	1
2016	0	0	2	0	1	2	12	7	3	0	1	0	28	0
2015	0	0	0	0	0	1	8	12	1	0	1	0	23	0
Avg.	0.00	0.20	0.30	0.50	1.10	3.40	7.10	5.70	2.80	0.70	0.40	0.10	22.30	0.20

Pedestrian Collisions

	January	February	March	April	May	June	July	August	September	October	November	December	Total	Fatal
2024	0	0	1	1	0	3	9	6	5	0	0	0	25	1
2023	0	0	0	0	2	4	13	2	3	3	1	0	28	0
2022	0	2	2	1	3	8	6	4	0	1	0	0	27	2
2021	0	0	0	2	1	4	5	3	5	2	0	0	22	0
2020	1	0	0	0	2	3	6	6	5	2	0	0	25	1
2019	0	0	0	0	3	6	3	4	5	0	0	0	21	1
2018	1	1	0	0	0	6	6	7	6	2	0	2	31	1
2017	0	0	0	0	3	5	13	3	0	2	0	0	26	2
2016	1	0	0	0	2	2	8	3	0	0	1	0	25	1
2015	0	0	0	0	2	4	4	1	6	0	0	0	17	0
Avg.	0.30	0.30	0.30	0.40	1.80	4.50	7.30	4.40	3.80	1.20	0.10	0.30	24.70	0.90

Date Modified: 11/20/2024

MEETING ADJOURNMENT:

Motion by Nathan to adjourn the meeting. Second by Joe Kurtz. The meeting was adjourned at 3:50 PM.

If there are any corrections to the Meeting Minutes, please notify the author within seven (7) calendar days. The next meeting is planned to be held on Wednesday, January 15th, 2025.

Best Regards,

Sergeant Nathan Kutz

Ocean City Police Department | Town of Ocean City

Town of Ocean City
Pension Committee Minutes
City Hall, Council Chambers
November 20, 2024 - 9:00 AM

Trustees Attending: Council President Matt James; Public Safety Rep. Eric Peterson; General Employees Rep. Karin Scott; Jeff Thaler

Trustees absent: Tim King; Mayor Richard Meehan; Councilman Will Savage

Staff Attending: Amanda Bayline; Chuck Bireley; Katie Callan; Ioana Gudelsky; Jennie Knapp; City Manager Terry McGean

Presenters: David Esham—Morgan Stanley; Russell LaGreca-Morgan Stanley, Graystone Consulting

Council President James called the meeting to order.

David Esham - Morgan Stanley

David commented on current economic and market conditions in the United States and around the world. He discussed 3rd Quarter and year to date stock and bond market performance. David discussed current economic factors including inflation, interest rates, Federal Reserve's impact, current equity valuations and asset class performance.

David discussed the pension plans' 3rd Quarter investment performance. Investment return for the General Employees' Plan was 6.47% and 11.91% year to date. The investment return for the Public Safety plan was 6.48% and 11.95% year to date.

David recommended moving 4% of the investment portfolio from international and 1% from emerging market asset classes to fixed income asset class.

Motion by Jeff Thaler; seconded by Karin Scott to approve the recommendation. The vote was unanimous.

Russell LaGreca – Morgan Stanley, Graystone Consulting

Russell updated the committee on the Secure Act 2.0. Many questions remain regarding implementation of the Secure Act 2.0.

Russell reviewed the investment performance of the funds and the expenses charged by each fund. The investment performance of the funds included in the 401 (a) and 457 (b) plans for the twelve months ending 09/30/24 was excellent. The average fund return was 25% and ranged from 5.36% to 45.99%.

Russell recommended two changes to the fund portfolio. The first change is to replace the Western Asset Core Plus Bond fund with the Federated Total Return Bond Fund. The second change is to consolidate the Delaware Ivy Mid Cap Growth fund with the MFS Cap Growth Fund. The MFS fund will be the sole Mid Cap Growth Fund going forward.

Motion by Karin Scott; seconded by Jeff Thaler to approve the recommendation. The vote was unanimous.

Motion by Karin Scott; seconded by Jeff Thaler to adjourn the meeting. The vote was unanimous.

Chuck Bireley
11.21.24



TOWN OF OCEAN CITY

The White Marlin Capital of the World

Agenda Item # 5.E

Council Meeting December 10, 2024

TO: The Honorable Mayor, Council President and Members of Council
THRU: Terence J. McGean, PE, City Manager
FROM: Hal Adkins, Director of Public Works
RE: Parking Department Report and Recommendations
DATE: December 4, 2024

ISSUE(S): Parking Department Report and Recommendations

SUMMARY:

This report addresses parking difficulties and issues that were identified over the course of the 2024 season with suggestions from staff to resolve them. This report also offers opportunities for Council to further update the parking management policy of the Town of Ocean City to increase revenue while improving customer service.

FISCAL IMPACT: Please take a look at the attached document, which defines the value of the projects.

RECOMMENDATION: See attached report.



Revitalized Ocean City: Development and Redevelopment

ALTERNATIVES: Do not proceed with recommendations or schedule a separate meeting to allow further discussions.

RESPONSIBLE STAFF: Parking Manager - Jon Anthony
Public Works Deputy Director - Scott Wagner
Transit Manager - Rob Shearman

COORDINATED WITH: Parking Consultant - Duke Hanson

ATTACHMENT(S): 1. Agenda for 12.10.24 - Final Draft.pdf

Mayor and City Council Meeting
Parking Agenda
Tuesday December 10, 2024

A. Tow Away Signs	Page 1
B. 64th Street Boat Launch and 100th Street Parking Lot	Page 2
C. Free Church Parking	Page 3
D. Event Parking Rates	Page 4
E. Paid Parking Rate Structure	Pages 5-7
F. Eliminating the Use of Kiosks	Page 8
G. Elimination of “Orange Dot” Program	Pages 9-24
H. Exempt List Reorganization	Pages 25-26
I. Caine Woods Parking Permit Results	Pages 27-30
J. Additional Paid Parking Opportunities to Consider	Pages 31-34
K. Scofflaw Ordinance Update	Page 35
L. Booting/Towing	Page 36

A. Tow Away Signs

The “Tow Area” sign pictured below is provided by the Town to those private entities that want to legally tow unauthorized vehicles off of their property.



Staff would like to bring to Council’s attention that these signs contain some incorrect information. The referenced City Ordinance at the bottom is not an ordinance number, it is a city code number, and it no longer exists. The correct code number is #90-244.

When these signs were originally printed, City Code #90-227 outlined the maximum fines charged for towing. Section #90-277 was removed in 2020 and charges are now set via resolution per City Code #90-244.

Staff suggests that sign snipes (stickers) are printed and distributed to the purchasers of these signs to install overlaying “City Ordinance #90-227” with “City Code #90-244”.

B. 64th Street Boat Launch and 100th Street Parking

When paid parking was originally extended into the shoulder season, the Resolution did not separate the 64th Street boat launch lot or the 100th Street lot trailer spaces from the rest of the metered areas in the Town of Ocean City. An unintended consequence of this is that both of those lots allow free parking Monday-Thursday during the shoulder season. It is our belief that the intent of this Resolution was to apply only to the downtown area, and that these boat launch and trailer storage lots were intended to be pay-to-park seven-days-a-week as they serve different needs than those in the downtown area.

We are requesting Council to clarify the intent of this Resolution to determine whether the 64th Street boat launch lot and the 100th Street trailer spaces *should* be paid seven-days-a-week during the shoulder season.

Along with that determination, we are asking council to further resolve whether the regular vehicle parking spaces in the 100th Street lot should be paid seven-days-a-week during the shoulder season as well. These spaces are dissimilar to the downtown metered areas as they are generally used as weekly parking for those visiting the nearby condos, and not used to access businesses other than the library (which gives free parking passes to its customers).

C. Church Parking

The Town of Ocean City has historically afforded free courtesy parking in nearby metered areas to churches/houses of worship and their attendees for masses and services. Unfortunately, the times and geographic boundaries of this arrangement have not been documented and formalized causing friction between church goers and the newly created Parking Division.

We are requesting Council to resolve this issue by providing specific geographic boundaries as well as the effective times that this arrangement is in effect, to optimize deployment of parking enforcement personnel and allow for more efficient enforcement of the Town's paid parking areas.

The following churches are currently within metered areas that would be covered by this arrangement, with the potential for many more if metered parking areas were expanded in the future:

- Son'Spot Ministries Inc (12 Worcester St)
- St. Mary Star of the Sea Church (208 S Baltimore Ave)
- Ocean City Baptist Church (102 N Division St)
- St. Paul's by-the Sea Episcopal Church (302 N Baltimore Ave)
- Atlantic United Methodist Church (303 N Baltimore Ave)
- St. Luke Catholic Church (9901 Coastal Highway)
- Church of the Holy Spirit Episcopal (10001 Coastal Highway)

Staff have identified several potential options open to Council regarding this agreement:

Option 1: Leave the agreement unformalized, which will continue to cause friction between the Parking Division and the house of worship attendees. This will not solve the issues presented above.

Option 2: Allow all houses of worship to have free parking for their services and to coordinate with staff to determine when and where this free parking would be permitted. This would necessitate every house of worship to communicate with the Parking Division to determine when they hold service and would require all parking enforcement officers to be trained on the mass/service times of each individual house of worship. Staff does not recommend this option based on the workload burden that would be placed on the Parking Division to coordinate this, as well as the difficulties of training parking officers to know which houses of worship have free parking at which time.

Option 3: Allow staff to designate specific lots that are "free" and the associated times. This option would allow staff to determine the geographic boundaries of this agreement without needing to customize the agreement to each individual house of worship.

Option 4: Discontinue the policy of allowing free parking to houses of worship. This removes all confusion and abuse, and eliminates any appearance of the Town supporting a particular house of worship. Staff recommends **Option 4.**

D. Event Parking Rates

Raising metered parking rates during events is a standard practice in many cities around the country. The higher demand for parking during these events creates an environment where parking is extremely limited while also creating a larger than normal wear and tear on parking infrastructure. Raising the costs of parking during these events has a dual effect of making parking more available as well as partially subsidizing the costs of maintaining the parking infrastructure.

There are also secondary benefits to increasing parking costs during events, including the likelihood of more people choosing to use our public transit system and minimizing traffic flow around the event areas.

Currently, the only event in which the town has imposed a higher hourly parking rate is in the Inlet Parking Lot on the 4th of July, which is \$1.50 higher than the regular daily rate (from \$3.50/hr to \$5.00/hr). We are asking Council to consider a consistent event rate (\$X/hr above the normal rate) for all metered lots and spaces, and an expanded event rate schedule including the following events:

- SpringFest
- Both Cruisin' events
- All C3 events
- Memorial Day Weekend (Friday-Monday)
- 4th of July
- All Air Show events
- White Marlin Festival
- Labor Day Weekend (Friday-Monday)
- Sunfest

Along with raising metered parking rates for events, it is prudent to also raise the fines for violations issued during these events. The first and most obvious reason for this is if it costs more to park, and the fine for not paying is not escalated in tandem, it becomes much more financially attractive for a driver to park illegally and “risk” the ticket.

The second reason this is an important part of the process is because many of the violations issued by the police and the parking department during these events are safety related (red curbs, crosswalks, fire hydrants, etc). The limited amount of parking available during these events increases the chances that motorists will choose to violate these safety zones, putting pedestrians, other drivers and property at risk. Increasing the costs associated with violating these safety zones will help to deter this parking behavior.

We are asking that if Council resolves to enact event parking rates as suggested above, that they also resolve to double parking fines for violations issued during these events.

E. Paid Parking Rate Structure

During the peak season, Ocean City currently has a flat meter rate across all on-street spaces and municipal lots of \$3.00/hr, and a rate of \$3.50/hr in the Inlet Parking Lot.

It is a well-established parking industry best practice to set parking rates based on the parking demand. Rates need to be structured to encourage regular turnover of vehicles in high-demand locations, which in turn opens up spaces, allowing more visitors to access businesses and amenities nearby. Increasing the rate of turnover at these high-demand spaces means that more customers have access to adjacent businesses, augmenting revenue for these commercial entities. As a secondary benefit, the Town will realize greater revenue generation from the meters themselves.

Occupancy studies during the peak season, along with anecdotal observation, showed that during normal business hours the “Ocean Block” metered spaces between S. Division Street and 10th Street were filled to above 90% capacity. This means that the meters are not having the desired turnover effect, and the Town is not realizing the full benefit of these metered blocks. It also creates the perception that there is no available parking in the Town. Industry-accepted key performance indicators suggest a meter occupancy rate goal of 75% which can be achieved by appropriately calibrating meter rates, complimented by effective enforcement.

