MAYOR AND CITY COUNCIL

REGULAR MEETING
Monday, June 1, 2026 - 6:00 PM

AGENDA

1. CALL TO ORDER

2. PRAYER AND PLEDGE

3. ITEMS PRESENTED BY THE MAYOR AND CITY COUNCIL

4. CONSENT AGENDA

A. Request to Approve Minutes
1. Work Session dated May 26, 2026

B. Acknowledgement of Standing Committee Draft Agendas
1. Police Commission - June 8
2. Tourism Commission - next meeting July 13
3. Transportation Committee - June 9
4. Recreation and Parks Committee - next meeting August 20
5. Green Team - next meeting July 8
6. Bicycle and Pedestrian Advisory Committee - June 17

C. Acknowledgement of Standing Committee Report
1. Tourism Commission - May 18

D. Private Event Approval Request for OC Surf Fest 2026 - June 20, 2026

E. Private Event Approval Request for Surfers Healing Ocean City - August 12, 2026

5. MISCELLANEOUS REPORTS AND PRESENTATIONS

A. Standing Committee Report with Recommendation
1. Bicycle and Pedestrian Advisory Committee - May 20

B. Private Event Approval Request for Angels in Oilskins - August 4, 2026

C. Private Event Approval Request for Juneteenth on the Shore 5K - June 19, 2027

6. PUBLIC HEARINGS

7. ITEMS REFERRED TO AND PRESENTATIONS FROM THE CITY MANAGER AND STAFF

8. ITEMS REFERRED TO AND PRESENTATIONS FROM THE CITY SOLICITOR

A. Second Reading Ordinance 2026-17 to Amend Chapter 14, Businesses, Article

II, Licensed Occupations (changes to clean up the code for relevancy and update certain processes; as reviewed at the May 12 Work Session)

B. Second Reading - Ordinance 2026-18 to Amend Chapter 10, Building Regulations (as to occupancy standards to allow two (2) additional occupants per dwelling unit as reviewed at May 12 Work Session; the item Summary also addresses the issue of furniture)

C. Resolution 2026-16 to Authorize the Disposition of Surplus Personal Property

9. COMMENTS FROM THE PUBLIC

A. 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.

10. COMMENTS FROM THE CITY MANAGER

A. Comments from the City Manager
A. Review of June 9, 2026, draft Work Session agenda

11. COMMENTS FROM THE MAYOR AND CITY COUNCIL

A. Comments from the Mayor and Council

12. ADJOURN

TOWN OF
OCEAN CITY
The White Marlin Capital of the World

Agenda Item # 4.A

Council Meeting June 1, 2026

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: May 26, 2026

ISSUE(S): Request to Approve Minutes

SUMMARY: 1. Work Session dated May 26, 2026

FISCAL IMPACT: Not Applicable

RECOMMENDATION: Approve minutes.

Excellent Service through a High performing Town Organization

ALTERNATIVES: Advise of necessary modifications.

RESPONSIBLE STAFF: City Clerk Diana L. Chavis, MMC

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

ATTACHMENT(S): None

TOWN OF
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Agenda Item # 4.B

Council Meeting June 1, 2026

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 Agendas
DATE: May 13, 2026

ISSUE(S): Acknowledgement of Standing Committee Draft Agendas

SUMMARY: Draft agendas for the:
1. Police Commission - June 8
2. Tourism Commission - next meeting July 13
3. Transportation Committee - June 9
4. Recreation and Parks Committee - next meeting August 20
5. Green Team - next meeting July 8
6. Bicycle and Pedestrian Advisory Committee - June 17

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. 2026-06-08 Police Commission Agenda.pdf
2. 2026-06-08 Transportation Committee Draft Agenda.pdf
3. 2026.06.17 BPAC Meeting Agenda #90.pdf

Ocean City, Maryland
Police Commission

OPEN AGENDA
Monday, June 8, 2026 – 9:30 AM
Public Safety Building, Third Floor Conference Room
6501 Coastal Highway

1. Call to Order
2. Approval of Minutes of the May 18, 2026 Police Commission Meeting
3. Chief Austin's Update
4. Recruiting Update
5. Kyma Sidewalk Closure at 700 S. Philadelphia Ave – Presented by Hal Adkins and George Bendler
6. Other Business
7. Closed Session Notice: Following the Open Session, a Closed Session is scheduled at the Public Safety Building on Monday, June 8, 2026, as permitted under General Provision Article 3-305(b)(10) to discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans.
8. Adjourn

Part of this meeting may be closed to the public in accordance with the Open Meetings Act

TRANSPORTATION COMMITTEE
PUBLIC WORKS ADMINISTRATION CONFERENCE ROOM
224 65th STREET, OCEAN CITY, MARYLAND
TUESDAY, JUNE 9, 2026 @ 9:00 AM
TRANSPORTATION COMMITTEE DRAFT AGENDA

A. Approval of Past Meeting Minutes
    1. Approval of Minutes from April 14th, 2026 Transportation Committee Meeting
    2. Acknowledgment of Notes from May 12th, 2026 Informational Gathering

B. Staffing Update

C. Special Events
    1. Recap of Memorial Day Weekend
    2. Preparation for OC Air Show

D. General Updates and "Follow-Ups"
    1. Bus Division
        a. Ridership and Deployments
        b. Expenses (including Overtime)
        c. Revenue –- Farebox
        d. Revenue –- Advertising
        e. Fleet
        f. Electronic Fare Payments Update

    2. Parking
        a. Revenue
        b. Replacement of municipal EV chargers
        c. Facility update (5th Street)

E. Adjourn (next meeting Tuesday, July 14th, 2026)

“Part of the meeting may be closed in accordance with the Maryland Open Meetings Act”

Ocean City Bicycle and Pedestrian Advisory Committee (OC BPAC)

Meeting Agenda

DATE: Wednesday, June 17, 2026
TIME: 2:00 PM
LOCATION: 65th St. Public Works Complex, Procurement Conference Room, 214 65th St, Ocean City, MD 21842
WEBSITE: www.oceancitymd.gov/bpac and http://safe.oceancitymd.gov/
RE: OC BPAC Meeting **#90**
CONTACT: President Nathan Kutz, nkutz@oceancitymd.gov

DISCUSSION ITEMS:

90.1 Review & Approve 2026.05.20 Meeting Minutes and Action Items

90.2 SHA Pedestrian Safety Committee (Dan Wilson)

90.3 Boardwalk Bike Rack Dedication Program (Mary Wiedorfer, Joe Kurtz, Hal Adkins)

90.4 Oceanside Street End Bike Racks (Mary Wiedorfer, Joe Kurtz)

90.5 Bike Lights, Donations, Promotional Items (Nathan Kutz, Mike Steinen, Joe Marx)
Note: CRABS program to be discussed in 88.10

90.6 Green Bike Lane Paint Markings (Hal, Joe Kurtz)

90.7 Bicycles on Sidewalks / Bicycle Access

90.8 E-Scooters/E-Devices/Micromobility Device Safety & Safety Hub

90.9 Coastal Resort Area Bicycle Safety (CRABS) Program (Zach, Mary, et. al.)

90.10 Atlantic Avenue Easement

90.11 Open Session

NEXT MEETING:

The next OC BPAC Meeting is scheduled for: July 15, 2026 at 2:00PM
The next OC BPAC Meeting location is: Town of Ocean City Public Works Complex

OPEN MEETINGS ACT:

Part of this meeting may be closed to the public in accordance with the Open Meetings Act.

TOWN OF
OCEAN CITY
The White Marlin Capital of the World

Agenda Item # 4.C

Council Meeting June 1, 2026

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: May 26, 2026

ISSUE(S): Acknowledgement of Standing Committee Report

SUMMARY: 1. Tourism Commission - May 18

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. 2026-05-18 Tourism Commission Minutes.docx

Tourism Commission Meeting Minutes
May 18, 2026
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 Richard Meehan; Council Member John Gehrig; Jr., Council Member Carol Proctor; Voting Members; OCDC; Joe Wilson Dan Jasinski, HMRA. **Absent:** Sal Fasano, Chamber of Commerce

Staff Members Present – Terry McGean, City Manager; Tom Perlozzo, Director of Tourism; Larry Noccolino, Director, Convention Center Services; Jessica Waters; Director; Molly Wooten, Abigail Yesko, Kathryn Bethard; Fiona O'Brien, Marketing & Communications; Kelli Siebert; Kim Mueller, Director of Sales; Chip Woytowitz, Ashley Johnson, Mariah Cosh; Brenda Moore, Special Events Director, Lauren Davis, Mayor's Office.

Also present: Melanie Pursel, Worcester County Tourism; Zach Bankert, OCDC; Rina Thaler and Crystal Collins, Art League of Ocean City; Zach Bankert, OCDC; Amy Thompson, Chamber of Commerce, Susan Jones, OCHA; 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 **March 9, 2026** Tourism Commission meeting was made by Council Member Carol Proctor and seconded by Voting Member Sal Fasano. **The vote was (6-0)** with Voting Member Sal Fasano absent

ZARTICO PACING REPORT NEXT-GEN VISITATION INSIGHTS PRESENTATION by Bill Obreiter, VP Destinations, Zartico

Zartico is a data science company that helps Ocean City understand visitor origins, destinations, and future trends for decision-making. The tourism economy's impact uses big data sets like movement data from cell phone devices, credit card data, and lodging data.

Review Next-Gen Visitation Insights for Ocean City based on hotels and short-term rentals.

Data Sources & Scope

Hotel sample:

- 21 hotel properties (~2,800 rooms)
- Island-only, chain hotels, no independent hotels

Vacation rentals:

- ~7,200 total; analytics focused on ~2,800 professionally managed properties (direct POS connections).

Spending data:

- ~10% sample of in-market card-present transactions (tap/swipe).
- Focus on visitors traveling >50 miles (primary marketing audience).

Data is for trend and benchmarking, not a substitute for tax collections; revenue is treated as sample size, not absolute totals.

Gas Prices & Travel Cost Context

- Gas prices up from late February to April, then flattened, roughly in line with last year.

- Despite higher gas costs, driving trips to Ocean City remain cost-effective vs. air travel (e.g., flights to Florida for a family of four averaging >$650 before hotels/cars).
- Message: Ocean City remains “a tank or two” away from core feeder markets and is well-positioned on value.

April Performance (Hotels & Vacation Rentals)

- Blended revenue up ~4% vs. April last year across hotels + vacation rentals.
- With a 1% tax rate increase, tax collections could show ~5% YoY increase if results represent the full market.
- Daily demand analysis (day-shifted to align weekdays/weekends):
  - Strong first half of April, especially hotels.
  - Midweek softness in the middle of the month.
  - Strong finish; overall rate and pacing up vs. last year.

April In-Market Spending

Visitor contribution (>50 miles):

- ~76% of all in-market spend came from visitors >50 miles away (up 4% YoY).

Local businesses:

- After excluding chains, gas, supermarkets, big-box, etc., 56% of visitor spend went to locally owned businesses (about flat YoY).

Category trends:

- Accommodation spend share from long-haul visitors slightly down, but local/nearby (1–49 miles) accommodation spend up.
- Restaurant spend: 80% from >50-mile visitors; up 4% YoY.
- Retail spend: heavier share; prices and average transactions up.
- Gas spend share: roughly flat, even with higher prices, indicating people are still traveling and filling tanks.

Per-visitor/per-day figures:

- Average visitor spend: $162/day (+$2 YoY).
- Average restaurant transaction: + $6 YoY.
- Average retail transaction: + $8 YoY.
- Interpreted largely as price inflation rather than longer stays.

Feeder Market Insights – April

Shoulder season (April):

- Baltimore and Washington, DC are top feeder markets by volume and spend.
- Harrisburg shows higher spend per stay, more hotel-oriented, less day-trip behavior.

Spend allocation if a visitor spends $100:

- ~40% to food & beverage (up from 36%, i.e., ~10% relative increase).
- Slightly lower share to accommodations from long-haul visitors (offset by nearby visitors).
- Retail up; gas flat as share.

Hotel feeder market detail:

- Washington, DC: #1 for revenue.
- Baltimore: #1 for check-ins.
- Chicago: highest ADR (~$191).

Trending markets (AI analysis):

- Some feeder markets are gaining share (e.g., Scranton up ~3% in hotel revenue).
- DC/Alexandria shows notable decline in both reservations and revenue (>1 percentage point loss in share).

Average stay value:

- New York Metro, Pittsburgh: higher average reservation value vs. last year (Pittsburgh up ~$27).
- Eastern PA, Richmond, DC area: down in average stay value, ADR, and share.

- Pittsburgh highlighted as strongly trending, with longer stays, higher spend, and earlier booking.

Booking Behavior & Event Impacts

Country/Oceans Calling Announcements

Country Calling festival announcement (April 23–24):

- Massive spike in vacation rental bookings and revenue on those exact days.
- Announcement was about a month later than the prior year, and before the announcement, bookings (especially for October) were well behind last year.
- Post-announcement: bookings surged for October and also for every month leading up to it (June–September).

Oceans Calling:

- Already one of the highest demand weekends of the year (including Thursday); demand is up again this year, especially in vacation rentals.
- Announcements for Oceans Calling were also later vs. the previous year, requiring time to "catch up" in pacing.

