



## **MAYOR AND CITY COUNCIL**

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### **REGULAR MEETING Monday, November 17, 2025 - 6:00 PM**

#### **AGENDA**

- 1. CALL TO ORDER**
- 2. PRAYER AND PLEDGE**
- 3. CLOSED SESSION NOTICE AND REPORT**
  - A. Closed Session Notice and Report - Monday, November 17, 2025, 5:00 - 6:00 PM to discuss Legal, Real Estate and Investigative Matters
- 4. ITEMS PRESENTED BY THE MAYOR AND CITY COUNCIL**
- 5. CONSENT AGENDA**
  - A. Request to Approve Minutes
    1. Regular Meeting #19 dated November 3, 2025
  - B. Acknowledgement of Standing Committee Reports
    1. Tourism Commission - November 3
    2. Coastal Resources Legislative Committee - November 12
  - C. Acknowledgement of Standing Committee Draft Agenda
    1. Pension Committee - November 19
  - D. Bid Award Recommendation for Eagle's Landing Golf Course Tidal Flood Remediation
- 6. MISCELLANEOUS REPORTS AND PRESENTATIONS**
  - A. Standing Committee Report with Recommendation
    1. Police Commission - November 10
  - B. Crown Castle Request to Activate Dark Fiber for City Network presented by Information Technology Director Chris Burkey, Crown Castle Regional Director Tom Robb and Crown Castle Sales Manager Ralph Papa
- 7. PUBLIC HEARINGS**
- 8. ITEMS REFERRED TO AND PRESENTATIONS FROM THE CITY MANAGER AND STAFF**
  - A. Bid Award Recommendation for Worcester and Caroline Street Comfort Station Renovations presented by Procurement Manager Matt Perry and Public Works Director Hal Adkins

- B. Request to Allocate Unassigned Fund Balance to Purchase Police Vehicles presented by City Manager Terry McGean

**9. ITEMS REFERRED TO AND PRESENTATIONS FROM THE CITY SOLICITOR**

- A. Second Reading - Ordinance 2025-30 to Adopt a Property Tax Credit for Active Members of the Ocean City Volunteer Fire Company
- B. First Reading - Ordinance 2025-31 to Amend the Worcester County Sewerage Treatment Facilities Transfer Agreement (to increase allocated flow capacity for West Ocean City as discussed at the September 30 work session)
- C. Resolution 2025-29 to Authorize the Disposition of Surplus Personal Property
- D. Resolution 2025-30 to Authorize a Reward for Information which Leads to the Apprehension, Arrest and Conviction of any Person Committing a Criminal Act (as discussed and recommended at the November 10 Police Commission meeting)

**10. COMMENTS FROM THE PUBLIC**

- A. Comments from the Public Any person who may wish to speak on any matter at the Regular Meeting may be heard during Comments from the Public for a period of five (5) 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 subject on which he or she wishes to speak.

**11. COMMENTS FROM THE CITY MANAGER**

- A. Comments from the City Manager
  - A. Review of the November 25, 2025, draft Work Session agenda
  - B. Department Activity Report

**12. COMMENTS FROM THE MAYOR AND CITY COUNCIL**

- A. Comments from the Mayor and Council

**13. ADJOURN**



# TOWN OF OCEAN CITY

*The White Marlin Capital of the World*

Agenda Item # 3.A  
Council Meeting November 17, 2025

**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:** October 20, 2025

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**ISSUE(S):** Closed Session Notice and Report

**SUMMARY:** A Mayor and Council closed session is scheduled for Monday, November 7, 2025, at 5:00 PM to discuss legal, real estate and investigative matters.

**FISCAL IMPACT:** Not Applicable

**RECOMMENDATION:** Not Applicable



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**ALTERNATIVES:** Not Applicable

**RESPONSIBLE STAFF:** Not Applicable

**COORDINATED WITH:** Not Applicable

**ATTACHMENT(S):** 1. Closed Session Notice 11.17.25.doc  
2. Closed Session Report 11.17..25.doc

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

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

DATE AND TIME: Monday, November 17, 2025 5:00 – 6:00 PM  
 PLACE: City Hall  
 SUBJECT: Legal, Real Estate and Public Security Matters  
 VOTE: UNANIMOUS  
OTHER: FOR: \_\_\_\_\_  
AGAINST: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

PURPOSES:

|   |                                                                                                                                                                                                                                                                                                                                                   |
|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|   | 1. To discuss:<br>(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<br>(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                                                                                                                                                                                                                            |
| X | 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;<br>a) the deployment of fire and police services and staff; and<br>b) the development and implementation of emergency plans                                                                 |
|   | 11. Prepare, administer or grade a scholastic, licensing or qualifying examination;                                                                                                                                                                                                                                                               |
| X | 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)3  | Acquisition of real property     | Protect public body's bargaining power        |
| §3-305(b)7  | Pending and potential litigation | Attorney-client privilege                     |
| §3-305(b)12 | Armed robbery incident           | To protect ongoing investigative proceedings  |



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

Prior to the Mayor and City Council Open Session held at 6:00 PM on November 17, 2025, a Closed Session was held November 17, 2025, at 5:00 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, Real Estate and Investigative Matters

(b) Persons present:

Mayor Rick Meehan  
City Manager Terry McGean  
Deputy City Manager JR Harmon  
Council President Matt James  
Council Secretary Tony DeLuca  
Council Members: Will Savage III, Larry Yates, John Gehrig, Jake Mitrecic,  
Carol Proctor  
City Clerk Diana Chavis  
City Solicitor Heather Stansbury  
Police Captain Shawn Jones  
Detective First Class Amy Gutowski

Action(s) taken:

Motion to close meeting:

End Time:



# TOWN OF OCEAN CITY

*The White Marlin Capital of the World*

Agenda Item # 5.A

Council Meeting November 17, 2025

**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 10, 2025

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**ISSUE(S):** Request to Approve Minutes

**SUMMARY:** 1. Regular Meeting #19 dated November 3, 2025

**FISCAL IMPACT:** Not Applicable

**RECOMMENDATION:** Approve minutes.



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**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.B

Council Meeting November 17, 2025

**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:** October 20, 2025

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**ISSUE(S):** Acknowledgement of Standing Committee Reports

**SUMMARY:** 1. Tourism Commission - November 3  
2. Coastal Resources Legislative Committee - November 12

**FISCAL IMPACT:** Not Applicable

**RECOMMENDATION:** Not Applicable



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**ALTERNATIVES:** Not Applicable

**RESPONSIBLE STAFF:** Not Applicable

**COORDINATED WITH:** Not Applicable

**ATTACHMENT(S):** 1. 2025-11-03 Tourism Commission Minutes.docx  
2. Tourism Commission 2026 Meetings Dates -FINAL.docx  
3 . 2025-11-12 Coastal Resources Legislative Committee Minutes.pdf



## **Tourism Commission Meeting Minutes**

**November 3, 2025**

**Convention Center Board Room 214 - 1:00 pm**

*The following individuals were in attendance:*

**Commission and Voting Members** – Tourism Commission Chair and Council President, Matt James; Mayor Meehan; Councilman John Gehrig; Councilman Will Savage; Voting Members Sal Fasano, OC Chamber of Commerce; Joe Wilson, OCDC; Ruth Waters, HMRA.

**Staff Members Present** – Terry McGean, City Manager; Tom Perlozzo, Director of Tourism; Larry Noccolino, Executive Director; Jessica Waters; Director; Molly Wooten, Abigail Yesko, Erin Jones, Marketing & Communications; Kim Mueller, Director of Sales; Nicole Olson, CVB; Chip Woytowitz, Ashley Johnson, Tourism Sales; Brenda Moore, Acting Director, David Rohman, Lisa Mitchell, Heather Wiles, Kerry Bergeman, Special Events; Leslie Raven, Tourism & Business Development.

**Also present:** Susan Jones, HMRA; Amy Thompson, OC Chamber of Commerce; Melanie Pursel, Worcester County Tourism; Zach Bankert, OCDC; Rina Thaler, Art League of Ocean City; Bethany Hooper, OC Today-The Dispatch.

**Tourism Commission Chair and Council President Matt James called the meeting to order at 1:00 pm.**

### **APPROVAL OF MINUTES.**

**MOTION** to approve **Minutes** from **August 11, 2025** Tourism Commission meeting was made by Voting Member Sal Fasano and seconded by Voting Member Will Savage. **The vote was unanimous (7-0).**

### **ZARTICO PACING REPORT PRESENTATION By Bill Obreiter, VP Destinations, Zartico**

Zartico is a data science company that helps understand the tourism economy's impact using big data sets like movement data from cell phone devices, credit card data, and lodging data.

The report looks at lodging and in-market spend behavior from Amadeus for October and into November and December.

#### **Caveats of the Report**

- Transactional hotel performance for chain hotels and short-term vacation rentals are being looked at. Allows understanding of quality of stays, looks at feeder markets and allows us to look at overall spend. Does not include independent hotels.
- The 21 chain hotels represent about 21% of overall room inventory.
- Group holds don't count until assigned to a traveler.
- Vacation rental data set comes from direct source property.
- This means that the transaction is seen through a professional short-term vacation rental management company distributing them, both Airbnb and VRBO.
- The report is not meant to be absolute, but a benchmark of performance every month.
- It allows the Commission to make decisions where they should market to find the right customers at the right time.

#### **October Data**

- Data is as of October 30th.



- Compared to last October, there was an overall increase in revenue of 4%.
- The \$8.3 million revenue number is a sample size of overall revenue.
- Paid occupancy was up versus October 1st, but there was a decrease in overall paid occupancy of about a third of a percent.
- There was an increase of 4% on ADR.
- Stay night increased 4%.
- Country Calling saw an increase of 25% in collected revenue through the chain hotels.
- Occupancy was almost 85%, which is the "highest occupancies that we've seen in a shoulder or off season to date."
- ADR increased from \$268 at the beginning of the month to \$273 overall.

#### RevPAR

- The report compares the RevPAR weekend to weekend versus last year. Blue is hotel, red is vacation rentals and dotted lines are last year.
- There was a great gap on Sunday night of Country Calling versus last year where there was a major increase.
  - Sunday night had a \$245 ADR for hotels (last year it was \$160).
  - Last year Sunday night was at 53% occupancy, this year it was at 78%.

#### Feeder Markets

- Top 30 feeder markets are listed in order by amount of revenue and their revenue market share. Revenue goes down from there. Reservations on left and quality metrics on right.
- Richmond was over \$200 ADR blended for the month.
- Ocean City had the longest length of stay at 3 nights.
- The report shows how far in advance people are booking.
- Connecticut had the highest average stay value and longest length of stay for vacation rentals in October (10 nights).

#### October Data Analysis

- Heat maps show revenue. Red is hot, blue is medium, and out here, not much.
- Data helps understand where to put investable dollars.
- From a media standpoint, it helps BVK folks target advertising based on quality of stay.

#### Competitive Comparison

- Comparing Ocean City's RevPAR and average stay value (rate people pay times how long they stay) with Maryland overall and Virginia Beach. Majority of market share as well as yield compared to competitive set was in beginning of October with all events that were planned. Can multiply this by the tax collection rate say for someone from Pittsburgh, to see what they are driving per visit. Right side of chart shows how far people are booking advance.
- Country Calling and the second weekend had higher RevPAR than Maryland and Virginia Beach.
- Market share and yield compared to competitors was highest in early October due to events.

#### Visitor Analysis

- Visitors: Travel more than 50 miles to Ocean City.
- Local Visitors: Travel 1-49 miles.
- Residents: Live in Ocean City and spend money there.



- Visitors account for about 91% of overall spend.
- Local Visitors, Residents spend more in restaurants and retail than accommodations.

#### Feeder Markets and Demographics

- Can look at top feeder markets and average daily measured expense to see where folks are coming from.
- Summer is more affluent and family-oriented than October. Audience in October is older. The average measured daily spend *times* spends per day show what the value is to locally owned businesses from different feeder markets.

#### Pacing Analysis

- November pacing deficit reduced by about 50% over the last 30 days.
- ADR (Average Daily Rate) decreasing for November, but still an increase compared to last October.
- Deficit time periods towards the end of November, around Thanksgiving, getting into shoulder season where there's no events.
- December is a short-advanced purchase window, especially midweek.

#### **BVK UPDATE PRESENTATION – Darci Bandi, BVK VP Account Director**

##### Leisure Campaign

- Shifted fall focus messaging in August. Doing little less beach, more things on Boardwalk
- Online video and connected TV had really good completion rate. Fall fun video drove 2.8 million impressions.
- 128 people clicked on "Book Now" to look at rates or got a travel guide. Shows really strong conversion intent.
- Another top-performing ad targeted millennial moms and had a great click-through rate, 433% over benchmark.
- Creative resonated strongly with this audience, driving both awareness and actionable engagement.

##### Weather-Triggered Ads

- Used real-time weather data to drive short-term trips to Ocean City. Included time after Hurricane Erin.
- Washington D.C. stood out as a top performer. Reinforces DC as key audience for last minute travel.
- Early season performance was stronger with Summer Sendoff messaging.
- Will look to implement earlier in the season for 2026 plan.

##### Summer Send Off Incremental Campaign: Earned & Influencer

- Targeted moms and travel intenders to get one last beach vacation in Ocean City.
- Two components: End Summer in OCMD.
  - Hopper partnership was huge success: \$25 off your sleep, netted 261 room nights booked in 30 days @ 123 hotels, ROI was \$3:\$1.
  - Paid social performance: High impact with likes and shares, messaging resonated with the target audience, despite Hurricane Erin.

##### Influencer Campaign

- Leah Seeling (MD Fun Fam), the Maryland mom, pivoted her messaging when the summer sendoff event was canceled due to the hurricane.
- She provided an itinerary for activities to do in Ocean City that were safe for that weekend on her webpage.



#### Callings Restaurant Incremental Campaign – Paid Media Program

- Created a landing page promoting local restaurants deals and steals, specifically targeting Worcester & Sussex County residents to come and dine.
- Per-check spend during Ocean's Calling increased by \$4, and people went to more establishments (increased by 4%).

#### Earned Media Highlights

- 18 total publication placements this year so far for 24.5 million impressions.
  - Includes Travel and Leisure photos, Baltimore Business Journal, and Forbes.
- Influencer strategy focused on niche platforms like lifestyle, golf, and family fun.
  - Mentions Leah Seeling, Pilot Drew, and Bryce Cope Golf as generating 1.83 million impressions and 78,700 engagements in 2025.

#### Questions

- There was a question about the perception study. Director Perlozzo mentioned there would be an ad effectiveness study in the coming months. A perception study has not been planned at the moment.

#### **TOURISM and BUSINESS DEVELOPMENT – Tom Perlozzo, Director**

##### Tourism Commission Schedule for 2026

- The 2026 Tourism Commission dates for 2026 were reviewed. Director Perlozzo stated the first meeting will be held January 15th (Thursday). That date will include an afternoon meeting with stakeholders to unveil the 2026 marketing plan, a cocktail reception, followed by a live performance with the Pointer Sisters to start Martin Luther King weekend.
- Mayor and City Council will get the first peek.

#### **CONVENTION CENTER SALES REPORT by Kim Mueller, Director of Sales**

##### Convention Center Sales Report

- *Meet in Maryland* was organized back in 2024 with five counties in Maryland focused on growing Meetings and Conventions as a premier meetings and conventions destination. It's funded through the Maryland Office of Tourism.
- In 2026 Ocean City will be included in this group.
- They're putting in \$764,000 in initiatives to bring together destinations such as Baltimore, Annapolis and now Ocean City to share in trade shows, joint advertising and outreach to high-growth industries.
- OC's participation is fully reimbursable under the State's DMO grant and ensures OC is represented on a statewide stage and well positioned to grow the meeting and convention business here in Maryland.
- Joint presence at key trade show includes ASAE, MPI DC and RCMA Emerge.
- Statewide print and digital campaigns in publications like Meetings Today, USAE, and Mid-Atlantic Events magazine.

##### Convention Center Bookings - FY Sales Comparison & Pace

- 2025: 93 events, \$137.5M in economic impact, 249,000 attendees.
- 2026: 87 events, \$101.6M, EIC; 229,000 Attendees on the books. A little short of halfway through the year.
- 2027: 41 events at \$80 million in economic impact and 184,000 attendees. Already pacing over 80% of FY26's attendee numbers.



- 2028: 27 events, \$54 million in economic impact, and 119,000 attendees.
- Numbers illustrate a solid booking pipeline and continued destination appeal across multiple years.

#### TaraFlex Floor Update

- Initial layout and cutting: December 1st-4th. Hall C only.
- Full Installation: December 15th-18th. The floor will stay down for the US Field Hockey and Futsal events through the holidays.
- After the new event in the first week of January, installers will return to demonstrate floor breakdown, review the storage process and address any concerns.
- The rental cost is lower than competitors, making it desirable for clients.

#### **CONVENTION CENTER MISC.by Larry Noccolino, Executive Director**

#### RV Show and Elevator

- The RV show is moving out.
- Status of Small freight elevator: Third leg of a \$1.4 million spend and was already inspected.

#### Landscaping and Lighting

- Landscaping has started and should be completed before Thanksgiving.
- Meeting with lighting contractor to outline the building.
  - Expecting delivery of product around November 5th or 6th, with work starting around the 17th.
- Goal is to complete lighting by the first week in December.

#### Elevator Rehab

- Large passenger elevator rehab: Starts December 3rd, complete by January 10th.
- Small passenger elevator: Starts around the 13th, completed in time for the boat show.

#### Upcoming Events

- Preparing for the Gift Show and Rising Tides.
- Kim went over Taraflex back and forth.

#### **SPECIAL EVENTS by Brenda Moore, Acting Director of Special Events**

Director Perlozzo introduced Brenda Moore as Acting Special Events Director and provides a seasonal summary report.

#### Special Events Division Introduction

- Acting Director, Brenda Moore, introduced the team: Heather Wiles, Kerry Bergeman, Lisa Mitchell, and David Rohman who handle town-run events and process private events on public property (100+ events a year).

#### Seasonal Wrap-Up

- Sundays in the Park: 28th year, 13 weeks of regional live bands and fireworks.
- Sunset Park Summer Concerts: Collaboration with OCDC, weekly concert series.
- Support for private events: Wine Fest, Rock and Ride, Oceans Calling, Country Calling.





### Sunfest

- Sunfest was reinvented.
- Celebrated the 50th year with great turnout and entertainment.
- Over half the bands were new to Sunfest with great feedback.
- Collaborated with the Art League and *We Are Limitless Studios* on the 150th art mural.
- Fourth year Sunfest held with October dates have been well-received.
- This year's crowd eclipsed last year's.
- The event closed down at 7:00 PM and benefited other businesses

### Winterfest

- Winterfest tickets are on sale and selling well.
- Winterfest opens November 20th with new elements and more engagement.
- Eight fire pits, "Enchanted Evenings" with horse and carriage rides.
  - Runs through December 31st, with Coca-Cola giveaways and a scavenger hunt after Christmas.
- Fire pit nights with food trucks and music on weekends.
  - Christmas parade on December 6th (still taking registrations) and a Holiday Character Breakfast.
- Fireworks will be shot off on opening night.
- Woodland Sheds is a partner and provided two sheds for the train garden which will now be located at Northside Park and not the Convention Center.
- New Year's Eve will have fireworks in two locations: Northside Park and downtown.