The Inlet Parking Lot, which is the most convenient access to the beach and boardwalk in the Town, has a similar occupancy issue as the Ocean Block. When the Inlet Lot is unimpeded by events, it is often near capacity.

Due to the higher demand of these areas, we are requesting that Council review the current metered rate structure and determine if raising the metered rates on the Ocean Blocks and in the Inlet Lot would be beneficial to the Town. This parking management strategy has been applied in numerous beachfront communities, as illustrated in the following diagrams.

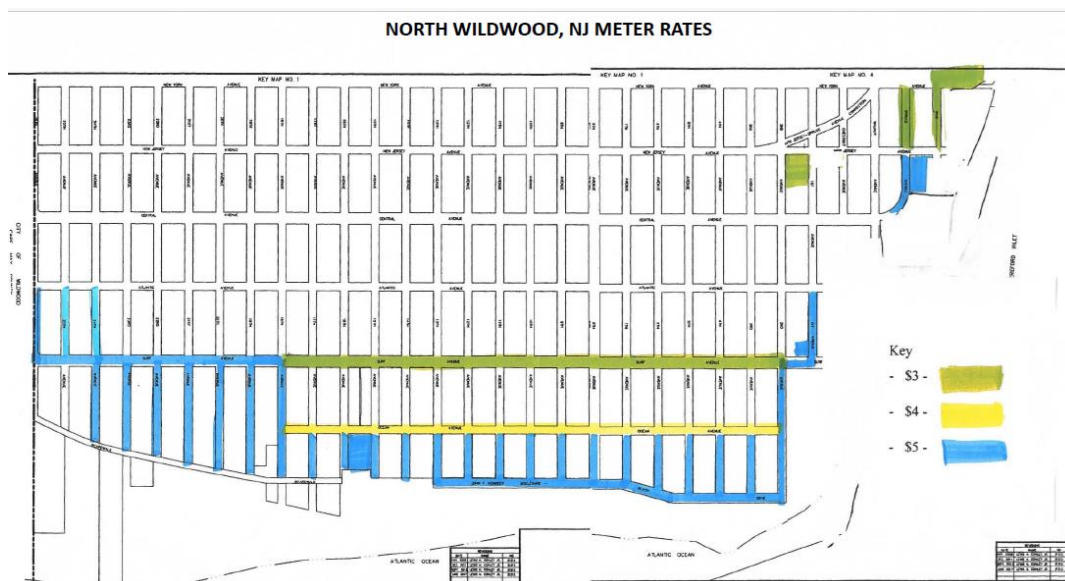


Diagram 1 of 2: North Wildwood, NJ Paid parking zones. The bottom of the image is the beach.

MUNICIPALITIES WITH VARIABLE ON-STREET PARKING METER RATES

Cape May, NJ
Ocean City, NJ
Asbury Park, NJ

\$1.50; \$2.00 – selected streets
\$.50 – downtown; **\$2.00** – beach and boardwalk zone

Rate Type		Downtown 33100 (Bangs Avenue, Lake Avenue, and the streets between)	Waterfront 33300 (Kingsley Street, Ocean Avenue, and the streets between)	Central Zone 33200 33400 33500 33600 (All Other Paid Parking Areas)
Peak Season April 15th - Oct. 15th	Weekday Rate: Begins Mondays 9am, Ends Fridays 5pm	\$2/hour	\$3/hour	\$1/hour
	Weekend Rate: Begins Fridays 5pm, Ends Mondays 2am	\$3/hour	\$3/hour	\$2/hour
Off-Peak Season Oct. 16th - April 14th	Weekday Rate: Begins Mondays 9am, Ends Fridays 5pm	\$0.50/hour	\$0.50/hour	\$0.50/hour
	Weekend Rate: Begins Fridays 5pm, Ends Mondays 2am	\$2/hour	\$2/hour	\$1/hour

Wrightsville Beach, NC

STREET PARKING (NON-PREMIUM)			
Paid Parking Is Enforced 9:00 am - 7:00 pm, 7 Days Per Week from March 1st through October 31st \$5.00 Per Hour or \$25 for a Daily Pass Unless Otherwise Noted (Wrightsville Beach Residents: Residential Parking Permit Allowed Where Noted)			
Location	How To Pay		
	Text2Park Code (Text code to 25023)	Options	Hourly / Daily Rate
West side of North Lumina from Salisbury Street to Causeway Drive. East side of North Lumina from Seagull Street to Mallard Street.	WBEACH7	Text2Park Only	\$5.00 / \$25.00 NO PARKING Fridays 6:00 pm - Sundays 6:00 pm and on holidays.
Lumina Avenue business district (between Latimer St. and Columbia St.)	WBHOUR	Text2Park or Meters	\$3.00/hr; \$1.50/half hour 1 HOUR LIMIT - No Daily Rate
S. Lumina from Sunset Ave. to northern edge of the S. Lumina lot located at 650 S. Lumina Ave.	WBEACH	Text2Park Only	\$5.00 / \$25.00
All other marked individual parking spaces	WBEACH		\$5.00 / \$25.00 Residential Permit Allowed

Myrtle Beach, SC

\$3.00 - beach access and street ends; **\$2.00** - elsewhere

Diagram 2 of 2: List of other beach communities with tiered parking rates.

Council may also want to review the possibility of raising metered rates for all on-street meters as a whole. Although in slightly less demand than the Ocean Blocks, the rest of the metered areas, including the municipal lots, were heavily used during the season.

As a point of reference, Rehoboth Beach raised their rates for the 2024 season from \$3.00 to \$4.00/hr for all metered spaces and saw no drop-off in numbers of parked vehicles and realized a net gain to their overall revenue. The Parking Division, with assistance from Budget Director Jennie Knapp, looked at what a \$1 increase during the 2025 season might look like, assuming a 10% drop in parking usage, and the results were a potential net gain in revenue of \$619,081 for the on-street meters and municipal lots, and \$395,407* for the Inlet Parking Lot.

*Note: these numbers were based on the past 3 years of parking data. As the Inlet Parking Lot is increasingly getting reserved for events, this number would likely be smaller than the one presented. This number will change in an inverse correlation with the number of events that the Inlet Lot is reserved for.

Staff Recommendation: Create a tiered parking management strategy with at least a \$1 difference between the high demand locations (Ocean Block and Inlet Lot) and the rest of the paid parking while raising rates as a whole. For example: \$4.50/hr on the Ocean Block and in the Inlet Lot and \$3.50/hr for the rest of the metered parking areas.

F. Eliminating the Use of Kiosks

When paid parking began, single space coin-operated meters were deployed to allow customers to pay to park. As technology advanced, these parking meters were retired in place of standalone multi-space kiosks allowing customers to pay via their license plate. These multi-space meters saved money and added convenience to customers in the form of allowing them to park in any space, or move their vehicle within a paid zone without requiring an additional payment.

As parking payment technology has advanced yet again, accompanied by the omnipresence of cell phones, the Town is presented with another opportunity to cut expenditures while providing convenience to our customers. It is our recommendation that we move away from physical payment kiosks and instead rely solely on payment through the ParkMobile app.

The current payment kiosks owned by Ocean City are at the end of their lifespan. Due to this aging and eroding inventory, two years ago the Town issued an RFP seeking proposals from qualified meter vendors regarding their replacement. As a result, the Town was provided proposals in excess of \$1,200,000. Based on this cost, these proposals were not pursued, and the Public Works department has done their best to keep the machines in working order in the ensuing years. Due to the limited availability of working parts and the condition of these machines, we cannot guarantee they will survive the 2025 season. Based on inflation, the proposals to replace these kiosks will likely be higher in cost than the previous RFP's results when a new one is issued. Removing the payment kiosks completely and relying solely on ParkMobile would eliminate this cost in its entirety, freeing this money up for expenditure in other areas of need.

Aside from financial concerns, the machines themselves have had a negative impact on Ocean City's image and on our customer service. The parking kiosks' technological failures relating to their internet connectivity have resulted in the issuance of approximately 500 parking violations in error this season alone. Unfortunately, there is no way to determine which violations were issued in error until the customer appeals the violation. This not only costs the Town money in terms of issuance/processing fees and enforcement/administrative man-hours, but also impairs our ability to provide excellent customer service by forcing these customers to go through an appeals process when they paid and parked legally. These technological flaws are not shared by our currently contracted mobile payment app provider, ParkMobile.

The parking division has reached out to several other jurisdictions who have elected to remove their parking kiosks and the results have been very positive. Complaints have been low and parking revenue has increased. The following jurisdictions have removed some or all of their parking kiosks:

- Dewey Beach, DE
- Clearwater, FL
- South Miami, FL
- Palm Beach, FL
- North Wildwood, NJ
- Leesburg, VA
- Jenkintown Boro, PA

G. “Orange Dot” Zones

The “Orange Dot” program was originally instituted as a “free parking” accommodation for those owning property in front of/adjacent to metered on-street spaces. We encourage Council to revisit the approach of providing free parking zones as it is counterproductive to the Town’s overall parking interests. It should be noted that as a practical matter, there is no mechanism to ensure that these spaces are used only by motorists “associated” with the Orange Dot properties. When those spaces are occupied by “unauthorized” vehicles, the Town is not realizing the intended turnover and revenue benefits of metered parking. There is also no mechanism in place for ensuring that the requesting parties’ properties are parking deficient.

By design, these Orange Dot spaces are installed on high-density, downtown blockfaces that would be better utilized for short-term use by visitors who are in Town to patronize nearby businesses or enjoy recreational resources. Finally, there are almost no instances in which those making use of these free spaces could not park in private off-street areas or adjacent free parking zones.

First Reading March 6, 1995

Second Reading March 20, 1995

ORDINANCE 1995-2

AN ORDINANCE AUTHORIZING THE PLACEMENT OF
PARKING METERS PURSUANT TO SECTION C-414(45)
OF THE CODE OF THE TOWN OF OCEAN CITY, MARYLAND

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE MAYOR AND CITY COUNCIL OF OCEAN CITY THAT PARKING METERS BE PLACED AT LOCATIONS AS FOLLOWS FOR THE TIME PERIODS AND AT THE RATES HEREIN SET FORTH:

Locations and times.

A. Parking meters shall be placed at the designated parking spaces in the quantity as set forth on the attached Appendix A.

B. At all locations the meter charge shall be twenty-five cents (\$.25) per half hour.

C. Parking meters at the above locations shall be in effect from April 1 through September 30 of 1995 and thereafter from May 1 through September 30 of each year.

D. Parking meters may be added, deleted or placed at different times at the request of ~~affected~~ ^{advertisers} property owners on or before March 31 of each year, upon approval of the City Council by amendments hereto.

E. The City Council shall annually ~~review~~ ^{advertise} the street survey of parking meters; however, the failure to perform such ~~review~~ shall not nullify this ordinance.
~~advertisement~~

INTRODUCED at a meeting of the City Council of Ocean City, Maryland held on March 6, 1995.

ADOPTED AND PASSED ^{as amended} by the required vote of the elected membership of the City Council at its meeting held on March 20, 1995.

First Reading January 17, 2023
Second Reading February 6, 2023

ORDINANCE 2023 - 01

AN ORDINANCE ESTABLISHING THE PLACEMENT OF PARKING METERS PURSUANT TO SECTION C-414(45) OF THE CODE OF THE TOWN OF OCEAN CITY, MARYLAND AND SUPERSEDING ALL PRIOR ORDINANCES WHICH SET FORTH THE LOCATIONS OF PARKING METERS.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE MAYOR AND CITY COUNCIL OF OCEAN CITY THAT ANY PRIOR ORDINANCE ESTABLISHING OR MODIFYING THE PLACEMENT OF PARKING METERS BE SUPERSEDED BY THIS ORDINANCE AND THAT CURRENT PLACEMENT OF PARKING METERS BE SET FORTH, AS FOLLOWS:

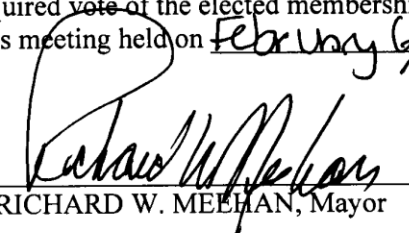
1. Parking meters have been placed at the designated parking spaces, in the quantity as set forth on the attached Appendix A.
2. Parking meters may be deleted at the request of an affected property owner on or before March 31st of each year, and by approval of the Mayor and City Council through Resolution.
3. Parking meters be added or placed at different locations at the request of an affected property owner on or before March 31st of each year, and by approval of the Mayor and City Council through amendment to this Ordinance.

INTRODUCED at the meeting of the City Council of Ocean City, Maryland held on January 17, 2023.