Future-Dated Vacation Rental Bookings (made in April)

For June–September stays, analyzing ~7,100 vacation rental reservations made in April:

- Pittsburgh = #1 feeder market by far, larger than Philadelphia + Baltimore combined for these advance bookings.

For chain hotels (same period, April bookings):

- ~17,000 reservations analyzed.
- DC = largest feeder market by reservations and revenue.
- Pittsburgh ranked #5 for hotels but is dominant in vacation rentals.

Monthly Outlook & Pacing

May

May has historically been challenging.

Boardwalk Rock (mid-month event) was canceled, creating a visible dip in mid-May demand (RevPAR drop) for both hotels and rentals.

However, between early April and early May:

- Bookings improved across most categories.
- Vacation rentals flipped from down to up versus last year.
- ~$2M in new vacation rental bookings added for May in April alone (~200% vs. where May stood at the start of April).

Overall: May remains down vs. last year, mainly due to the missing Boardwalk Rock demand.

June

Strong positive turn from prior outlook.

Previously down ~2%; now pacing ahead vs. last year for both hotels and rentals.

ADR strength:

- Hotels: $318 (+~$20 YoY).
- Vacation rentals: +$40/night YoY.

Demand/RevPAR:

- A few soft days in early June; otherwise, RevPAR up on most days (especially for vacation rentals).

Outlook: June expected to finish up in both demand and rate.

July

Extremely strong booking growth in last 30 days:

- Vacation rental revenue on the books: from $17M → $30M (~+76% in one month).
- Hotel on-the-books revenue: up ~20%.

ADR:

- Previously flat vs. last year; now +4 USD YoY.

Pattern:

- Highest uplift in mid-July;
- July 4: ADRs are very strong, but occupancy slightly lower (still expected to fill in).
- For vacation rentals, almost every day in July shows higher RevPAR vs. last year; hotels are up most days except around week 2.

August

Previously behind; now caught up and outperforming:

- Market-wide revenue share up ~4 points.
- Vacation rentals added nearly $10M in bookings in just 30 days.

Demand pattern:

- Strong early August (around Marsh Open event dates).
- Slight softness around August 11–14.
- Opportunity: target families for the "second to last week of summer" before school starts (around Aug 24 for PA/MD).

Almost every day up in RevPAR vs. last year, especially vacation rentals.
Midweek ADRs around $375 at peak—very strong.

September & Fall

September hotels: pacing up vs. last year but growth has slowed.
Vacation rentals: big revenue jump; likely additional inventory coming onto the market.
Oceans Calling weekend in September is:

- One of the highest-demand periods of the year.
- Seeing continued lift from the recent festival announcements.
- Last 30 days saw significant additional revenue (e.g., $100K for hotels for just the 3-day event period), with five months still to sell.

MARKETING & ADVERTISING STRATEGY (DARCI BANDI, VP ACCOUNT DIRECTOR, BVK)

2026 Strategy Alignment and Geographic Strategy for 2026

BVK collaborates closely with Zartico data to guide media strategy.
After last fall's insights, the 2026 plan was re-geared geographically:

- Pittsburgh defined as a key growth market, based on longer stays, higher spend, and early bookings.
- BVK therefore "heavied up" media weight in the Pittsburgh area.

Early results (from Bill's data) show:

- Pittsburgh is now leading vacation rental feeder markets and performing strongly in hotels, validating this strategy.

Additional focus markets:

- Philadelphia
- Washington, DC
- Baltimore (more "maintenance" presence since awareness is already high).

Channel & Performance Highlights

Campaign launched in March; about two months of data reviewed:

- Clicks up ~20% → higher interest and engagement with ads.

- Engagement up ~6%.
- Cost per click down ~13%, indicating greater efficiency.

NFL Draft Activation – Pittsburgh

To capitalize on Pittsburgh as a key market, Ocean City activated around the NFL Draft:

- Placements focused on high-traffic areas: downtown, North Shore (near stadium), Strip District, and key pedestrian/transit corridors.
- Used a mix of:
- Kiosks
- Ride-share screens
- Billboards
- Strategy emphasized reach and frequency, targeting the concentrated draft-related visitor traffic.

Hopper Partnership (Hotel Bookings)

Hopper microsite test in the fall was successful; the team extended it into March–April to:

- Drive early-season hotel bookings.
- Increase awareness and intent.

Year-over-year performance (Spring):

- Impressions up by ~10 million vs. last year.
- Hotel sales and booking volume both up.

Given May softness, the Hopper campaign was extended to encourage last-minute May trips, especially given recent favorable weather.

2027 & Creative Pipeline (Smile Campaign)

The "Smile" campaign launched in 2025, was extended in 2026, and is performing strongly again.

Planning is underway for year 3 (2027) of Smile:

- Audit current assets and identify gaps needed to tell a more complete destination story (e.g., different seasons, experiences, audiences).
- Additional production (photo/video) targeted for late summer/early fall to fill those gaps.

Longer term, a refresh of the creative platform is planned "under the Somerset Smile brand platform," with new assets to be presented at the January stakeholder meeting.

<u>TOURISM & BUSINESS DEVELOPMENT – Tom Perlozzo, Director</u>

New Staff & Certifications

Kelli Seibert hired as a part-time marketing associate, replacing Abby (who moved into a different role).

Mariah Cosh introduced as Destination Service Coordinator, focused on:

- Elevating the experience for meeting planners and event promoters.
- Coordinating special dinners, restaurants, team building, and other off-site activities with local businesses.

Kim and Jess successfully completed their CDME (Certified Destination Management Executive) designation:

- Training emphasizes destination management (beyond just marketing and sales), focusing on long-range, holistic strategy.
- Both noted the program improved their ability to look at the full destination picture and plan strategically.

DESTINATION SALES & OPERATIONS - KIM MUELLER, DIRECTOR OF SALES

Recent meeting planner FAM trip:

- Ten meeting planners brought in to experience Ocean City as a meetings destination, beyond leisure.
- Strong collaboration from county, hoteliers, restaurants, and venues.
- Very positive feedback; considered a successful investment in long-term group business.

Market-Specific Group Sales

Religious market:

- Slowly rebounding post-COVID, but is now an effective shoulder-season filler (especially Jan–Feb).
- Replaced an under-performing January gymnastics tournament with a large youth religious group, better meeting economic goals.
- Secured a November weekend that sold out the whole building to another religious group, filling late-year shoulder.

Sports market (Chip):

- Continues to perform strongly ("killing it with sports").
- Replaced an under-performing cheer event with a volleyball tournament eager to use the TaraFlex sports courts.
- Validates the investment in portable sports flooring, enhancing the facility's competitiveness.

Overall approach:

- Groups that do not meet projected attendance and room-night commitments are reevaluated and, if needed, replaced with higher-performing business.

RFPs, Leads & Awareness

Awareness of Discover Ocean City in the meetings market is increasing, evidenced by more RFPs and leads:

- Year-to-date: 44 hotel-level leads, representing potential of 8,000+ attendees and 9,000 room nights.
- Last year at this point: 23 leads → nearly double.

Conclusion: more planners are including Ocean City in their consideration set.

Media Feature – "All Access with Andy Garcia"

Ocean City was selected to be featured in "All Access with Andy Garcia", focused on:

- Tourism-driven destinations evolving into more year-round locations via meetings, events, and festivals.

A 5–7-minute segment featuring Ocean City will air as a filler across multiple networks throughout the year:

- CNN, CNN Headline News, MSNBC, Fox News, Fox Business Network, etc.

The mayor and leadership were thanked for support; expectations are for additional visibility and traction for the destination.

CONVENTION CENTER OPERATIONS – LARRY NOCCOLINO, DIRECTOR

Current and upcoming business:

- Legacy group move-in underway; decorator started the previous day.
- Followed by three consecutive weekends of basketball:
  - Basketball courts (TaraFlex) to be laid Wednesday–Friday, remaining down for three weeks.
- After basketball: Maryland Bar Association, then MML (Maryland Municipal League), and MSFA (Maryland State Firemen's Association).
- Overall expectation: robust June and July in the convention center.

Convention Center Facility Updates

- Close to formally renewing Sodexo as the convention center food & beverage provider.

- Exterior lighting has been completed, now mirroring the Boardwalk arch aesthetic at night.
- Upcoming review of a potential convention center expansion is planned.

SPECIAL EVENTS – BRENDA MOORE, DIRECTOR

Springfest & Lessons Learned

Springfest recently completed:

- Weather impacted the last day, but overall event was strong.
- Expanded layout and new elements were tested; team is still collecting feedback.
- Lessons learned will be applied to next year's Springfest.
- Acknowledgment of strong support from "the whole town."

Summer Kickoff & Core Programming

Memorial Day Weekend:

- Sunday ceremony with the mayor at North Division Street (by the Firemen's Memorial).
- 1:00 PM, with the Maryland Army National Guard band and a speaking general; wreath-laying at military insignias.

Sundays in the Park at Northside Park:

- Weekly concerts at 7:00 PM, followed by fireworks, starting Sunday, June 7.

OC Air Show:

- Scheduled for June 13–14.
- Includes the French Air Team, starting its summer tour in Ocean City.

Fourth of July & Weekly Fireworks

July 4 celebrations:

- Fireworks Uptown and Downtown.
- Expanded displays for the 250th anniversary.
- Downtown programming includes multiple bands and a speed painter creating fast, patriotic artworks.

Weekly fireworks:

- Thursdays, 9:30 PM, by the pier downtown.
- Sundays at Northside Park after Sundays in the Park concerts.

Other Summer & Shoulder Events

Sunset Park concert series:

- Thursday nights (details managed separately, referenced briefly).

Balloon Glow / Summer Kickoff:

- Planned for August 27–30 with hot air balloons, evening glows, and kites (weather-dependent).

Footvolley Tournament (international):

- July 30 – August 2, at Somerset Street.
- International teams from Italy, France, and others.
- Televised on an ESPN channel (likely one of the secondary/"Ocho"-style channels).

Movies on the Beach

Question raised about movie night at Third Street (e.g., May 15 event) and whether it will be regular.

Response:

- Currently only a couple of spring showings.
- There are separate movies on the beach at the Carousel (run by that property).
- Staff will double-check details with the Carousel's new management.

Overall Outlook

Group discussion noted that, despite broader industry "doom and gloom", Ocean City's data shows:

- Positive trends in many key performance metrics.
- Strong event-driven demand.
- Solid booking growth into summer and fall.

Motion to convene into Closed Session at 1:52 PM.

RESULT: APPROVED (6-0)
MOVER: Council Member John Gehrig, Jr.
SECONDER: Council Member Carol Proctor
AYES: Chair/Council President Matthew M. James, Mayor Richard Meehan; Council Member John Gehrig Jr., Council Member Carol Proctor, Voting Members Joe Wilson and Dan Jasinski.
ABSENT: Sal Fasano

CLOSED SESSION

A closed session was held as authorized under General Article §3- 305(b)(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. This exception was invoked to discuss marketing contractual matters.

Persons present: Tourism Commission Chair and Council President Matthew M. James; Mayor Rick Meehan, Council Members John Gehrig, Jr., Carol Proctor; City Manager Terry McGean; Tourism & Business Development Director Tom Perlozzo; Marketing & Communications Director Jessica Waters.

No action was taken

Motion to adjourn the closed session at 2:45 PM.

RESULT: APPROVED (4-0)
MOVER: Mayor Richard Meehan
SECONDER: John Gehrig, Jr. Council Member
AYES: Council President/Committee Chair Matt James, Council Member Carol Proctor

Motion to adjourn the Tourism Commission meeting at 2:46 PM.

RESULT: APPROVED (4-0)
MOVER: Council Member John Gehrig, Jr.
SECONDER: Council Member Carol Proctor
AYES: Council President/Committee Chair Matt James, Mayor Richard Meehan

TOWN OF
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The White Marlin Capital of the World

Agenda Item # 4.D

Council Meeting June 1, 2026

TO: The Honorable Mayor, Council President and Members of Council
THRU: Terence J. McGean, PE, City Manager
FROM: Brenda Moore, Special Events Director
RE: OC Surf Fest 2026
DATE: May 4, 2026

ISSUE(S):

Tommy Vach, representing the Ocean City Surf Club, requests Council approve the OC Surf Fest, tentatively scheduled for Saturday, June 20, 2026 on the beach at 37th St. from 7:30 am-4:30 pm.

SUMMARY:

Mr. Vach requests the following from the Town:
- Ability to sell event related merchandise within the event footprint
- Vehicular access to the beach
- Permission to use a PA System
- Use of one (1) judges stand
- Beach Patrol (OCBP) assistance in helping maintain the surf beach/no swim area
- Event only parking on the east end of 37th St., between the alleyway and dune line

If Council approves vehicular access to the beach, the vehicle must exit the beach by 8 am and not return until after 5:30 pm, or not move during the event. If the vehicle needs to traverse the beach between these hours, OCBP must be contacted for an escort. This is because this location of beach can get very crowded.

If the event is cancelled or completed earlier than 4:30 pm, there is to be no more surfing at this location until after the guards leave for the day.

In the event of an emergency where the beach is cleared, all those involved with the event must also leave the beach until OCBP deems it safe to return. No on may take shelter in the judges stand during a weather emergency.