### Springfest 2026

- 2026 Springfest will introduce street painting.
- Working with the Art League, an artist from Baltimore who does 3D art has been contracted. The artist hopes to bring two European artists for the event.
- Paid entertainment will be moved to the Performing Arts Center.
- Entertainers have already been booked: a Who's Bad, The Evolution of Pop tribute band, a Taylor Swift tribute band, and Run the World, Beyonce tribute band.
- Brainstorming for a new summer series is underway.

### Rising Tides Event

- Part of the 150th Anniversary and 150 Days of Celebrations.
- Increase in ticket sales after the Callings.
- Celebration of music through the decades.
- 70's Soul Jam and Forever Young tour with I Love the 90's.
- Indoor roller-skating rink and a mini boardwalk inside Hall C.

### 150th Anniversary Gala

- Grand finale to end the year and the anniversary.
- Seven unique experiences in seven different rooms.
- 200 tickets have been sold.
- Features the band Cherry Crush.



- There will be a carving station, an oyster room, crab cakes, a wine room, and a dessert room as well as an Art League room, and a HMRA room.
- The experiences will integrate the history of Ocean City.

#### Upcoming Events and Budget

- Budgets are due November 17th.
- Two events will hopefully be announced soon:
  - Little Feet inside halls A, B, and C.
  - Pure Prairie League, Atlanta Rhythm Section, Orleans, and Firefall will also be in Halls A, B, and C on August 8th.
- Waiting on a contract for Little Feet for Memorial Day weekend.
- Little Feet can bring in 5,000 to 7,000 people.

#### Closing Remarks

- Be on the lookout for more events, check oceoocean.com, and give them a call.
- January 30th, there will be a brand launch party at Marley Hall from 5 to 8 PM.
- Meeting adjourned.

#### COMMITTEE REPORTS:

##### CHAMBER OF COMMERCE – No Report



Our **Fall Hospitality Huddle** was a collaboration with Salisbury University's Perdue School of Business BEACON group where we explored AI in Hospitality. Although hospitality will always be rooted in genuine human connection, artificial intelligence (AI) is here to stay. To navigate its many possibilities, we teamed up with Salisbury University's BEACON experts for their insights. Because there is so much to share and learn, a follow up session is planned.

The **Winter Hospitality Huddle** is in partnership with MD's Coast Economic Development and Tourism and will explore workforce - slated for **March 24th**.

We've expanded our annual **Trade Expo**. Taking place on **March 8 & 9**, we'll have 2 floors of exhibits featuring 509 booths!

The **Nibble & Networks** (formerly our Dinner Meetings) are beginning.

- November 13th BLU
- December 18th Harpoon Hanna's
- January 15th Aloft Hotel
- February 19th Vista Rooftop
- April 16th Oyster & Scales
- Rebranding will soon be officially unveiled (sneak peek – new logo at the top!)



## **Save the Date - January 30<sup>th</sup> at Morley Hall!**

### **OCDC –**

The OCDC receives and approves applications for the following revitalization programs:

- Façade Improvement Program
- Commercial Façade Improvement Program
- Green Building Initiatives Program
- Roof Improvement Program
- Streetside Fence Program
- Downtown Lighting Program
- Business Assistance Program
- Workforce Housing Program
- In September 2024, the OCDC announced plans to refresh one of downtown Ocean City's most recognizable public art pieces—the Cruisin' mural located at South Baltimore Avenue and Talbot Street. As part of OCDC's ongoing effort to revitalize and beautify the area, the organization sought community feedback through a public online survey and discussion with Boardwalk business during its Boardwalk Committee in October. Outcomes from the survey favored replacing the current mural with a new classic car themed mural.
- In October 2024, the OCDC launched its new Workforce Housing Program, replacing the previous Development & Assistance Program. This program focuses on renovating and improving existing workforce housing rather than building new projects, with the goal of preserving and enhancing the quality of housing available for Ocean City's employees and creating more housing by converting structures with various uses into workforce housing. Grants will reimburse one-third of total renovation expenses up to \$10,000.
- The OCDC hosted the following events from August through October:
  - o Sunset Park Party Nights (August)
  - OC Cruzers Car Shows at Somerset Plaza (August-September)
  - The 25th Annual OCDC/Art Davis Memorial Golf Tournament (October)
  - The Shore Craft Beer Garden at Sunfest (October)
  - The 11th Annual Shore Craft Beer OCToberfest (November 1st)

### **UPCOMING EVENTS**

- There are no upcoming OCDC events planned for the immediate future.

### **CONTACT INFORMATION**

For more information about the OCDC and its programs, please visit [www.ocdc.org](http://www.ocdc.org) or follow the OCDC on social media at [facebook.com/downtownoceancitymd](https://facebook.com/downtownoceancitymd).

Ocean City Development Corporation  
108 Dorchester Street  
Ocean City, MD 21842  
(410) 289-7739

### **WORCESTER COUNTY – No report**

### **OC ART LEAGUE -No report**

**Mayor Meehan made a motion to adjourn meeting; seconded by Councilman Will Savage. Meeting adjourned at 1:53 p.m.**



**2026 Tourism Commission Meetings**  
Roland E. Powell Convention Center  
Board Room - Room 214 @ 1 pm.

## **2026 MEETING SCHEDULE**

**January 15, 2026**

**March 9, 2026**

**May 11, 2026**

**July 13, 2026**

**September 14, 2026**

**November 9, 2026**

*Dates subject to change*



## **Coastal Resource Legislative Committee (Green Team)**

### **Meeting Minutes**

November 12, 2025, 11:00-11:58AM

City Hall – Community Room

#### **Attendees**

JR Harman, Deputy City Manager  
Jenelle Gerthoffer, Environmental Programs  
Mike Brian, Ocean City Surf Club  
Tommy Vach, Ocean City Surf Club  
Bill Neville, City Planner  
Liz Wist, Maryland Coastal Bays Program  
Jessica McIntosh, Maryland Coastal Bays Program  
Mandi Wells, Surfrider Foundation  
Lilah Johnstone, SDHS Surfrider Club  
Sabrina Hecht, Zoning Administrator  
Claude Barbour, Braemar Towers Association  
Kaylee Lathroum, HMRA  
Joann Landon, At Large

#### **Introductions**

The meeting started at 11 AM and introductions were held. Then the following was discussed:

#### **Litter Free OC:**

**Community Cleanups:** Jenelle began by stating that 123 pounds of trash were picked up during the last Community Clean Up held in October. There was a discussion held about when to have the next Community Cleanup, which Tommy proposed a winter event. Preliminary, the group decided to do a clean up on February 7<sup>th</sup> (Saturday) from 10AM-12PM at North Side Park. As part of this, the group will reach out to local schools to ensure we will have a large group of volunteers, including students who require service-learning hours. The group agreed that it would be great to provide volunteers with hot chocolate and Kaylee said she can reach out to a contact reading this. The use of E-waivers was also discussed and will be looked into.

**OC Surf Club:** Mike and Tommy updated the group that they are still getting request for service-learning hours. Also, Tommy showed the group the new Community Cleanup banner that was created to post at our clean up events so those walking by know what is happening and may feel more inclined to join.

**Maryland Coastal Bays Program (MCBP):** Liz noted that MCBP is working on their annual end of year report and will provide those numbers to the group. Jenelle said she will also be organizing end of year clean up numbers and will be sending an email out to the group for those numbers.

**Sustainable Maryland Certification:** Jenelle explained that the Town was awarded the silver certification. This is the highest level possible, there is no gold. A total of 515 points were provided (a minimum of 400 points are required for the silver level), 9 out of 10 categories were fulfilled, and 39 out of 91 possible action items were fulfilled. The only category that had no action items completed was the Historic Preservation category, which will hopefully change with the work the Ocean City Development Organization is planning for the Henry Hotel in the upcoming years.

**MCBP Updates:** Liz showed photos of the recently completed boardwalk display located next to the Ocean City Life Saving Station and the south end of the boardwalk. This has been two years in the works and is not only available to the public, but also used by the Museum for their summer educational programs. The idea of the display is that “we are more than just the ocean” and the bay environment plays a vital role in our ecosystem. The ‘How to Explore” and “How to Become a Steward” panels in the display provide information geared toward the human element side, and how there are nearby recreation opportunities that are part of the bays..

**Sand, Seas, Rejuvenation / Anti-Litter Campaign Renaming & Rebranding:** Jenelle provided noting that, during the September 30, 2025 Mayor and City Council meeting, Staff was asked to look into renaming the Litter Free OC Campaign. The official launch of the Litter Free OC campaign occurred in the summer of 2021. There was school, businesses, and personal pledges for the Campaign, along with advertising, including through banners placed on the boardwalk light post. A Proclamation was signed by the Mayor as well. Several Green Team members noted that the Campaign name had many benefits, including being short, rhyming, and stated the exact purpose of the Campaign directly in the name. It was agreed that due to the advertisement efforts put into the name and the benefits of the name, the Campaign name does not need to be changed. During the group conversation, Jenelle also mentioned that prior to the Anti-Litter Campaign, the Protect our Sand and Seas Campaign was created (around 2018). The SurfRider Foundation and Jane Robinson were the main drivers behind this movement, with a goal to reduce plastic in the marine environment. The Green Team moved forward with this campaign and different levels of participation that businesses could sign up for. These different levels range from straws only available upon request, no plastic tableware provided, only alternative, non-plastic straws are provided, no plastic or Styrofoam is used for takeout. Mandi said that Surfrider has a “Ocean Friendly Restaurant” Program that is very similar. It was discussed by the group that a rejuvenation of the Protect our Sand and Seas Campaign will be worked on this winter and then publicized, potentially with assistance of the HRMA and Ocean City Chamber of Commerce.

**Adopt a Storm Drain:** Jenelle updated the group on storm drain markings that were completed by Stephen Decatur High School student volunteers in the Montego Bay community. The decals say “No dumping.... drains to the ocean” and was marked with white spray paint specific for asphalt/roadway use. The long term plan is to utilize these high school volunteers, who regularly need service-learning hours to complete additional markings and provide maintenance for markings. Students were given handouts, to provide to anyone who may have had questions, on the Adopt a Storm Drain program. The program was originally a pilot program in the Montego Bay community. This winter, the Program will be advertised as being town wide for all residents and business owners to participate. The Program will be organized similar to the Dune Patrol and Adopt a Street/Beach Programs. The costs of the storm drain marking and Adopt a Storm Drain are very low because the materials are minimal (i.e. trash bags, gloves, spray pain, stencils). These items are purchase through the “LITTER” fund, which Staff will work on renaming in AS400/Navaline. Joann asked if locations where a storm drain is adopted could then be sprayed with the marker, which is a possibility. Liz asked if additional storm drains could be marked separately or in association with the Community Cleanups, so this is another avenue for volunteers that may be approached, pending supervision availability and weather.

**Comments from Green Team Members:**

- Mike asked if Clean Up kits can be provided so that when OC Surf Club (or any of the groups in the Green Team) are approached for service-learning hours, a kit (that has a trash bag, gloves, etc.) can be handed to the volunteer resulting in less time put forward to gathering items needed and meeting with the volunteer. Mandi said that Surfrider has these kits available. Discussion amongst the group then went to providing those kits during “back to school” and other community nights already held/sponsored by the Board of Education. It was discussed how a group can have a table at one of these events to pass out kits.

Next Meeting January 14, 2026 – 11 to 12PM

Community Room, City Hall, 301 Baltimore Ave



# TOWN OF OCEAN CITY

*The White Marlin Capital of the World*

Agenda Item # 5.C

Council Meeting November 17, 2025

**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 Draft Agenda  
**DATE:** November 10, 2025

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**ISSUE(S):** Standing Committee Draft Agenda

**SUMMARY:** Acknowledgement of Standing Committee Draft Agenda  
1. Pension Committee - November 19

**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. 2025-11-19 Pension Committee Agenda..doc





Town of Ocean City  
**Pension Committee Agenda**  
City Hall Council Chambers  
November 19, 2025 at 9:00 AM

A. Call to Order

- Matt James, Council President and Committee Chairperson

B. David Esham – Morgan Stanley

- 3<sup>rd</sup> quarter 2025 performance review
- Market Commentary
- Manager Watch List

C. Russell LaGreca – Morgan Staley, Graystone Consulting

- Annual 401a/457b Performance Review

D. Closing Remarks

E. Adjourn



# TOWN OF OCEAN CITY

*The White Marlin Capital of the World*

Agenda Item # 5.D

Council Meeting November 17, 2025

**TO:** The Honorable Mayor, Council President and Members of Council  
**THRU:** Terence J. McGean, PE, City Manager  
**FROM:** Matt Perry, Procurement Manager  
**RE:** B01-26 - Eagle's Landing Golf Course Tidal Flood Remediation  
**DATE:** October 31, 2025

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**ISSUE(S):** BID Award Recommendation - (B01-26) - Eagle's Landing Golf Course Tidal Flood Remediation

**SUMMARY:** The Procurement Department and Recreation and Parks Department solicited BID's for the B01-26 - Eagle's Landing Golf Course Tidal Flood Remediation and received three submissions at the September 9th, 2025 Mayor and City Council Work Session. All three of the BID submissions were accepted, opened, and read aloud into the public record. The Mayor and City Council approved a motion to remand the BID submissions back to Town staff for internal review.

The Procurement Department provided a BID Tabulation reference with Vendor submittals to the Recreation and Parks Department acknowledging an approximate \$950,000.00 dollar deficit between the budgeted valuation of the project effort and the Low Apparent BID from McDonald and Sons, Inc. Subsequent to internal review of the scope of work and value-engineering effort(s), stakeholders determined a formal Vendor evaluation and interview for negotiation efforts was in the Town's best interest and met with McDonald & Sons, Inc. Principal and Senior Project Manager to discuss a reduced scope of work per provisions of Section I - Item 7 - Article 7.6 and Scope of Work (SOW) & Special Conditions - Item C in the BID Documents package. Stakeholders met with McDonald & Sons, Inc. on Monday, October 27th, 2025 to negotiate an agreed upon Administrative Award and Intent to Modify Scope of Work (with the acknowledgment and acceptance that the document was not a binding Agreement/Contract and subject to final approval by Mayor and City Council) at a revised valuation of \$1,492,401.99. These are the results of Town of Ocean City staff review of the three accepted BID submissions for the B01-26 - Eagle's Landing Golf Course Tidal Flood Remediation and subsequent Town efforts for the project.

The Procurement Department formally recommends Mayor and City Council, Town of Ocean City, Maryland Award BID to McDonald & Sons, Inc. with expenditure approval up to \$1,492,401.99.

**FISCAL IMPACT:** Up to BID submission valuation amount of \$1,492,401.99. Per discussion with City Manager Terence McGean, Deputy City Manager JR Harmon, and Recreation and Parks Director Kate Gaddis, this is a fully funded project with an approved bond funded amount of \$1,750,000.00. Remaining allocation to be utilized separately to address mitigation planting allowance and bridges in the original scope of work in a separate Solicitation effort by the Procurement Department. Total project expenses currently forecast at an estimated not-to-exceed amount of \$2,000,000.00. Expenses exceeding approved bond allocation to be paid for through prior year funding reserves in the Eagle's Landing Golf Course fund balance.

**RECOMMENDATION:** Award the BID to McDonald & Sons, Inc. with expenditure approval up to \$1,492,401.99.



1st Class Resort and Tourist Destination

**ALTERNATIVES:** Do not accept and/or approve bid award recommendation and defer to Mayor and City Council.

**RESPONSIBLE STAFF:** Matt Perry, Procurement Manager

**COORDINATED WITH:** Kate Gaddis, Recreation and Parks Director

**ATTACHMENT(S):**

1. B01-26 - Bid Tabulation (Final).pdf
2. B01-26 - Notice of Administrative Award and Intent to Modify Scope of Work - ELGC Flood Remediation (Fully Executed).pdf
3. IMG\_0087.jpg
4. IMG\_0090.jpg
5. IMG\_0091.jpg

| B01-26 - EAGLES LANDING GOLF COURSE TIDAL FLOOD REMEDIATION |                |
|-------------------------------------------------------------|----------------|
| Bid Tabulation                                              |                |
| Vendor                                                      | TOTAL BASE BID |
| MCDONALD & SONS, INC.                                       | \$3,256,017.01 |
| LANDSCAPES UNLIMITED LLC                                    | \$3,655,309.50 |
| BRIDGES LAND MANAGEMENT, INC.                               | \$4,181,976.94 |



# TOWN OF OCEAN CITY

*The White Marlin Capital of the World*

Friday, October 31<sup>ST</sup>, 2025

McDonald & Sons, Inc.  
8009 Old Jessup Road  
Jessup, Maryland 20794  
United States of America

RE: BID Submission ("B01-26 – Eagle's Landing Golf Course Tidal Flood Remediation"); ("Project"); Notice of Administrative Award and Intent to Modify Scope of Work

Dear Jay Nalls,

Please accept this letter as a formal Notice of Administrative Award and Intent to Modify Scope of Work based on your BID submission for the above-referenced Project by the Mayor and City Council, Town of Ocean City, Maryland ("Town"). Subsequent to a detailed review and internal discussion of your BID submission, the Town recognizes your firm ("McDonald & Sons, Inc.") to be the Lowest Responsive and Responsible Bidder for the Project, as advertised, in the amount of \$3,256,017.01.

By signing below, you hereby acknowledge and accept receipt of this Notice of Administrative Award and Intent to Modify Scope of Work, and the fact that the Town is unable to fund this Project at the BID amount of \$3,256,017.01 expressed as the total Base BID. Additionally, by signing the below, and upon the Town's receipt of your signature on this document, you hereby acknowledge and agree to enter into formal discussion(s) with the Town to establish a mutually agreed upon modified Scope of Work, to reduce the overall cost of the Project to an agreed amount of \$1,492,401.99 per the provisions of Section I – Item 7 – Article 7.6 and Scope of Work (SOW) & Special Conditions – Item C in the BID Documents package.

Provided a mutually agreed upon modification of Scope of Work is established and agreed upon, you additionally hereby acknowledge and accept that this Notice of Administrative Award and Intent to Modify Scope of Work is not a binding Agreement and/or Contract, and is subject to final approval by the Mayor and City Council, Town of Ocean City, Maryland. If approved, a final Letter/Notice of Award will be formally issued by the Town requiring your signature. Once that is received by the Town, a formal Contract will be issued requiring your signature with submission of other required paperwork as stipulated by the provisions of the BID Documents package (Certificate(s) of Insurance, Payment and Performance Bond(s), Golf Course Builders Association of America Membership Certification, Irrigation Association Membership Certification, Ocean City Business License, State of Maryland Business License, Vendor W-9

**MAYOR**

Richard W. Meehan

**CITY COUNCIL**

Matthew M. James  
*President*

Anthony J. DeLuca  
*Secretary*

John F. Gehrig, Jr.  
Jacob H. Mitrecic  
Carol Proctor  
Will Savage  
Larry R. Yates

**CITY MANAGER**

Terence J. McGean, PE

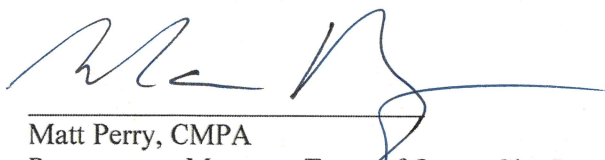
**CITY CLERK**

Diana L. Chavis, MMC

P.O. Box 158, Ocean City, Maryland 21843-0158 | [oceancitymd.gov](http://oceancitymd.gov) | City Hall: (410) 289-8221 | Fax: (410) 289-8703

Form, etc.). Lastly, a Notice to Proceed will be formally issued accompanied by a Purchase Order subsequent to the Town's receipt of executed Contract(s) and associated documents into our possession.