ADOPTED AND PASSED by the required vote of the elected membership of the City Council and approved by the Mayor at its meeting held on February 6, 2023.

ATTEST:


DIANA L. CHAVIS, Clerk

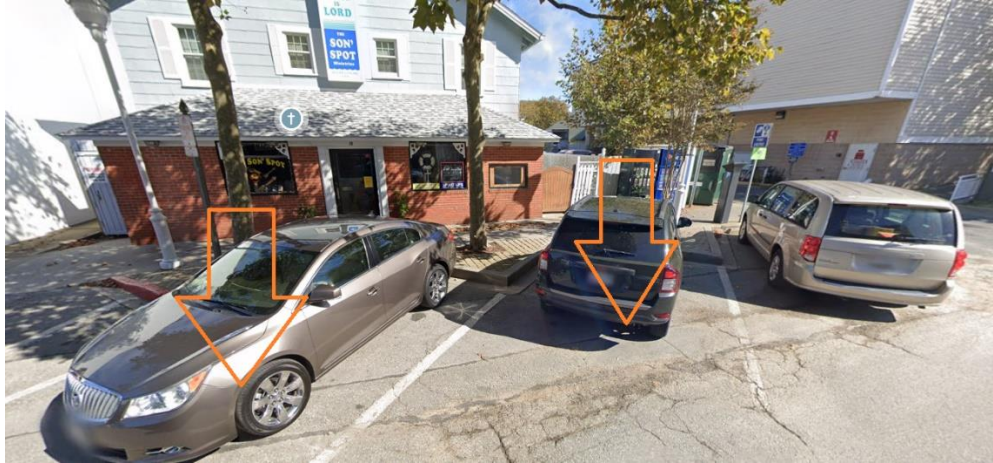

RICHARD W. MEEHAN, Mayor

REMOVAL OF PAID PARKING SPACES			
EXEMPT SPACES MARKED BY AN ORANGE DOT TO DENOTE PARKING ENFORCEMENT EXEMPTION			
LOCATION		# OF MARKED SPACES	REQUESTED BY
1.	Worcester Street between Baltimore Ave and the Boardwalk	2	<u>Son'Spot</u> Ministries
2.	Worcester Street between Philadelphia Ave & the bay – starting with the 13 th – 24 th meters traveling west of Philadelphia Ave (parking deficient; do not meet Code)	16	Assateague House
3.	109 Wicomico Street between Baltimore Ave and Philadelphia Ave – south side	2	Jeanette Soler
4.	6 th Street between Baltimore Ave & the Boardwalk in front of #8 and #10. Meters southside/Apts. North. (spaces are across the street)	4	Jack Shapiro
5.	Surf Ave – installed 6 meters south side of Surf Ave., east of the driveway. The west side of the driveway has none.	4	Jennifer & Jerry Albright / <u>Kozmas Gikurias</u>
6.	10 th Street – from Baltimore Ave & the Alley	12	Barrett
7.	Worcester Street between Baltimore Avenue and the Boardwalk, at 12 Worcester Street, adjacent to the west side of the existing alley	1	Jerry Greenspan
8.	8 th Street – in front of #12 and #14	5	Bonnie Waterfield (#12) and Andy Kim (#14)

Diagram 1 – Full List of current “Orange Dot” zones (in order of creation).

Orange Dot Zone #1 – Worcester Street Ocean Block

- Requesting Party: Son'Spot Ministries (2 spaces)
- Current Owner: Son'Spot Ministries
- Worcester Street between Baltimore Ave and Boardwalk – 2 spaces in front of Son'Spot Ministries. Son'Spot does not have off-street parking currently.



Orange Dot Zone #2 - Worcester Street Bayside

- Requesting Party: Assateague House
- Current Owner: Assateague House
- West end of Worcester Street – 16 spaces. Assateague House has 56 spaces in their surface parking lot, and many more in the footprint of the building (the entire bottom floor is parking). The free spaces on Worcester are always full, while the parking lot sits mostly empty – as shown in the satellite image below. This was an observed trend during this past season.



Orange Dot Zone #3 – Wicomico Street Midblock

- Requesting Party: Jeanette Soler
- Current Owner: Wa Chau Revocable Trust
- 109 Wicomico Street – 2 spaces directly in front of residence. These spaces were requested by Jeanette Soler on 1/25/23 who then subsequently listed the property for sale on 3/18/23 and sold the property on 4/28/23 using the orange dot spaces as part of the incentive for sale.
Realtor listing below:



● Off Market

4 bed 3 bath 1,757 sqft 3,060 sqft lot

109 Wicomico St, Ocean City, MD 21842



Single Family

Property type



1940

Year built



\$705K in 2023

Last sold



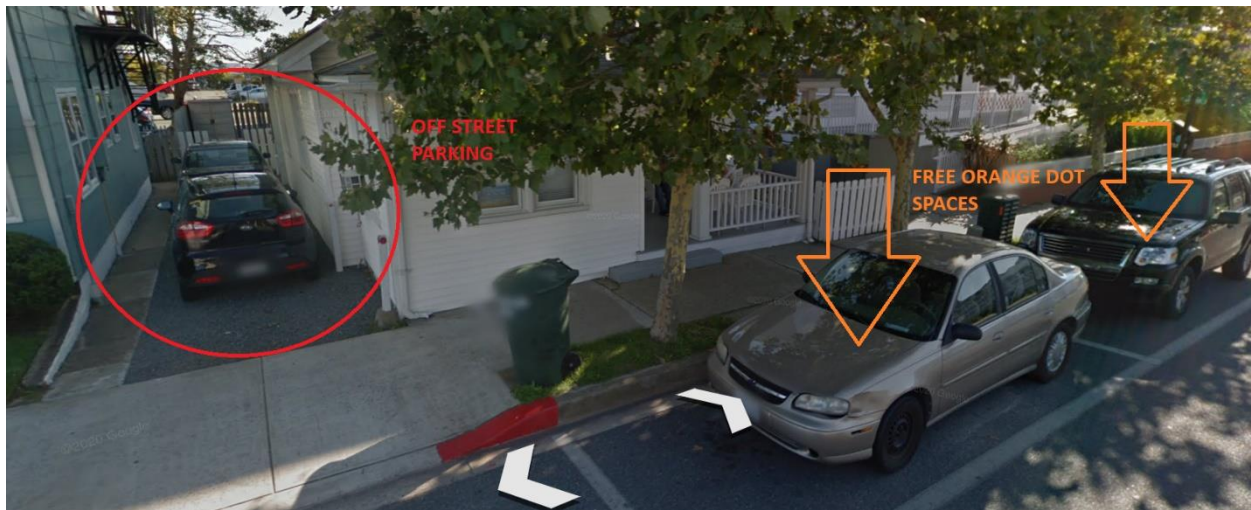
Property details

Money Maker! Amazing Beach Cottage in Downtown OC, Close to EVERYTHING. This Single Family House has 2 Units. Excellent AirBnB potential of \$50K plus. Downstairs is 3 Bedrooms 2 Full Baths, Upstairs is an efficiency unit with rooftop Deck, Fenced in rear yard, [Parking for 3 cars](#), Steps to Boardwalk, Bars, Beach, and Fishing pier and So Much More, NO HOA FEES, NO CONDO FEES, This is the one you have been waiting for. Spring is Here! Summer is Coming, Come Check this one out. [Show less](#)

Property price

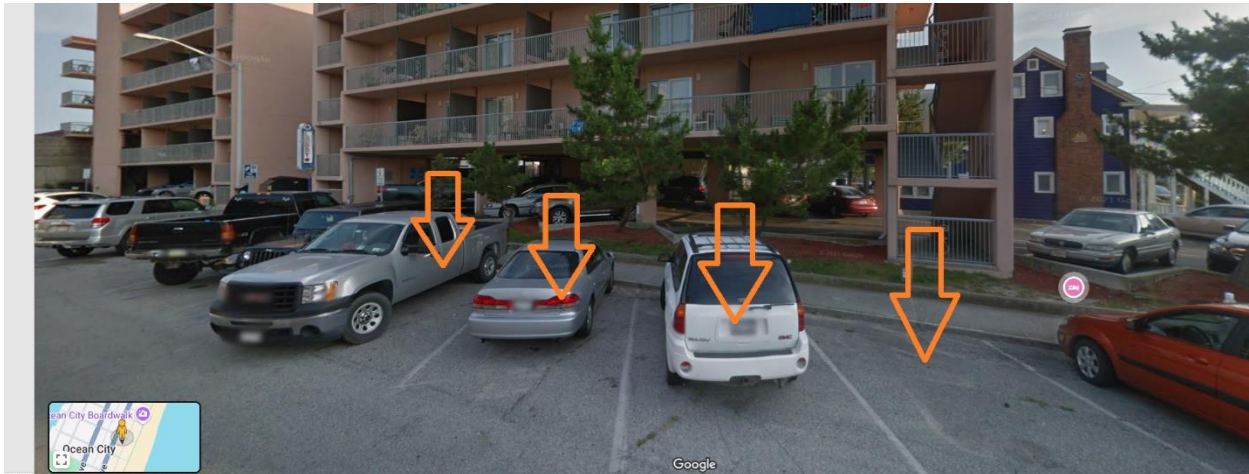
Date	Event	Price	Price/Sqft	Source
04/28/2023	Sold	\$705,000	\$401	BrightMLS
03/18/2023	Listed	\$739,900	\$421	BrightMLS
10/08/2021	Sold	\$595,000	\$339	BrightMLS
07/15/2021	Price Changed	\$595,000	\$339	BrightMLS
05/17/2021	Listed	\$635,000	\$361	BrightMLS
12/01/1992	Sold	\$113,000	\$64	Public Record
07/11/1985	Sold	\$68,000	\$39	Public Record

- This property has 2 off-street parking spaces as shown in this Google Earth photo:

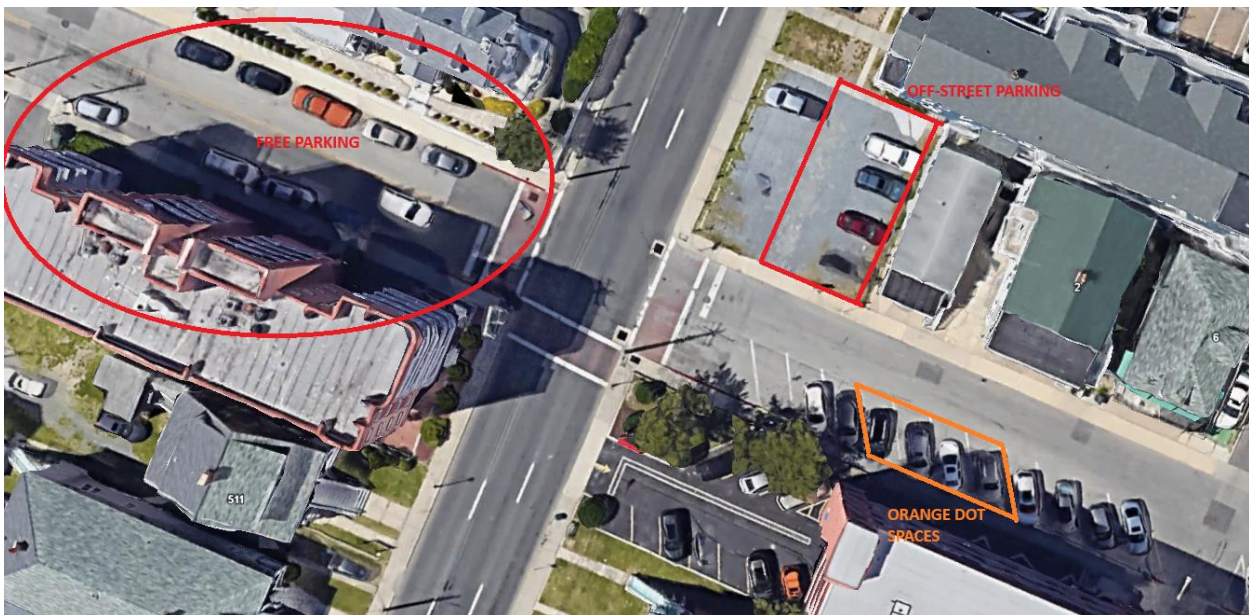


Orange Dot Zone #4 – 6th Street Ocean Block

- Requesting Party: Jack Shapiro
- Current Owner: Sea Sands Apartments, LLC (Vangjel Telo)
- 6th Street across the street from #s 8 and 10 – 4 spaces (2 in front of each residence). The nearest free parking is across Baltimore Ave on 6th street, an approximate 30 second walk away. The owner of these buildings also owns an off-street parking lot attached to their property.