The event must not interfere with the normal patrolling of the beach for safety. The footprint must be, at minimum, 30-feet east of the dune line and this area must remain clear.

While OCBP will help maintain separation between the surf beach/no swim area, Mr. Vach must also help by marking boundaries on the beach and placing bouys in the ocean.

Mr. Vach must have all participants sign Liability waivers.

Mr. Vach must notify the affected beach stand operator of the event.

An event representative must be on-site, easily accessible and not a participant of the event's competitions.

Risk Management stated the minimum General Liability insurance requirement is $1M per occurrence/$3M aggregate. If the sixteen (16) staff members are paid employees, Mr. Vach will need to provide evidence of Workers Compensation coverage with Maryland statutory limits and Employers Liability limites of $100K/$500K/$100K. The Mayor and City Council are to be designated Additional Insured on a primary and non-contributory basis with waiver of subrogation in the Town's favor.

FISCAL IMPACT: Mr. Vach shall ensure the Town is paid $300 in private event fees and $549.75 in asset and support fees, for a total of $849.75.

RECOMMENDATION: Approve the event as presented.

1st Class Resort and Tourist Destination

ALTERNATIVES: No staff alternatives suggested.

RESPONSIBLE STAFF: Lisa Mitchell, Private Event Coordinator
Butch Arbin, Beach Patrol Captain
Matt Thompson, Public Works Maintenance Manager

COORDINATED WITH: Tommy Vach, Ocean City Surf Club

ATTACHMENT(S):
1. Draft Permit
2. Processing Costs and Fees
3. Event Impact Calculation
4. June 2026 Calendar
5. Application
6. Event Footprint

MAYOR
Richard W. Meehan

CITY COUNCIL

Matthew M. James
President

William C. Savage III
Secretary

Peter S. Buas
John F. Gehrig, Jr.
Jeff Heiser
Jacob H. Mitrecic
Carol Proctor

CITY MANAGER
Terence J. McGean, PE

CITY CLERK
Diana L. Chavis, MMC

PRIVATE EVENT PERMIT
APPROVED BY
THE MAYOR AND CITY COUNCIL OF OCEAN CITY, MARYLAND
GRANTED TO
TOMMY VACH FOR THE OCEAN CITY SURF CLUB (OCSC)

SUBJECT: OC SURF FEST 2026

Upon receiving approval from the Mayor and City Council and paying all fees, this permit defines the terms by which this event shall occur.

PURPOSE: Amateur surf contest

PLACE, DATE, TIME: Saturday, June 20 on the beach at 37th St., 7:30 am-4:30 pm

SET-UP: Morning of the event

BREAKDOWN: Upon the event's completion, and complete by 8 pm

RESPONSIBILITY OF EACH PARTY:
Tommy Vach for the OCSC

1. Serve as the event manager.
2. Coordinate the event.
3. Set-up the event footprint, at minimum, 30-feet from the eastern edge of the dune line.
4. Establish east/west lanes within the event footprint for emergency access.
5. Keep a 50-yard distance between participants and swimmers.
6. Clearly mark an area in the water with buoys for the event, as well as have clearly visible beach boundaries.
7. Notify the beach stand operator twice of this event. Once after Council approves the event, and a second time within the event week.
8. Be easily accessible during the event, including set-up and breakdown.
9. Comply with Beach Patrol (OCBP). If OCBP closes the beach for lightning or any other emergency, the event staff, participants and spectators will leave the beach and not return until OCBP declares it safe. Under no circumstances shall anyone take shelter on the judges' stands.
10. May sell event specific wares within the event footprint. All sales shall be, at minimum, 75-feet from the easternmost edge of the dune line.
11. Keep the event footprint clean and free from all debris.
12. Have one (1) 4x4 vehicle on the beach within the event footprint. The vehicle may enter/exit the beach at 40th Street.
13. All beach vehicle operators must complete an OCBP safety course by Friday, June 12.
14. The 4x4 vehicle must either leave the beach by 8 am and return no earlier than 7 pm or be stationary on the beach from 8 am-7 pm. If the vehicle must leave prior to 7 pm, contact OCBP for an escort off the beach.
15. Meet with the Department of Public Works (DPW) to confirm placement of judges' stand. This

meeting shall be coordinated no later than Friday, June 12.

16. Obtain a permit from the Office of the Fire Marshal if using tents larger than 10'x10'.
17. Ensure a clear access to the Fire Department connection on the south building at the head of 37th St. is maintained at all times.
18. Shall not surf at the event location if the event is cancelled, or continue to surf if the event is completed earlier than expected, unless otherwise permitted by OCBP.
19. Skim boarding is not allowed.
20. If a generator is used to supply electric, the generator must be re/fueled and the gas stored off the beach.
    Provide the Certificate of Insurance (COI) to include coverage for General Liability in the amount of $1M/$3M Aggregate, and name the Mayor and City Council as additional insured and certificate holder. Provided coverage shall primary, non-contributory and without regard to the named insured's fault or lack thereof.
21. Ensure all participants sign a waiver of liability.
22. Abide by all Guideline and Obligations listed on the Private Event Application, unless otherwise noted in this permit.

<u>The Town of Ocean City, Maryland</u>

1. DPW shall provide additional (1) judges' stand, chairs and tables.
2. DPW shall meet with the event organizer to confirm placement of judges' stands. This meeting shall be coordinated no later than Friday, June 12.
3. DPW shall post 37th St. from the alley way to the dune line as "Event Only Parking".
4. OCBP will provide a safety course to all beach vehicle operators by Friday, June 12.
5. OCBP shall have personnel dedicated to this event.
6. The leash law shall be suspended during the event for event participants only.
7. The Private Event Coordinator shall serve as the liaison for this event. Any questions regarding it should be directed to her. The liaison can be reached at 443-235-5275, or on the city radio system at #9010.

THIS PRIVATE EVENT PERMIT IS EFFECTIVE WHEN SIGNED BELOW AND MAY BE TERMINATED BY EITHER PARTY AT ANY TIME.

_____ Date _____
Tommy Vach
On Behalf of the Ocean City Surf Club

_____ Date _____
Tom Perlozzo
On Behalf of the Mayor and City Council of Ocean City, Maryland

Ocean City's Private Event at a Glance

EXECUTIVE SUMMARY

rev. 240415

Event Name:	**OC Surf Fest**
Start Date:	**Saturday, June 20, 2026**
Set Start:	*Saturday, June 20, 2026*
Strike End:	*Saturday, June 20, 2026*
Location(s):	**Beach at 37th St.**
Contact:	Tommy Vach
Organization:	Ocean City Surf Club
New Event?	NO
Event Type:	Sporting Event
In-Season?	YES
Non-Profit?	YES
Crowd Draw:	Balanced
Annual Event?	YES

Duration:

1	Days	Est. Ttl. Attend:	*1,092*
1	Days	Spectators:	1,000
		Participants:	50
		Vendors:	5

ASSIGNED TIER: **Tier 2**

Assigned via standardized calculation

Amateur Surf Contest

Key Details & Other Events:

1-day event	
Use of 1 judges stand	
PA system use	
OCBP assistance	
Dedicated parking on east end of the street	
Vehicular access to the beach	

	Internal Est. Costs:	*Billable Costs:*
DPW-M:	$ 1,762.00	*$ 282.00*
DPW-TRANS:	$ -	
DPW-CON:	$ -	
DPW-ELECT:	$ -	
FIRE:	$ -	
EMS:	$ -	
OCPD:	$ -	
OCBP:	$ 267.75	
FM:	$ -	
PARKS:	$ -	
P&Z:	$ -	
Other:	$ -	

Conveyed Fees:

Application Fee:	$ 50.00	*If annual: Previous Year's Cost:* *$ 849.75*
Late Fee Applied:	$ -	
Other Initial Credit/Fee:	$ -	
Applied Assessment Fee:	$ -	**Cost/Event:** $ 799.75
Estimated Space Fee:	$ 100.00	**# of Events:** 1
Estimated Vendor Fee:	$ 150.00	**TOTAL COST DUE:**
Departmental Costs:	$ 267.75	**$ 799.75**
Equipment & Labor Charges:	$ 282.00	
IPL Lost Revenue Assessment:	$ -	
Other Fees/Charges/Credits:	$ -	

EVENT DETAILS

Alcohol?	NO
Food Sales?	NO
Parking Req?	YES
Entry Fee?	YES

Participant Registration Fee

Estimated # of Vendors:

# of 10x10s:	0
#>100sf:	0

EVENT IMPACT CALCULATOR DETAIL - OC SURF FEST - 05/26/2026

Event Summary

Key Parameters		Key Results	
Event Name	OC Surf Fest	Business Sales (Direct)	$298,802.20
Organization	OC Surf Club	Business Sales (Total)	$420,612.50
Event Type	Sports: Adult Amateur	Jobs Supported (Direct)	211
Start Date	06/20/2026	Jobs Supported (Total)	241
End Date	06/20/2026	Local Taxes (Total)	$8,177.76
Overnight Attendees	535	Net Direct Local Tax ROI	$7,688.13
Day Attendees	536	Est. Room Nights Demand	496

Direct Business Sales

Sales by Source

Attendees Spending	$285,313.11	Exhibitor Spending	$33.01
Organizer Spending	$13,456.07	Total Event Spending	$298,802.20

Business Sales by Sector

Industry	Attendees	Organizer	Media/Sponsors	Total
Lodging	$122,649.31	$0.00*	$0.00	**$122,649.31**
Transportation	$7,406.94	$310.05*	$21.10	**$7,738.09**
Food & Beverage	$68,842.31	$6,890.00*	$0.00	**$75,732.31**
Retail	$59,443.65	$0.00	$0.00	**$59,443.65**
Recreation	$26,970.90	$0.00	$0.00	**$26,970.90**
Space Rental	$0.00	$2,673.00*	$0.00	**$2,673.00**
Business Services	$0.00	$3,583.03*	$11.91	**$3,594.94**
Totals	**$285,313.11**	**$13,456.07**	**$33.01**	**$298,802.20**

* indicates that the calculator's model defaults were used

Economic Impact Details

	Direct	Indirect/Induced	Total
Business Sales	**$298,802.20**	**$121,810.30**	**$420,612.50**
Personal Income	**$95,403.52**	**$32,348.85**	**$127,752.37**
Jobs Supported			
Persons	211	29	241
Annual FTEs	3	0	3
Taxes And Assessments			
Federal Total	$26,503.36	$10,058.45	$36,561.80
State Total	$19,480.46	$3,003.50	$22,483.96
Sales	$16,373.35	$1,827.15	$18,200.50
Income	$1,316.68	$446.45	$1,763.13
Bed	$0.00		$0.00
Other	$1,790.43	$729.89	$2,520.33
Local Total	$7,688.13	$489.63	$8,177.76
Sales	$0.00	$0.00	$0.00
Income	$1,061.64	$359.97	$1,421.61
Bed	$6,132.47		$6,132.47
Per Room Charge	$0.00		$0.00
Tourism District	$0.00		$0.00
Restaurant	$258.16	$33.50	$291.66
Other	$235.87	$96.16	$332.03
Property Tax	$5,634.04	$1,415.58	$7,049.62

Event Return On Investment (ROI)

Direct Total Tax ROI	
Direct Tax Receipts	$7,688.13
DMO Hosting Costs	$0.00
Direct ROI	$7,688.13
Net Present Value	$7,688.13
Direct ROI (%)	-
Total	
Total Local Tax Receipts	$8,177.76
Total ROI	$8,177.76
Net Present Value	$8,177.76
Total ROI (%)	-

Estimated Room Demand Metrics			
Room Nights Sold	496		
Room Pickup (block only)	0		
Peak Room Nights	282		
Total Visitor Days	1,344		

2026 JUNE

CALENDAR YEAR | CALENDAR MONTH

SUNDAY

FIRST DAY OF WEEK

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	01	02	03	04	05	06 PE - Sand Duels PE - We Build You Play Beach Volleyball
07 PE - Sand Duels PE - We Build You Play Beach Volleyball	08	09	10	11 PE - Tuna and Tiaras	12 PE - National Eucharistic Pilgrimmage	13 PE - Air Show
14 PE - Air Show PE - OC Cruzers	15	16	17	18	19	20 PE - Beach 5 Sand Soccer PE - We Build You Play Beach Volleyball PE - ESA Series PE - OC Surf Fest - TENTATIVE
21 PE - Beach 5 Sand Soccer PE - We Build You Play Beach Volleyball PE - ESA Series	22 PE - DPC Emergency Management	23 PE - MSFA Pipe and Drum	24	25	26	27 PE - Summer Sports Safari PE - OC Pride Parade PE - Cathy Rieter One Mile'er
28 PE - Summer Sports Safari	29	30	01	02	03	04
05	06	07	08	09	10	11

Private Event Permit Application

#683297

OC Surf Fest 2026 Team Sports

APPLICANT

Tommy Vach tommy@voxpopms.com (443) 366-5885

DATES AND TIMES

Event date and time:

06/20/2026 7:30am — 06/20/2026 4:30pm

FEES

Banner Fee	$0.00
City Space Use Fee	$0.00
IPL Lost Revenue Fee	$0.00
Miscellaneous Fee	$0.00
Application Fee	$0.00
Application Addendum Fee	$0.00
Concession Fee	$0.00
Application Late Fee	$0.00
Asset and Support Fee	$0.00
Change Fee	$0.00
Total:	**$0.00**

FEE SCOPING

GENERAL INFORMATION

Event Name

OC Surf Fest 2026

Event Locations

37th St. Beach

Event Times

Event date and time:

06/20/2026 7:30am — 06/20/2026 4:30pm

Event Summary

Surf Contest for surfers of all skill levels

Applicant Organization

Ocean City Surf Club

Organization Phone

(443) 366-5885

Organization Website

www.ocsurfclub.org

What type of town assets or support will you request for the event?