Please reach out to me with any questions at your earliest convenience. Thank you for your attention to this request.



Matt Perry, CMPA  
Procurement Manager, Town of Ocean City Procurement Department  
Mayor and City Council, Town of Ocean City, Maryland  
(410) 723-6647  
[mperry@oceancitymd.gov](mailto:mperry@oceancitymd.gov)

By the execution of this Notice of Administrative Award and Intent to Modify the Scope of Work, McDonald & Sons, Inc. hereby acknowledges and accepts receipt thereof and the intent to proceed in the manner as described herein.

By:  Pres/COO  
Title: President/COO  
Date: 10-31-2025















# TOWN OF OCEAN CITY

*The White Marlin Capital of the World*

Agenda Item # 6.A

Council Meeting November 17, 2025

**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 Report  
**DATE:** October 20, 2025

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**ISSUE(S):** Standing Committee Report with Recommendation

**SUMMARY:** 1. Police Commission - November 10

The Police Commission recommended offering a \$5,000 reward for a tip leading to the conviction of the perpetrator related to the October 25, 2024, armed robbery at Truist Bank, 4604 Coastal Highway.

If the recommendation is supported by the Mayor and Council, Resolution 2025-30 authorizes the reward.

**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. 2025-11-10-25 Police Commission Minutes.pdf

# **POLICE COMMISSION MEETING MINUTES**

**November 10, 2025**

PRESENT: Council Member and Police Commission Chairman Anthony DeLuca, Council Member Larry Yates, Mayor Richard Meehan, City Manager Terence McGean, Department of Emergency Management Director Joseph Theobald, Heather Stansbury, Esquire, Chief Raymond Austin, Captain Shawn Jones, Captain Dennis Eade, Lieutenant Andrew Yeager, Detective First Class Amy Gutowski, Deputy Communications Manager Ashley Miller, Crime Analyst Brandon Reim

1. The meeting was called to Order at 9:30 AM in the 3<sup>rd</sup> Floor Administrative Conference Room of the Public Safety Building.
2. Approval of Minutes of the October 15, 2025, Police Commission Meeting: Mayor Meehan made a motion and Council Member Yates seconded to approve the minutes of the October 15, 2025 Police Commission meeting. The vote was 3-0 with Council President James absent.
3. Chief Austin's Update: Chief Austin reviewed the statistics comparing October 2025 to October 2024. In October 2025, there were 2,943 Officer Calls for Service; in 2024 there were 2,685. Citizens Calls for Service in 2025 were 1,097; in 2024 there were 1,025. The Top 25 Calls for Service: Traffic Stops increased from 776 to 804. Collisions were down from 67 in 2024 to 59 in 2025. Domestic Assault/Dispute calls for service were up from 27 to 35. Noise Complaints were up from 16 in 2024 to 26 in 2025. Trespassing calls for service were up from 9 to 25. Chief Austin attributed this to the special events in town and more businesses registering with TEAP. Breaking and Entering Already Occurred calls for service were up from 6 in 2024 to 10 in 2025. Custodial arrests were down from 109 in 2024 to 88 in 2025. DUI arrests were up from 8 in October 2024 to 18 in October 2025. Chief Austin reiterated that Traffic Stops had increased since last year, and even though collisions had decreased, officers were still finding DUIs. Chief Austin noted that noise complaints on the Boardwalk had increased from 0 in 2024 to 11 in 2025. These noise complaints consisted of street performers/karaoke/musical instruments/singing, with the majority being karaoke. Chief Austin did note that one particular complaint came from an individual playing the harmonica. Captain Eade assured the Commission that if a noise complaint was called in on the harmonica player, they would have officers respond to educate the individual. Almost all of the individuals who are the subject of a noise complaint are quick to comply with officers' requests, resulting in 9 warnings in 2025. However, there was 1 arrest for noise from the Boardwalk. Captain Eade noted that officers will just give a warning if compliance is achieved, however, they may need to start looking at any repeat offenders and issuing citations more. Chief Austin stated that in October 2025, there were 10 incidents that occurred which resulted in 6 individuals being charged with a weapon violation. Of the 10 incidents, 7 were the result of a traffic stop. Of the 6 arrests, 4 were for firearms and 2 were for knives. Chief Austin found that half of the 10 incidents occurred on either a Saturday or Sunday.

4. Recruiting Update: Lt. Yeager stated that October was another good month for Training and Recruiting. They had received 11 applications for full-time employment and 41 applications for PSO. An in-person test was held on October 25 where 8 applicants showed up. Of those 8, 4 successfully made it through the process; 3 for police officer and 1 for PSO. Lt. Yeager noted that most PSOs complete the entire process online to avoid them having to travel down. There are currently 13 backgrounds being worked on. Lt. Yeager stated that this number is most likely going to go up significantly since PSO backgrounds are going to start coming in. 2 full-time lateral officers were hired during the month of October. Total PSO applicants so far is 60 throughout the various stages of the testing and background process. Lt. Yeager informed the Commission that recruiting teams are going out every week along the East Coast to different colleges and job fairs. He mentioned that they are pushing locally in hopes of seeing candidates come back for multiple seasons and eventually look at a full-time career. Looking at the numbers, Lt. Yeager informed the Commission that there are currently 117 full-time officers out of the budgeted 125 positions. There are 7 in the academy, which will graduate on December 11, 1 on FTO, which is one of the lateral officers, another lateral officer completed his comparative compliance and will begin his FTO period in 2 weeks, 9 out on injury (8 are on restricted duty and 1 is no duty), and 0 on FMLA. Lt. Yeager stated that there are 100 officers ready to hit the road as of today. The third lateral officer will be onboarded on November 17 and begin his FTO in December. The next in-person testing date will be on November 22, 2025.

Chief Austin noted that the department just advertised for the Reserve Officer position to try and hire more Reserve Officers to help with background investigations. He also talked about manning the Substation with Auxiliary Officers, Reserve Officers (once the backgrounds are completed), and PSOs.

5. Fall Event Recap: Chief Austin provided the data for the Bike Week and Fall Cruisin' events the Crime Analyst Reim put together. He discussed some of the planning that was done between the Police Department and local businesses to help reduce the crowds and large gatherings that were popping up on the north end of town. Chief Austin added that he believed the fall events went well, especially Bike Week being a special event zone. Mayor Meehan confirmed with Chief Austin that this was the first year for the special event zone during Bike Week and asked if Chief Austin would recommend continuing this in the future. Chief Austin stated that he would highly recommend the special event zone and stated that it was successful this past year, especially with enforcement for exhibition drivers.
6. Other Business: Prior to going to a Closed Session, an OC Today Dispatch reporter asked members of the Police Department about a change in use of force that was brought up during the past Police Accountability Board meeting. Captain Eade asked if this was the show of force versus use of force, to which the reporter stated it was. The reporter asked what caused the change and what the difference between the two was. Captain Eade responded that the change was made for more accurate data reporting. He further gave an example of a show of force being pulling a taser and displaying it to gain compliance rather than firing the taser. Captain Eade explained that prior to the change, instances of

show of force and use of force were all lumped in together as one statistic, skewing the data of the true use of force numbers.

7. Closed Session Report: Following the Open Session on November 10, 2025, the Police Commission convened into Closed Session at the Public Safety Building at 9:54 AM, as permitted under General Provision Article 3-305(b)(12) to conduct or discuss an investigative proceeding on actual or possible criminal conduct.

Persons Present: Council Member and Police Commission Chairman Anthony DeLuca, Council Member Larry Yates, Mayor Richard Meehan, City Manager Terence McGean, Department of Emergency Management Director Joseph Theobald, Heather Stansbury, Esquire, Chief Raymond Austin, Captain Shawn Jones, Captain Dennis Eade, Detective First Class Amy Gutowski, Deputy Communications Manager Ashley Miller, Crime Analyst Brandon Reim

Motion to adjourn the Closed Session and reopen the Open Session was made by Mayor Meehan and seconded by Council Member Yates. The vote was 3-0 with Council President James absent.

During the Closed Session a motion was made by Mayor Meehan and seconded by Council Member Yates to recommend to the full Mayor and City Council that a reward of \$5,000 be offered for a tip leading to the conviction of a person relating to the bank robbery that occurred on October 25, 2024. The vote passed 3-0 with Council President James absent.

A motion was made by Mayor Meehan and seconded by Council Member Yates to adjourn the meeting. The vote was 3-0 with Council President James absent. The meeting was adjourned at 10:27 AM.

The next regular meeting of the Police Commission will be held on Monday, December 8, 2025, at 9:30 AM in the 3<sup>rd</sup> Floor Administrative Conference Room at the Public Safety Building, 6501 Coastal Highway, Ocean City, MD 21842.





# TOWN OF OCEAN CITY

*The White Marlin Capital of the World*

Agenda Item # 6.B  
Council Meeting November 17, 2025

**TO:** The Honorable Mayor, Council President and Members of Council  
**THRU:** Terence J. McGean, PE, City Manager  
**FROM:** Chris Burkey, Information Technology Manager  
**RE:** Crown Castle Dark Fiber / Internet Access  
**DATE:** November 7, 2025

**ISSUE(S):** Migration towards cloud hosted products require higher internet bandwidth. Connections to remote town sites are restricted by contracted bandwidth does not allow for seasonal peak usage. No connectivity available at several remote sites.

**SUMMARY:** We will execute three aligned initiatives to increase capacity, resiliency, and control across the Town network. These improvements will leverage dedicated dark fiber strands made available through the Town's existing Right-of-Way agreement with Crown Castle:

1. Internet Upgrades: Move both Town core internet and Convention Center public internet from 1 Gbps → 10 Gbps.
2. Campus Transport Modernization: Transition inter-building connectivity from Metro Ethernet to Dark Fiber, enabling Town-Managed 10 Gbps (and higher) links between facilities.
3. Network Expansion: Add secure Town network presence and allow for City Watch expansion at 1st Street Tower, Gorman Tower, Caroline Comfort Station, eastside of Coastal highway @ 90 bridge intersection and 142nd Street.

**FISCAL IMPACT:** \$120,000/Annually (5-year contract). This contract would replace multiple Comcast agreements budgeted in FY26 for a total of \$126,368.

**RECOMMENDATION:** Move forward with Crown Castle SO 2025-138042.



Financially Sound Town Government

**ALTERNATIVES:** Crown Castle is in a unique position with dark fiber in the ground adjacent to all town network sites. Any other dark fiber solution would come with significant build cost.

**RESPONSIBLE STAFF:** Information Technology Director Chris Burkey  
Converged Network Manager Robert Morand

**COORDINATED WITH:** Legal Counsel Maureen Howarth, Esq.

Deputy City Manager Elton Harmon

**ATTACHMENT(S):**

1. Town of Ocean City.SO2025-138042.10.13.2025.pdf



## Licensee or Customer Contact Detail

|                           |                        |                         |                |
|---------------------------|------------------------|-------------------------|----------------|
| Licensee or Customer      | Town of Ocean City     |                         |                |
| Address & Contact         | <b>Address</b>         | 301 N Baltimore Ave     |                |
|                           | <b>City, State</b>     | Ocean City, MD 21842    |                |
|                           | <b>Phone</b>           | 410-289-8221            | <b>Fax</b>     |
| Billing Address & Contact | <b>Name</b>            | Town of Ocean City      |                |
|                           | <b>Billing Address</b> | 301 N Baltimore Ave     |                |
|                           | <b>City, State</b>     | Ocean City, MD 21842    |                |
| Technical Contact         | <b>Name</b>            | Chris Burkey            |                |
|                           | <b>E-mail</b>          | cburkey@oceancitymd.gov |                |
|                           |                        | <b>Primary Phone</b>    | (410) 289-4346 |
|                           |                        | <b>Alternate Phone</b>  | 7248405740     |

## Product Detail

|               |                                                        |                      |                       |        |                    |       |
|---------------|--------------------------------------------------------|----------------------|-----------------------|--------|--------------------|-------|
| Dark Fiber #1 | # Fibers                                               | 2                    | Estimated Route Miles | 5.00   | Estim. Fiber Miles | 10.00 |
|               | Product Type                                           | Point to Point       |                       |        |                    |       |
|               | MRC                                                    | \$825.00             | NRC                   | \$0.00 |                    |       |
|               | Install Lead Time                                      | As soon as available |                       |        |                    |       |
| Location A    | 12925 Coastal Hwy, 1st Floor, Ocean City, MD 21842     |                      |                       |        |                    |       |
| Location Z    | 6501 Coastal Hwy, 1st Floor, Ocean City, MD 21842      |                      |                       |        |                    |       |
| Dark Fiber #2 | # Fibers                                               | 2                    | Estimated Route Miles | 4.00   | Estim. Fiber Miles | 8.00  |
|               | Product Type                                           | Point to Point       |                       |        |                    |       |
|               | MRC                                                    | \$825.00             | NRC                   | \$0.00 |                    |       |
|               | Install Lead Time                                      | As soon as available |                       |        |                    |       |
| Location A    | 1409 Philadelphia Ave, 1st Floor, Ocean City, MD 21842 |                      |                       |        |                    |       |
| Location Z    | 6501 Coastal Hwy, 1st Floor, Ocean City, MD 21842      |                      |                       |        |                    |       |
| Dark Fiber #3 | # Fibers                                               | 2                    | Estimated Route Miles | 4.00   | Estim. Fiber Miles | 8.00  |
|               | Product Type                                           | Point to Point       |                       |        |                    |       |
|               | MRC                                                    | \$250.00             | NRC                   | \$0.00 |                    |       |
|               | Install Lead Time                                      | As soon as available |                       |        |                    |       |
| Location A    | 200 125th St, 1st Floor, Ocean City, MD 21842          |                      |                       |        |                    |       |
| Location Z    | 6501 Coastal Hwy, 1st Floor, Ocean City, MD 21842      |                      |                       |        |                    |       |
| Dark Fiber #4 | # Fibers                                               | 2                    | Estimated Route Miles | 4.50   | Estim. Fiber Miles | 9.00  |
|               | Product Type                                           | Point to Point       |                       |        |                    |       |
|               | MRC                                                    | \$250.00             | NRC                   | \$0.00 |                    |       |
|               | Install Lead Time                                      | As soon as available |                       |        |                    |       |
| Location A    | 301 N Baltimore Ave, 1st Floor, Ocean City, MD 21842   |                      |                       |        |                    |       |
| Location Z    | 6501 Coastal Hwy, 1st Floor, Ocean City, MD 21842      |                      |                       |        |                    |       |
| Dark Fiber #5 | # Fibers                                               | 2                    | Estimated Route Miles | 2.00   | Estim. Fiber Miles | 4.00  |
|               | Product Type                                           | Point to Point       |                       |        |                    |       |
|               | MRC                                                    | \$825.00             | NRC                   | \$0.00 |                    |       |
|               | Install Lead Time                                      | As soon as available |                       |        |                    |       |
| Location A    | 4001 Coastal Hwy, 1st Floor, Ocean City, MD 21842      |                      |                       |        |                    |       |
| Location Z    | 6501 Coastal Hwy, 1st Floor, Ocean City, MD 21842      |                      |                       |        |                    |       |
| Dark Fiber #6 | # Fibers                                               | 2                    | Estimated Route Miles | 5.00   | Estim. Fiber Miles | 10.00 |
|               | Product Type                                           | Point to Point       |                       |        |                    |       |
|               | MRC                                                    | \$825.00             | NRC                   | \$0.00 |                    |       |
|               | Install Lead Time                                      | As soon as available |                       |        |                    |       |
| Location A    | 209 N 1st St, 1st Floor, Ocean City, MD 21842          |                      |                       |        |                    |       |
| Location Z    | 6501 Coastal Hwy, 1st Floor, Ocean City, MD 21842      |                      |                       |        |                    |       |
| Dark Fiber #7 | # Fibers                                               | 2                    | Estimated Route Miles | 5.50   | Estim. Fiber Miles | 11.00 |
|               | Product Type                                           | Point to Point       |                       |        |                    |       |
|               | MRC                                                    | \$825.00             | NRC                   | \$0.00 |                    |       |
|               | Install Lead Time                                      | As soon as available |                       |        |                    |       |
| Location A    | 232 136th St, 1st Floor, Ocean City, MD 21842          |                      |                       |        |                    |       |
| Location Z    | 6501 Coastal Hwy, 1st Floor, Ocean City, MD 21842      |                      |                       |        |                    |       |

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|----------------------|----------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| <b>Dark Fiber #8</b> | <b># Fibers</b> 2<br><b>Product Type</b> <u>Point to Point</u><br><b>MRC</b> \$825.00<br><b>Install Lead Time</b> As soon as available | <b>Estimated Route Miles</b> 0.50<br><b>NRC</b> \$0.00<br><b>Estim. Fiber Miles</b> 1.00 |
| <b>Location A</b>    | 6200 Coastal Hwy, Ocean City, MD 21842                                                                                                 |                                                                                          |
| <b>Location Z</b>    | 6501 Coastal Hwy, 1st Floor, Ocean City, MD 21842                                                                                      |                                                                                          |

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|----------------------|----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|
| <b>Dark Fiber #9</b> | <b># Fibers</b> 2<br><b>Product Type</b> <u>Point to Point</u><br><b>MRC</b> \$825.00<br><b>Install Lead Time</b> As soon as available | <b>Estimated Route Miles</b> 6.50<br><b>NRC</b> \$0.00<br><b>Estim. Fiber Miles</b> 13.00 |
| <b>Location A</b>    | 793 142nd St, Ocean City, MD 21842                                                                                                     |                                                                                           |
| <b>Location Z</b>    | 6501 Coastal Hwy, 1st Floor, Ocean City, MD 21842                                                                                      |                                                                                           |

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| <b>Dark Fiber #10</b> | <b># Fibers</b> 2<br><b>Product Type</b> <u>Point to Point</u><br><b>MRC</b> \$825.00<br><b>Install Lead Time</b> As soon as available | <b>Estimated Route Miles</b> 2.00<br><b>NRC</b> \$0.00<br><b>Estim. Fiber Miles</b> 4.00 |
| <b>Location A</b>     | 900 Boardwalk Ave, 1st Floor, Ocean City, MD 21842                                                                                     |                                                                                          |
| <b>Location Z</b>     | 6501 Coastal Hwy, 1st Floor, Ocean City, MD 21842                                                                                      |                                                                                          |

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|-----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|
| <b>Internet #1 *</b>              | <b>Product Type</b> Dedicated Internet Access<br><b>MRC</b> \$1,700.00<br><b>Connector</b> 10 GigE -                                                                           | <b>Bandwidth</b> 10Gbps<br><b>NRC</b> \$0.00<br><b>IPv4 Block</b> /29 - /27<br><b>Service Level</b> IP |
|                                   | * Internet Service is subject to Provider's Acceptable Use Policy posted at <a href="http://fiber.crowncastle.com">http://fiber.crowncastle.com</a> at the bottom of the page. |                                                                                                        |
|                                   | <b>Install Lead Time</b> As soon as available                                                                                                                                  |                                                                                                        |
| <b>Location A Product Details</b> | <b>Handoff Type</b> 10 GigE                                                                                                                                                    |                                                                                                        |
| <b>Location A</b>                 | 6501 Coastal Hwy, 1st Floor, Ocean City, MD 21842                                                                                                                              |                                                                                                        |

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|-----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|
| <b>Internet #2 *</b>              | <b>Product Type</b> Dedicated Internet Access<br><b>MRC</b> \$1,700.00<br><b>Connector</b> 10 GigE -                                                                           | <b>Bandwidth</b> 10Gbps<br><b>NRC</b> \$0.00<br><b>IPv4 Block</b> /29 - /27<br><b>Service Level</b> IP |
|                                   | * Internet Service is subject to Provider's Acceptable Use Policy posted at <a href="http://fiber.crowncastle.com">http://fiber.crowncastle.com</a> at the bottom of the page. |                                                                                                        |
|                                   | <b>Install Lead Time</b> As soon as available                                                                                                                                  |                                                                                                        |
| <b>Location A Product Details</b> | <b>Handoff Type</b> 10 GigE                                                                                                                                                    |                                                                                                        |
| <b>Location A</b>                 | 4001 Coastal Hwy, 1st Floor, Ocean City, MD 21842                                                                                                                              |                                                                                                        |

## Order Summary

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|--------------------------|--------------------|----------------|---------------|-------------------------|
| Pricing & Contract Terms | Salesperson        | Taylor Ballard | Term (Months) | 60                      |
|                          | Client Service Mgr | Kevin Tapke    |               |                         |
|                          | Order Contact      | Rob Morand     | Contact Email | rmorand@oceancitymd.gov |
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## SPECIAL ORDER PROVISIONS

Notwithstanding anything to the contrary in the Online Terms, Section 6 - FEES FOR MANAGED INTERNET PRODUCTS of Exhibit A to Part IV - TERMS APPLICABLE TO INTERNET SERVICES of the Online Terms will not apply to the Internet #1 and Internet #2 Products hereunder.