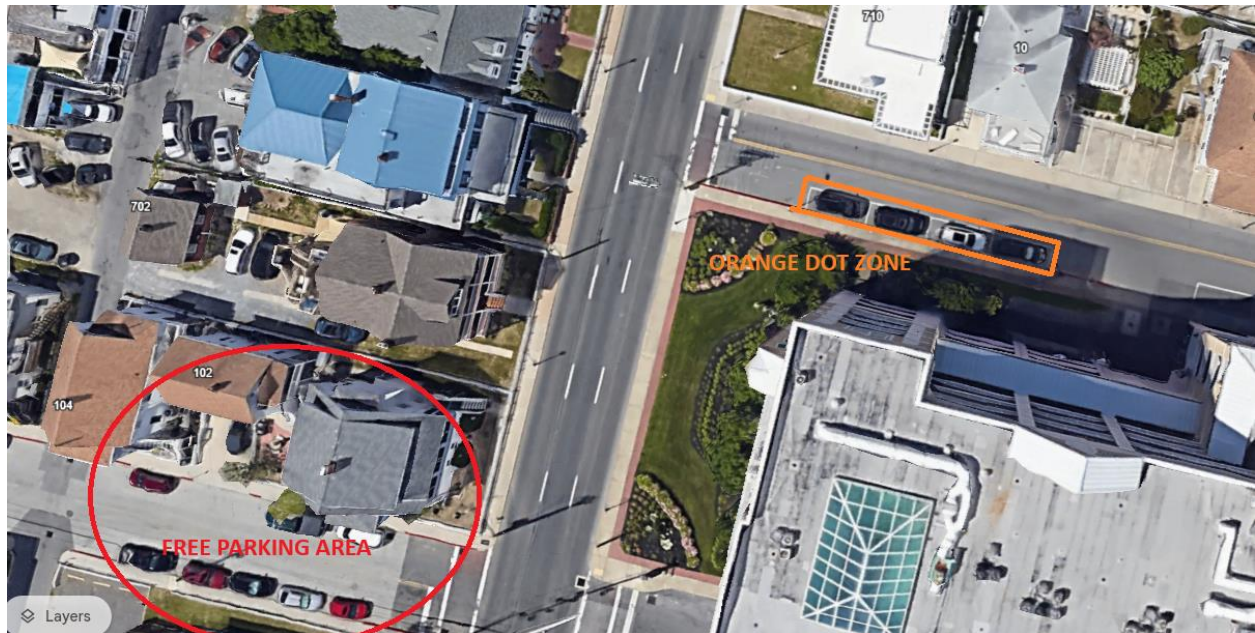


- Free parking areas including private lot owned by property owner associated with this zone:



Orange Dot Zone #5 – Surf Ave Ocean Block

- Requesting Party: Jennifer & Jerry Albright (10 Surf Ave) and Kozmas Gikurias (710 N Baltimore).
- Current Owner(s): Heron Hospitality LLC (10 Surf Ave) and Roger A Place Revocable Trust (710 N Baltimore).
- Surf Avenue - first 4 spaces closest to Baltimore Ave. There is free parking available on the other side of Baltimore Ave and on their owned property.



- The affected residences also have off-street parking available to them in the form of a shared use parking lot and garages/driveways.



- Note: the dumpster in this Google Earth image is no longer on site, there is a garage and space for one vehicle at 710 N Baltimore. And there is a driveway onsite at 10 Surf Ave.



Orange Dot Zone #6 – 10th Street Ocean Block

- Requesting Party: Charles Barrett
- Current Owner: OC 10th Street Properties LLC
- 12 spaces from 10th Street from Baltimore Ave to Washington Ln. The current owner of this property, OC 10TH STREET PROPERTIES LLC, also owns several off-street lots adjacent to their properties.
- The property that these spaces were approved for is not adjacent to these meters, it is the property highlighted in green below.



- 10th Street Properties LLC owns every red marked building below and has access to all of the “backyard” parking areas attached to them, which are highlighted in yellow.



This property is 6 condo units -
10th Street Properties LLC owns 4
of the 6

Orange Dot Zone #7 – Worcester Street Ocean Block

- Requesting Party: Sportland Properties (Jerry Greenspan)
- Current Owner: Sportland Properties (Jerry Greenspan)

1 space directly to right of Son'Spot orange dot spaces (Zone #1) - requested by the owner of Sportland Properties, who owns an off-street parking lot adjacent to this space. Casual observations have suggested that this space is used by Son'Spot ministries and not the requesting party.



Note: this Orange Dot space, although approved by Council, was found to be placed in an area that was not a legitimate parking space. This was an entry area for a parking lot, in which a curb stop was placed in the street to either protect the adjacent parking kiosk from damage, or to “create” a parking space that shouldn’t exist. Public Works had no record of this work being done. For safety reasons, this space was returned to its intended state as a “red curb” area in November of 2024. Photos below:



Photo 1 of 2: Orange Dot space prior to November of 2024



Photo 2 of 2: Current state of this parking area. Made into red curb for safety.

Orange Dot Zone #8 – 8th Street Ocean Block

- Requesting Party: Bonnie Waterfield (12 8th Street) and Andy Kim (14 8th Street).
- Current Owner(s): Bonnie Waterfield (12 8th Street) and Andy Kim (14 8th Street).
- 2 Spaces requested by owner of #12 and 3 spaces by the owner of #14. Closest free parking is across Baltimore Ave, approximately 30 seconds away by foot.



H. Exempt List Reorganization

The “Exempt List” is a catalogue of vehicles that are not required to pay to park at any parking meters in town, including the Inlet Lot. When the exempt list was taken over by the newly formed Parking Division, it had more than 2000 vehicles on it. The volume of vehicles on this list is exceedingly high when compared to other municipalities. We are requesting that Council officially resolve specifically who is permitted to have free parking in the Town of Ocean City moving forward, with an eye toward to the loss of revenue associated with allowing so many vehicles to park for free.

The following are a sampling of the groups that have plates on the exempt list, but this is not an exhaustive list. Many plates could not be categorized in the below. Additionally, all Municipal, Local or State license plates (MG, LG, SG) have been removed from this list. It is a policy of the Parking Division to not cite these vehicles, so they no longer need to be accounted for on the exempt list.

- Maryland State Agency Vehicles (156 vehicles total)
 - ATCC (5 vehicles)
 - Maryland State Police (32 vehicles)
 - CERT (13 vehicles)
 - CHART (18 vehicles)
 - DNR (25 vehicles)
 - States Attorney’s Office (42 vehicles)
 - Other Agencies (21 vehicles)
- OCPD (582 vehicles total)
 - Officers (544 vehicles)
 - Homeless Outreach Team (38 vehicles)
 - Many of these plates do not have names associated with them.
- Church staff and volunteers (26 vehicles)
 - All 26 vehicles are from AUMC.
- Jolly Rogers Pier Staff (81 vehicles)
- Restaurant Owners (2 vehicles)
 - 2 vehicles for one restaurant – Alaska Stand
- Coast Guard Auxiliary (4 vehicles)
- Beach Patrol (19 vehicles – raises to over 100 during the season)
- Contractors that work for Town departments occasionally (176 vehicles)
- City Employees (169)
- Former Mayor (2 vehicles)
- Former Council Members (11 vehicles)
- Ocean City Life-Saving Museum (40 vehicles)
- State Elected Officials (5 vehicles)
- News Agencies (65 vehicles total)
 - WBOC (44 vehicles)
 - WMDT (7 vehicles)
 - WRDE (14 vehicles)
- Worcester County Development Center (39 vehicles)

The following are Staff's recommendations for reorganization of the Exempt List:

1. Remove all Maryland State Agency vehicles from the list. State Agencies have (SG) registered vehicles available to them. The 156 vehicles on this list represent personal vehicles.
 - a. Exception: several of the Maryland State Police vehicles may be undercover/unmarked vehicles. Staff would confirm this through OCPD contacts prior to removing these plates.
2. Remove all plates currently listed under OCPD (582 plates) and ask OCPD to provide a new list with names attached to each license plate. It is likely most of these plates are retired/former officers and former part time/seasonal officers that are no longer employed with the Town. This will allow staff to keep the list up-to-date as officers are hired/retire.
 - a. Council can determine if all Police Officers are granted free parking as an employee perk, or if only those reporting to work in the metered zones are granted this exception.
3. Remove church volunteers from list.
4. Remove all restaurant owners from list.
5. Remove the Coast Guard Auxiliary from the list. They have their own parking lot.
6. Remove all contractors from the list. When contractors set their rates for service, they account for the costs of operating their business, which includes parking costs. By offering free parking to contractors, the Town is essentially double paying.
7. Staff can submit the list of City Employees to the City Manager for review. Staff will then remove those that the City Manager determines should not have free parking.
8. Council will need to advise staff whether Council Members/Mayors are granted exempt parking for life. If so, no changes to those categories. If not, staff will remove those plates.
9. Remove all news agency vehicles from the list, and request 2 plates from each organization to place on the exempt list. These two vehicles will be the ones they need to use if going to the inlet lot/metered areas.

I. Caine Woods RPP Survey Results

Survey conducted and results presented by Duke Hanson of Ramp Up Advisors LLP

In anticipation of the possible impacts of the new residential developments between 141st and 145th Streets, some Caine Woods homeowners requested that the Mayor and City Council consider the implementation of a Residential Permit Parking (RPP) program in Caine Woods. This issue was discussed at the Mayor and City Council June 11th Work Session. Following public comment and testimony from Town officials, the Parking Division was tasked with assessing the merits of implementing RPP in Caine Woods. As background, in 1992, the Town first established an RPP program in Caine Keys, which is located on the bayside from Old Landing Road to 112th Street to ensure that residents in that neighborhood were not unduly burdened by “overflow” parking from those staying at the adjacent high-rise condominiums on Coastal Highway.

Typically, the process of establishing a new RPP district in municipalities is reactive by nature—triggered by resident request. Another step in the process is conducting surveys to assess on-street parking conditions. Collecting empirical vehicle occupancy and duration data is a valuable tool for determining the merits of an RPP program. To this end, initial surveys, focused on the blocks near Coastal Highway, were conducted this past season. The background, approach, methodology and results of these surveys are presented in the attached PowerPoint presentation.

CAINE WOODS

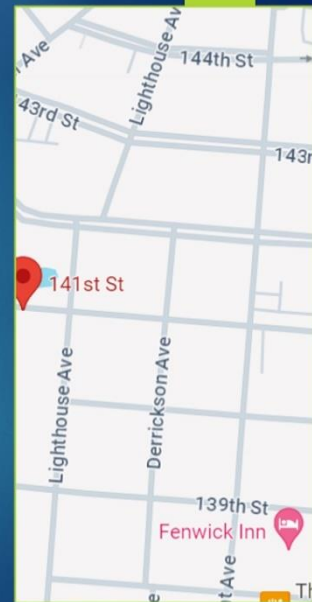
PARKING SPACE OCCUPANCY SURVEY

BACKGROUND

- ▶ Two new townhouse developments between 141st and 144th streets may not have adequate tenant parking
- ▶ Caine Woods (CW) residents concerned that “overflow” parking may spill onto neighborhood streets
- ▶ During June 11th City Council Workshop directed DPW to undertake tasks regarding the merits of establishing an RPP program in CW:
 - ▶ Attend June 26th Caine Woods Community Association meeting
 - ▶ Compose/send letter to property owners advising that City Council is assessing the need for RPP
 - ▶ Conduct parking occupancy surveys in Caine Woods

APPROACH

- ▶ Define initial CW survey area
 - ▶ Streets closest to the developments and commercial and beach access
 - ▶ 138th St north to 144th St / Sinepuxent Ave west to Lighthouse Ave
- ▶ Survey each block face twice during the weeks of July 8th and August 5th during daylight hours
- ▶ Results will serve as baseline for comparison with subsequent 2025 data collection



METHODOLOGY

- ▶ Determine estimated number of parking spaces on each blockface
 - ▶ 20' length per space = rule of thumb
- ▶ "Patrol" survey area counting vehicles on each blockface
- ▶ Compare actual vehicles counts to estimated number of spaces to determine occupancy rate

RESULTS

- ▶ Total parking spaces in survey area = 425
- ▶ Cumulative overall occupancy = 13%
- ▶ Highest individual blockface cumulative occupancy:
 1. Southside of 300 141st St = 46%
 2. Westside of 14300 Lighthouse Ave = 42%
 3. Westside of 14300 Sinepuxent Ave = 39%
- ▶ 21 of 48 blockfaces (44%) < 1% occupancy

CONCLUSION: Current space occupancy levels do not warrant implementation of an RPP program at this time