Only block off parking at the beach head of 37th street - Castle in the Sand is our host

Who will be the beneficiary of the event?

The 501c3 nonprofit - all volunteer Ocean City Surf Club

Who will sponsor the event?

Castle in the Sand Hotel - Break Thru Beverage - Bank of Ocean City and numerous other local businesses

What type of marketing will be done for the event?

Mailing and social Media

Have you chosen a rain date?

No

Attach preliminary event schedule to illustrate event flow and proposed active use times for requested event site(s).

OCSC OC Surf Fest Diagram for permit PDF.pdf

Attach a description and map of the layout, infrastructure and hardware to be used. Provide a detailed site map/diagram/CAD drawing/rendering (all that apply).

Attach a description and map of the layout, infrastructure and hardware to be used. Provide a detailed site map/diagram/CAD drawing/rendering (all that apply).

OCSC OC Surf Fest Permit diagram 2024 PDF.pdf

Does your event require police support?

No

CONTACT

Contact Name

Tommy Vach

Contact Mobile Number

(443) 366-5885

Contact Address

10746 Worcester Highway Berlin MD 21811

Contact Email

tommy@voxpopms.com

Contact Office Number

(410) 641-1090

ARRIVAL AND DEPARTURE DATES

Provide the date that staff arrives onsite for the event

Jun 20, 2026

Vendor Departure

Jun 20, 2026

Provide the date that staff departs the event

Jun 20, 2026

Participant/Spectator Arrival

Jun 20, 2026

Vendor Arrival

Jun 20, 2026

Participant/Spectator Departure

Jun 20, 2026

ROOM BLOCKS

Will you have an HQ hotel?

Yes

Will you establish hotel room blocks?

No

EVENT ATTENDANCE ESTIMATES

Geographic Reach

Balanced

Staff Estimates

Total Staff

16

% Staying Overnight

50

% Traveling Alone

50

Participant Estimates

Total Participants

50

Participants Staying Overnight

20

Average Guests

20

Exhibitor Estimates

Total Exhibitors

5

Exhibitors Staying Overnight

2

Exhibitors Traveling Alone

2

Spectator Estimates

Total Spectators

1000

Spectators Staying Overnight

500

Average Party Size

4

Total Overnight Guests

% Lodge in Ocean City

50

% Use Condos

30

% Camp

5

ENTERTAINMENT/OFFERINGS

Will you charge any entry fees?

Registration Fee

Will your event include live music?

No

Will your event have a stage or static crowd viewing area?

No

Will your event include fireworks/pyrotechnics, flame or other special effects or bonfires?

No

Will your event include tents/temporary structures?

Yes

Select the temporary structures that are a part of your event

Tents 14×14 or smaller (under 200 sq ft)

Will your event close or alter use of streets or private parking lot space?

Yes

Describe your street/private parking closure.

Please close the end of 37th street beach parking like every year

Will you sell items within the footprint of the event?

Yes

Please describe the items you will sell.

Apparel and Memberships

Will you provide sampling of products?

No

Will you serve or distribute alcohol?

No

Will you have onsite cooking or food trucks?

No

Will you provide portolets?

No

PARKING/ACCESS

Parking Information

% Utilizing Public Parking

70

% Parking at Hotels

20

% That Will Use Bus Service

10

% That will Use Town Lot

N/A

Will you have special parking requests?

Yes

Please explain your special parking requests

We will need the parking spots at the beach head of 37th street blocked off

Will you need vehicular beach access?

Yes

Will you need vehicular access to the Boardwalk?

No

Please explain access requirements.

Need to drive a 4×4 truck on the beach early in the morning 7:30am

ACKNOWLEDGEMENTS

- [x] POINT OF CONTACT FOR THE TOWN OF OCEAN CITY: The Town's Private Event Coordinator shall be the primary contact for all communications with the Town of Ocean City. If you receive contact from another Town department or entity, it is your responsibility to make sure the Private Event Coordinator is aware of all discussions, details, modifications or approvals as a result of independent conversations. At no time shall Applicant contact other departments directly unless authorized by the Private Events Coordinator in writing.

- [x] BEACH FRANCHISE NOTIFICATION: : If your event takes place on the beach, you must notify the appropriate beach equipment rental franchise owner(s) to advise them of the event footprint. It is the applicant's responsibility to confirm, in writing, that 1) the franchise owner(s) has been notified; 2) event logistics have been coordinated; and 3) if necessary, a reasonable financial agreement has been negotiated. Written confirmation must be provided to the Town's Private Event Coordinator. If the applicant and franchise owner(s) are unable to reach a mutually acceptable agreement, the matter shall be submitted to the Town for mediation, and the Town will decide an impartial resolution by which both parties shall abide.

- [x] ROAD/LANE CLOSURES: A state highway permit shall be obtained for use of any state property (roads, highways, etc.) This is the responsibility of the applicant independent of the Town's private event process. Applicant shall keep the Town's Private Event Coordinator apprised of all steps and approvals related to such efforts. Non-state roads affected by the event shall be reviewed by the Town for consideration of closure or traffic modification through the private event process.

- [x] USE OF MUNICIPAL PARKING LOTS: If a municipal lot is requested for use by the applicant for the event, whether for parking or placement of the event footprint, the Town reserves the right to review lost revenue and assign a cost to lot usage. This cost will be assigned during the private event approval process, discussed with the applicant and considered for approval by the Mayor and City Council as part of the private event approval.

INSURANCE REQUIREMENTS: The Risk Manager for the Town of Ocean City will determine insurance requirements for all private events, following the receipt of the application. Insurance requirements apply to private event vendors, amusement ride companies and fireworks producers, their contractors and subcontractors as well as the private event owner/sponsors. Requirements will depend on, including but not limited to, hazards and exposures associated with the specific private event.

Minimum required insurance shall be provided by companies licensed in the State of Maryland with a current AM Best, Inc. rating of a VII or better. The Mayor and City Council Town of Ocean City, Maryland, its employees, volunteers and officials shall be named as additional insured on all insurance policies except workers' compensation and, except for automobile liability, the The Mayor and City Council Town of Ocean City, Maryland's additional insured status shall include premises liability and products/completed operations.

Coverage's shall be primary and non-contributory with respect to any other insurance available to the Mayor and City Council Town of Ocean City, Maryland, its employees, volunteers and officials and shall include a waiver of rights of recovery or subrogation against the Mayor and City Council Town of Ocean City, Maryland, its officials, volunteers and employees without limitation for any and all claims, damages, losses, liabilities or expenses relating to, arising from, resulting from, or alleged to have arisen or resulted from, this private event.

Original copies of certificates of insurance and additional insured endorsements must be received by the Town of Ocean City, Maryland's Risk Management Office at least fifteen (15) working days prior to the event.

- [x]

COCA-COLA EXCLUSIVE PRODUCT AGREEMENT DISCLOSURE: The applicant must comply with all provisions of the Town's agreement with Coca-Cola Refreshments as it pertains to the distribution or sales of beverages by the applicant on Town property. The applicant agrees to sell, dispense or serve only Coca-Cola beverages on Town premises for the duration of the permitted use. The applicant is expressly prohibited from using the beverages of other suppliers, said beverages to include soft drinks, juices, sport drinks, specified energy drinks and bottled waters. The permitted beverages include Coca-Cola, Diet Coke, Sprite, Pibb Xtra, Mello Yello, Fresca, Nestea, Arizona Tea, Honest Tea, Barqs Root Beer, Fanta, Minute Maid, Seagrams Ginger Ale, PowerAde, V-8 Juice, Fuze Juice, Monster, Tum E Yummies, Dasani and other products that Coca-Cola may provide in accordance with its agreement with the Town of Ocean City.

- [x]

BEACH ACCESS: Vehicle access to and from the beach must be clearly identified on your application and is not guaranteed. If approved, applicant must complete a beach driving and safety course annually provided by OCBP at the applicants expense.

- [x]

BEAUTY CONTESTS: Beauty contests are not permitted on the beach.

- [x]

CITY SERVICES: Each applicant should plan on providing all the necessary cleanup, set-up, etc. without the assistance of City Services. If town services are requested, they must be clearly indicated within the Private Event Application for evaluation.

- [x] CONCESSIONS: No food or beverage concessions will be permitted on the beach or along the boardwalk, although such sales may be considered at other sites. Beverage sales at other sites must maintain compliance with the sponsorship restrictions noted within this application. ONLY event - related merchandise sales may be permitted on the beach upon appropriate request and approval, subject to applicable laws.

- [x] SPONSORSHIPS: All sponsors must be identified on the application.

- [x] ADVERTISING: Ocean City will not allow any type of advertising that is:

  - Violence in any form
  - False, misleading or deceiving statements
  - Sexually explicit or obscene materials
  - Tobacco or tobacco products
  - Vaping or vaping products
  - Tattoos
  - Casino gambling including games of chance and skill
  - Alcohol
  - Promoting the use of marijuana
  - Other potentially objectionable marketing or advertising which may be established from time to time by the Town.

- [x] DIAGRAM OF EVENT LAYOUT: A detailed diagram of the event layout/set-up and location of any and all facilities is required with your application. The application will be considered incomplete without the diagram.

- [x] INFLATABLES: Inflatable displays may be permitted, but must be pre-approved. A photograph of the intended display and the dimensions must be included before approval can be considered. No liquor or tobacco product displays will be allowed. The Mayor and City Council reserve the right to reject any inflatable determined inappropriate.

- [x] MUSIC AND PUBLIC ADDRESS SYSTEMS: Must operate in accordance with the Ocean City Code 30-367 of 65 decibels.

- [x] DOWNTOWN EVENTS (BEACH/BOARDWALK): Events that charge participant entry fees (tournaments, festivals, etc.) and/or desire to display sponsorship banners or other promotional information, must maintain a seventy-five (75) foot buffer from the edge of the train lane to the start of the event's set up. All events must comply with the provisions of Chapter 62 of the Ocean City Code.

- [x] PARADES: An MDOT Highway Permit must be obtained at (410) 543-6715 for use of any state property, and a copy forwarded to the Town's Private Events Coordinator.

- [x] FIREWORKS, TENTS, AIR SUPPORT/AIR INFLATED STRUCTURES & BONFIRES: Application to the City Fire Marshal at (410) 289-8780 is required, with appropriate approvals forwarded to the Private Events Coordinator. Failure to comply will result in revocation of all event approvals.

- [x] TOILET FACILITIES: Identification of planned "comfort" provisions must be included in the application and event diagram. The Town owns a number of established public toilet stations in the downtown area that may assist in event planning.

- [x] PRIZE STIPULATIONS: No alcoholic beverages may be awarded as a prize on City property.

- [x] WEST OCEAN CITY PARK AND RIDE: A permit is required if a trailer or an oversized vehicle is parked over night at the West Ocean City Park and Ride. Please specify this request on your application.

- [x] SAMPLING: Sampling will be permitted on a case-by-case basis. Sizes and quantities of such must be pre-approved, as do the locations for distribution. Samples must be of a nationally recognized product available for sale at retail establishments. No prepared food samples will be permitted on the beach nor along the boardwalk. Non-alcoholic beverage samples may be permitted provided the samples are in compliance with the Town of Ocean City's exclusive beverage franchise agreement with Coca-Cola.

- [x] RAFFLES: Only non-profit groups may offer any form of raffle in conjunction with an event in Ocean City. These groups must apply through the Worcester County Department of Development Review and Permitting, and must submit a processing fee at the time of application. Applications are available at the Isle of Wight County Office Building on Route 90, or at the Court House in Snow Hill. A copy of the raffle permit must be forwarded to the Private Events Coordinator at least seven (7) days prior to the event. All raffles must be drawn and announced prior to the conclusion of the event.

- [x] TRASH: Applicant is required to clean the area of trash and transport it to the appropriate receptacle. On the beach, all trash must be placed in the appropriate street-end dumpsters. Failure to practice appropriate cleanup procedures may result in the denial of future event requests and/or appropriate billings.

- [x] ALCOHOLIC BEVERAGE SERVICE: Groups are discouraged from the service of alcoholic beverages at their Ocean City event. However, those that desire such approval must state this clearly on their application. Permission to serve alcoholic beverages shall be granted exclusively by Mayor and City Council. It should be noted that without Council approval, open containers of alcoholic beverages on public property is illegal. Only Worchester County based non-profit groups may request to sell alcoholic beverages at an event, and must obtain a license from the Worcester County Board of License Commissioners. A “One Day Alcohol Permit” application with the Ocean City Mayor’s signature must be submitted to the County a minimum of fourteen (14) days prior to the event, along with a the permit fee. Applications are usually available in the Mayor’s office at City Hall. A copy of the approved permit must be forwarded to the Private Events Coordinator at least seven (7) days prior to the event. The original permit must be kept on site at the event and must be available to display if required.