## ORDER ACCEPTANCE

This Order Form is entered into between Provider (or "Company") and Customer (or "Licensee") effective as of the date of the last signature below, and is subject to the provisions of the Master Telecommunications License Agreement or other master agreement between the parties dated \_\_\_\_\_ ("Agreement"), which is incorporated herein by reference. In the event the date in the previous sentence is blank, or the Agreement is no longer in effect, then this Order Form will be governed by the "Crown Castle Terms and Conditions Version 7.0" available at <https://www.crowncastle.com/terms-and-conditions> ("Online Terms"). In addition, if Company and Licensee have not executed a Supplement or Service Level Agreement applicable to the type of product contemplated by this Order Form, then the product-specific portion of the Online Terms applicable to the product under this Order Form shall apply.

| Licensee or Customer |                    | Company or Provider |                        |
|----------------------|--------------------|---------------------|------------------------|
|                      | Town of Ocean City |                     | Crown Castle Fiber LLC |
| Signature            |                    | Signature           |                        |
| Name/Title           |                    | Name/Title          |                        |
| Date                 |                    | Date                |                        |



# TOWN OF OCEAN CITY

*The White Marlin Capital of the World*

Agenda Item # 8.A  
Council Meeting November 17, 2025

**TO:** The Honorable Mayor, Council President and Members of Council  
**THRU:** Terence J. McGean, PE, City Manager  
**FROM:** Matt Perry, Procurement Manager  
**RE:** B05-26 - Worcester Street Comfort Station Renovations and B06-26 -  
Caroline Street Comfort Station Renovations  
**DATE:** November 10, 2025

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**ISSUE(S):** BID Opening - (B05-26 and B06-26) - Worcester Street Comfort Station Renovations and Caroline Street Comfort Station Renovations

**SUMMARY:** The Procurement Department and Public Works Department - Engineering Division solicited BID's for the B05-26 - Worcester Street Comfort Station Renovations and the B06-26 - Caroline Street Comfort Station Renovations and received six submissions at the Monday, November 3rd, 2025 Mayor and City Council Regular Meeting. Six BID's were accepted, opened, and read aloud into public record. The Mayor and City Council approved a motion to remand the BID submissions back to Town staff for internal review.

Infinity Construction and Development is the apparent low bid. Subsequent to internal review of the scope of work, stakeholders determined a formal Vendor evaluation and interview was in the Town's best interest and corresponded electronically with Infinity Construction and Development Principal to discuss qualifications and references on Friday, November 7th, 2025 and Monday, November 10th, 2025. These are the results of Town of Ocean City staff review of the six accepted BID submissions for the B05-26 - Worcester Street Comfort Station Renovations and the B06-26 - Caroline Street Comfort Station Renovations.

**FISCAL IMPACT:** Up to BID submission valuation of \$470,469.00 for B05-26 - Worcester Street Comfort Station Renovations (Base BID - Item A-1) and \$304,030.00 for B06-26 - Caroline Street Comfort Station Renovations (Base BID - Item A-1 and Add Alternate BID - Item B-1). Total valuation not-to-exceed \$774,499.00. Per Hal Adkins, to fully fund the Comfort Stations projects, supplemental funding of \$157,292.00 will be required; this will be accomplished through recognition of \$40,813.00 in bond interest from a previous bond issuance, a "close out" and transfer of \$21,479.00 from the recently completed Ocean City Police Department Substation on Somerset Street, and allocation of \$95,000.00 from the Fiscal

Year 2026 Capital Reserve Fund. Funding at this level addresses the Base BID from Infinity Construction and Development for both sites, Award of Add/Alternate Item B-1 for Caroline Street that deals with structural steel coating(s), a ten (10) percent contingency funding level for unknowns that may be identified at either facility, specific ventilation upgrades that were excluded from the scope of work specifications that all firms BID on (excluded work to be performed by Town Contractor EASI Mechanical), and a small funding level to address submittal and RFI review(s).

**RECOMMENDATION:** Award BID's to Infinity Construction and Development with expenditure approval up to \$774,499.00.



Revitalized Ocean City: Development and Redevelopment

**ALTERNATIVES:** Do not accept and/or approve BID Award Recommendation and defer to Mayor and City Council.

**RESPONSIBLE STAFF:** Matt Perry, Procurement Manager

**COORDINATED WITH:** Taylor Hershey, Project Manager  
Hal Adkins, Public Works Director  
Jennie Knapp, Budget Director

**ATTACHMENT(S):**

- 1 . B05-26 - Worcester Street Comfort Station Renovations - Bidder's Tabulation (Final).pdf
- 2 . B06-26 - Caroline Street Comfort Station Renovations - Bidder's Tabulation (Final).pdf
3. Comfort Station Renovations - Bid Award Recommendation Letter (Executed).pdf

**B05-26 - WORCESTER STREET COMFORT STATION RENOVATIONS**

**Bid Tabulation - Base Bid (Part A)**

| Vendor                            | TOTAL BASE BID - PART A |
|-----------------------------------|-------------------------|
| GILLIS GILKERSON                  | \$490,000.00            |
| HARVEY CONSTRUCTION               | \$539,665.00            |
| HENLEY CONSTRUCTION               | \$569,000.00            |
| INFINITY CONSTRUCTION DEVELOPMENT | \$470,469.00            |
| KELLER BROTHERS                   | \$562,650.00            |
| PBI COMMERCIAL                    | \$572,871.64            |

DISQUALIFIED

**B05-26 - WORCESTER STREET COMFORT STATION RENOVATIONS**

**Bid Tabulation - Add Alternate Bid (Part B)**

| Vendor                            | TOTAL PART B - ADD ALTERNATE ITEMS | B-1          | B-2         | B-3         |
|-----------------------------------|------------------------------------|--------------|-------------|-------------|
| GILLIS GILKERSON                  | \$169,200.00                       | \$100,000.00 | \$61,000.00 | \$8,200.00  |
| HARVEY CONSTRUCTION               | \$130,920.00                       | \$79,384.00  | \$46,361.00 | \$5,175.00  |
| HENLEY CONSTRUCTION               | \$108,000.00                       | \$62,000.00  | \$39,000.00 | \$7,000.00  |
| INFINITY CONSTRUCTION DEVELOPMENT | \$141,481.00                       | \$79,429.00  | \$36,879.00 | \$25,173.00 |
| KELLER BROTHERS                   | \$67,475.00                        | \$28,950.00  | \$33,375.00 | \$5,150.00  |
| PBI COMMERCIAL                    | \$101,927.06                       | \$21,875.00  | \$49,819.85 | \$30,232.21 |

**B06-26 - CAROLINE STREET COMFORT STATION RENOVATIONS**

**Bid Tabulation - Base Bid (Part A)**

| Vendor                            | TOTAL BASE BID - PART A |
|-----------------------------------|-------------------------|
| GILLIS GILKERSON                  | \$423,000.00            |
| HARVEY CONSTRUCTION               | \$358,480.00            |
| HENLEY CONSTRUCTION               | \$407,000.00            |
| INFINITY CONSTRUCTION DEVELOPMENT | \$297,602.00            |
| KELLER BROTHERS                   | \$474,800.00            |
| PBI COMMERCIAL                    | \$430,092.61            |

DISQUALIFIED

**B06-26 - CAROLINE STREET COMFORT STATION RENOVATIONS**

**Bid Tabulation - Add Alternate Bid (Part B)**

| Vendor                            | TOTAL PART B - ADD ALTERNATE ITEMS | B-1         | B-2          |
|-----------------------------------|------------------------------------|-------------|--------------|
| GILLIS GILKERSON                  | \$38,900.00                        | \$6,900.00  | \$32,000.00  |
| HARVEY CONSTRUCTION               | \$43,011.00                        | \$6,894.00  | \$36,117.00  |
| HENLEY CONSTRUCTION               | \$33,000.00                        | \$7,000.00  | \$26,000.00  |
| INFINITY CONSTRUCTION DEVELOPMENT | \$112,089.00                       | \$6,428.00  | \$105,661.00 |
| KELLER BROTHERS                   | \$26,740.00                        | \$4,815.00  | \$21,925.00  |
| PBI COMMERCIAL                    | \$64,250.00                        | \$57,500.00 | \$6,750.00   |

**B06-26 - CAROLINE STREET COMFORT STATION RENOVATIONS**

**Bid Tabulation - Add Alternate Bid (Part B)**

| Vendor                            | TOTAL PART C - UNIT PRICE ITEMS |
|-----------------------------------|---------------------------------|
| GILLIS GILKERSON                  | \$3,864.00                      |
| HARVEY CONSTRUCTION               | \$1,050.00                      |
| HENLEY CONSTRUCTION               | \$56.00                         |
| INFINITY CONSTRUCTION DEVELOPMENT | \$1,470.00                      |
| KELLER BROTHERS                   | \$1,820.00                      |
| PBI COMMERCIAL                    | NO SUBMITTAL DATA PROVIDED      |





# TOWN OF OCEAN CITY

*The White Marlin Capital of the World*

## RECOMMENDATION FOR AWARD

Monday, November 10<sup>TH</sup>, 2025

Mayor and City Council, Town of Ocean City, Maryland  
301 North Baltimore Avenue  
Ocean City, Maryland 21842  
United States of America

RE: BID Award Recommendation Pursuant to **B05-26 – WORCESTER STREET COMFORT STATION RENOVATIONS** and **B06-26 – CAROLINE STREET COMFORT STATION RENOVATIONS**

Dear Mayor and City Council, Town of Ocean City, Maryland,

The Procurement Department and Public Works Department – Engineering Division solicited BID's for the B05-25 – Worcester Street Comfort Station Renovations and B06-26 – Caroline Street Comfort Station Renovations at the Monday, November 3<sup>rd</sup>, 2025 Mayor and City Council Regular Meeting. Six of the BID submissions were accepted, opened, and read aloud into the public record. Attached to the Agenda Item for BID Award Recommendation scheduled for the Mayor and City Council Regular Meeting on Monday, November 17<sup>th</sup>, 2025 is a final BID tabulation highlighting the submission valuations of the six BID submissions that were accepted, opened, and read aloud into the public record.

Infinity Construction and Development is the Apparent Low BID for the B05-26 – Worcester Street Comfort Station Renovations and the B06-26 – Caroline Street Comfort Station Renovations Solicitation(s) at a BID submission valuation of \$470,469.00 (Base BID – Item A-1) for B05-26 – Worcester Street Comfort Station Renovations and \$304,030.00 (Base BID – Item A-1 and Add Alternate BID – Item B-1). Per discussion with City Manager Terence McGean, Public Works Director Hal Adkins, and Project Manager Taylor Hershey, this is a mostly funded project. Per Hal Adkins, to fully fund the Award for the Comfort Stations, supplemental funding of \$157,292.00 will be required; this is to be accomplished through recognition of \$40,813.00 in bond interest from a previous bond issuance, a "close out" and transfer of \$21,479.00 from the recently completed Ocean City Police Department Substation on Somerset Street, and allocation of \$95,000.00 from the Fiscal Year 2026 Capital Reserve Fund. Funding at this level addresses the Base BID from Infinity Construction and Development for both sites, Award of Add/Alternate Item B-1 for Caroline Street that deals with structural steel coating(s), a ten (10) percent contingency funding level for unknowns that may be identified at either facility, specific ventilation upgrades that were excluded from the scope of work

P.O. Box 158, Ocean City, Maryland 21843-0158 | [oceancitymd.gov](http://oceancitymd.gov) | City Hall: (410) 289-8221 | Fax: (410) 289-8703

### MAYOR

Richard W. Meehan

### CITY COUNCIL

Matthew M. James  
*President*

Anthony J. DeLuca  
*Secretary*

John F. Gehrig, Jr.  
Jacob H. Mitrecic  
Carol Proctor  
Will Savage  
Larry R. Yates

### CITY MANAGER

Terence J. McGean, PE

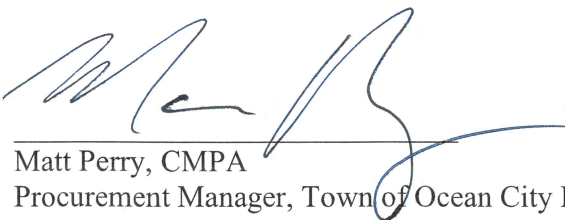
### CITY CLERK

Diana L. Chavis, MMC



specifications that all firms BID on (excluded work to be performed by Town Contractor EASI Mechanical), and a small funding level to address submittal and RFI review(s). The Procurement Department's formal recommendation to the Mayor and City Council, Town of Ocean City, Maryland is to fully Award BID's to Infinity Construction and Development with expenditure approval up to \$774,499.00.

With Mayor and City Council, Town of Ocean City, Maryland approval, Town personnel's position and responsibility will be to ensure that cost(s) do not exceed the requested amount. Please reach out to me with any questions at your earliest convenience. Thank you for your attention to this recommendation.



Matt Perry, CMPA  
Procurement Manager, Town of Ocean City Procurement Department  
(410) 723-6647

[mperry@oceancitymd.gov](mailto:mperry@oceancitymd.gov)



# TOWN OF OCEAN CITY

*The White Marlin Capital of the World*

Agenda Item # 8.B

Council Meeting November 17, 2025

**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:** Police Vehicle Take-home Program  
**DATE:** November 5, 2025

**ISSUE(S):** Purchase of 12 additional 2026 Ford Police Interceptors for Police take-home program.

**SUMMARY:** A total of 36 vehicles need to be purchased to provide all current FOP members with take-home vehicles as stipulated in the contract effective July 1, 2025. Twelve of those vehicles were funded in the FY 26 budget. Twelve additional Ford Explorer Interceptors have been located and could be received as early as February 2026. It is recommended that the vehicles be purchased in FY 26 because of the lead time for upfitting with lights and sirens and outfitting with computers, radios, etc. After purchasing these 12 vehicles, another 12 vehicles will be needed and will be included in the FY 27 budget. If the total number of FOP members increases, additional vehicles will need to be purchased.

**FISCAL IMPACT:** To purchase and upfit twelve vehicles \$963,024 of Fund Balance would be needed. This includes \$548,760 for the vehicle purchase, \$303,864 for upfitting costs and \$110,400 for vehicle equipment (radios, Toughbooks and cradle points). Unassigned Fund Balance in the General Fund on June 30, 2025 was \$29,818,527. After allowances for the 17% reserve, the Capital Reserve Fund and the Fire Apparatus Fund, true Unassigned Fund Balance was \$7,196,038.

**RECOMMENDATION:** Approve the purchase of 12 Ford Explorer Interceptors in FY26 using Unassigned Fund Balance.



Financially Sound Town Government

**ALTERNATIVES:** Delay the purchase until FY 27 and FY 28.

**RESPONSIBLE STAFF:** Jennie Knapp, Budget Director  
Scott Wagner, Deputy Public Works Director

**COORDINATED WITH:** Michael Kelly, Police Lieutenant

Raymond Austin, Police Chief

**ATTACHMENT(S):**

None



# TOWN OF OCEAN CITY

*The White Marlin Capital of the World*

Agenda Item # 9.A

Council Meeting November 17, 2025

**TO:** The Honorable Mayor, Council President and Members of Council  
**FROM:** Terence J. McGean, PE, City Manager  
**RE:** Second Reading - Ordinance 2025-30, Property Tax Credit for Active Members of the OCVFC  
**DATE:** November 10, 2025

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**ISSUE(S):** Second Reading - Ordinance 2025-30 adopts a property tax credit for active members of the Ocean City Volunteer Fire Company.

**SUMMARY:** The recently ratified MOU with the Volunteer Fire Company requires the Town to offer a property tax credit to all active members of the Ocean City Volunteer Fire Company that reside in Ocean City. As reviewed and approved at the October 14, 2025, Work Session, the Ordinance adopts a property tax credit of up to \$2,500 for:

- Volunteers listed as an owner on the deed to a property;
- Volunteers whose primary residence is within Town limits;
- Volunteers who have lived at the property as their primary residence for a minimum of 1 year;
- Property that does *not* have a rental license on the property;
- Volunteers who are Active Members;
- Volunteers who receive the Maryland Homestead Property Tax Credit on the property.

**FISCAL IMPACT:** To be determined. Based on current active volunteers that meet all qualifications.

**RECOMMENDATION:** Adopt Ordinance 2025-30.



Excellent Service through a High Performing Town Organization

**ALTERNATIVES:** None suggested.

**RESPONSIBLE STAFF:** City Manager Terence McGean  
Human Resources Director Katie Callan

**COORDINATED WITH:** City Solicitor Heather Stansbury

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**ATTACHMENT(S):**

1 . ORD 2025 - Amend Chapter 82 - Taxation - OCVFC  
Members Tax Credit.pdf

First Reading \_\_\_\_\_

Second Reading \_\_\_\_\_

**ORDINANCE 2025-**

**ORDINANCE TO AMEND CHAPTER 82, ENTITLED “TAXATION”, TO ADD ARTICLE IV, “PROPERTY TAX CREDIT FOR ACTIVE MEMBERS OF THE OCEAN CITY VOLUNTEER FIRE COMPANY” TO THE CODE OF THE TOWN OF OCEAN CITY MARYLAND**

**WHEREAS**, pursuant to Section 9-260 of the Tax-Property Article of the Annotated Code of Maryland, local governments are authorized to grant a property tax credit for a dwelling owned by a volunteer firefighter; and

**WHEREAS**, Section C-414 (24) of the Charter of the Town of Ocean City empowers the City Council, “to levy, assess and collect ad valorem property taxes, and general fund, real and personal property taxes . . .; to have general management and control of the finances of the Town; and

**WHEREAS**, a Memorandum of Understanding by and between the Ocean City Volunteer Fire Company, Inc. (“OCVFC”) and the Mayor and City Council of Ocean City, Maryland (“Town”) was entered into on October 6, 2025, and which, among other things, established a property tax credit for Active Members of the OCVFC; and

**WHEREAS**, the Mayor and City Council desires to provide a property tax credit for Active Members of the Ocean City Volunteer Firefighter Company residing within the corporate limits of the Town of Ocean City.

**NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE MAYOR AND CITY COUNCIL OF OCEAN CITY THAT CHAPTER 82, ENTITLED “TAXATION” BE AMENDED TO ADD ARTICLE IV, “PROPERTY TAX CREDIT FOR ACTIVE MEMBERS OF THE OCEAN CITY VOLUNTEER FIRE COMPANY” TO THE CODE OF THE TOWN OF OCEAN CITY, BE AND IT IS HEREBY AMENDED AS FOLLOWS:**

...

**CHAPTER 82. – TAXATION**

...

**ARTICLE IV. - PROPERTY TAX CREDIT FOR ACTIVE MEMBERS OF THE OCEAN CITY VOLUNTEER FIRE COMPANY**

**Sec 82-63. – Definitions.**

LAW OFFICES

AYRES, JENKINS,  
GORDY & ALMAND, P.A.

SUITE 200  
6200 COASTAL HIGHWAY  
OCEAN CITY, MD 21842



The following words and terms, when used in this article shall have the meaning ascribed to them in this section, except where the context clearly indicates a different meaning.

*Active Member.* An individual within the Ocean City Volunteer Fire Company (“OCVFC”) that meets the definition of “Active” as set forth in the By-Laws of OCVFC; however, if OCVFC modifies its definition of “Active Member” at any time after the Effective Date of this Ordinance and reduces the qualifications of “Active”, then to be an “Active Member”, shall, at minimum, mean an individual who has earned no less than fifty (50) points during the taxable year in at least two categories (no individual may be able to earn all required points in one category) as set forth by the “Worcester County Volunteer Fireman’s Association Point System for Determining Active Status” policy.

*Dwelling.* Real property that is the primary residence of the OCVFC Member located within the corporate limits of the Town of Ocean City.

*Ocean City Volunteer Fire Company Member* (“OCVFC Member”). A person who has been voted in and continues to be an active member of a volunteer fire company located within the corporate limits of the Town of Ocean City.

#### **Sec. 82-64. - Creation.**

In accordance with Section 9-260 of the Tax Property Article of the Annotated Code of Maryland, there shall be an Ocean City property tax credit for Active Members of the OCVFC against the tax imposed on a Dwelling that qualifies under this article.

#### **Sec. 82-65. - Eligibility.**

- (a) An OCVFC Member is eligible for a property tax credit under this article if the OCVFC Member meets the following requirements:
  - (1) Is at least one of the named individuals as an owner on the Deed to the Dwelling;
  - (2) Has maintained the Dwelling as his/her primary residence for the preceding property tax year and continues to maintain the Dwelling as his/her primary residence during the tax year for which the credit is received;
  - (3) Receives the Maryland Homestead Property Tax Credit for the Dwelling for which this property tax credit is sought;
  - (4) Is an Active Member of the OCVFC at the time of the application and has maintained active service status for the preceding property tax year. Active service status shall be as determined by the Ocean City Volunteer Fire Company President of the Board of Directors for OCVFC and the Fire Chief

for the Town of Ocean City in accordance with the definition of Active Member stated in this article; and

- (5) Does not have a rental license issued for the Dwelling in which the property tax credit is sought at the time the application is submitted and did not have a rental license issued for the Dwelling within the prior rental license year.

**Sec. 82-66. - Amount of Credit.**

- (a) Beginning property tax year, July 1, 2026, and subject to the conditions in this article, a property tax credit may be granted in an amount not to exceed the lesser of, (1) \$2,500.00 or (2) the amount of the tax imposed on the Dwelling in a given property tax year.
- (b) No Dwelling shall receive a property tax credit greater than the amount stated in subsection (a), even if there is more than one Active Member residing in the Dwelling as his/her primary residence.
- (c) No Active Member of the OCVFC may claim more than one primary Dwelling.

**Sec. 82-67. - Termination of Credit.**

- (a) The property tax credit created by this article shall terminate and the OCVFC Member will not be eligible if any of the following occurs:
  - (1) The OCVFC Member has failed to maintain active service status during the property tax year. In the event the OCVFC Member fails to maintain active service status throughout any given property tax year, the OCVFC Member shall be ineligible to receive the property tax credit for the subsequent property tax year;
  - (2) The OCVFC Member no longer occupies the Dwelling for which the property tax credit was granted as his/her primary residence;
  - (3) The OCVFC Member no longer receives the Maryland Homestead Property Tax Credit for the Dwelling for which this property tax credit was received; or
  - (4) The OCVFC Member obtains a rental license for the Dwelling for which the property tax credit was received.
- (b) The OCVFC Member shall have an obligation to immediately notify the Town of Ocean Finance Department if the OCVFC Member no longer meets the eligibility requirements for which the property tax credit was granted.

**Sec. 82-68. - Application and Annual Verification.**

- (a) The Town's Finance Department is hereby authorized and empowered to develop procedures as may be necessary to administer this article, including determining the form and substance of any application necessary for such administration and documentation the applicant must provide. The following shall be the minimum application requirements:
- (1) Each year, the application must be filed on or before April 1 immediately before the taxable year for which the credit is sought;
  - (2) The OCVFC Member shall provide proof to Town of Ocean City that the Member has received the Maryland Homestead Tax Credit/Exemption for the subject Dwelling and copy of the Deed to the Dwelling; and
  - (3) The President of the Board of Directors for OCVFC and the Fire Chief for the Town of Ocean City shall certify, in writing, no later than June 1<sup>st</sup> of each year, that an individual meets the qualifications to be an Active Member of the OCVFC.
- (b) The OCVFC Member must re-apply each year for the property tax credit to be received.

**Sec. 82-69. - Appropriation.**

The property tax credit established herein shall be subject to annual appropriation by the Town.

**Sec. 82-70-73. – Reserved.**

INTRODUCED at a meeting of the City Council of Ocean City, Maryland held on November 3, 2025.

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 \_\_\_\_\_, 2025.

ATTEST:

\_\_\_\_\_  
DIANA L. CHAVIS, Clerk

\_\_\_\_\_  
RICHARD W. MEEHAN, Mayor

Approved as to form:

\_\_\_\_\_  
MATTHEW M. JAMES, President

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

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ANTHONY J. DELUCA, Secretary



# TOWN OF OCEAN CITY

*The White Marlin Capital of the World*

Agenda Item # 9.B

Council Meeting November 17, 2025

**TO:** The Honorable Mayor, Council President and Members of Council  
**FROM:** Terence J. McGean, PE, City Manager  
**RE:** First Reading - Ordinance 2025-31 to Amend Sewerage Treatment Facilities Transfer Agreement dated June 28, 1994, By and Between the County Commissioners of Worcester County and the Mayor and City Council of Ocean City to increase the West Ocean City Sewerage Capacity  
**DATE:** November 10, 2025

**ISSUE(S):** First Reading - Ordinance 2025-31 amends the Sewerage Treatment Facilities Transfer Agreement to increase the allotted flow capacity for West Ocean City.

**SUMMARY:** In 1994 the Town of Ocean City officially took ownership of the Ocean City Waste Water system from Worcester County through The Sewerage Treatment Facilities Transfer Agreement. Because the treatment plant also served West Ocean City, the agreement set aside 1 million gallons per day (GPD) of the total 12 million GPD plant treatment capacity (1/12) for West Ocean City. The agreement also stipulated that should Ocean City make improvements to the plant that would increase the plant's capacity, the County Commissioners could elect to increase the West Ocean City allotment by 1/12 of the total new capacity, provided they paid 1/12 of the cost of the improvements.

In year 2000 improvements to the plant were made that increased it's capacity from 12 million(GPD) to 14 million GPD at a cost of \$5,197,080. At that time the County Commissioners could have elected to increase the West Ocean City capacity allotment by 167,000 GPD (1/12 x 2 Million) for a cost of \$433,090. They chose not to do so.

On September 16, 2025, the Worcester County Commissioners voted to approach the Town with a request to purchase sewer capacity.

At the September 25, 2025, Work Session, upon consideration of the County's request, the Council voted to have an ordinance drafted to amend Transfer Agreement increasing the West Ocean City capacity that serve the Assateague Point and Landings developments.

**FISCAL IMPACT:** One-twelfth of the cost of the 2000 treatment plant upgrade was \$433,090. The cost for that upgrade in today's dollars would be \$780,386.

**RECOMMENDATION:** Pass Ordinance 2025-31 on First Reading to amend the Sewerage Treatment Facilities Transfer Agreement dated June 28, 1994, By and Between the County Commissioners of Worcester County and the Mayor And City Council Of Ocean City to increase the West Ocean City Sewerage Capacity.



Financially Sound Town Government

**ALTERNATIVES:** 1. Do not adopt the Ordinance.  
2. Amend the Ordinance on First Reading.

**RESPONSIBLE STAFF:** City Manager Terence McGean  
Public Works Director Hal Adkins

**COORDINATED WITH:** Weston Young, Chief County Administrator.

**ATTACHMENT(S):** 1 . ORD 2025 - Amend 1994 Sewerage Treatment Facilities Transfer Agreement.pdf  
2. County amendment request letter 9.25.25.pdf  
3. Assateague Pointe Service Area.pdf  
4. Landings and Lewis Road.pdf  
5. Pages from Sanitary Commission Transfer Agreement.pdf

First Reading \_\_\_\_\_

Second Reading \_\_\_\_\_

**ORDINANCE 2025-**

**ORDINANCE TO AMEND SEWERAGE TREATMENT FACILITIES TRANSFER  
AGREEMENT DATED JUNE 28, 1994, BY AND BETWEEN THE COUNTY  
COMMISSIONERS OF WORCESTER COUNTY AND THE MAYOR AND CITY  
COUNCIL OF OCEAN CITY TO INCREASE THE WEST OCEAN CITY  
SEWERAGE CAPACITY**

**WHEREAS**, on May 16, 1994, the Mayor and City Council passed Ordinance 1994-11 which authorized the transfer of sewerage facilities from the County Commissioners of Worcester County ("County Commissioners") to the Mayor and City Council of Ocean City ("Mayor and City Council"); and

**WHEREAS**, on June 28, 1994, in furtherance of the authorization provided by Ordinance 1994-11, the Mayor and City Council entered the "Sewerage Treatment Facilities Transfer Agreement" ("Agreement") with the County Commissioners; and

**WHEREAS**, Section VII ("West Ocean City"), subsection D of the Agreement requires the Mayor and City Council "to reserve one million (1,000,000) gallons per day for treatment and discharge of West Ocean City effluent of its current treatment and discharge capacities"; and

**WHEREAS**, Section VIII ("Expansion of Facilities") allows the Mayor and City Council, upon the majority vote of the County Commissioners and the Mayor and City Council, to expand the sewerage treatment facilities for service outside of the current limits of the Town; and

**WHEREAS**, in the year 2000, the Mayor and City Council made improvements to the wastewater treatment plant that increased its overall M.D.E. rated capacity from 12,000,000 gallons per day ("gpd") to 14,000,000 gpd at a cost of Five Million, One Hundred Ninety-Seven Thousand Eighty Dollars (\$5,197,080.00). The County Commissioners, at that time, could have elected to increase the West Ocean City capacity allotment by 167,000 gpd at a cost of Four Hundred Thirty Thousand Dollars (\$430,000.00), but elected not to do so; and

**WHEREAS**, in September 2025, the County Commissioners, by a majority vote, made a request of the Mayor and City Council to allow the County Commissioners to purchase 170,000 gpd of sewerage capacity, which would increase the current allotted 1,000,000 gpd to the County; and

**WHEREAS**, in support of the request, the County Commissioners argue that the proposed capacity purchase represents the County's attempt to find an environmentally sound

LAW OFFICES

AYRES, JENKINS,  
GORDY & ALMAND, P.A.SUITE 200  
6200 COASTAL HIGHWAY  
OCEAN CITY, MD 21842



and operationally sustainable solution to meet the needs of the current Landings Sewer District and the current Assateague Point Sewer District; and

**WHEREAS**, upon consideration of the request of the County Commissioners, the existing terms of the Agreement, and the authority vested to it through the Town's Charter and the Maryland Annotated Code, the Mayor and City Council find that it is just and proper to grant the County Commissioner's request, amend the Agreement, and allow for an increase of sewerage capacity to specific areas within the County as further set forth in detail through an amendment to the Agreement.

**NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE MAYOR AND CITY COUNCIL OF OCEAN CITY THAT THE SEWERAGE TREATMENT FACILITIES TRANSFER AGREEMENT DATED JUNE 28, 1994, BY AND BETWEEN THE COUNTY COMMISSIONERS OF WORCESTER COUNTY AND THE MAYOR AND CITY COUNCIL OF OCEAN CITY BE, AND IT IS HEREBY AMENDED TO INCREASE THE WEST OCEAN CITY SEWERAGE CAPACITY AS FOLLOWS:**

1. The requisite sections of the Sewerage Treatment Facilities Transfer Agreement dated June 28, 1994, shall be amended to reflect an increase in the allocated capacity to West Ocean City by 170,000 gallons per day;

2. The increase in capacity shall be restricted to the volume of untreated effluent currently allocated to the existing treatment plants serving the current Landings Sewer District and the current Assateague Point Sewer District;

3. The County Commissioners shall pay the sum of Seven Hundred Eighty Thousand, Three Hundred Eighty-Six Dollars (\$780,386.00) which represents one-twelfth (1/12) of the costs of the prior expansion, adjusted for inflation; and

4. All other provisions necessary to effectuate the intent as stated herein shall be made to the Agreement.

INTRODUCED at a meeting of the City Council of Ocean City, Maryland held on November 17, 2025.

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 \_\_\_\_\_, 2025.

ATTEST:

\_\_\_\_\_  
DIANA L. CHAVIS, Clerk

\_\_\_\_\_  
RICHARD W. MEEHAN, Mayor

Approved as to form:

\_\_\_\_\_  
MATTHEW M. JAMES, President

\_\_\_\_\_  
HEATHER STANSBURY  
Ayres, Jenkins, Gordy & Almand, P.A.  
Office of City Solicitor

\_\_\_\_\_  
ANTHONY J. DELUCA, Secretary



COMMISSIONERS  
THEODORE J. ELDER, PRESIDENT  
ERIC J. FIORI, VICE PRESIDENT  
CARYN G. ABBOTT  
ANTHONY W. BERTINO, JR.  
MADISON J. BUNTING, JR.  
JOSEPH M. MITRECIC  
DIANA PURNELL

OFFICE OF THE  
COUNTY COMMISSIONERS

**Worcester County**

GOVERNMENT CENTER  
ONE WEST MARKET STREET • ROOM 1103  
SNOW HILL, MARYLAND  
21863-1195

WESTON S. YOUNG, P.E.  
CHIEF ADMINISTRATIVE OFFICER  
CANDACE I. SAVAGE, CGFM  
DEPUTY CHIEF ADMINISTRATIVE OFFICER  
ROSCOE R. LESLIE  
COUNTY ATTORNEY

September 25, 2025

Town of Ocean City  
City Manager Terry McGean  
301 N. Baltimore Ave.  
Ocean City, MD 21842

Dear City Manager McGean:

At their meeting on Sept. 16, the Worcester County Commissioners voted to approach the Town of Ocean City with a request to purchase sewer capacity. The County is interested in purchasing 170,000 gallons per day (gpd) of capacity. This additional capacity would serve the Landings Sewer District (100,000 gpd) and the Assateague Point Sewer District (70,000 gpd).

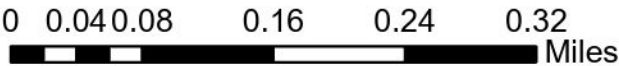
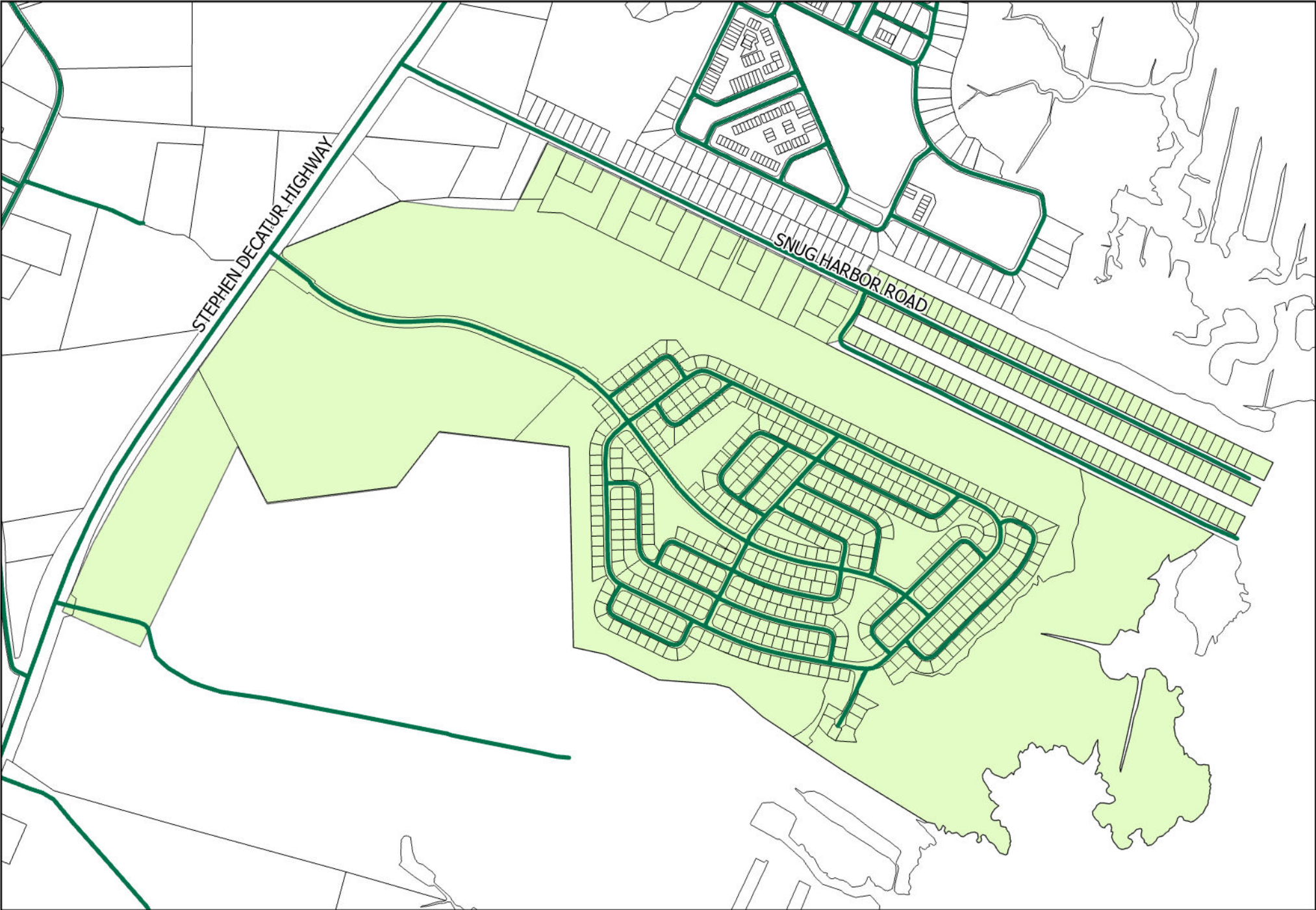
The County currently has an agreement that permits an average daily flow of 1,000,000 gpd to be transmitted via an existing force main under Isle of Wight Bay. That language would need to be revised with the proposed purchase.

The proposed capacity purchase represents the County's attempt to find an environmentally sound and operationally sustainable solution to meet the needs of the Landings and Assateague Point sewer districts. Thank you for your consideration of this request.