CAINE WOODS PARKING OCCUPANCY SURVEYS

BLOCK/STREET/SIDE	SPACES	DAY 1	DAY 2	DAY 3	Day 4	4-day total	4-day average	Daily Average Occupancy
200 138th N	7	3	1	2	1	7	1.75	0.25
300 138th N	7	0	0	0	1	1	0.25	0.0357143
300 138th S	8	0	0	0	2	2	0.5	0.0625
137-800 Lighthouse W	10	2	2	1	2	7	1.75	0.175
13800 Lighthouse E	13	0	2	1	2	5	1.25	0.0961538
300 139th S	6	1	1	1	2	5	1.25	0.2083333
200 139th S	4	0	0	0	3	3	0.75	0.1875
200 139th N	3	0	0	0	3	3	0.75	0.25
300 139th N	9	2	2	0	0	4	1	0.1111111
13900 Lighthouse E	7	0	1	0	0	1	0.25	0.0357143
13900 Lighthouse W	5	0	0	0	4	4	1	0.2
300 140th S	9	3	2	0	2	7	1.75	0.1944444
200 140th S	6	2	0	1	1	4	1	0.1666667
200 140th N	9	0	1	0	1	2	0.5	0.0555556
300 140th N	8	0	0	1	1	2	0.5	0.0625
14000 Lighthouse E	10	0	0	0	0	0	0	0
14000 Lighthouse W	11	2	4	1	1	8	2	0.1818182
300 141th S	6	3	3	2	3	11	2.75	0.4583333
200 141th S	7	0	2	0	0	2	0.5	0.0714286
200 141th N	5	0	0	0	0	0	0	0
300 141th N	9	2	0	0	1	3	0.75	0.0833333
14100 Lighthouse E	11	1	1	2	3	7	1.75	0.1590909
14100 Lighthouse W	10	1	2	1	1	5	1.25	0.125
300 142nd S	8	0	0	0	0	0	0	0
300 142nd S	7	1	0	0	0	1	0.25	0.0357143
14100 Derrickson W	11	0	1	1	2	4	1	0.0909091
14000 Derrickson W	11	0	3	1	3	7	1.75	0.1590909
13900 Derrickson W	8	1	1	1	1	4	1	0.125
13800 Derrickson E	13	4	4	1	1	10	2.5	0.1923077
13900 Derrickson E	10	1	1	0	2	4	1	0.1
14000 Derrickson E	10	0	1	0	0	1	0.25	0.025
14100 Derrickson E	8	1	0	1	0	2	0.5	0.0625
14100 Derrickson E	9	3	2	1	1	7	1.75	0.1944444
13800 Sinepuxent W	10	0	0	1	1	2	0.5	0.05
13900 Sinepuxent W	11	0	0	1	1	2	0.5	0.0454545
14000 Sinepuxent W	11	0	0	0	1	1	0.25	0.0227273
14100 Sinepuxent W	11	3	2	1	4	10	2.5	0.2272727

14200 Sinepuxent W	8	0	0	1	2	3	0.75	0.09375
14300 Sinepuxent W	11	5	3	4	5	17	4.25	0.3863636
200 144th S	10	2	0	0	0	2	0.5	0.05
14300 Lighthouse E	11	1	0	0	0	1	0.25	0.0227273
14300 Lighthouse W	6	3	1	2	4	10	2.5	0.4166667
200 143rd N	12	2	0	1	2	5	1.25	0.1041667
200 143rd S	13	3	4	0	4	11	2.75	0.2115385
14200 Lighthouse E	10	0	1	0	0	1	0.25	0.025
14200 Lighthouse W	10	1	1	2	2	6	1.2	0.12
200 142nd N	7	2	2	0	3	7	1.75	0.25
200 142nd S	9	0	0	0	2	2	0.5	0.0555556

Total Spaces	425							
Overall Occupancy		55	51	32	75	213		
Overall Occupancy %		0.1294	0.12	0.0753	0.17647			
Overall Average Occupancy%						0.125294		

Day 1 = 7/8; 12:30-2:45; Hot/sunny
 Day 2 = 7/10; 4:15-4:45; Hot/sunny
 Day 3 = 8/7; 1:30-2; Warm/cloudy
 Day 4 = 8/11; 3:30-45; Warm/sunny

J. Paid Parking Opportunities to Consider

These are opportunities that have been identified as areas that paid parking can be instituted in Ocean City, and are available for the Mayor and City Council to review and determine their practicality and feasibility. These are not mutually exclusive and any or all can be pursued.*

Option 1: South End Paid Parking District

There is an excess of free parking in the area south of N. Division Street. This free parking is utilized by visitors every day (even on poor weather days) to the detriment of the Town's paid parking areas. To better achieve the Town's parking management and financial objectives, it would be prudent to create a South End Paid Parking District, in which payment is required for all on-street parking. This is best illustrated by recent parking occupancy studies that reported lower than anticipated rates of paid occupancy because parkers have free parking options in proximity to metered lots and blockfaces. For example, multi-day survey results reported occupancy rates of:

- 13% on the northside 100 block of Worcester Street;
- 19% on the southside 200 block of Worcester Street; and
- 25% on the northside 2-300 blocks of Wicomico Street.

All of these blockfaces adjoin the west side of Philadelphia Avenue, where on-street parking is free. These rates of occupancy are in stark contrast to the rates on downtown unit block, or beachside, blockfaces, which collectively averaged 89% occupancy.

Imposing paid parking will not dissuade people from coming to this district, because it contains some of the Town's most desirable tourist destinations. In a South End Parking District, every on-street block south of N. Division Street would be metered. This area is mostly commercial with few exceptions, and those exceptions generally have off-street parking to use. Deployment of paid parking on the south end of Town is incredibly inconsistent so if the entire district is not open for consideration, some areas should still be addressed, as follows:

- There are metered spaces on the bayside blocks of Worcester, Wicomico, the South side of Somerset, and Dorchester Streets, but not on Talbot Street. The area around Talbot Street (bayside) is a business district in which every business has off-street parking available to them. Talbot Street and St Louis Avenue should be considered candidates for paid parking.
- There are meters on the South side of Somerset Street on the bayside block, but not the North side. The North side should be paid as well.
- Philadelphia Avenue is metered on the east side of the street, but not the west side. Both sides should be metered from N Division Street south to inlet to ensure that motorists do not elect to park for free on the west side of this street.

The below diagram illustrates where paid parking is (yellow) and where it is recommended to be added in this district (red).



Option 2: Ocean Block Paid Parking District – Boardwalk

Ocean City's primary tourist attractions are the beach and boardwalk. The boardwalk extends from 27th Street south to the inlet. The ocean blocks adjacent to the boardwalk are prime spaces for those using the beaches and enjoying the boardwalk; however, they are often filled with hotel customers who leave their vehicles there for the duration of their stay. To ensure that visitors have access to short-term parking, metered parking should be installed on the Ocean blocks from 11th to 27th Streets. Nearly all of the hotels in this area have off-street parking locations available to them. The entire area west of and including Baltimore Avenue will also remain free, so hotel patrons may park in this area at their convenience.

Option 3: Ocean Block Paid Parking District – North End

Blocks east of Coastal Highway in the north end of Town fill up early in the day almost every day of the summer, including poor weather days. A primary source of this parking demand is the rapid residential development along the Route 54 corridor, paired with the extremely limited parking north of Ocean City in the Town of Fenwick Island. Visitors coming from this direction start parking at 146th Street first, and then continue south as these blocks become full. It should be noted that Sussex County has installed a multi-space meter on Fenwick Avenue, directly north of 146th Street. Surveys were conducted to assess the occupancy of the paid parking on Fenwick Avenue versus the free parking on 146th Street. It should come as no surprise that, based on eight separate survey visits to this location, the average rate of occupancy in the paid spaces on Fenwick Avenue was 69% versus the 93% average occupancy in the free spaces on 146th Street.



If a North End Parking District is established, it could be extended as far south as 118th Street. This area primarily comprises condominium and rental properties that have their own off-street parking areas. Based on casual observations, on any given day, on-street parking is typically full, while the adjacent off-street lots are mostly empty. It is safe to assume that the renters/owners are choosing to park on street because it's more convenient than using the off-street lots. If paid parking was installed on the Ocean blocks, the renters/owners would opt to use the off-street parking areas opening up the on-street

parking for those visiting the beach. In addition to increasing parking availability, this initiative would generate a significant amount of revenue for the Town. For example, paid parking on 146th Street alone would generate a conservative estimate of an additional \$133,000 in revenue for the Town (39 spaces x 158 revenue days x 12 hours per day X \$3 per hour x 60% occupancy). Accordingly, if the concept of a Northern District is not open for consideration at this time, 146th Street should be considered as a standalone option.

Option 4: Ocean Block Paid Parking District – Full City

This approach is similar to the Boardwalk version above, but protecting the parking for the entire length of the beach. From South Division Street all the way up to 146th street, the ocean block would have paid parking spaces on it. In some places, it would make sense for the entire ocean block to be paid, and in some places, it might make sense for a certain number of spaces to be metered and leave some unmetered. Council may determine, for instance, that 10 spaces abutting the beach on each street should be metered, which would protect these spaces from long-term parking and keep them available for those visiting the beach.

Note: The Town of Ocean City is under contract with its current payment kiosk vendor until October of 2025. We will be required to put out an RFP at that time for the next contract period open to other vendors. Approval by Council for any of the above options would create the need for us to purchase additional payment kiosks (unless Council resolves to remove them completely as suggested in Section F of this document), and so these options are up for discussion now to allow the opportunity for the Transportation Division to budget a greater amount in the FY26 budget to account for the purchase of a greater number of kiosks from the selected vendor. Accordingly, and in consideration of imposing paid parking beyond the current “foot print”, we would not be able to put any additional kiosks on the street until the 2026 Season. If we eliminated the use of kiosks completely, we could add any of these areas for the 2025 Season.

K. Scofflaw Ordinance Update

The below represents a requested rewrite of two existing City Ordinances that will provide the Parking Division with the authority to boot/tow vehicles that are in a scofflaw status as well as those parked in such a way that they are considered safety hazards. These revisions provide concurrent authority to perform these actions with the Police Department, and does not alter the Police Department's authority and responsibility to do the same.

Sec 90-136. (d) Scofflaw; towing of vehicles.

(1) A *scofflaw* is any person or business who has received three or more unpaid tickets or unpaid tickets totaling \$250.00 or more that are 14 days overdue without a request for a trial, or if a trial was requested, found guilty but the fine remains unpaid.

(2) A *scofflaw's* vehicle shall be deemed a public nuisance, and the Police Department or Parking Division of the Public Works Department is authorized to disable the vehicle with a tire locking device (boot), remove or cause to be removed said vehicle to the city impound lot and stored at the *scofflaw's* sole cost and expense. If a vehicle is booted, the owner must pay the total amount due, including all fees, fines and penalties, before the boot can be removed, including a \$150.00 boot fee.

Sec 90-263. – Towing and impoundment authorized; collection of expenses.

The Police Department or Parking Division of the Public Works Department may take into custody any vehicle which is abandoned or disabled within the town, parked in or obstructing a fire lane or parking or standing within 15 feet of a fire hydrant. Such vehicle shall be *towed* to the town's impoundment lot. For this purpose, the Police Department or Parking Division may employ its own personnel or equipment or may hire persons, a *towing* company, equipment, and facilities for removing, preserving, and storing said vehicles. The vehicle owner of any vehicle which has been *towed* pursuant to this division shall reimburse the Mayor and City Council of Ocean City for all expenses incurred by it in the *towing* and storage of such vehicle in an amount no greater than permitted by the maximum *tow* charges as set forth by Resolution and amended from time to time, as well as the administrative fee.

L. Booting/Towing

The current (and the above proposed update to the current) City Ordinance regarding Scofflaw enforcement provides for both immobilization (booting) and towing of vehicles. Historically, the police department has only towed these vehicles. The reasons that vehicles were not immobilized and were exclusively towed are not known at this time. The Parking Division is requesting Council approval to enforce the ordinance as written, with immobilization being the first remedy taken with such vehicles, giving the offender time to pay the lower boot fee rather than the higher tow fee.



TOWN OF OCEAN CITY

The White Marlin Capital of the World

Agenda Item # 5.F

Council Meeting December 10, 2024

TO: The Honorable Mayor, Council President and Members of Council
THRU: Terence J. McGean, PE, City Manager
FROM: Hal Adkins, Director of Public Works
RE: Update to the Water and Wastewater Connection Fees
DATE: December 3, 2024

ISSUE(S): Update to the "Water and Wastewater Connection Fees", other "Water Service Charges" dealing with cutting meters on and off and regulations pertaining to Outsourcing of Connection Installations with associated inspection fees.