- [x] CHANGES TO APPLICATION OR PERMIT: Event applicants desiring to make changes to their submitted application or approved private event must complete the “Request for an Addendum to a Private Event” form (available upon request), and must submit the completed form, along with the appropriate fee, to the Private Events Coordinator. However, no changes will be accepted within 30-days prior to the event.

- [x] LOCAL ORDINANCE DISCLOSURE AND COMPLIANCE: The applicant agrees to comply with the provisions of all applicable ordinances of the Town of Ocean City. Specifically all permitted uses on or within 75 feet of the Boardwalk are required to comply with the provisions of chapter 62 of the Code which expressly prohibits the public sale, rental or exchange for a donation of any goods, wares, merchandise, foodstuffs, refreshments or other commodities or services.

LEGAL DISCLOSURES

- [x] HOLD HARMLESS CLAUSE: Permitee (organization/ applicant) shall assume all risks incident to or in connection with the permitee activity including exposure to an infection of COVID-19 and shall be solely responsible for damage or injury, of whatever kind or nature, to person or property, directly or indirectly arising out of or in connection with the permitee activity or the conduct of Permitee's operation. Permitee hereby expressly agrees to defend and hold the Town of Ocean City, its officers, agents, employees and representatives harmless from any penalties for violation of any law, ordinance, or regulation affecting its activity and from any and all claims, suits, losses, damages, or injuries directly or indirectly arising out of or in connection with the permitee activity or conduct of its operation or resulting from the negligence or intentional acts or omissions of Permitee or its officers, agent and employees, including possible exposure to an infection from COVID-19.

- [x] PRIVATE EVENT APPLICATION COMPLIANCE REQUIREMENT: The applicant for the private event described in this application agrees to follow guidelines provided and submit a complete application including submision of all required materials. The applicant agrees to take full responsibility for all city-owned property, whether borrowed, leased or rented, and understands that necessary replacement and/or repair fees may be assessed should such property be in an unacceptable condition. The applicant agrees to abide by all provisions of the private event permit granted by the Town and agrees to pay all fees and costs assigned to the permit. The applicant further agrees to comply with all conditions of the use permit, which may be required by the Mayor and City Council of the Town.

- [x] INTELLECTUAL PROPERTY CLAUSE: Acknowledge and agree that no Town trademarks, service marks, trade names, logos, and/or other trade indicia, copyrights and, as applicable, any patents, inventions and/or other intellectual property (Intellectual Property) owned by the Mayor and City Council of the Town of Ocean City, Maryland, will be directly or indirectly used, incorporated, published or republished, without prior written consent. Unauthorized use of the Intellectual Property will result in The Town of Ocean City authorizing immediate emergency, temporary and/or permanent injunctive relief prohibiting such unauthorized use and the Town of Ocean City, Maryland may be entitled to injunctive relief because monetary damages may not be an adequate remedy; but notwithstanding, the foregoing Town of Ocean City, Maryland may seek any other legal or equitable remedies in addition to injunctive relief. To the extent the Town of Ocean City, Maryland prevails in a suit at law or in equity for the purpose of enforcing its Intellectual Property rights, the Town of Ocean City, Maryland shall be entitled to recover its reasonable attorneys' fees plus court costs and expenses.

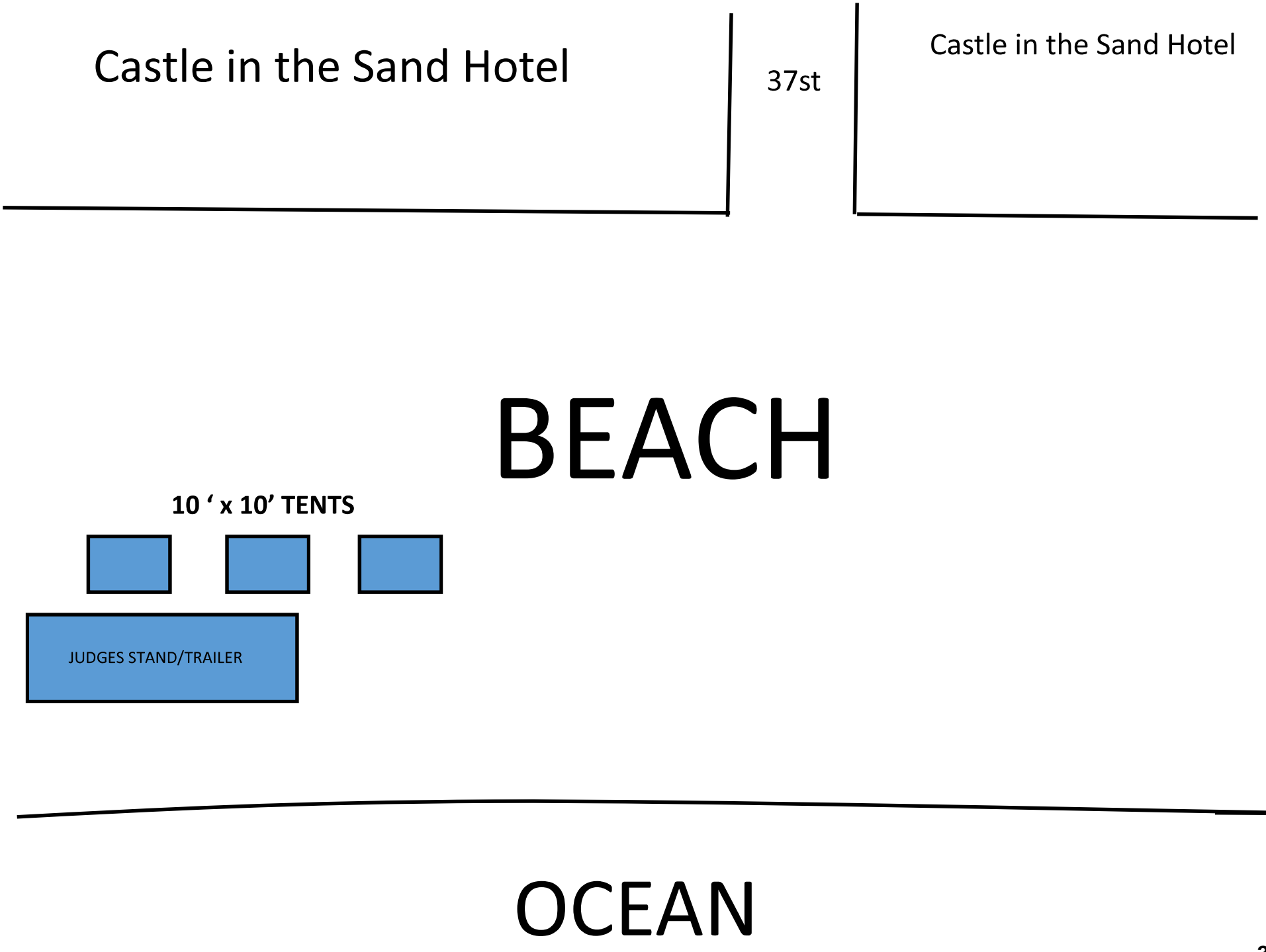
Applicant, by checking each of the guidelines herein, accepts all responsibilities thereto. All information provided is correct and complete. The applicant agrees to maintain a complete record of the event through the Town of Ocean City's Private Event Coordinator including all required submission of materials separate from this document. Applicant further agrees that information not included in writing shall not be considered for approval and will not be an executable element of the final Private Event Permit unless submit as part of a written change order through the Private Events Coordinator for Mayor and City Council Approval. Images, videos and drawings shall be deemed as support material only and details conveyed shall be submitted in writing as part of this document or a change order. No details will be assumed by the Town, its officials or employees.

- [x] The applicant agrees to take full responsibility for all city-owned property, whether existing within the event footprint, add-ons thereto, borrowed, leased or rented. Applicant further agrees that they are responsible for the proper behavior of their crowd base and that damage or defacement caused to town or private property by vendors, participants, sub-contractors and/or spectators as a result of the execution of the event may be cause for action by the Town against applicant through additional repair or replacement fee assessment(s) or legal action to the extent of the law in the State of Maryland. The applicant agrees to abide by all provisions of the private event permit granted by the Town and agrees to pay all fees and costs assigned to the permit. The applicant further agrees to comply with all conditions and limitations of the Private Event Permit and additional conditions and tasks which may be required by the Mayor and City Council of the Town. This event must follow in accordance with all State of Maryland Directives and Orders regarding community, recreational, leisure, cultural and sporting gatherings and events.

Signature

x Thomas O'Vach

The information provided in this tool is subject to final approval by staff. Permit requirements, fees, and zoning information may be altered upon subsequent staff review. If you have additional questions about your zoning determination, please contact town staff.


Castle in the Sand Hotel
37st
Castle in the Sand Hotel
BEACH
10 ‘ x 10’ TENTS
JUDGES STAND/TRAILER
OCEAN

TOWN OF
OCEAN CITY
The White Marlin Capital of the World

Agenda Item # 4.E

Council Meeting June 1, 2026

TO: The Honorable Mayor, Council President and Members of Council
THRU: Terence J. McGean, PE, City Manager
FROM: Brenda Moore, Special Events Director
RE: Surfers Healing Ocean City
DATE: April 13, 2026

ISSUE(S):

Kat Trammel, representing Surfers Healing Ocean City, requests Council approve the event, Surfers Healing Ocean City, tentatively scheduled for Wednesday, August 12, 2026 on the beach at 37th St., 9 am until 5 pm.

SUMMARY:

This event is a one-day surfing experience for approximately 200 children with autism, assisted by professional surfers.

Ms. Trammel requests Beach Patrol (OCBP) is present during the event. Ms. Trammel also requests the east end of 37th St. closed to traffic for event use, the ability to sell event specific merchandise within the event footprint, and to place portolets at the east end of 37th St.

Public Works will post the east end of 37th St. as No Parking for August 12, 2026 and place additional trashcans on the beach at 37th St.

OCBP stated this is a great event and staff likes working with the participants each year. They have Surf Rescue Technicians volunteer annually. If available, OCBP will staff the event with Surf Beach Facilitators.

Risk Management stated the minimum insurance required is General Liability $3M per occurrence/$5M aggregate. Also, the application indicated there will be forty (40) staff members. If these are paid employees, Ms. Trammel will need to provide Maryland statutory Worker Compensation coverage with Employers Liability limits of $100K/$500K/$100K. If volunteers, Ms. Trammel will need to provide Volunteer Accident coverage with a $25K medical limit. The Mayor and City Council is to be designated Additional Insured on a primary and non-contributory basis with Waiver of Subrogation in the Town's favor. Finally, they recommend all participants sign a Waiver of Liability.

FISCAL IMPACT:

Ms. Trammel shall pay the Town $700 in private event fees and $108 in asset and support fees, for a total of $808.

RECOMMENDATION: Approve the event as presented.

1st Class Resort and Tourist Destination

ALTERNATIVES: No staff alternatives suggested.

RESPONSIBLE STAFF: Lisa Mitchell, Private Event Coordinator
Butch Arbin, Beach Patrol Captain
Matt Thompson, Public Works Maintenance Manager

COORDINATED WITH: Kat Trammel, Surfers Healing Ocean City

ATTACHMENT(S):

1. Draft Permit
2. Processing Costs and Fees
3. Event Impact Calculation
4. August 2026 Calendar
5. Application
6. Layout
7. Schedule

TOWN OF
OCEAN CITY
The White Marlin Capital of the World

MAYOR
Richard W. Meehan

CITY COUNCIL

Matthew M. James
President

William C. Savage III
Secretary

Peter S. Buas
John F. Gehrig, Jr.
Jeff Heiser
Jacob H. Mitrecic
Carol Proctor

CITY MANAGER
Terence J. McGean, PE

CITY CLERK
Diana L. Chavis, MMC

PRIVATE EVENT PERMIT
APPROVED BY
THE MAYOR AND CITY COUNCIL OF OCEAN CITY, MARYLAND
GRANTED TO
KAT TRAMMELL FOR SURFERS HEALING

SUBJECT: SURFERS HEALING OCEAN CITY MD 2026

Upon receiving approval and paying all appropriate fees, this permit defines the terms by which this event shall occur.

PURPOSE: Day-long surfing experience for children with autism

DATE, TIME, PLACE: Wednesday, August 12 on the beach at 37th Street from 9 am-5 pm

SET-UP: Tuesday, August 11, and the morning of the event

BREAKDOWN: At the conclusion of the event, and complete by 10 pm

RESPONSIBILITIES OF EACH PARTY:
Kat Trammell for Surfers Healing

1. Act as the event manager.
2. Coordinate the event.
3. Be easily accessible during the event.
4. Set-up, at minimum, 30-feet east of the dune line.
5. Provide volunteers to staff the event.
6. All participants must sign a waiver of liability.
7. If using tents larger than 10'x10', obtain a permit from the Office of the Fire Marshal.
8. Keep emergency vehicle access lanes open and clear.
9. Provide a buffer zone between the event and those beach patrons not affiliated with it, and ensure this area remains clear.
10. Comply with Beach Patrol (OCBP), and leave the beach if they close it for lightning or any other reason, and not return until OCBP declares it safe.
11. Provide the Certificate of Insurance to include personal injury coverage in the amount of $3M per occurrence, $5M aggregate, and name the Mayor and City Council as additional insured and certificate holder. Provided coverage shall be on a primary and non-contributory basis with Waiver of Subrogation in the Town's favor.
12. If using volunteers, need Volunteer Accident Insurance coverage with a $25K medical limit.