Sincerely,

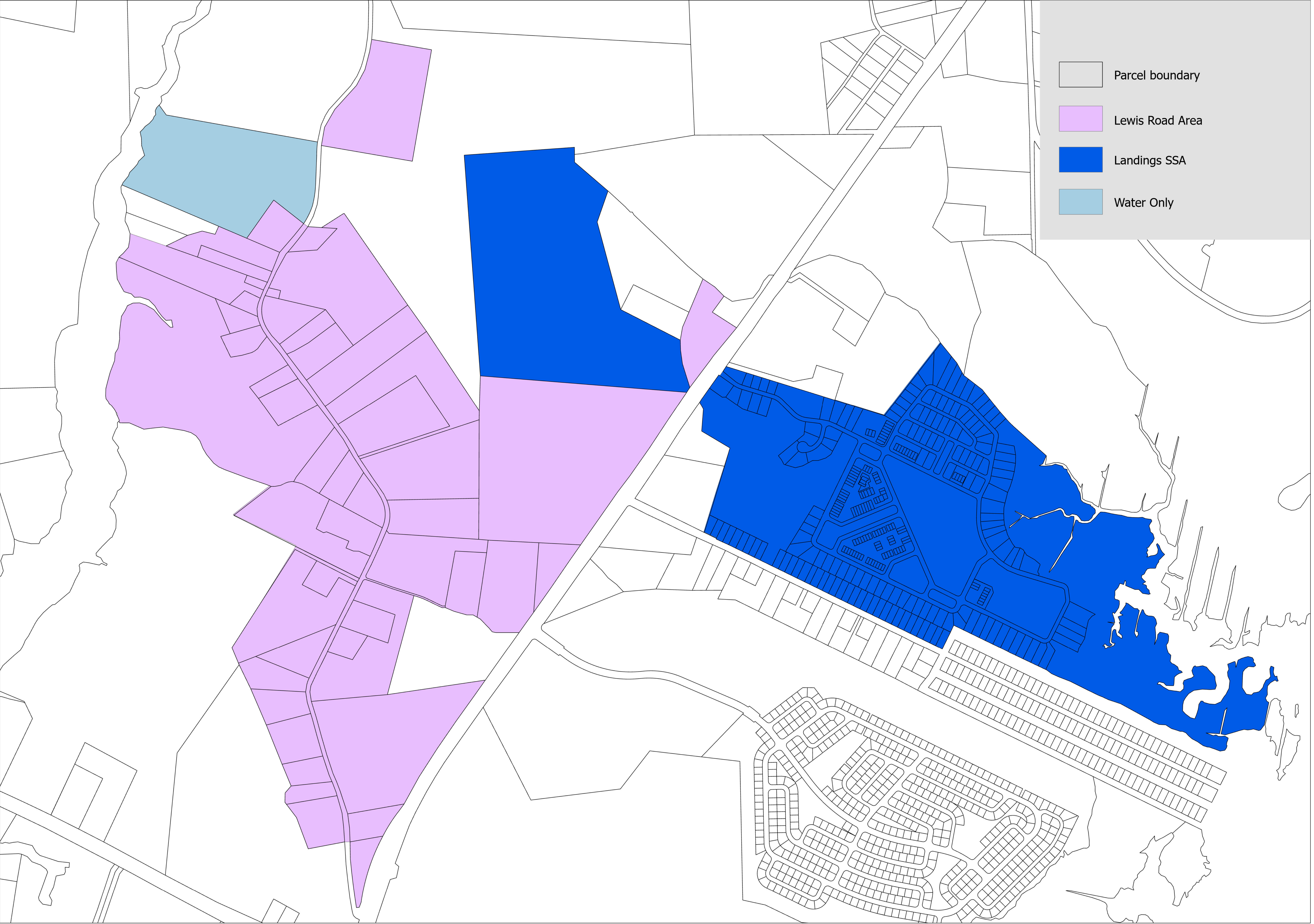
Weston S. Young  
Chief Administrative Officer

# Assateague Pointe Service Area





# Landings and Lewis Road Sub-Area





6/28/94

SEWERAGE TREATMENT FACILITIES TRANSFER AGREEMENT

THIS AGREEMENT made this 28 day of June, 1994 by and between THE COUNTY COMMISSIONERS OF WORCESTER COUNTY (hereinafter Transferor) and MAYOR AND CITY COUNCIL OF OCEAN CITY (hereinafter Transferee)

WHEREAS, Title 9, Part II of the Environment Article, Annotated Code of Maryland authorizes municipalities to maintain and operate sewerage facilities; and in connection therewith to enter into contracts or agreements with counties relative to the construction, alteration, maintenance, or operation of such a system; and

WHEREAS, Title XII, § C-1201 of the Charter of Mayor and City Council of Ocean City (Ocean City) authorizes Ocean City to construct, operate and maintain sanitary sewage systems and sewage treatment plants; and

WHEREAS, Article 25B, §13E-1 of the Annotated Code of Maryland authorizes agreements between code counties and municipalities for the transfer of county owned sewerage facilities to municipalities upon certain terms and conditions; and

WHEREAS, the sewerage treatment facilities within the corporate limits of Ocean City are owned, operated and maintained by County Commissioners of Worcester County (Worcester County); and

WHEREAS, Ocean City, having determined that it is in best interests of the public's health, safety and general welfare, is desirous of owning, operating and maintaining the sewerage treatment facilities within its own corporate boundaries; and

WHEREAS, Worcester County is desirous of Ocean City owning, operating and maintaining the sewerage treatment facilities within Ocean City's corporate boundaries.

NOW, THEREFORE, THIS AGREEMENT WITNESSETH: That for and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable considerations the receipt and sufficiency of which is hereby acknowledged, the parties hereto covenant, warrant, and agree as hereinafter provided:

I

GENERAL INTENT AND PURPOSE

The parties hereto acknowledge and agree that it is the intent and purpose of this Agreement that Transferor shall convey unto Transferee all the assets of Transferor's sewerage treatment facilities located within the corporate limits of Transferee, including real property, personal property, permits, licenses, leases, easements, rights of way, accounts receivables, operating accounts, reserve fund accounts and all other matters and items involved in the operation of said sewerage treatment facilities; and any interpretations of this Agreement are to be resolved in favor of the complete transfer of assets, provided however, that at all times any interpretations are subject to the aforementioned Article 25B, Section 13 E-1.

II

ARBITRATION

The parties hereto, being governmental agencies, agree that it is not in the best interest of the public to institute litigation over any disputes which might arise under this Agreement unless absolutely necessary, and to that end the parties agree to meet and attempt to resolve all matters. In the event a resolution cannot be reached, each party agrees to appoint two elected members from its respective party to arbitrate a resolution of such disputes to be submitted to each party for approval. If such an arbitration cannot be agreed upon, then, and only then the parties agree to submit such issue to the Circuit Court for Worcester County for Declaratory Relief.



### III

#### TRANSFER OF ASSETS

Effective as of midnight June 30, 1994 Transferor shall transfer, convey and assign onto Transferee, the following:

- A. Real property described on Exhibit A
- B. Personal property described on Exhibit B
- C. Leases described on Exhibit C
- D. Easements and Rights of Way described on Exhibit D
- E. Federal and State Permits described on Exhibit E
- F. Licenses described on Exhibit F
- G. Contracts described on Exhibit G
- H. Accounts receivables described on Exhibit H
- I. Operating accounts described on Exhibit I
- J. Reserve Fund accounts described on Exhibit J
- K. All pipes, sewer lines and sewerage treatment facilities within the corporate limits of Transferee including the ocean "outfall" pipe located at 64th Street described on Exhibit K.

All assets are to be conveyed by Transferor to Transferee "where is - as is" with no warranties but with a covenant to execute further assurances.

### IV

#### ACCOUNTS PAYABLE AND BONDED INDEBTEDNESS (DEBTS)

Transferee covenants and agrees to assume all accounts payable incurred in the normal course of business associated with the assets to be conveyed hereunder and to indemnify and hold harmless Transferor on account of same. Transferor is indebted under certain General Obligation Bonds described on Exhibit L. Transferee covenants and agrees to assume the payment obligations under said Bonds and to indemnify and hold harmless Transferor on account of same. To assure the indemnification and hold harmless hereunder, Transferee covenants and agrees to pledge, to the extent permitted by law, its full faith and credit to the full extent of its ad valorem

taxing powers to pay said debts, and to impose upon all users of the sewerage treatment facilities transferred hereunder such fees, charges, and assessments as are requisite to pay all cost associated with the annual operation and maintenance of such sewerage treatment facilities and for the repayment of such bonded indebtedness. Transferee covenants and agrees that all monies transferred as Reserve Fund accounts shall only be expended to repay bonded indebtedness assumed hereunder, and for no other purpose. Transferee agrees to deliver an opinion of counsel as to the effectiveness and authority of Transferee to so assume such obligations and pledge its full faith and credit acceptable to Transferor.

V

EMPLOYEES

The employees, listed on the Exhibit M, shall be transferred to Transferee and Transferee shall accept such employees into its personnel with all benefits currently enjoyed and prospectively to be enjoyed as all of Transferee's employs enjoy except that, in no circumstance, shall such employees receive benefits, including pension, less than that currently enjoyed by such employees. To that end, Transferee, in conjunction with Transferor, agrees to maintain and make annual contributions to the current Sanitary Commission Nationwide Pension Plan for those employees transferred hereunder; provided, however, that all future full time employees of Transferee assigned to sewerage treatment facility responsibilities shall become members of Transferee's general employee pension plan.

The parties agree that Clifton Dale, one of the employees listed on Exhibit M, who is on medical/disability leave resulting from an automobile accident, shall remain as a Transferor employee until such time as he is able to return to work at which time he shall become an employee of Transferee. Notwithstanding same, Transferee shall reimburse Transferor for

all sums advanced by Transferor attributable to his employment, i.e. salary, pension, medical insurance and other benefits of employment, but excluding any medical or disability payments made to or on behalf of Clifton Dale. For pension purposes, Clifton Dale shall remain with the Nationwide Plan notwithstanding his "official" employment with Transferee at a subsequent date.

## VI

### LABORATORY TESTING

The laboratory testing facilities, utilized by Transferor for many testing procedures other than the sewerage treatment facilities being transferred hereunder, are a part of the assets to be transferred to Transferee hereunder. Transferee covenants and agrees to offer to test submittals of Transferor at the actual cost of such testing procedure to Transferee in accordance with the agreement listed on the Exhibit N.

## VII

### WEST OCEAN CITY

The effluent from the West Ocean City Sanitary District is being treated and discharged through the sewerage treatment facilities being transferred hereunder. Transferee agrees to continue to treat and discharge said effluent, as follows:

A. Transferor shall be responsible for the collection of said effluent in West Ocean City and the pumping and transfer of said effluent under the bay to the manhole located along the western side of Baltimore Avenue at 15th Street at which point the balance of the system will be owned by the Transferee, including said manhole.

B. Transferee shall be responsible for the pumping and transfer of said effluent from 15th Street to the 64th Street sewerage treatment facilities, the treatment thereof at said location, and the transfer and discharge of said treated effluent at the 64th Street "outfall."

C. Transferee shall bill Transferor, on or about July 1, annually, for the cost of such service as set forth on Exhibit O. Transferor shall pay said invoice on or before September 30 of each year, and if and to the extent not timely paid, interest shall begin to accrue on any unpaid portion at the rate of interest chargeable on delinquent county real estate taxes.

D. Transferee shall reserve one million (1,000,000) gallons per day for treatment and discharge of West Ocean City effluent of its current treatment and discharge capacities.

E. It is the intent of this agreement and both parties agree that, in any event, the charges to Transferor for treatment of such effluent from West Ocean City shall on a per gallon basis not to exceed the cost of treatment on a per gallon basis for treatment of effluent collected by Transferee within the corporate limits of Transferee but taking into account reasonable conveyance and administrative charges set forth on Exhibit "O."

#### VIII

##### EXPANSION OF FACILITIES

A. Transferee, upon application and receipt of all necessary permits, may expand the sewerage treatment facilities for service within the corporate limits of Transferee, as same are determined as of July 30, 1994 (current limits).

B. Transferee, upon the majority vote of the elective bodies of Transferee and Transferor and upon application and receipt of all necessary permits, may expand the sewerage treatment facilities for service outside the current limits of Transferee.

C. In event of any expansion, Transferee shall offer to Transferor, and upon acceptance by Transferor, Transferee shall reserve capacity from such expansion as set forth in Exhibit P. In the event Transferor accepts the proportionate reservation of the expansion, the costs of such expansion shall be paid by

Transferee and Transferor in the same proportionate amount as set forth in Exhibit P, and billed by Transferee to Transferor as set forth in Section VII C hereof.

D. It is the intent of this agreement and both parties agree that, in any event, charges to Transferee for expansion costs shall be fairly determined so that customers of Transferor in West Ocean City shall pay their share of the cost of expansion in the same manner and amounts as required by Transferee from customers within the corporate limits of Transferee.

## IX

### FUTURE COOPERATION

The parties hereto anticipate that future growth in both northern Worcester County and Ocean City may strain the capacities of the sewerage treatment facilities to be transferred hereunder and Transferor's other sewerage treatment facilities. However, the parties hereto also recognize that the maximum impact on the respective sewerage treatment facilities is seasonal, i.e., Transferee is at maximum usage during the summer; Transferor's spray irrigation fields are at maximum capacity during the winter and spring because of high water tables. The parties hereto agree to use good faith efforts to cooperate with each other toward shared facilities usage if the future needs so demand. It is the intent hereof that Transferee's "outfall" could discharge Transferor's excess treated effluent in the winter and spring, and Transferor's spray irrigation fields could accept Transferee's excess treated effluent in the summer.

## X

### COMPLIANCE WITH STATE LAW

Notwithstanding any provision hereof, both parties shall comply with all provisions of Section 13E-1 of Article 25B of the Annotated Code of Maryland.



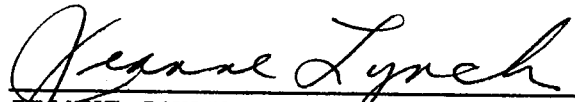
XI  
SURVIVAL

This Agreement and each and every covenant, term and condition hereof shall be deemed to survive the transfer of assets and not merge therewith.

AS WITNESS the hands and seals of the parties hereto, the day and year first above written.

THE COUNTY COMMISSIONERS OF  
WORCESTER COUNTY

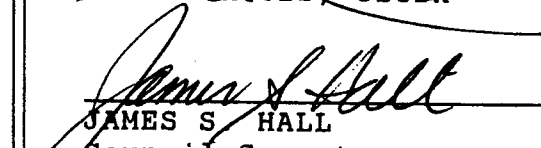
  
~~JOHN A. YANKUS~~  
~~Administrative Director~~

By:   
JEANNE LYNCH, President

MAYOR AND CITY COUNCIL OF  
OCEAN CITY

  
~~CAROL JACOBS, Clerk~~

By:   
ROLAND E. POWELL, Mayor

  
JAMES S. HALL  
Council Secretary

By:   
RICHARD W. MEEHAN  
Council President



# TOWN OF OCEAN CITY

*The White Marlin Capital of the World*

Agenda Item # 9.C

Council Meeting November 17, 2025

**TO:** The Honorable Mayor, Council President and Members of Council  
**THRU:** Terence J. McGean, PE, City Manager  
**FROM:** Diana Chavis, City Clerk, MMC  
**RE:** Resolution 2025-29 - Disposal of Surplus Personal Property  
**DATE:** November 10, 2025

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**ISSUE(S):** Resolution 2025-29 authorizes the sale of surplus personal property.

**SUMMARY:** This resolution authorizes the sale of miscellaneous items and vehicles as coordinated with various Town departments.

**FISCAL IMPACT:** To be determined.

**RECOMMENDATION:** Adopt Resolution 2025-29.



Financially Sound Town Government

**ALTERNATIVES:** None suggested.

**RESPONSIBLE STAFF:** Scott Wagner, Public Works Deputy Director  
Dawn Webb, Purchasing Associate

**COORDINATED WITH:** Various departments

**ATTACHMENT(S):** 1. RES 2025 - Asset Disposal - November 17, 2025.pdf  
2. November Asset Disposal.pdf

**RESOLUTION 2025 -**

**A RESOLUTION PURSUANT TO CHAPTER 2, ARTICLE VIII  
OF THE CODE OF THE TOWN OF OCEAN CITY, MARYLAND,  
AUTHORIZING THE DISPOSITION OF PERSONAL PROPERTY**

WHEREAS, the Procurement Manager has determined that certain personal property owned by the Mayor and City Council of Ocean City has reached its useful life, is no longer needed for public use, and is, thereby, surplus property, a determination which is concurred with by the City Manager.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of Ocean City that the personal property listed on the Asset Disposal List appended hereto be, and it is hereby declared to be surplus personal property.

AND BE IT FURTHER RESOLVED that said surplus vehicles/equipment be offered for sale by auction through "govdeals.com."

RESOLVED AND EFFECTIVE this 17th day of November, 2025.

ATTEST:

\_\_\_\_\_  
DIANA L. CHAVIS, Clerk

\_\_\_\_\_  
RICHARD W. MEEHAN, Mayor

Approved as to form:

\_\_\_\_\_  
MATTHEW M. JAMES, President

\_\_\_\_\_  
HEATHER E. STANSBURY  
Ayres, Jenkins, Gordy & Almand, P.A.  
Office of City Solicitor

\_\_\_\_\_  
ANTHONY J. DELUCA, Secretary

LAW OFFICES

AYRES, JENKINS,  
GORDY & ALMAND, P.A.

SUITE 200  
6200 COASTAL HIGHWAY  
OCEAN CITY, MD 21842

**ASSET DISPOSAL LIST  
FOR RESOLUTION**

Asset Disposal Date: **November 17, 2025**

| Reference #           | Equipment # | Year         | Make  | Description | Model      | Serial/VIN Number          | Disposal Reason/Notes | Department   | Notes     | Employee |
|-----------------------|-------------|--------------|-------|-------------|------------|----------------------------|-----------------------|--------------|-----------|----------|
| 608                   | 3801        | 2022         | ATV's | Honda       | TRX420FM1N | 1HFTE40K2N4802336          | End of Life           | Beach Patrol |           | B.Arbin  |
| 614                   | 3847        | 2022         | ATV's | Honda       | TRX420FM1N | 1HFTE40K5N4808759          | End of Life           | Beach Patrol |           | B.Arbin  |
| 616                   | 3807        | 2022         | ATV's | Honda       | TRX420     | 1HFTE40KXN4802505          | End of Life           | Beach Patrol |           | B.Arbin  |
|                       |             |              |       |             |            |                            |                       |              |           |          |
| <b>Miscellaneous:</b> |             |              |       |             |            |                            |                       |              |           |          |
| Description           |             | Manufacturer |       | Model#      | Quantity   | Price When Purchased/Other | Disposal Reason       | Department   | Condition | Employee |
| 6' Tables             |             | Unknown      |       | Unknown     | 5          | Unknown                    | Broken                | Rec & Parks  | Poor      | K.Gaddis |
|                       |             |              |       |             |            |                            |                       |              |           |          |



# TOWN OF OCEAN CITY

*The White Marlin Capital of the World*

Agenda Item # 9.D

Council Meeting November 17, 2025

**TO:** The Honorable Mayor, Council President and Members of Council  
**THRU:** Terence J. McGean, PE, City Manager  
**FROM:** Heather Stansbury, City Solicitor  
**RE:** Resolution 2025-30, Reward for Information Relating to a Specific Criminal  
**DATE:** November 12, 2025

**ISSUE(S):** Resolution 2025-30 authorizes a reward for information that leads to the apprehension, arrest and conviction of the perpetrator who committed an armed robbery in Town in October 2024.