SUMMARY: Due to overall cost increases, the current fee structures for connections (lateral installations) and meter cut "off and on" requests, (all last modified by Resolutions in 2004 (Water) and 2006 (Wastewater) need to be updated. The proposed Resolution will also provide a means for a Developer to complete the connection/lateral themselves but oversight and inspection services shall be provided, by the Town, based on an established fee.

FISCAL IMPACT: Simply "actual cost recovery." There is no "profit", per se, built into the Fee Schedule.

RECOMMENDATION: Approve and advance to formal passage of the required Resolution.



Financially Sound Town Government

ALTERNATIVES: Do not proceed but, in doing so, aggravate applicants who fail to realize what the reality of the final charges will be in comparison to the Deposits they made.

RESPONSIBLE STAFF: Hal O. Adkins, Public Works Director

COORDINATED WITH: Kathy Yost, Public Works; Faith Doyle, Plumbing Inspector's Office; Randy Bradford, Wastewater Superintendent; Dan Cole, Water Superintendent

ATTACHMENT(S): 1 . Water and Sewer Connection Rates Worksheet for packet.docx
2 . Resolution 2006-08 with Attachments (for comparison purposes).pdf

3 . Resolution 2004-03 with Attachments (for comparison purposes).pdf

PROPOSED RATES FOR WATER SERVICE CONNECTION CHARGES, OTHER WATER SERVICE CHARGES AND SEWER CONNECTION CHARGES

a) Pursuant to Ocean City Code Sec. 94-39.

1. Water Service Connection Charges

<u>Meter Size</u>	<u>Connection Deposit</u>
1"	\$2,600.00
2"	\$6,500.00
4"	\$10,000.00
6"	\$18,000.00
8"	\$20,000.00
10"	\$26,000.00

The deposit will be applied against Total Cost of the installation and the Balance Due will be billed to the original applicant who made the Deposit

2. Other water service charges.

- a. A one-time "no charge" for cutting meters off and on, to allow and encourage customers to install property valves on their side of the meter.
- b. During normal business hours (7:30 am to 4:00 pm Monday through Friday):
 - i. \$50 cutoff/cut on charge (for each trip)
 - ii. \$50 property transfer meter reading charge
- c. After normal business hours:
 - i. \$75.00 cut off/cut on charge (for each trip).
- d. No charge for new service meter cut on.

b) Pursuant to Ocean City Code, Sec. 94-69.

1. Sewer Connection Charges

<u>Lateral Size</u>	<u>Connection Deposit</u>
6 inch	\$6,000.00
8 inch	\$7,500.00
Greater than 8 inch	\$10,000.00

The deposit will be applied against Total Cost of the installation and the Balance Due will be billed to the original applicant who made the Deposit

2. In locations where sewer laterals already exist into Vacant Lots a total cost of \$4,000.00 shall be paid at the time of application to connect. The basis of this payment is a

Connection Fee and the right to connect to a sewer lateral that was historically installed by the Town and/or a Developer, when the street was initially constructed or renovated.

3. The Town, at the discretion of the Public Works Director or his/her designee, may allow a Developer/Builder to make the sewer lateral installation at their own expense and with their own Utility Contractor. If the Town elects to allow this to occur, the Developer/Builder shall be informed of the specific materials, means and methods that shall be utilized for the installation and the Town shall provide oversight and inspection of the entire installation due to the fact that the installation, once complete, becomes part of the Municipal infrastructure. A Deposit of \$1,000.00 shall be made, in advance of the work commencing, to cover Town oversight and inspection. Upon completion and acceptance of the installation the Developer/Builder will be billed for the cost of oversight and inspection exceeds the \$1,000.00 OR a refund of any unused residual will be made. Any refund shall be made in the name of whomever made the deposit.
4. Nothing prohibits the Town from outsourcing the installation of a sewer lateral to a private Utility Contractor. That contractor would be operating under the guidance of the Town. In some rare cases this may be required if the complexities of the installation exceed the ability of the Town Staff or if the workload at the time dictates outsourcing of the installation.

RESOLUTION 2006- 8

RESOLUTION OF MAYOR AND CITY COUNCIL OF OCEAN CITY
ESTABLISHING SEWER CONNECTION
CHARGES FOR FISCAL YEAR 2007

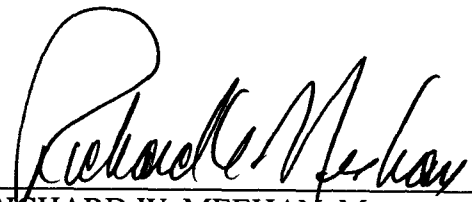
WHEREAS, Section 94-69 of Chapter 94, entitled Utilities, Rates and Charges, of the Code of the Town of Ocean City, Maryland authorizes and empowers the Mayor and City Council of Ocean City to establish sewer connection charges by Resolution.

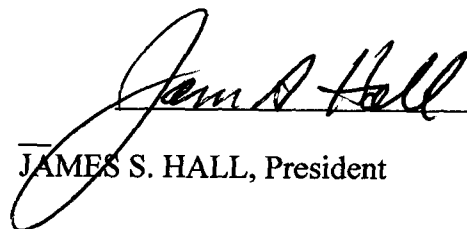
NOW, THEREFORE, BE IT RESOLVED BY MAYOR AND CITY COUNCIL OF OCEAN CITY THAT THE SEWER CONNECTION CHARGES BE, AND THE SAME ARE HEREBY, ESTABLISHED AND ADOPTED PURSUANT TO AND AS SET FORTH IN THE ATTACHED SCHEDULE OF CONNECTION CHARGES.

RESOLVED, this 17th day of July and effective as of August, 1, 2006


ATTEST:

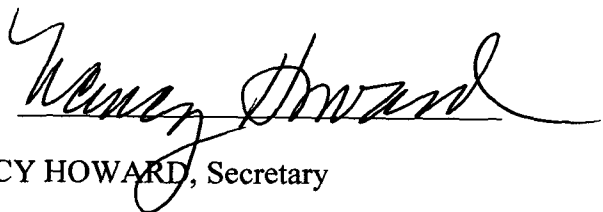

CAROL L. JACOBS
Clerk-Treasurer


RICHARD W. MEEHAN, Mayor


JAMES S. HALL, President

Approved as to form:


GUY R. AYRES, III, City Solicitor


NANCY HOWARD, Secretary

TOWN OF OCEAN CITY CONNECTION CHARGES

FY' 2007				
Sanitary Sewer Connection Charges				Contractor: note #3
Service Size	6"	8"	Above 8"	
	\$4,500.00	\$6,500.00	\$8,500.00	\$1,000.00
Deposit Required	\$3,000.00	-	-	-
Taps that are already installed & unpaid: All Sizes				
Above DEPOSIT Required at time of application: To be billed against actual time and materials. Total cost is to be paid after installation.				
Re-inspection Fee (if required)	\$75.00			

Note:

1. Above connection charges apply when the Town of Ocean City does the work.
2. Plumbing inspection fees may apply.
3. For connections beyond the Town's capability, the Developer shall compensate the Town of Ocean City for daily inspections thru completion of the sewer installation.

RESOLUTION 2004-3

A RESOLUTION ESTABLISHING FEES AND
CHARGES FOR CERTAIN SERVICES PROVIDED BY
MAYOR AND CITY COUNCIL OF OCEAN CITY

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF OCEAN CITY THAT EFFECTIVE JULY 1, 2004 THE FOLLOWING FEES AND CHARGES ARE ADOPTED, TO REMAIN IN EFFECT UNTIL ALTERED, AMENDED OR MODIFIED BY MAYOR AND CITY COUNCIL OF OCEAN CITY

(a) Pursuant to Ocean City Code, Sec. 70-39(a).

1. ~~\$75.00~~ per extra pickup of bulk containers.
2. \$20.00 per extra pickup of automotive bulk containers.

(b) Pursuant to Ocean City Code, Sec. 94-39.

1. Quarterly rates

Fixed charge (per equivalent fixture)	\$ 2.15
Commodity charge (per 1,000 gallons)	\$ 2.25
Service availability (per vacant lot)	\$14.10

2. Water service connection charges

<u>Meter Size</u>	<u>Connection Charge deposit billed against actual time and materials</u>
3/4"	\$ 1,250.
1"	\$ 1,450.
1 1/2"	\$ 4,100.
2"	\$ 4,200.
3"	\$ 8,000.
4"	\$10,000.
6"	\$16,000.
8"	\$20,000.
10"	\$26,000.

3. Other water service charges.

- a) A one time "no charge" for cutting meters off and on, to allow and encourage customers to install property valves on their side of the meter.

b) During normal business hours (7:30 am to 4:00 pm Monday through Friday):

- i) \$20.00 cut off/cut on charge (for each trip)
- ii) \$20.00 property transfer meter reading charge

c) After normal business hours:

- i) \$30.00 cut off/cut on charge (for each trip)

d) No charge for new service meter cut on.

e) The current \$20.00 service charge that currently applies to non-payment to be replaced by the \$20.00 cut off, \$20.00 cut on charge.

(c) Pursuant to Ocean City Code, Sec. 94-69.

1. Quarterly rates

Fixed charge (per equivalent fixture)	\$ 5.85
Service availability (per vacant lot)	\$11.50

2. Sewer service connection charges – attached hereto and incorporated herein.

3. Plumbing permit charges – attached hereto and incorporated herein.

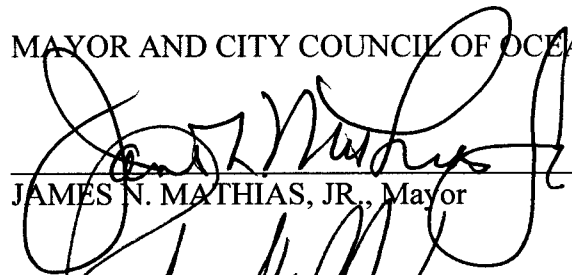
4. Laboratory test fees – attached hereto and incorporated herein.

RESOLVED THIS 21ST DAY OF JUNE, 2004.


ATTEST:


CAROL L. JACOBS, Clerk

MAYOR AND CITY COUNCIL OF OCEAN CITY


JAMES N. MATHIAS, JR., Mayor

Approved as to form:


Guy R. Ayres, City Solicitor


RICHARD W. MEEHAN, Council President


JAMES S. HALL, Council Secretary

TOWN OF OCEAN CITY CONNECTION CHARGES

FY 2005 Connection Charges	Street Width			
	50	60	70	80
Service Size				100
SIX (6) inch abutting property only. (Minimum Charge 2400.00)	2400.00	2640.00	2900.00	3190.00
EIGHT (8) inch abutting property only. (Minimum Charge 2550.00)	2550.00	2805.00	3085.00	3395.00
Larger than EIGHT (8) inches abutting property only:	Cost plus 20%, but not less than 4110.00			
Non-abutting properties regardless of size:	Cost plus 20%, but not less than 2400.00			
Assessments				
Bayside Keys or Caine Harbor Mile	110.00			

Note:

1. Above connection charges apply when the Town of Ocean City does the work.
2. If property owner installs service, connection charge will be based only on inspection cost. Six or Eight inch service to abutting property must be installed by the Town of Ocean City.
3. For connections in excess of 12 feet deep, the time and material cost by an outside contractor, plus the cost of the Town of Ocean City forces, will be charged.

TOWN OF OCEAN CITY WASTEWATER DEPARTMENT

Requirements for Plumbing Permits

☒ General

Only a Maryland Master Plumber can obtain a plumbing permit. (*The owner/contractor need not be present.*) The Master Plumber's license shall be up to date. The Master Plumber and his/her employees shall be registered with the Town of Ocean City Wastewater Department.

☒ Two Sets of Plans

☒ One Set of Plans for Single Family Dwelling

One set of plans on which any required changes for the plumber can be marked and returned to the plumber, and one set for the Wastewater Department to keep. The plans shall include:

- a. Site plan ☒
- b. Riser diagram
- c. Building Department stamp
- d. Planning And Zoning stamp
- e. Health Department stamp (food handling establishments, bars, etc.)
- f. Copy of Pre-Application for a Building Permit from the Building Department

☒ **Note:** Modification of stores/units in a Shopping Center, Strip Store, etc. should include a site plan of that Shopping Center, Strip Store, etc with current unit/store numbers.