13. Abide by all Guidelines and Obligations listed on the Private Event Application, unless otherwise noted in this permit.

Town of Ocean City, Maryland

1. If available, OCBP shall provide Surf Beach Facilitators.
2. OCBP shall work with the event organizers to ensure OCBP emergency vehicles can traverse the beach within the event footprint.
3. Public Works shall post 37th Street from the alley to the dune as "No Parking" and provide extra trash cans on the beach at 37th Street.
4. The Private Event Coordinator shall serve as the event liaison. Any questions regarding it should be directed to her. She can be reached at 443-235-5275, or on the city radio at #9010.

THIS PRIVATE EVENT PERMIT IS EFFECTIVE WHEN SIGNED BELOW
ANY MAY BE TERMINATED BY EITHER PARTY AT ANY TIME.

_____ Date: _____
Kat Trammell
On Behalf of Surfers Healing

_____ Date: _____
Tom Perlozzo
On Behalf of the Mayor and City Council of Ocean City, Maryland

Ocean City's Private Event at a Glance

EXECUTIVE SUMMARY

rev. 240415

Event Name:	**Surfers Healing**
Start Date:	**Wednesday, August 12, 2026**
Set Start:	*Wednesday, August 12, 2026*
Strike End:	*Wednesday, August 12, 2026*
Location(s):	**Beach at 37th St.**

Contact:	Katherine Trammell
Organization:	Surfers Healing

New Event?	NO
Event Type:	Sporting Activity
In-Season?	YES
Non-Profit?	YES
Crowd Draw:	Primarily Out of Town
Annual Event?	YES

EVENT DETAILS

Alcohol?	NO
Food Sales?	NO
Parking Req?	NO
Entry Fee?	NO

Estimated # of Vendors:

# of 10x10s:	0
#>100sf:	0

Duration:

1	Days	Est. Ttl. Attend:	*1,050*
1	Days	Spectators:	450
		Participants:	200
		Vendors:	-

ASSIGNED TIER: **Tier 2**

Assigned via standardized calculation

	Internal Est. Costs:	*Billable Costs:*
DPW-M:	$ 537.00	*$ 108.00*
DPW-TRANS:	$ -	
DPW-CON:	$ -	
DPW-ELECT:	$ -	
FIRE:	$ -	
EMS:	$ -	
OCPD:	$ -	
OCBP:	$ -	
FM:	$ -	
PARKS:	$ -	
P&Z:	$ -	
Other:	$ -	

One-day surfing experience for those with autism.

Key Details & Other Events:

Town to provide extra trashcans on the beach at 37th St.	
Town to restrict vehicular access on 37th St. from the alley to the dune.	
Promoter to place 2 portolets at the street end of 37th St.	

Conveyed Fees:

If annual: Previous Year's Cost: *$ 808.00*

Application Fee:	$ 50.00
Late Fee Applied:	$ -
Other Initial Credit/Fee:	$ -
Applied Assessment Fee:	$ -
Estimated Space Fee:	$ 500.00
Estimated Vendor Fee:	$ 150.00
Departmental Costs:	$ -
Equipment & Labor Charges:	$ 108.00
IPL Lost Revenue Assessment:	$ -
Other Fees/Charges/Credits:	$ -

Cost/Event:	**$ 758.00**
# of Events:	1
TOTAL COST DUE:	
$	**758.00**

EVENT IMPACT CALCULATOR DETAIL - SURFERS HEALING OCEAN CITY MD - 05/26/2026

Event Summary

Key Parameters		Key Results	
Event Name	Surfers Healing Ocean City MD	Business Sales (Direct)	$224,734.94
Organization	Surfers Healing	Business Sales (Total)	$316,045.37
Event Type	Sports: Youth Amateur	Jobs Supported (Direct)	160
Start Date	08/12/2026	Jobs Supported (Total)	182
End Date	08/12/2026	Local Taxes (Total)	$6,575.01
Overnight Attendees	627	Net Direct Local Tax ROI	$6,203.17
Day Attendees	70	Est. Room Nights Demand	330

Direct Business Sales

Sales by Source

Attendees Spending	$216,084.16	Exhibitor Spending	$21.48
Organizer Spending	$8,629.29	Total Event Spending	$224,734.94

Business Sales by Sector

Industry	Attendees	Organizer	Media/Sponsors	Total
Lodging	$99,634.64	$0.00*	$0.00	**$99,634.64**
Transportation	$13,930.24	$97.83*	$13.73	**$14,041.80**
Food & Beverage	$58,875.91	$4,484.00*	$0.00	**$63,359.91**
Retail	$29,056.12	$0.00	$0.00	**$29,056.12**
Recreation	$14,587.26	$0.00	$0.00	**$14,587.26**
Space Rental	$0.00	$1,739.00*	$0.00	**$1,739.00**
Business Services	$0.00	$2,308.46*	$7.75	**$2,316.21**
Totals	**$216,084.16**	**$8,629.29**	**$21.48**	**$224,734.94**

* indicates that the calculator's model defaults were used

Economic Impact Details

	Direct	Indirect/Induced	Total
Business Sales	**$224,734.94**	**$91,310.43**	**$316,045.37**
Personal Income	**$73,981.21**	**$24,680.68**	**$98,661.89**
Jobs Supported			
Persons	160	22	182
Annual FTEs	2	0	2
Taxes And Assessments			
Federal Total	$20,187.50	$7,589.13	$27,776.63
State Total	$14,755.31	$2,257.41	$17,012.72
Sales	$12,387.66	$1,369.66	$13,757.32
Income	$1,021.03	$340.62	$1,361.65
Bed	$0.00		$0.00
Other	$1,346.62	$547.14	$1,893.76
Local Total	$6,203.17	$371.83	$6,575.01
Sales	$0.00	$0.00	$0.00
Income	$823.25	$274.64	$1,097.90
Bed	$4,981.73		$4,981.73
Per Room Charge	$0.00		$0.00
Tourism District	$0.00		$0.00
Restaurant	$220.78	$25.11	$245.90
Other	$177.40	$72.08	$249.48
Property Tax	$4,237.47	$1,059.57	$5,297.03

Event Return On Investment (ROI)

Direct Total Tax ROI	
Direct Tax Receipts	$6,203.17
DMO Hosting Costs	$0.00
Direct ROI	$6,203.17
Net Present Value	$6,203.17
Direct ROI (%)	-
Total	
Total Local Tax Receipts	$6,575.01
Total ROI	$6,575.01
Net Present Value	$6,575.01
Total ROI (%)	-

Estimated Room Demand Metrics			
Room Nights Sold	330		
Room Pickup (block only)	0		
Peak Room Nights	232		
Total Visitor Days	942		

2026 AUGUST

CALENDAR YEAR | CALENDAR MONTH

SUNDAY

FIRST DAY OF WEEK

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	01 PE - Beach 5 Sand Soccer PE - Beach Tennis
02 PE - Beach Tennis	03 PE - Marlin Fest PE - Beach Tennis	04 PE - Marlin Fest PE - Beach Tennis *PE - Angels in Oilskins - TENTATIVE*	05 PE - Marlin Fest PE - Beach Tennis	06 PE - Marlin Fest PE - Beach Tennis	07 PE - Marlin Fest PE - Beach Tennis	08 PE - Marlin Fest PE - Beach Tennis
09 PE - OC Cruzers	10	11	12 *PE - Surfesrs Healing - TENTATIVE*	13	14	15
16 PE - OC Cruzers	17	18	19	20	21	22 PE - ESA Series
23 PE - ESA Series	24	25	26	27 PE - OC Jeep Fest Hot Air Balloon Glow	28 PE - OC Jeep Fest Hot Air Balloon Glow	29 PE - OC Jeep Fest Hot Air Balloon Glow PE - OC Seafood Festival
30 PE - OC Jeep Fest Hot Air Balloon Glow PE - OC Seafood Festival RAIN DATE	31	01	02	03	04	05

Private Event Permit Application

#676139

Surfers Healing Ocean City ○○○ Other

APPLICANT

Surfers Healing OCMD Trammell @ katherinetrammell@yahoo.com (301) 915-6100

DATES AND TIMES

Event date and time:

08/12/2026 9:00am — 08/12/2026 5:00pm

FEES

Banner Fee	$0.00
City Space Use Fee	$0.00
IPL Lost Revenue Fee	$0.00
Miscellaneous Fee	$0.00
Application Fee	$0.00
Application Addendum Fee	$0.00
Concession Fee	$0.00
Application Late Fee	$0.00
Asset and Support Fee	$0.00
Change Fee	$0.00
Total:	**$0.00**

FEE SCOPING

GENERAL INFORMATION

Event Name

Surfers Healing Ocean City

Event Locations

37th St. Beach

Event Times

Event date and time:

08/12/2026 9:00am — 08/12/2026 5:00pm

Event Summary

We will surf aproxamatly 2oo children with autism with Surfers Healing professional surfers.

Applicant Organization

SHOCA

Organization Phone

(301) 915-6100

Organization Website

www.surfershealing.org

What type of town assets or support will you request for the event?

We will need beach patrol at the event

Who will be the beneficiary of the event?

the individuals that are participating with autism

Who will sponsor the event?

SHOCA

What type of marketing will be done for the event?

this event happens every year and sign ups are promoted on Surfers Healing website www.surfershealing.org

Have you chosen a rain date?

No

Attach preliminary event schedule to illustrate event flow and proposed active use times for requested event site(s).

Surfers healing example schedule.pdf

Attach a description and map of the layout, infrastructure and hardware to be used. Provide a detailed site map/diagram/CAD drawing/rendering (all that apply).

Attach a description and map of the layout, infrastructure and hardware to be used. Provide a detailed site map/diagram/CAD drawing/rendering (all that apply).

Surfers healing layout.pdf

Does your event require police support?

No

CONTACT

Contact Name

Kat Trammell-O'Brien

Contact Email

katherinetrammell@yahoo.com

Contact Mobile Number

(301) 915-6100

ARRIVAL AND DEPARTURE DATES

Provide the date that staff arrives onsite for the event

Aug 11, 2026

Vendor Departure

Aug 13, 2026

Provide the date that staff departs the event

Aug 13, 2026

Participant/Spectator Arrival

Aug 11, 2026

Vendor Arrival

Aug 11, 2026

Participant/Spectator Departure

Aug 13, 2026

ROOM BLOCKS

Will you have an HQ hotel?

No

Will you establish hotel room blocks?

No

EVENT ATTENDANCE ESTIMATES

Geographic Reach

Balanced

Staff Estimates

Total Staff

40

% Staying Overnight

100

% Traveling Alone

90

Participant Estimates

Total Participants

200

Participants Staying Overnight

150

Average Guests

450

Exhibitor Estimates

Total Exhibitors

7

Exhibitors Staying Overnight

7

Exhibitors Traveling Alone

N/A

Spectator Estimates

Total Spectators

450

Spectators Staying Overnight

450

Average Party Size

3

Total Overnight Guests

% Lodge in Ocean City

90

% Use Condos

10

% Camp

N/A

ENTERTAINMENT/OFFERINGS

Will you charge any entry fees?

Free Entry

Will your event include live music?

Yes

Will your event have a stage or static crowd viewing area?

Yes

Will your event include fireworks/pyrotechnics, flame or other special effects or bonfires?

No

Will your event include tents/temporary structures?

Yes

Select the temporary structures that are a part of your event

Tents 14×14 or smaller (under 200 sq ft)

Will your event close or alter use of streets or private parking lot space?

Yes

Describe your street/private parking closure.

we need the end of 37th ave closed off for staff for the event to park and set up event at beach entrance

Will you sell items within the footprint of the event?

Yes

Please describe the items you will sell.

merchandise that benefits the event to keep it free for participating families

Will you provide sampling of products?

No

Will you serve or distribute alcohol?

No

Will you have onsite cooking or food trucks?

No

Will you provide portolets?

Yes

Please explain where the portolets will be located and how many you will provide.

they will be next to The Waiverly Building at the beach entrance

PARKING/ACCESS

Parking Information

% Utilizing Public Parking

50

% Parking at Hotels

50

% That Will Use Bus Service

N/A

% That will Use Town Lot

N/A

Will you have special parking requests?

No

Will you need vehicular beach access?

No

Will you need vehicular access to the Boardwalk?

No

ACKNOWLEDGEMENTS

- [x] POINT OF CONTACT FOR THE TOWN OF OCEAN CITY: The Town's Private Event Coordinator shall be the primary contact for all communications with the Town of Ocean City. If you receive contact from another Town department or entity, it is your responsibility to make sure the Private Event Coordinator is aware of all discussions, details, modifications or approvals as a result of independent conversations. At no time shall Applicant contact other departments directly unless authorized by the Private Events Coordinator in writing.