**SUMMARY:** Town Code Section 58-1(a) authorizes the Mayor and City Council to offer, by resolution, a reward for information payable in the event the information leads to the arrest and conviction of the person. The maximum reward is \$5,000 (§ 58-1(c)).

After reviewing investigative proceedings about a bank robbery that occurred in Ocean City on October 25, 2024, the Police Commission recommended a reward of up to \$5,000 be offered for information that leads to the conviction of the person responsible for said criminal act.

**FISCAL IMPACT:** \$5,000

**RECOMMENDATION:** Adopt Resolution 2025-30.



More Livable Community for Residents

**ALTERNATIVES:** Do not offer a reward or consider an alternative reward.

**RESPONSIBLE STAFF:** Chief Raymond Austin  
Captain Shawn Jones  
Captain Dennis Eade  
Detective First Class Amy Gutowski

**COORDINATED WITH:** Police Commission  
City Solicitor Heather Stansbury

**ATTACHMENT(S):** 1. RES 2025 - Reward for Information.pdf  
2. Â§ 58.1, Rewards for information.pdf

## RESOLUTION NO. 2025-

### A RESOLUTION AUTHORIZING A REWARD FOR INFORMATION PURSUANT TO CHAPTER 58-2 OF THE TOWN CODE

WHEREAS, on October 25, 2024, an armed robbery ("Criminal Act") occurred at 4604 Coastal Highway, Ocean City, Maryland 21842, locally known as Truist Bank on 46<sup>th</sup> Street ("Truist Bank"); and

WHEREAS, despite a thorough and prolonged investigation, the Ocean City Police Department has not been able to apprehend the perpetrator of this Criminal Act; and

WHEREAS, the Ocean City Police Department believes that it is possible a member of the public may have information that could lead to the apprehension, arrest and conviction of the perpetrator; and

WHEREAS, Section 58-2 of the Town Code entitled "Rewards for Information", authorizes the Mayor and City Council to offer rewards for information which leads to the apprehension, arrest and conviction of any person ... committing a criminal act" under certain circumstances and with certain restrictions; and

WHEREAS, a reward for information as described herein in the amount of up to \$5,000.00 received a favorable recommendation from the Police Commission on November 10, 2025, for this Criminal Act.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council of Ocean City hereby authorizes by this Resolution the following:

1. A reward for information which leads to the apprehension, arrest and conviction of the perpetrator of the armed robbery that occurred on October 25, 2024, at 4604 Coastal Highway, Ocean City, Maryland 21842 in the amount of up to \$5,000.00; and
2. The payment of the reward shall comply with all regulations and restrictions set forth in Section 58-2 of the Town Code.

RESOLVED this \_\_\_\_\_ day of November, 2025.

ATTEST:

\_\_\_\_\_  
DIANA L. CHAVIS, Clerk

\_\_\_\_\_  
RICHARD W. MEEHAN, Mayor

LAW OFFICES

AYRES, JENKINS,  
GORDY & ALMAND, P.A.

SUITE 200  
6200 COASTAL HIGHWAY  
OCEAN CITY, MD 21842



Approved as to form:

\_\_\_\_\_  
MATTHEW M. JAMES, President

\_\_\_\_\_  
HEATHER E. STANSBURY  
Ayres, Jenkins, Gordy & Almand, P.A.  
Office of City Solicitor

\_\_\_\_\_  
ANTHONY J. DELUCA, Secretary

Sec. 58-1. - Rewards for information.

- (a) The Mayor and City Council of Ocean City is hereby authorized to offer, from time to time as the need arises, by resolution, rewards for information which leads to the apprehension, arrest and conviction of any person making any threats to bomb or otherwise damage or destroy the homes or businesses of any municipal official, or to bomb or otherwise damage or destroy municipal property, or any person committing any criminal act.
- (b) All such rewards shall only be payable in the event the information leads to the arrest and conviction of the person making said threats. In the event, for any reason, said person is not convicted, then no reward shall be paid.
- (c) The maximum reward that may be offered for any such offense or sequence of related offenses is \$5,000.00. In the event more than one person furnishes such information or is otherwise qualified to participate in the reward, then, and in that event, the amount of the reward offered shall be divided among said persons in the ratio deemed equitable by the Mayor and Council. In determining the said ratio, the Mayor and Council may review all records of the police department in reference to said offenses and interview any police officers or other municipal officials.
- (d) Pursuant to the well-established and universally recognized principle that a public agency cannot reward one of its public officers for doing what it is their duty to do, no police officer of Ocean City shall be eligible for any portion of any such reward. For the same reasons, no police officer of the state, federal or county governments assigned to duties in Ocean City or officially assigned to investigate said threats shall be eligible for any portion of any such reward.

(Code 1972, §§ 76-1—76-4; Code 1999, § 58-1)

**State Law reference—** Authority to offer rewards, Ann. Code of Md., Local Government article, § 5-207(c)(1).



# TOWN OF OCEAN CITY

*The White Marlin Capital of the World*

Agenda Item # 10.A

Council Meeting November 17, 2025

**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:** November 10, 2025

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**ISSUE(S):** Comments from the Public

**SUMMARY:** Any person who may wish to speak on any matter at the Regular Meeting may be heard during Comments from the Public for a period of five (5) 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 subject on which he or she wishes to speak.

**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):** None



# TOWN OF OCEAN CITY

*The White Marlin Capital of the World*

Agenda Item # 11.A

Council Meeting November 17, 2025

**TO:** The Honorable Mayor, Council President and Members of Council  
**THRU:** Terence J. McGean, PE, City Manager  
**FROM:** Diana Chavis, City Clerk, MMC  
**RE:** Comments from the City Manager  
**DATE:** November 10, 2025

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**ISSUE(S):** City Manager Comments

**SUMMARY:** A. Review of the November 25, 2025, draft Work Session agenda  
B. Department Activity Report

**FISCAL IMPACT:** Not Applicable

**RECOMMENDATION:** Not Applicable



Excellent Service through a High Performing Town Organization

**ALTERNATIVES:** Not Applicable

**RESPONSIBLE STAFF:** Terence J. McGean, PE, City Manager

**COORDINATED WITH:** Not Applicable

**ATTACHMENT(S):** 1. 11.2025 Department Activity Report.docx



# INTEROFFICE MEMORANDUM

## FROM THE OFFICE OF THE CITY MANAGER

To: The Honorable Mayor and Members of the City Council  
From: Terry J. McGean, City Manager  
Re: Department Activity Report  
Date: October 15 – November 12, 2025

The following information is intended to keep the Mayor and Council well informed about ongoing issues, activities, programs, and services within the City.

### Mayor's Office

- Attended the following:
  - o Council Meetings, Work Sessions, Transportation, Tourism and Police Commission Meetings
  - o Stop Offshore Wind Meetings
  - o Mayors of Delmarva Annual Luncheon
  - o House Ways and Means Committee Reception
  - o Met with County Commissioners Chip Bertino, Ted Elder, Jim Bunting and TOC Staff
  - o Coastal Association of Realtors Installation Dinner
  - o Sunfest Opening Ceremony
  - o Swore in OCPD Police Officer
- Interviewed with the following:
  - o Bulldog – Radio Station 98.1
  - o Mike Bradley – Radio Station 92.7
  - o Bill Baker and Jessica – Radio Station 101.7
  - o Delmarva Life/Coast Life regarding Sunfest
  - o WMDT regarding hotel room tax

### CITY MANAGER

- Attended the following:
  - o Council Meetings, Work Sessions, Budget and Commission Meetings
  - o Coastal Association of Realtors Installation Dinner
  - o Baltimore Avenue Meeting
  - o Emerging Leaders Day One – One-on-One w/the Group
  - o One-On-Ones: Larry, Jake, Will, Matt, & Carol
  - o House Ways and Means Committee Reception
  - o Met with County Commissioners Chip Bertino, Ted Elder, Jim Bunting, and TOC Staff
  - o Opening remarks Roadway Management Conference
  - o Meeting with Schneider Electric
  - o Crown Castle Meeting
  - o Employee of the Quarter Presentation
  - o MD Historical Trust Meeting
  - o Lunch meeting with Zach, OCDC President
  - o Call with Matt Odachowshi regarding Bike Week
  - o Stop Offshore Wind Meetings
  - o On-Boarding Meet and Greet
  - o Interviewed by various media outlets
- Working with staff on the following:
  - o Reimagining the Boardwalk Meeting
  - o FD Battalion Chief Discussion
  - o AXON Presentations
  - o Meeting with P&Z regarding den to bedrooms on condo row
  - o Met with City Solicitor to discuss legal matters
  - o Met with HR director on personnel matters

Regular Session dated Monday, November 17, 2025

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**DEPUTY CITY MANAGER**

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- Attended the following:
  - o Work Sessions Council Meetings
  - o RS Council Meeting
  - o Department Head Meetings
  - o Planning Commission
  - o City Managers Meeting
  - o FY26 Personnel Request
- Met with Staff to discuss the following:
  - o Planning and Community Development – Rental Inspections
  - o Planning and Community Development – STR Restrictions
  - o Planning and Community Development – Kyma Project
  - o Planning and Community Development – Illegal Conversions Condo Row
  - o Planning and Community Development – 313 Old Landing Follow-up
  - o Park and Rec – Eagles Landing Water Mitigation Project
  - o Park and Rec – Eagles Landing Pre-Budget Budget Meeting
  - o IT – Budget Request
  - o Reimagine the Boardwalk

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**BUDGET MANAGER**

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- FY 27 Mayor & Council, City Manager, and Legal budgets
- Updated FY 27-Communications line item in all budgets
- FY 27 preliminary Vehicle Trust purchases
- Budget overview presentation to OCPD senior staff
- Notifications sent to all departments regarding year-to-year overtime for the first quarter FY 26 vs. the first quarter FY 25
- FY 26 August Room Tax report
- FY 27 General Fund preliminary revenue projections

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**GRANTS COORDINATOR**

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- Submitted:
  - o Weekly deployment reports & biweekly invoices for school bus safety grant
  - o Quarterly reports and reimbursement requests to MDEM, GOCPP, and DHCD
    - Supports emergency services, IT, and police projects
  - o Annual report – MD DNR LWCF grant
    - Supports Bayside Park at 3<sup>rd</sup> Street
  - o GOCPP BJAG grant
    - Supports technology upgrades and training for the OCPD Forensics Services Unit
  - o NRPA Increasing Access to Sports for Women and Girls grant
    - Supports increased recreation opportunities
- Met with colleagues to discuss the following:
  - o MHT/OCLSM Easement
  - o NRPA Increased Access to Sports grant program
  - o Funding for Kayak Launch at Northside Park
- Attended the following:
  - o Funder Meeting – school bus safety grant
  - o Grants training – Reframing Federal Grant Narratives to Appeal to the New Administration
  - o Grants training – Federal Grants Key Updates and Developments in the New Administration
  - o FEMA Procurement training



Regular Session dated Monday, November 17, 2025

- o Grants training - What Grantmakers Think About AI
- o Grants training - AI & Grant Writing
- o Sustainable Maryland grants webinar
- Received:
  - o Notice of Award: FY2026 BJAG Program - \$58,229
    - Supports technology and training for OCPD Forensics Unit

#### **INTERNAL AUDITOR**

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- Monthly Procurement Card Review
- Payroll Review each pay period
- Internal Audits
  - o Convention Center Daily Operations – Initial Mtg 10/15/25
  - o Convention Center Box Office Cash Handling – Initial Mtg 10/15/25
- Daily Transportation revenue review
- Timekeeping project purchase and installation – training of staff, Recreation and Public Works (weeks of 10/6, 10/13, 10/20).
- Timekeeping project - Aladtec scheduling for OCPD
- Sequel Training complete

#### **City Clerk**

- o New Passports: 16
- o Public Information Requests: 11
- o Senior Citizen Bus Passes: 94
- o Prepaid General Bus Pass: 4
- o Caine Keys Permits: 0
- o Vintage License Plates: 6
- o Little Salisbury/Caribbean Drive Boat Ramp: 3
- Conferred with City Manager, City Solicitor, and management on agenda items
- Finalized and published Mayor and Council agendas
- Attended Mayor and Council meetings
- Completed Mayor and Council minutes
- Prepared legal advertisements
- Coordinating/processing public requests for information responses
- Records projects ongoing
- Attended MMCA meetings
- Entering proposed FY27 budget

#### **Emergency Management**

##### **EMERGENCY MANAGEMENT DIVISIONAL HIGHLIGHTS**

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- Activated our EOC for one operational period during the Nor'easter that hit our area on Sunday, October 12th
- Emergency Management Personnel attend a training on Social Media Tools, Techniques, & Engagement Strategies for Disasters
- Emergency Management personnel, along with some of our OC CERT Team, handed out preparedness information materials to the attendees during Sunfest
- Our OC CERT team had an Emergency Preparedness informational table set up at the Home & Condo Show located within the OC Convention Center
- Attended a meeting on local sheltering put on by the Worcester County Health Department
- Completed all required monitoring, planning, and operational-related items for the Town. All required reports and updates to the Maryland Department of Emergency Management (MDEM) and FEMA were completed for this operational period

Regular Session dated Monday, November 17, 2025

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**COMMUNICATIONS DIVISIONAL HIGHLIGHTS**

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- Handled 4,494 calls for service across multiple public safety divisions
- Started annual review and update of Communications policies and procedures
- Met with county Fire Chiefs to discuss response plans and radio operations for water rescues

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**ELECTRONICS DIVISIONAL HIGHLIGHTS**

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- Working on MOU and talk group sharing agreement with the State of Delaware police and aviation
- Requested updated 5-year system upgrade plan from Eastern Communications
- Completed and submitted additional employee request documentation to HR
- Approved wireless application for 2100 Baltimore Ave.
- Working with OCFD and OCFMO to arrange a one-for-one radio swap during the upcoming OCFD radio reprogram
- Worked with Eastern Communications to build and price XL85M radio configurations for OCPD take vehicles
- Worked with Worcester County, L3Harris, and Eastern Communications to get Worcester and Ocean City radio systems back connected to the intranet for remote monitoring, alarm notifications, and BeON functionality. Firewalls needed to be updated to correct zero-hour threat vulnerability
- Inspected new fire engines and reported discrepancies to OCFD and build vendor based on original requests from pre-engineering meeting
- Updated Verizon Wireless with status regarding the mobile private network request for SCADA option
- Replaced failed SCADA radio from the 1st water tower. Station 20
- Generator's on OC1 are serviced

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**BEACH PATROL DIVISIONAL HIGHLIGHTS**

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**Recruiting, Testing, and Training**

- Registered nine additional candidates for Pre-Employment Physical Skills Evaluations for the 2026 season, and working on different recruiting efforts. There are currently 46 registered for all future tryouts
- Ongoing scheduling and preparation for spring off-site Pre-employment Physical Skills Tests and interviews for 2026 employees (York, PA, Annapolis, Ocean Pines, Salisbury University, and Salisbury YMCA)
- Maintained and increased efforts to remain in contact with prospective employees for 2026

**Beach Coverage / Safety**

- Continued "extended coverage" which began on Monday, September 22nd, with three work crews removing stands from the beach (so people know we are no longer on duty), cleaning, prepping and painting stands, inventorying equipment, and cleaning buildings. This lasted until all tasks were completed
- Staffed and deployed four safety patrols on weekdays through Columbus Day, patrolling the beaches, enforcing ordinances, and responding to medical emergencies or water rescues when they observed distressed swimmers, or when alerted by Ocean City
- Staffed and deployed six safety patrols on weekends through Columbus Day, patrolling the beaches, enforcing ordinances, and responding to medical emergencies or water rescues when they observed distressed swimmers, or when alerted by Ocean City
- Maintained AM and PM patrols 8:00 AM – Dark through October 13, 2025
- Concluded extended season on Columbus Day Monday, October 13, 2025
- Public Education Coordinator alerted the public of reduced coverage and the dangers of swimming when the Beach patrol is off duty
- Staffed Country Calling Music Festival with ATV operators and rescue swimmers

Regular Session dated Monday, November 17, 2025

### **Public Outreach and Education**

- Public Education Coordinator made daily posts to several forms of social media, emphasizing safety and recruiting
- Gave two beach safety presentations to fourth graders from Ocean City Elementary
- Staffed a beach safety information and recruiting table and display at Showell Elementary Fall Day
- Staffed a beach safety information and recruiting table and display at Harbor Day

### **Other Activities**

- Completed final employee evaluations for the 2025 season
- Conducted a comprehensive inventory of all rescue buoys, umbrellas, first aid kits, binoculars, swim fins, uniform pieces, rain gear, and other supplies
- Removed, cleaned, painted, and stored 120+ lifeguard chairs at three different locations
- Cleaned and detailed all vehicles, vessels, and ATVs
- Began rotating all vehicles, ATVs, and Personal Watercraft in for annual service
- Ongoing 2026-2027 budget preparations and evaluating building, personnel, and equipment needs
- Began close-down and winterizing procedures for three sub-station buildings, watercraft, and vehicles
- Began preparations to turn over ATVs and Jet Ski for auction
- Worked on getting the Fall Newsletter and mailing prepared

### **Finance**

- September 2025 financial statements completed
- Time Clock Plus software is being utilized by multiple departments in town
- October quarterly utility invoices sent to customers
- Conference calls with Bond rating agencies completed on October 31<sup>st</sup>
- The 2025 Bond sale will be posted on the federal (EMMA) website on November 14th
- 2025 (FY 26) Bond sale scheduled for December 4<sup>th</sup> at 11:00 am
- Rental/Business license enforcement

### **PURCHASING:**

- **Gov Deals Listing** - \$3,714,844.80 representing 3131 transactions
  - Month of September 2025 – \$32,227.00 Items sold - 16
  - Month of October 2025 – \$35,817.00 Items sold - 11
- Current Proposal/BIDS in progress
  - B01-26 - Eagles Landing Golf Course Tidal Flood Remediation
    - BID Award Recommendation scheduled for Monday, 11/17/2025 Mayor and City Council Regular Meeting
  - B05-26 – Worcester Street Comfort Station Renovations
    - BID Opening – Monday, 11/3/2025 Mayor and City Council Regular Meeting
    - BID Award Recommendation – Monday, 11/17/2025 Mayor and City Council Regular Meeting
  - B06-26 – Caroline Street Comfort Station Renovations
    - BID Opening – Monday, 11/3/2025 Mayor and City Council Regular Meeting
    - BID Award Recommendation – Monday, 11/17/2025 Mayor and City Council Regular Meeting
  - P01-26 – Convention Center Guest-Client Network Services
    - Advertisement – TBD
    - Last Day for Questions – 11/21/2025 at 4:00PM
    - Addendum Posting – 11/24/2025 by Close of Business
    - Proposal Submission Due – 12/11/2025 by 4:00PM
    - Proposal Opening Date – 12/12/2025 at 10:00AM
  - Q03-26 – Municipal Airport Bathroom Renovations
    - Advertisement – 9/22/2025 by Close of Business