Fiscal Year 2005

<u>Commercial Fixtures: \$25.00 per fixture</u> Includes: Hotels/Motels Restaurants Bars Malls Strip Stores Other miscellaneous businesses <i>Minimum Permit Fee: \$75.00</i>	<u>Domestic Fixtures: \$12.50 per fixture</u> Includes: Single family homes Apartments Condominiums Townhouses <i>Minimum Permit Fee: \$37.50</i>
<u>Flat Rate Permits: \$75.00</u> Includes: Pools Irrigation - Backflow prevention Cap-offs Other miscellaneous permits	

*Plumbing permit is valid as long as the Town of Ocean City Building Permit is valid.
There will be no fee refunds.*

TOWN OF OCEAN CITY WASTEWATER DEPARTMENT
Laboratory Test Schedule
FISCAL YEAR 2005

Lab Test	Fee (\$)
A.A. Metals	30.00
Alkalinity	4.00
Ammonia	5.00
Analysis, Chemical Water	15.00
Biochemical Oxygen Demand (BOD5)	10.00
Chemical Oxygen Demand (COD)	10.00
Chlorides	5.00
Chlorine – Free	3.00
Chlorine – Total	3.00
Coliform, Drinking Water	20.00
Coliform, Wastewater	15.00
Hardness	4.00
Iron	3.00
Nitrate (Wastewater)	5.00
Nitrate (Water)	8.00
Nitrite	5.00
Nitrogen, Total Kjeldhal	14.00
Oxygen, Dissolved	3.00
pH	3.00
Phosphorous, Ortho	5.00
Phosphorous, Total	5.00
Solids, Total	4.00
Solids, Total Dissolved	3.00
Solids, Total Suspended	6.00
Solids, Total Volatile	6.50
TSS & TVSS, Combined	10.00



TOWN OF OCEAN CITY

The White Marlin Capital of the World

Agenda Item # 5.G

Council Meeting December 10, 2024

TO: The Honorable Mayor, Council President and Members of Council
THRU: Terence J. McGean, PE, City Manager
FROM: Hal Adkins, Director of Public Works
RE: Maximum cap for water and wastewater fixture charges
DATE: December 3, 2024

ISSUE(S): Maximum cap of twenty (20) fixtures for water and wastewater charges as referenced in Resolution 2024-02, "Water and Wastewater Rates."

SUMMARY: Dating back to April 19, 2010, when the Water and Wastewater Rates were being set/established due to a recent Rate Study at the time, a decision was made to "cap" the maximum number of fixtures that would be charged to specific types of properties (See Resolution 2010-07 that is attached), regardless of the "actual" number of fixtures that were in existence. The logic for capping the Fixture Count, at that point in history was based on assumed use, and assumed occupancy at any one moment, and the resulting burden/impact on the water and wastewater systems. Nearly 15 years later now "property use" is trending in a totally different direction, use of properties for Rental Purposes has drastically changed (Vrbo, Airbnb, etc.) and it is time to remove this Cap. (It is noteworthy that the author of this Template did not participate in the creation of the Cap in 2010).

FISCAL IMPACT: Please refer to the Attached Resolution 2024-02. This Resolution defines the value/cost of both a Water and Wastewater "Fixture Charge". The actual Quarterly fiscal impact to the customer will be dependent upon the number of fixtures, greater than the current Cap of 20, multiplied by the Fixture Charges.

RECOMMENDATION: Approve the recommendation to eliminate the maximum cap and move forward with a resolution to formally adopt the recommendation.



Financially Sound Town Government

ALTERNATIVES: Do not proceed with the recommendation, but, in doing so, perpetual inequities.

RESPONSIBLE STAFF: Hal O. Adkins, Public Works Director

COORDINATED WITH: Terence J. McGean, PE, City Manager
Heather Stansbury, Legal Counsel

ATTACHMENT(S):

1. RES - Amending Resolution 2024-2. no limit to max fixture charges.docx
2. Resolution 2024-02.pdf
3. Resolution 2010-07.pdf

RESOLUTION NO. 2024-

**RESOLUTION TO ELIMINATE THE MAXIMUM CAP FOR WATER AND
WASTEWATER FIXTURE CHARGES**

WHEREAS, Title XII the Charter of the Town of Ocean City, Maryland and Sections 94-39 and 94-69 of Chapter 94, entitled “Utilities”, of the Town’s Code authorizes and empowers the Mayor and City Council of Ocean City to establish and adopt water and wastewater rates by Resolution.

WHEREAS, Resolution 2010-07 originally established a "cap" the maximum number of fixtures that would be charged to specific types of properties regardless of the actual number of fixtures that were in existence based on an assumed use, and assumed occupancy at any one moment, and the resulting burden/impact on the water and wastewater systems. The “cap” was restated and adopted in Resolution 2024-2.

WHEREAS, the Mayor and City Council has determined, in its ongoing review of rental properties within the Town of Ocean City, that property use is trending in a different direction than it was at the time Resolution 2010-7 was passed, and upon careful consideration, the use of properties for rental purposes no longer supports a “cap” to the number of fixtures that are charged.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF OCEAN CITY THAT:

There shall be no limit to the maximum number of fixtures charged for a single-family home, single condominium unit, townhouse, duplex or equivalent residential unit.

RESOLVED this 16th day of December 2024 and effective for those readings and billings as of the July 1, 2025, billing cycle.

ATTEST:

DIANA L. CHAVIS, Clerk

RICHARD W. MEEHAN, Mayor

Approved as to form:

MATTHEW M. JAMES, President

Heather E. Stansbury

ANTHONY J. DELUCA, Secretary

Ayres, Jenkins, Gordy & Almand, P.A.
Office of City Solicitor

DRAFT

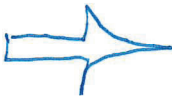
RESOLUTION NO. 2024-02

RESOLUTION ADOPTING WATER AND WASTEWATER
RATES FOR FISCAL YEARS,
2025, 2026, 2027, 2028 AND 2029

WHEREAS, Title XII the Charter of the Town of Ocean City, Maryland and Sections 94-39 and 94-69 of Chapter 94, entitled "Utilities", of the Town's Code authorizes and empowers the Mayor and City Council of Ocean City to establish and adopt water and wastewater rates by Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF OCEAN CITY THAT WATER AND WASTEWATER RATES IN THE AMOUNTS AND FOR THE FISCAL YEARS SET FORTH AS FOLLOWS, BE, AND THE SAME ARE HEREBY, ESTABLISHED AND ADOPTED:

	Fiscal Year				
	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>
<u>Water Quarterly Rates</u>					
Fixture Charge (per equivalent fixture)	\$2.25	\$2.35	\$2.45	\$2.50	\$2.60
Commodity Charge (per 1,000 gallons)	5.90	6.20	6.50	6.70	6.90
Service availability fee Per vacant lot (6 equivalent fixtures)	13.45	14.10	14.80	15.25	15.70
<u>Wastewater Quarterly Rates</u>					
Fixture Charge (per equivalent fixture)	\$10.10	\$10.40	\$10.70	\$11.00	\$11.35
Service Availability fee Per vacant lot (6 equivalent fixtures)	24.25	25.00	25.75	26.50	27.30
Pool (5 equivalent fixtures)	50.40	51.90	53.45	55.05	56.70



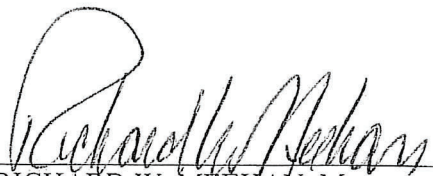
Twenty (20) fixtures are the maximum number of fixtures charged for a single-family home, single condominium unit, townhouse, duplex, or equivalent residential unit.

RESOLVED this 5th day of February, 2024, and effective for those readings and billings as of July 1, 2024.

ATTEST:

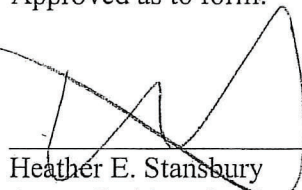


DIANA L. CHAVIS, Clerk

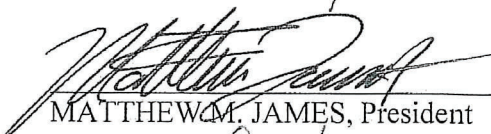


RICHARD W. MEEHAN, Mayor

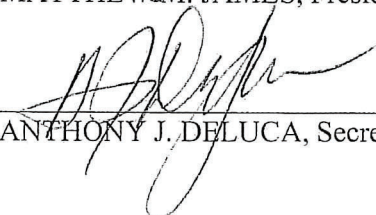
Approved as to form:



Heather E. Stansbury
Ayres, Jenkins, Gordy & Almand, P.A.
Office of City Solicitor



MATTHEW M. JAMES, President



ANTHONY J. DELUCA, Secretary

RESOLUTION 2010- 7

RESOLUTION ADOPTING WATER AND WASTEWATER
RATES FOR FISCAL YEARS,
2011, 2012, 2013, 2014 AND 2015

WHEREAS, Sections 94-39 and 94-69 of Chapter 94, entitled Utilities, of the Codes of the Town of Ocean City, Maryland authorize and empower the Mayor and City Council of Ocean City to establish and adopt water and wastewater rates by Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF OCEAN CITY THAT WATER AND WASTEWATER RATES IN THE AMOUNTS AND FOR THE FISCAL YEARS SET FORTH AS FOLLOWS, BE, AND THE SAME ARE HEREBY, ESTABLISHED AND ADOPTED:

	Fiscal Year				
	2011	2012	2013	2014	2015
<u>Water Quarterly Rates</u>					
Fixture Charge (per equivalent fixture)	\$2.80	\$2.60	\$2.60	\$2.60	\$2.60
Commodity Charge (per 1,000 gallons)	\$2.80	\$2.95	\$3.10	\$3.25	\$3.40
Service availability fee per vacant lot (6 equivalent fixtures)	\$16.80	\$15.60	\$15.60	\$15.60	\$15.60
<u>Wastewater Quarterly Rates</u>					
Fixture Charge (per equivalent fixture)	\$7.60	\$7.95	\$8.20	\$8.45	\$8.45
Service availability fee per vacant lot (6 equivalent fixtures)	\$17.80	\$18.60	\$19.20	\$19.80	\$19.80
Pool (5 equivalent fixtures)	\$38.00	\$39.75	\$41.00	\$42.25	\$42.25

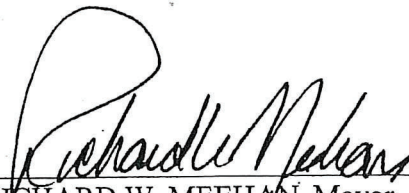
Twenty (20) fixtures is the maximum number of fixtures charged for a single-family home, single condominium unit, townhouse, duplex or equivalent residential unit.



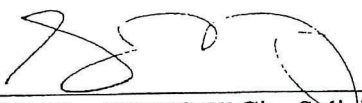
RESOLVED this 19 day of April, 2010 and effective for those readings and billings as of July 1, 2010.

ATTEST:


CAROL JACOBS, Clerk


RICHARD W. MEEHAN, Mayor

Approved as to Form:


GUY R. AYRES III City Solicitor


JOSEPH M. MITRECIC, President


LLOYD MARTIN, Secretary



TOWN OF OCEAN CITY

The White Marlin Capital of the World

Agenda Item # 5.H

Council Meeting December 10, 2024

TO: The Honorable Mayor, Council President and Members of Council
THRU: Terence J. McGean, PE, City Manager
FROM: Jennie Knapp, Budget and Management Director
RE: Vehicle purchase
DATE: December 3, 2024

ISSUE(S): Replacement of four unbudgeted pickup trucks and one unbudgeted ambulance

SUMMARY: Ambulance A795 is a 2013 ambulance that reaches the end of its assigned useful life in March 2025. No ambulance was scheduled for replacement in FY 25. The ambulance manufacturer has advised the Town that it will take 18-20 months to build and deliver ambulances for the foreseeable future. A ten-year ambulance replacement schedule has been developed taking the new lead time into consideration.

Vehicle 591 is a Public Works pickup truck which was stolen and recovered. The engine and transmission were blown due to being driven in 4 wheel low, with an estimated cost to repair of \$8,100. In addition, the vehicle has a rusted frame and is considered unsafe.

Vehicles 349 (Solid Waste), 412 (Water) and 537 (Public Works) were not scheduled for replacement in FY 25 or in FY 26. They have been examined by the Town's Service Center and are considered to be in good shape. They will be transferred to the Beach Patrol to replace vehicles 603, 604 and 628. All three of the Beach Patrol vehicles have rusted frames and considered unsafe to drive. All current Beach Patrol vehicles have been examined by the Town's Service Center to ensure that the remaining vehicles are in good working order.

FISCAL IMPACT: Ambulance A795 will be purchased using funds from the County grant for ambulance services, exceeding the budgeted amount. The cost to replace A795 is \$399,136.

The cost to replace the four pickup trucks is approximately \$171,936. All budgeted FY 25 vehicles have been purchased and were under budget by \$143,362. A contingency for vehicle purchases was built into the FY 25 budget at \$150,000. The remaining \$28,574 will come from those funds.