- [x] BEACH FRANCHISE NOTIFICATION: : If your event takes place on the beach, you must notify the appropriate beach equipment rental franchise owner(s) to advise them of the event footprint. It is the applicant's responsibility to confirm, in writing, that 1) the franchise owner(s) has been notified; 2) event logistics have been coordinated; and 3) if necessary, a reasonable financial agreement has been negotiated. Written confirmation must be provided to the Town's Private Event Coordinator. If the applicant and franchise owner(s) are unable to reach a mutually acceptable agreement, the matter shall be submitted to the Town for mediation, and the Town will decide an impartial resolution by which both parties shall abide.

- [x] ROAD/LANE CLOSURES: A state highway permit shall be obtained for use of any state property (roads, highways, etc.) This is the responsibility of the applicant independent of the Town's private event process. Applicant shall keep the Town's Private Event Coordinator apprised of all steps and approvals related to such efforts. Non-state roads affected by the event shall be reviewed by the Town for consideration of closure or traffic modification through the private event process.

- [x] USE OF MUNICIPAL PARKING LOTS: If a municipal lot is requested for use by the applicant for the event, whether for parking or placement of the event footprint, the Town reserves the right to review lost revenue and assign a cost to lot usage. This cost will be assigned during the private event approval process, discussed with the applicant and considered for approval by the Mayor and City Council as part of the private event approval.

INSURANCE REQUIREMENTS: The Risk Manager for the Town of Ocean City will determine insurance requirements for all private events, following the receipt of the application. Insurance requirements apply to private event vendors, amusement ride companies and fireworks producers, their contractors and subcontractors as well as the private event owner/sponsors. Requirements will depend on, including but not limited to, hazards and exposures associated with the specific private event.

Minimum required insurance shall be provided by companies licensed in the State of Maryland with a current AM Best, Inc. rating of a VII or better. The Mayor and City Council Town of Ocean City, Maryland, its employees, volunteers and officials shall be named as additional insured on all insurance policies except workers' compensation and, except for automobile liability, the The Mayor and City Council Town of Ocean City, Maryland's additional insured status shall include premises liability and products/completed operations.

Coverage's shall be primary and non-contributory with respect to any other insurance available to the Mayor and City Council Town of Ocean City, Maryland, its employees, volunteers and officials and shall include a waiver of rights of recovery or subrogation against the Mayor and City Council Town of Ocean City, Maryland, its officials, volunteers and employees without limitation for any and all claims, damages, losses, liabilities or expenses relating to, arising from, resulting from, or alleged to have arisen or resulted from, this private event.

Original copies of certificates of insurance and additional insured endorsements must be received by the Town of Ocean City, Maryland's Risk Management Office at least fifteen (15) working days prior to the event.

COCA-COLA EXCLUSIVE PRODUCT AGREEMENT DISCLOSURE: The applicant must comply with all provisions of the Town's agreement with Coca-Cola Refreshments as it pertains to the distribution or sales of beverages by the applicant on Town property. The applicant agrees to sell, dispense or serve only Coca-Cola beverages on Town premises for the duration of the permitted use. The applicant is expressly prohibited from using the beverages of other suppliers, said beverages to include soft drinks, juices, sport drinks, specified energy drinks and bottled waters. The permitted beverages include Coca-Cola, Diet Coke, Sprite, Pibb Xtra, Mello Yello, Fresca, Nestea, Arizona Tea, Honest Tea, Barqs Root Beer, Fanta, Minute Maid, Seagrams Ginger Ale, PowerAde, V-8 Juice, Fuze Juice, Monster, Tum E Yummies, Dasani and other products that Coca-Cola may provide in accordance with its agreement with the Town of Ocean City.

BEACH ACCESS: Vehicle access to and from the beach must be clearly identified on your application and is not guaranteed. If approved, applicant must complete a beach driving and safety course annually provided by OCBP at the applicants expense.

BEAUTY CONTESTS: Beauty contests are not permitted on the beach.

CITY SERVICES: Each applicant should plan on providing all the necessary cleanup, set-up, etc. without the assistance of City Services. If town services are requested, they must be clearly indicated within the Private Event Application for evaluation.

- [x] CONCESSIONS: No food or beverage concessions will be permitted on the beach or along the boardwalk, although such sales may be considered at other sites. Beverage sales at other sites must maintain compliance with the sponsorship restrictions noted within this application. ONLY event - related merchandise sales may be permitted on the beach upon appropriate request and approval, subject to applicable laws.

- [x] SPONSORSHIPS: All sponsors must be identified on the application.

- [x] ADVERTISING: Ocean City will not allow any type of advertising that is:

  - Violence in any form
  - False, misleading or deceiving statements
  - Sexually explicit or obscene materials
  - Tobacco or tobacco products
  - Vaping or vaping products
  - Tattoos
  - Casino gambling including games of chance and skill
  - Alcohol
  - Promoting the use of marijuana
  - Other potentially objectionable marketing or advertising which may be established from time to time by the Town.

- [x] DIAGRAM OF EVENT LAYOUT: A detailed diagram of the event layout/set-up and location of any and all facilities is required with your application. The application will be considered incomplete without the diagram.

- [x] INFLATABLES: Inflatable displays may be permitted, but must be pre-approved. A photograph of the intended display and the dimensions must be included before approval can be considered. No liquor or tobacco product displays will be allowed. The Mayor and City Council reserve the right to reject any inflatable determined inappropriate.

- [x] MUSIC AND PUBLIC ADDRESS SYSTEMS: Must operate in accordance with the Ocean City Code 30-367 of 65 decibels.

- [x] DOWNTOWN EVENTS (BEACH/BOARDWALK): Events that charge participant entry fees (tournaments, festivals, etc.) and/or desire to display sponsorship banners or other promotional information, must maintain a seventy-five (75) foot buffer from the edge of the train lane to the start of the event's set up. All events must comply with the provisions of Chapter 62 of the Ocean City Code.

- [x] PARADES: An MDOT Highway Permit must be obtained at (410) 543-6715 for use of any state property, and a copy forwarded to the Town's Private Events Coordinator.

- [x] FIREWORKS, TENTS, AIR SUPPORT/AIR INFLATED STRUCTURES & BONFIRES: Application to the City Fire Marshal at (410) 289-8780 is required, with appropriate approvals forwarded to the Private Events Coordinator. Failure to comply will result in revocation of all event approvals.

- [x] TOILET FACILITIES: Identification of planned "comfort" provisions must be included in the application and event diagram. The Town owns a number of established public toilet stations in the downtown area that may assist in event planning.

- [x] PRIZE STIPULATIONS: No alcoholic beverages may be awarded as a prize on City property.

- [x] WEST OCEAN CITY PARK AND RIDE: A permit is required if a trailer or an oversized vehicle is parked over night at the West Ocean City Park and Ride. Please specify this request on your application.

- [x] SAMPLING: Sampling will be permitted on a case-by-case basis. Sizes and quantities of such must be pre-approved, as do the locations for distribution. Samples must be of a nationally recognized product available for sale at retail establishments. No prepared food samples will be permitted on the beach nor along the boardwalk. Non-alcoholic beverage samples may be permitted provided the samples are in compliance with the Town of Ocean City's exclusive beverage franchise agreement with Coca-Cola.

- [x] RAFFLES: Only non-profit groups may offer any form of raffle in conjunction with an event in Ocean City. These groups must apply through the Worcester County Department of Development Review and Permitting, and must submit a processing fee at the time of application. Applications are available at the Isle of Wight County Office Building on Route 90, or at the Court House in Snow Hill. A copy of the raffle permit must be forwarded to the Private Events Coordinator at least seven (7) days prior to the event. All raffles must be drawn and announced prior to the conclusion of the event.

- [x] TRASH: Applicant is required to clean the area of trash and transport it to the appropriate receptacle. On the beach, all trash must be placed in the appropriate street-end dumpsters. Failure to practice appropriate cleanup procedures may result in the denial of future event requests and/or appropriate billings.

- [x] ALCOHOLIC BEVERAGE SERVICE: Groups are discouraged from the service of alcoholic beverages at their Ocean City event. However, those that desire such approval must state this clearly on their application. Permission to serve alcoholic beverages shall be granted exclusively by Mayor and City Council. It should be noted that without Council approval, open containers of alcoholic beverages on public property is illegal. Only Worchester County based non-profit groups may request to sell alcoholic beverages at an event, and must obtain a license from the Worcester County Board of License Commissioners. A “One Day Alcohol Permit” application with the Ocean City Mayor’s signature must be submitted to the County a minimum of fourteen (14) days prior to the event, along with a the permit fee. Applications are usually available in the Mayor’s office at City Hall. A copy of the approved permit must be forwarded to the Private Events Coordinator at least seven (7) days prior to the event. The original permit must be kept on site at the event and must be available to display if required.

- [x] CHANGES TO APPLICATION OR PERMIT: Event applicants desiring to make changes to their submitted application or approved private event must complete the “Request for an Addendum to a Private Event” form (available upon request), and must submit the completed form, along with the appropriate fee, to the Private Events Coordinator. However, no changes will be accepted within 30-days prior to the event.

- [x] LOCAL ORDINANCE DISCLOSURE AND COMPLIANCE: The applicant agrees to comply with the provisions of all applicable ordinances of the Town of Ocean City. Specifically all permitted uses on or within 75 feet of the Boardwalk are required to comply with the provisions of chapter 62 of the Code which expressly prohibits the public sale, rental or exchange for a donation of any goods, wares, merchandise, foodstuffs, refreshments or other commodities or services.

LEGAL DISCLOSURES

- [x] HOLD HARMLESS CLAUSE: Permitee (organization/ applicant) shall assume all risks incident to or in connection with the permitee activity including exposure to an infection of COVID-19 and shall be solely responsible for damage or injury, of whatever kind or nature, to person or property, directly or indirectly arising out of or in connection with the permitee activity or the conduct of Permitee's operation. Permitee hereby expressly agrees to defend and hold the Town of Ocean City, its officers, agents, employees and representatives harmless from any penalties for violation of any law, ordinance, or regulation affecting its activity and from any and all claims, suits, losses, damages, or injuries directly or indirectly arising out of or in connection with the permitee activity or conduct of its operation or resulting from the negligence or intentional acts or omissions of Permitee or its officers, agent and employees, including possible exposure to an infection from COVID-19.

- [x] PRIVATE EVENT APPLICATION COMPLIANCE REQUIREMENT: The applicant for the private event described in this application agrees to follow guidelines provided and submit a complete application including submision of all required materials. The applicant agrees to take full responsibility for all city-owned property, whether borrowed, leased or rented, and understands that necessary replacement and/or repair fees may be assessed should such property be in an unacceptable condition. The applicant agrees to abide by all provisions of the private event permit granted by the Town and agrees to pay all fees and costs assigned to the permit. The applicant further agrees to comply with all conditions of the use permit, which may be required by the Mayor and City Council of the Town.

- [x] INTELLECTUAL PROPERTY CLAUSE: Acknowledge and agree that no Town trademarks, service marks, trade names, logos, and/or other trade indicia, copyrights and, as applicable, any patents, inventions and/or other intellectual property (Intellectual Property) owned by the Mayor and City Council of the Town of Ocean City, Maryland, will be directly or indirectly used, incorporated, published or republished, without prior written consent. Unauthorized use of the Intellectual Property will result in The Town of Ocean City authorizing immediate emergency, temporary and/or permanent injunctive relief prohibiting such unauthorized use and the Town of Ocean City, Maryland may be entitled to injunctive relief because monetary damages may not be an adequate remedy; but notwithstanding, the foregoing Town of Ocean City, Maryland may seek any other legal or equitable remedies in addition to injunctive relief. To the extent the Town of Ocean City, Maryland prevails in a suit at law or in equity for the purpose of enforcing its Intellectual Property rights, the Town of Ocean City, Maryland shall be entitled to recover its reasonable attorneys' fees plus court costs and expenses.