Regular Session dated Monday, November 17, 2025

- Pre-Quote Meeting – 11/4/2025 at 10:00AM at the Ocean City Municipal Airport
  - Quote Submission Due – 11/18/2025 at 4:00PM
  - Quote Opening Date – 11/19/2025 at 10:00AM
- Q04-26 – North Division Street Welcome Signage
  - Advertisement – 10/20/2025 at 11:00AM
  - Pre-Quote Meeting – Not Applicable
  - Quote Submission Due – 11/13/2025 by 4:00PM
  - Quote Opening Date – 11/14/2025 at 10:00AM
- **Gas and Diesel Pricing**, last time we bought - Volatile **market**
  - Diesel September 2025 - \$2.4872 October 2025 - \$2.4939
  - Gas September 2025 - \$2.107 October 2025 - \$1.969
- **Gas** – Average Daily Pump
  - October 2025 – Average 470.60 Gallons
  - September 2025 – Average 504.30 Gallons
  - August 2025 – Average 518.00 Gallons
- **Diesel** – Average Daily Pump
  - October 2025 – Average 732.00 Gallons
  - September 2025 – Average 944.30 Gallons
  - August 2025 – Average 1136.80 Gallons

## Fire

| Today's Date  | Reviewed Permits Turn Around Times (Business Days M-F) |           |             |             |           |           |
|---------------|--------------------------------------------------------|-----------|-------------|-------------|-----------|-----------|
|               | Permit Category                                        | Benchmark | M-T-D (Avg) | Y-T-D (Avg) | Y-T-D Min | Y-T-D Max |
| 10/31/2025    | Fire Protection Systems                                | 14        | 5.6         | 3.2         | 0         | 15        |
|               | Small Permit (<\$100K)                                 | 5         | 3.3         | 2.2         | 0         | 14        |
| Current Month | Medium Permit (\$100K-\$1M)                            | 11        | 1.9         | 1.9         | 0         | 13        |
| 10            | Large Permit (>\$1M)                                   | 15        | 4.5         | 3.3         | 0         | 15        |
|               | TOTAL PERMITS                                          |           | 3.2         | 2.5         | 0         | 15        |

| Approved Permits Turn Around Times (Business Days M-F) |           |             |             |           |           |
|--------------------------------------------------------|-----------|-------------|-------------|-----------|-----------|
| Permit Category                                        | Benchmark | M-T-D (Avg) | Y-T-D (Avg) | Y-T-D Min | Y-T-D Max |
| Fire Protection Systems                                | 14        | 7.4         | 4.6         | 0         | 36        |
| Small Permit (<\$100K)                                 | 5         | 3.8         | 3.9         | 0         | 42        |
| Medium Permit (\$100K-\$1M)                            | 11        | 2.7         | 4.2         | 0         | 16        |
| Large Permit (>\$1M)                                   | 15        | 13          | 6.7         | 0         | 25        |
| TOTAL PERMITS                                          |           | 4.5         | 4.3         | 0         | 42        |

| Permits Reviewed            |       |       |
|-----------------------------|-------|-------|
| Permit Category             | M-T-D | Y-T-D |
| Fire Protection Systems     | 7     | 85    |
| Small Permit (<\$100K)      | 11    | 113   |
| Medium Permit (\$100K-\$1M) | 14    | 73    |
| Large Permit (>\$1M)        | 2     | 12    |
| TOTAL PERMITS               | 34    | 283   |

| October | Plan Reviews Received | Permits Received | Bonfire Permits | Special Events | Inspections/Property Checks | Field Operations CFS | Complaints & Referrals | Fire Protection Deficiencies | Public Outreach / Community Outreach |
|---------|-----------------------|------------------|-----------------|----------------|-----------------------------|----------------------|------------------------|------------------------------|--------------------------------------|
|         | 34                    | 5                | 92              | 5              | 144                         | 165                  | 8                      | 56                           | 11                                   |

## Human Resources

- FY27 Personnel requests summarized and reviewed
- Prepared for and presented proposed COLA and Salary increases for General employees to the Mayor and City Council
- Hosted a very successful Annual Benefits & Wellness Fair on November 6

Regular Session dated Monday, November 17, 2025

- Kicked off the Emerging Leaders Training Cohort that includes 14 eager future leaders engaged in training and exposure to TOC leadership strategies.
- Concluded WalkTOBER – a wellness initiative that encourages daily exercise, socialization, and an incentive to pursue a healthy lifestyle. One hundred fifty-two employees participated, which represents a 100% increase over 2024 participation.

#### Information Technology

- Working with departments for their FY27 IT Budget Requests
- Finalizing camera installation at 3<sup>rd</sup> street Bayside Park
- Upgraded on-prem email server and started migration to the cloud

#### Planning & Community Development/Building/Geographical Information Systems

##### **BUILDING/INSPECTIONS**

- **2025 Plan and Permit Reviews:** In October 121 building permits were issued, an increase in the 5-year monthly average of 62. The construction value for October was \$8,483,035, compared to the 5-year average of \$6,457,257.80
- **New Residential and Residential Alteration Permits Issued (> \$100,000):**
  - o 125 Marine Cir
  - o 158 S. Ocean
  - o 10607 Point Lookout
  - o 611 Gulf Stream
  - o 151 S. Ocean

##### **PLANNING/ZONING/ENVIRONMENTAL/GIS**

- **Planning Commission (PC):** The next PC meeting is on November 18 at 6:00 p.m.
- **Division of Rental Housing:** As of October, 22 rental violations were issued. 268 Rental Inspections Completed and 491 scheduled.

#### Police

##### **CRIMINAL INVESTIGATION DIVISION**

- Major Crimes Detectives attended numerous trainings including Death Investigations and Conducting Interviews for Sex Crimes Investigations
- Members of the Special Enforcement Unit supported the Patrol Division during the Country Calling Music Festival
- The Forensic Services Unit processed fourteen crime scenes
- The Forensic Services Unit supervisor is assisting the Worcester County Sheriff's Office with their hiring process for a forensics technician

##### **PATROL DIVISION**

- Statistics:
  - o Calls For Service – 3,759
  - o Total Arrests – 84
  - o Firearms Seized – 44 YTD
  - o Weapons Seized (non-firearm) – 150 YTD
- Training and Special Details:
  - o Training
    - Firearms Instructor Certification Course – 5 days
    - Homicide Investigation Course – 5 days
    - Special Olympics International Conference – 2 days
    - Multiple Recruiting Events
- Special Events
  - Country Calling
  - Endless Summer Cruisin'
  - Sunfest
  - Applicant Testing

Regular Session dated Monday, November 17, 2025

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**SERVICES DIVISION**

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- Arrest and Detention
  - o Total Prisoners Processed – 94
    - Adult – 92
    - Juvenile – 2
- Property/Evidence
  - o Total Submissions – 62
    - Evidence – 19
    - Safekeeping/To Be Destroyed – 33
    - Returned Property – 10
- Significant Events
  - o District Court Commissioners Office in progress
- Training and Recruiting
  - o Recruiting
    - 7 Recruits currently in the Academy
    - Hired two Lateral Police Officers
    - Held a Police Applicant Testing and Interview Weekend (Oct. 25)
    - Week-long Recruiting Trip to South Central PA
    - Week-long Recruiting Trip to Northwest PA/Ohio
    - Week-long Recruiting Trip to Western VA
    - Attended 4 different Job Fairs in 4 states
  - o Training Conducted
    - MAGLOCLEN Training (Sept 30-Oct 2)
    - Unmanned Aerial Systems Symposium (Sept 30-Oct 2)
    - CPR Recert (Oct 8)
    - Drug Unit Commander School (Oct 13-17)
    - Homicide Conference (Oct 13-17)
    - K9 Training (Oct 14-16)
    - CN2 (Oct 14)
    - Social Media Engagement (Oct 15-17)
    - Hometown Security Conference (Oct 20-22)
    - Surviving Patrol Critical Incidents (Oct 20-22)
    - ICS 300 Training (Oct 20-22)
    - CN2 (Oct 21)
    - K9 Workshop (Oct 23-26)
    - Sniper and Breacher Training (Oct 24)
    - Sig Armor Cert Course (Oct 26-28)
    - Homicide Training (Oct 27-31)
    - SWAT Training (Oct 27-31)
    - Event Data Recorder Training (Oct 27-31)
    - Impaired Driving Conference (Oct 27-29)
    - NADDI Training (Oct 27-31)
    - FTO Training (Oct 28-31)
    - QRT Training (Oct 29-30)

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**RECORDS SECTION**

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- Case Files sent to States Attorney and other Agencies – 322
- Public Requests for reports – 66
- Digital Media Requests – 205
- Background checks – 17



Regular Session dated Monday, November 17, 2025

- Expungement Orders Processed – 220
- NIBRS Crime Reporting (hours) – 12
- Incident Reports Processed – 282
- Parking Telephone Calls (hours) – 10
- FOIA Requests – 31
- Vehicles Towed (Police) – 40
- Vehicles Towed (Private) – 27

## Public Works

### ADMINISTRATION

- Budget: FY27 budgetary forecasts compiled and submitted to all departments.
- Building Efficiency Performance Standards: Compile and submit energy consumption data to MDE for Convention Center, NSP Recreation Center, Public Safety Building, and PW Complex- Transfer Station.
- Elevator Systems: Coordinate deficiency resolution for the Fire Station 3 system.
- Fire Alarm Systems: Annual inspections completed.
- Fire Sprinkler Systems: Coordinate scheduling of quarterly inspections.
- HVAC Systems: Coordinate deficiency resolution for Fire Station 3 systems.
- PW Cellular Sites: Coordinate AT&T modifications to their 64th street water tank site.
- Standby Generator Systems: Coordinate scheduling of semiannual inspections.

### AIRPORT

- Successful Aviation STEM Festival on November 1st.
- Bathroom remodel proposals due November 18.
- Taxiway A Construction in Progress, South Haul Road component complete.

### CONSTRUCTION

- Worth has started replacing City sidewalks on Peachtree Rd. working from south to north on the east side of Peachtree Rd.
- Crews will be putting out the VMS boards at the Irene and 142nd street on 11/17 for Winterfest.
- Water crew is working on several work orders, installing new water services, repairing-replacing small meters, and working on repairing water leaks.
- Carpenters are working on repairing life guard stands, working on several work orders daily, and replacing bad boards on the boardwalk.
- Crews have been repairing beach crossings as complaints come in.
- Electricians have been working on several different work orders throughout the Town and getting ready for Winterfest.

### ENGINEERING

- Convention Center Elevator, project is in Construction Phase: 51% complete, freight elevators are completed and operational. Working on the South passenger elevator. Anticipated completion date is January 2026.
- Dredging, construction phase: waiting to start construction.
- Eagles Landing Golf Course Flood Remediation, bid phase: awarded and waiting to start.
- Comfort Station: Bid phase starting construction in November and complete by April 2026.
- Northside Park Kayak Launch: Permitting Phase
- Staff continues to perform surveying for projects.
- Staff helped multiple departments with Concepts, Design, and Budgeting.
- Staff continues to issue permits and monitor the progress of those permits.

### MAINTENANCE

- Finishing up installation of Christmas decorations.
- Finish jersey barrier installation at the Inlet.
- Going over all special event supplies and taking inventory.

Regular Session dated Monday, November 17, 2025

- Starting comfort station repairs and finishing winterization.
- Lots of employee time off requests on the books.
- Continuing our core operations and duties.

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**SERVICE CENTER**

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- Sending out vehicles for Body shop needs continues
- DOT inspections continue
- Pittsville Ford has been on site performing recalls on the police fleet
- New hire starts Dec 1<sup>st</sup>, and we will be fully staffed
- Have one person out for a shoulder injury

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**SOLID WASTE**

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- 1 Full-Time Employee out on extended leave
- 1 Full-Time Supervisor out on extended leave
- Employees using time off before the end of the year
- Finishing the FY27 budget
- Starting winter projects
- Using the new time clock
- Crain is down and getting repair work

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**TRANSPORTATION/PARKING**

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- We are tracking an SHA proposal to make changes to the configuration of MD-528, providing input where necessary in terms of its anticipated impact on transit.
- We are continuing to gather our Town budget requests, both for Transit and for Parking, for FY27.
- We are preparing to revisit a proposal to eliminate a small number of extraneous and underutilized bus stops, each in locations that are served by other nearby stops. We will have more information forthcoming at our next Transportation Committee meeting.
- We have an order for two additional articulating buses from FY25 funds in the works, and will add two more – plus one lift-equipped van for ADA Paratransit service – once we receive FY26 grant award packages from the MTA.
- The next Transportation Committee meeting is scheduled for Tuesday, December 9th.

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**WASTEWATER**

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- Plant Headworks and Influent Pump Station contract has been awarded. Setting up a temporary office building and preparing to move offices in preparation for the demolition of the existing building.
- Plant is now set for winter operations.

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**WATER**

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- Ongoing winter operations and projects.
- 136<sup>th</sup> St. water plant using temp. generator for heat. During the main switch gear replacement.
- Cleaning of 2 aerators nearing completion at 136<sup>th</sup> St. WTP.
- Scrubber repairs completed at 15<sup>th</sup> Street. Unit back in operation.

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**Recreation & Parks**

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**ADMINISTRATION**

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- Director Gaddis will be presenting at the Maryland Recreation and Parks Association Inaugural Women's Summit on November 12<sup>th</sup> in Prince George's County
- Continued to work with Department Superintendents, City Engineering, Environmental Programs, and Public Works Director on planning for future projects, including the Northside Park Shoreline Stabilization project, the Northside Park Pathway Paving & Drainage project, the future 61<sup>st</sup> Street Racquet Center Improvements project, and the Eagles Landing Flood Remediation project

Regular Session dated Monday, November 17, 2025

- Submitted budget requests for IT, Personnel, and CIP; working on department-level budget input
- Attended district court in Snow Hill for a hearing against T&T Sports for breach of contract for a gym rental; the defendants did not show, so the City was awarded judgment
- Facility Rentals included: seven condo/HOA meetings; two gym rentals; one pavilion rental; and the OCDC Shore Craft Beer Festival's second year at Bayside Park
- Admin Assistant II attended the VSI Symposium, bringing back useful information to help us utilize our recreation software, RecTrac, more effectively

#### **RECREATION PROGRAMS & SENIORS**

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- Staff worked on budgets, and training continued for new staff taking on fall programs
- Partnered with Worcester County schools to help with their in-service training day in Snow Hill on November 7<sup>th</sup>; Recreation Supervisors Eli Hutchinson and Chance Congleton developed new games and trained physical education staff on how to execute these activities for their classes
- Fall programs were successful, and all youth programs ran smoothly
  - o Held the first Fall Team Pickleball Tournament on November 1<sup>st</sup> with twelve four-person teams; participants enjoyed this format, and we expect this tournament to grow in the future
  - o Held a Bus Trip to New York City to see a show on Broadway, and participants have asked for more opportunities for similar programs
- Winter programs are gearing up to start, and registration is up from this time last year; we are anticipating a busy season with our youth leagues and tournaments
- Ocean Bowl Skate Park continues to do well throughout the fall season and into the winter months
  - o We hired Joe Yates as the new Skate Park Manager, beginning November 6<sup>th</sup>
  - o Maintenance items were completed, including Gridline, the skate park builder, fixed some concrete sections in the park, and the steps to the ramps were replaced
  - o Mark Emond completed the mural in the skater's lounge
- Concession operations had a successful summer, and outdoor rentals have finished for the fall; operations will slow down until our indoor tournament season this winter/spring

#### **PARKS**

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- Attended TimeClock Plus training; MRPA Operations University; Mayor & Council regular meeting and Work Session; Emerging Leaders training; Department Sr. Staff meeting; Racquet Center improvement project meeting; Supervisor's Management School; CIP/Project meeting with Director; and Divisional Budget meeting with Director
- Primary focus has been Winterfest setup: Staff have made good progress, and have completed unloading/testing/repairing displays as well as erecting them on location in various areas of Northside Park; The 50' tree has been set up, and displays are completed on the West Lagoon Field, the Soccer Field, Softball Fields #1, #2 & #3; Staff also transported two pontoon boats from Keyser Yard to Northside Park / installed light displays on the boats/anchored the boats in the lagoon, installed perimeter snow fence and interior safety fences; Additional elements added by the Special Events Department to the 2025 layout/design have made it challenging to complete setup before opening night; however, Parks staff are working feverishly to meet that deadline
- Provided support for youth flag football league; Family Beach Bonfire; Halloween "Spook Out"; Sunfest; Shore Craft beer festival; and one private softball tournament
- Removed summer annuals and planted fall annuals in planting areas throughout Town
- Worked collaboratively with Procurement to secure contracts for several projects to be completed in spring 2026, including:
  - o Phase II of the Northside Park 5 to 12-year-old playground replacement (Community Parks & Playground grant)
  - o Northside Park Softball Field lighting replacement on fields #2 & #3 (CIP Project)

Regular Session dated Monday, November 17, 2025

- o Refurbishment of the Gorman Park tennis court and the Little Salisbury Park basketball court (General Fund)
- o Annual refurbishing of the three 61st St. Racquet Center sub-irrigation, clay surface tennis courts (General Fund)

#### **GOLF OPERATIONS**

- Hosted annual Swing for Youth Golf Open on October 25<sup>th</sup> with a whole field of 100 players
  - o The course was in excellent condition thanks to the maintenance staff
  - o All went great, and the OC Recreation Boosters raised over \$25k for youth programs
- Hosted four shotguns of senior groups with 100+ players each from October 27<sup>th</sup> through November 12<sup>th</sup>;
- Sold out Turkey Trot Open; 128 players are scheduled to play on November 22<sup>nd</sup>
- Completed more drone footage of the course and social media content with the help of Tourism's marketing staff
- Completed the summer and fall golf package season ahead of revenue projections to for FY26

#### **GOLF MAINTENANCE**

- Maintenance continues in fall mode with a large focus on leaf and debris clean-up
- Completed final fertility and fungicide applications
- Completed aerating, over-seeding, and topdressing of tees
- Tidal flooding and irrigation leaks continue to be an issue
- Management staff completed recertification classes for renewal of pesticide and professional fertilizer applicator licenses
- Working on RFP for offseason course improvement project
- Staff continues to work hard, and the course is in excellent condition

#### **Risk Management**

- Met with our insurance broker, Bill Kable @ RCM&D, for post-binding discussion of the new Excess Liability placement.
- Participated in the newly formed Worcester County Safety Council for neighboring Risk Managers and Safety personnel.
- Discussed Workers Compensation medical/work status of complex cases with our nurse case manager at Leidos QTC Health Services.

#### **Tourism & Business Development**

- Working on 2026 Media Plan for Leisure, etc.
- All departmental budgets reviewed and ready for submission
- Working on event fill-in for May - golf, sports, and entertainment
- CC landscaping to be completed within a week
- 150th Rising Tides and Gala prep continuing
- Boardwalk Smile sign to be removed for winter
- Quote for art 50 Bridge Lighting being reviewed
- Opening bids on North Division Street sign
- Reviewing running festival contract
- Meeting with wine fest promoter
- Awaiting meeting with Fireman on Parade issues
- C3 concert announced this week. Lineup Wednesday tickets on sale
- New sports flooring for CC install dates and training set
- Installing new interior Christmas decorations to cc
- Working with special events - Winterfest, Parades
- Booking 2026 PAC shows
- Working with a promoter for a CC R&B festival



# TOWN OF OCEAN CITY

*The White Marlin Capital of the World*

Agenda Item # 12.A

Council Meeting November 17, 2025

**TO:** The Honorable Mayor, Council President and Members of Council  
**THRU:** Terence J. McGean, PE, City Manager  
**FROM:** Diana Chavis, City Clerk, MMC  
**RE:** Comments from the Mayor and City Council  
**DATE:** November 10, 2025

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**ISSUE(S):** Mayor and Council Comments

**SUMMARY:** Not Applicable

**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):** None