RECOMMENDATION: Approve purchase of four replacement pickup trucks and a replacement ambulance



Financially Sound Town Government

ALTERNATIVES: Defer to Mayor and Council

RESPONSIBLE STAFF: Jennie Knapp, Director of Budget and Management
Scott Wagner, Deputy Public Works Director
Matthew Perry, Procurement Manager

COORDINATED WITH: Fire Chief Richie Bowers

ATTACHMENT(S): None



TOWN OF OCEAN CITY

The White Marlin Capital of the World

Agenda Item # 5.I

Council Meeting December 10, 2024

TO: The Honorable Mayor, Council President and Members of Council
THRU: Terence J. McGean, PE, City Manager
FROM: Karin Scott, Internal Auditor
RE: Internal Audit Report for Q3
DATE: December 2, 2024

ISSUE(S): Internal Audit Report for Q3

SUMMARY: Internal Audit Report for July - September 2024

FISCAL IMPACT: Not Applicable

RECOMMENDATION: Not Applicable



Financially Sound Town Government

ALTERNATIVES: Not Applicable

RESPONSIBLE STAFF: Karin Scott, Internal Auditor

COORDINATED WITH: Not Applicable

ATTACHMENT(S): 1. PowerPoint Q3 2024 Qtrly Report MCC.pptx



Internal Audit Report July – September 2024

Presented By:
Karin Scott, Internal Auditor

Completed Audits

Primary Residence Incentive Program

- Tax rebates should apply from the application date moving forward and not for past taxes paid by the applicant.
- Building permit fee waivers and rebates must include the approval for the State Homestead Property Tax Credit and all necessary affidavits.
- The budgeted amount of rebates and waivers must be adhered to. During budget meetings, the historical expenditures should be reviewed.

- Written policies and procedures need to be updated.
- The spreadsheet used to log applications needs systematic adjustments to track applications and approvals for rebates and waivers properly.
- Building permit credits need to be addressed within the Naviline/AS400 system instead of credits being deducted without system tracking.

- Reconciliation between the tracking spreadsheet and the Naviline/AS400 should be conducted semi-annually.

Audits Underway

Audits in progress as of the end of September 2024

Eagle's Landing Golf Operations

In Management Review

- Review Policies and Procedures
- Examine revenue summaries, timely deposits, and proper cash handling
- Review pro shop inventory and sales
- Review rate structure for greens fees
- Review concession operations

OCFD Assets and Equipment

In Progress

- Review Policies and Procedures
- Verify inventory of assets and equipment
- Review equipment or assets funded by grants
- Review maintenance and inspection records

OCFD Inventory and Medical Supplies

In Progress

- Review Policies and Procedures
- Review Inventory Management System
- Review inventory practices
- Examine medical supplies and CDS in ambulances



Procurement Card Statistics

Quarter 3 2024

2,616
\$832,792

Transactions and
Total Spend

36
\$133,387

Purchases over
\$2,500

236

Number of
Procurement Cards

31

Follow-up

- Sales tax paid – 17
- Missing receipts – 2
- Detailed receipts missing - 7
- Other (1 card compromised, 1 parking ticket paid, 1 late fee, 2 payments split) – 5
- Down from 34 in prior quarter

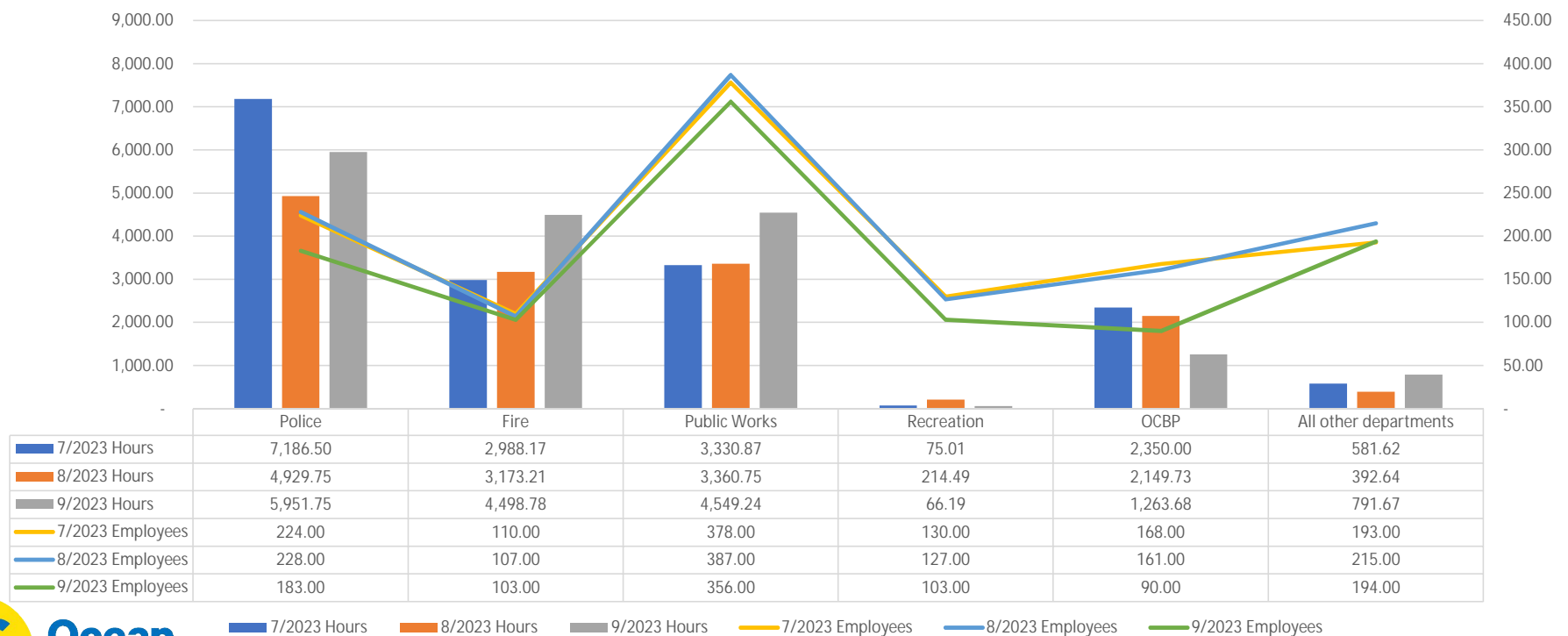
Payroll 2024

Town of Ocean City Overtime Hours vs. Total Employees Quarter 3 2024



Payroll 2023

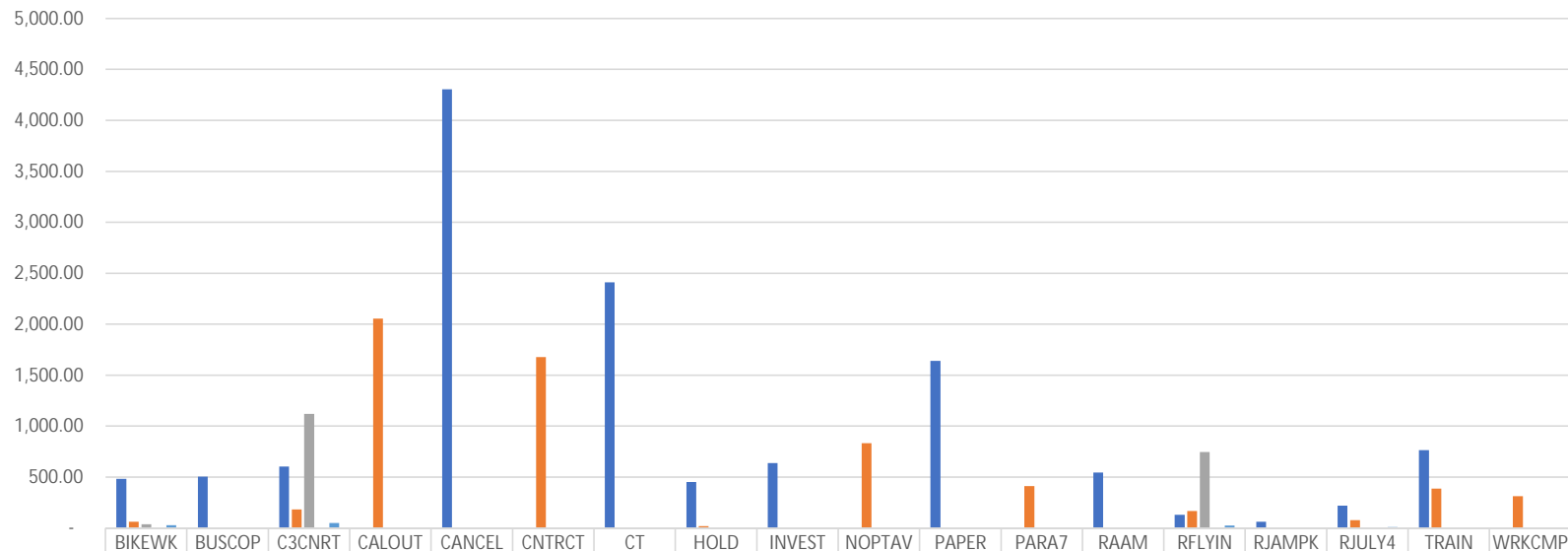
Town of Ocean City Overtime Hours vs. Total Employees Quarter 3 2023



Payroll Overtime Hours Q3 2024

Highest Project Code

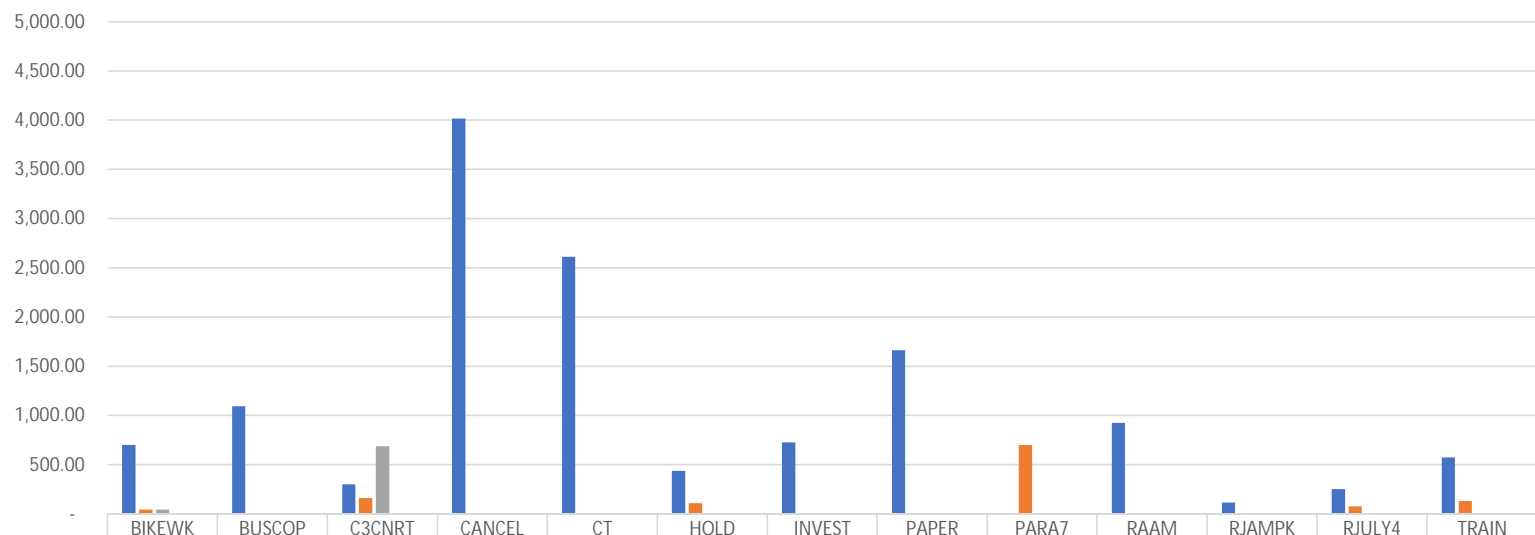
Overtime Hours Q3 2024
by Project Code



Payroll Overtime Hours Q3 2023

Highest Project Code

Overtime Hours Q3 2023
by Project Code



Other Activities

Other

- Risk Management Review of Quarterly Reporting Requirements (semi-annual review January and June)
- Unemployment Quarterly Review

Pension Committee

- General Employee Representative – Quarterly Meeting



Other

- Timekeeping System Workgroup – Setup of Sandbox Testing Environment
- OCPD Aladtec scheduling software workgroup

Other

- Comcast Franchise Quarterly Review
- Daily Review of Transportation Daily Cash
- Counterfeit Training in November for Winterfest staff



Any Questions?