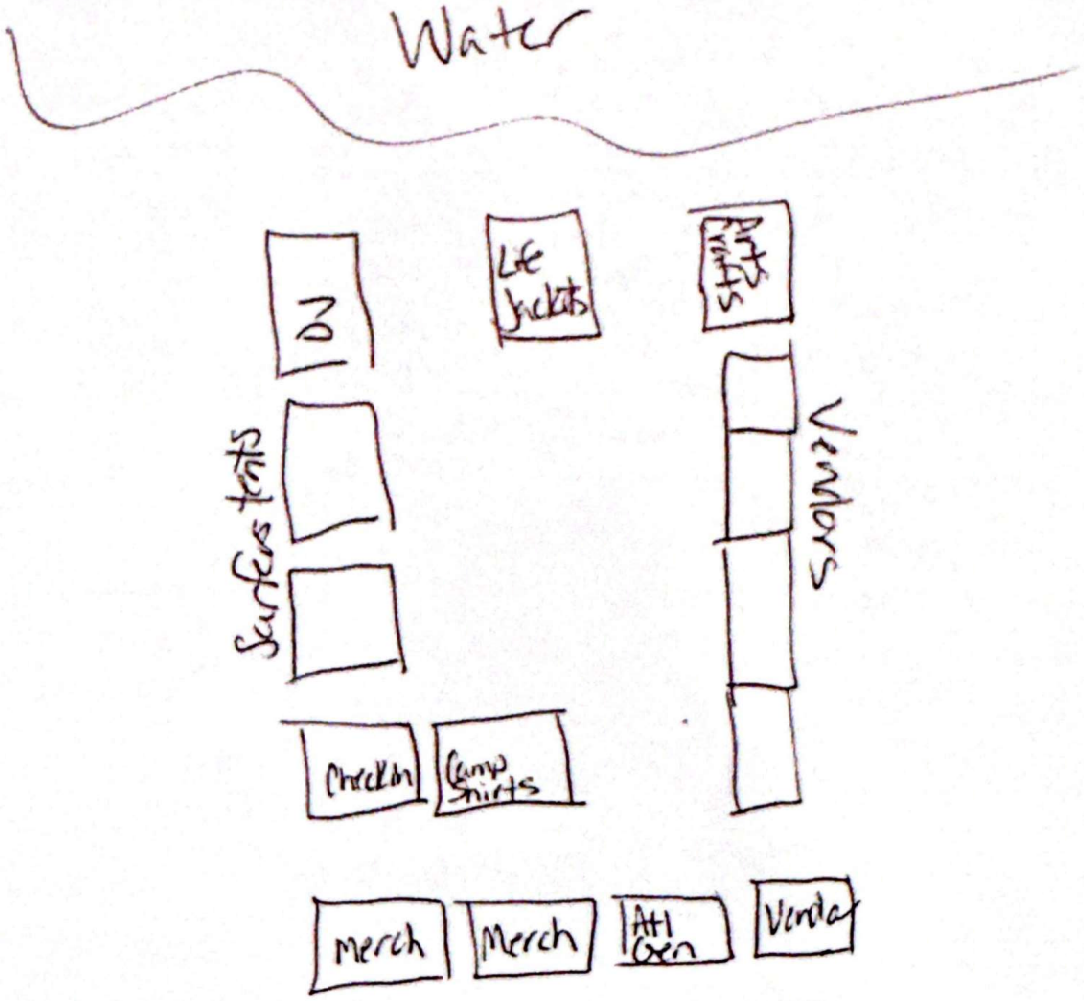
Applicant, by checking each of the guidelines herein, accepts all responsibilities thereto. All information provided is correct and complete. The applicant agrees to maintain a complete record of the event through the Town of Ocean City's Private Event Coordinator including all required submission of materials separate from this document. Applicant further agrees that information not included in writing shall not be considered for approval and will not be an executable element of the final Private Event Permit unless submit as part of a written change order through the Private Events Coordinator for Mayor and City Council Approval. Images, videos and drawings shall be deemed as support material only and details conveyed shall be submitted in writing as part of this document or a change order. No details will be assumed by the Town, its officials or employees.

- [x] The applicant agrees to take full responsibility for all city-owned property, whether existing within the event footprint, add-ons thereto, borrowed, leased or rented. Applicant further agrees that they are responsible for the proper behavior of their crowd base and that damage or defacement caused to town or private property by vendors, participants, sub-contractors and/or spectators as a result of the execution of the event may be cause for action by the Town against applicant through additional repair or replacement fee assessment(s) or legal action to the extent of the law in the State of Maryland. The applicant agrees to abide by all provisions of the private event permit granted by the Town and agrees to pay all fees and costs assigned to the permit. The applicant further agrees to comply with all conditions and limitations of the Private Event Permit and additional conditions and tasks which may be required by the Mayor and City Council of the Town. This event must follow in accordance with all State of Maryland Directives and Orders regarding community, recreational, leisure, cultural and sporting gatherings and events.

Signature

x Kat Trammell-OBrien

The information provided in this tool is subject to final approval by staff. Permit requirements, fees, and zoning information may be altered upon subsequent staff review. If you have additional questions about your zoning determination, please contact town staff.


Water
Life Jackets
Vendors
Surfers tents
Merch
Merch

6am Set up

Morning prayer Circle

9am Group 1

10:30 am Group 2

12:pm Group 3

1:30pm Group 4

3pm Group 5

Clean Up

TOWN OF
OCEAN CITY
The White Marlin Capital of the World

Agenda Item # 5.A

Council Meeting June 1, 2026

TO: The Honorable Mayor, Council President and Members of Council
THRU: Terence J. McGean, PE, City Manager
FROM: Diana Chavis, City Clerk, MMC
RE: Committee Report with Recommendation
DATE: May 26, 2026

ISSUE(S): Standing Committee Report with Recommendation

SUMMARY: 1) Bicycle and Pedestrian Advisory Committee - May 20

a. Item 89.2: Pedestrian Safety Action Plan (PSAP) recommendations proposed for the MD Department of Transportation.
b. Item 89.10: BPAC selected logo.

FISCAL IMPACT: Not Applicable

RECOMMENDATION: 1) Approve Pedestrian Safety Action Plan recommendations to the MD Department of Transportation.
2) Approve of the selected BPAC logo.

Excellent Service through a High Performing Town Organization

ALTERNATIVES: Not Applicable

RESPONSIBLE STAFF: Not Applicable

COORDINATED WITH: Not Applicable

ATTACHMENT(S): 1. 2026.05.20 BPAC Meeting Minutes #89.pdf
2. BPAC Logo - Official 2026.docx

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

OCEAN CITY BICYCLE & PEDESTRIAN ADVISORY COMMITTEE (OC BPAC)

Meeting Minutes

DATE: Wednesday, May 20, 2026
TIME: 2:00 PM to 3:34PM
LOCATION: 65th Street Public Works Campus
Procurement Conference Room
214 65th Street, Ocean City, MD 21842
RE: OC BPAC Meeting #89

OC BPAC MEMBERS:

X	Nathan Kutz (President, Chair / Police)		George Bendler (Planning & Zoning)
X	Mary Wiedorfer (Vice President / Resident)	X	Zach Bankert (OCDC)
	Peter Buas (Council Liaison)	X	Dan Wilson (SHA Member)
	Hal Adkins (Public Works)	X	Mike Steinen (Resident)
X	Joe Marx (Business Owner)	X	Joe Kurtz (Engineering)
X	Lisa Stashak (Resident)		

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

OC BPAC GENERAL ATTENDEES:

X	Lisa Stevens

ACTION ITEMS:

#:	Name:	Action Item:	Due By:
1	Joe K.	Check on status of Boardwalk Bike Rack program	June 17
2	Joe K.	Forward Sinepuxent Ave green bike lane markings to Hal	June 17
3	Joe K.	Review Kyma plans for bike access; bring to next meeting	June 17
4	Nathan	Review Micromobility Safety Hub survey data; provide to MDOT/Dan	June 17
5	Nathan	Work on Micromobility Safety Hub safety videos	June 17
6	Nathan	Add Micromobility Safety Hub BFC safety videos	June 17
7	Nathan	Get Micromobility Safety Hub QR code to Ashley Miller	June 17 noon
8	Nathan	Send MDOT in Motion Invite	June 17
9	Lisa Stevens	Get Nathan a list of J1 workforce contact persons	June 17
10	Nathan / Mike	Connect to Father Jennings / Knights Columbus and/or St Lukes on CRABS potential	June 17
11	Nathan	Add BPAC logo to website	June 17
12	Dan	Consider symbols or signage on Rt 50 bridge to dismount bikes/scooters and walk	June 17
13	Lisa Stashak	Check on American Legion donation amount	June 17
14	Zach	Connect Nathan to Sunspot for bike lights	June 17
15	Nathan	Work on bicycle/scooter multi-language safety pamphlet	June 17
16	Mike	Attend June 17th 12-2PM and June 24 4-6PM J1 welcome event at Residence Inn	June 17

ANNOUNCEMENTS:

- ✓ Welcome Peter Buas, Council Liaison
- ✓ We did not have a quorum at our April meeting
- ✓ Chair of this committee is not defined in bylaws so that unofficial responsibility will fall on Nathan
- ✓ Nathan attended the Town's GIS mapping training

- ✓ Nathan and Leah Dyson sent a thank you letter to Walmart for $3K bike light Donation
- ✓ Mayor issued a Proclamation designating Bike to Work Week and Day (May 15th)
- ✓ Zach reported OCDC sent a $500 check and $50 from online donations for bike lights
- ✓ Lisa reported American Legion will send a check for bike lights

DISCUSSION ITEMS:

89.1 Review of 2026.03.18 Meeting Minutes and Action Items:

a. Committee reviewed meeting minutes and action items.
b. Lisa S. motioned to approve. Motion seconded by Joe K. None opposed. Motion passed.

89.2 SHA Pedestrian Safety Committee:

a. Dan reported the Quick Build project is not moving forward
b. Dan reported MDOT is looking at some alternatives
c. Dan reported the median fence will likely move forward
d. Dan reported the PSAP is still active
e. Mary reported PSAP recommendations:
   (a) Route 90 intersection improvements
      i. More attention to bike lane southbound on Coastal at Rt 90
      ii. Improvements northbound at Rt 90 where bike lane disappears
   (b) More assertive signing at 17th Street and Philadelphia Avenue to direct bikes onto St. Louis Avenue
   (c) Reducing the speed limit up to 67th Street (north end of PSAP) – entire PSAP 35 MPH.
   (d) 23Rd Street/Philadelphia Avenue improvements
   (e) Median Fencing continued through entire PSAP
   (f) More directional arrows for bike/scooters in bike lane
f. Motion to approve sending PSAP recommendations in 89.2(e) to MDOT by Dan. Second by Joe M. None opposed. Motion passed.
g. Lisa asked Dan for better signage on Rt 50 bridge in other language(s) or symbol(s)
h. MDOT and Hal are working on improvements in 94th to 100th Street corridor
i. MDOT median fencing is approved by a project from 94th to 100th Street but will still undergo further review

89.3 Boardwalk Bike Rack Dedication Program

a. BPAC provided advice on this project to Public Works
b. Joe K. reported website administrator gave guidance on accessibility
c. Joe K. to check on status of this program

89.4 Oceanside Street End Bike Racks

a. Mary checked on 142nd Street which has been landscaped. No room for a bike rack.
b. Mary will look at other locations
c. Joe. K. reported the racks were constructed

89.5 Bike Light, Donations, and Promotional Items

a. Walmart $3K donation for bike lights

b. OCDC $500 donation for bike lights
c. OCDC $50 (approx.) donation from website
d. Lisa reported American Legion donation amount is pending
e. Zach to connect Nathan to Sunspot for bike lights
f. Nathan to edit the multi-language bike/scooter safety pamphlet
g. Mike to attend June 17th 12-2PM and June 24 4-6PM at Residence Inn welcome event

89.6 St. Louis Ave Bike Lane / Paint Markings

a. Green bike lane markings (treatments) were painted on St. Louis Avenue at specific locations
b. Nathan suggested green bike lane markings on Sinepuxent Avenue bike lanes at signalized intersection locations
c. Joe K. to ask Hal about green markings on Sinepuxent Avenue

89.7 Bicycles on Sidewalks

a. Nathan reported it is illegal to ride a bicycle or scooter on a sidewalk in Ocean City
b. There are two exceptions:
   - S. Philadelphia Avenue (west side)
   - Coastal Highway northbound around Rt 90 intersection
c. Dan reported the Kyma hotel at S. 1st Street will eliminate some ped/bike access
d. Kyma will include a bayside boardwalk

89.8 E-Devices/Micromobility Devices/Low Speed Scooters

a. Nathan spoke about Micromobility Safety Hub
b. http://safe.oceancitymd.gov
c. Nathan to work on micromobility action items

89.9 Coastal Resort Area Bicycle Safety (CRABS) Program

a. Lisa S. reported this proposal hit many roadblocks
b. Zach & Nathan offered suggestion to ask Knights of Columbus and/or St. Lukes at 99th St
c. Lisa to provide Nathan a list of J1 sponsors
d. Nathan and/or Mike to reach out to Father Jennings/St Lukes/Knights Columbus
e. We need: Location, Staff, and Money

89.10 BPAC Logos

a. Mary presented options for BPAC logos
b. Motion to approve BPAC logo #3 by Mike. Second by Joe K. None opposed. Motion approved.

b) Open Session

a. Atlantic Avenue Emergency Access Easement to be added to agenda
b. Joe K. reported some properties have ownership of the easement

c. Nathan reported meeting agenda and minutes to be ADA accessible format
d. Joe K. spoke to Paul Mauser who said hello to the committee.
e. Joe M. has extra bike lights.
f. Nathan working on OC Smiley lights w/ Tourism.
g. Bike/Scooter Light, Bicycle Collision, Pedestrian Collision, Scooter Collision Data available upon request.

MEETING ADJOURNMENT:

There being no further business to discuss, a motion was made by Mary to adjourn the meeting. Seconded by Joe K. None opposed. The meeting was adjourned at 3:34PM.

If there are any corrections to the Meeting Minutes, please notify the author within seven (7) calendar days. The next meeting is planned to be held on Wednesday, June 17, 2026.

Best Regards,
Nathan Kutz

President, Town of Ocean City BPAC
Sergeant, Ocean City Police Department
6501 Coastal Highway
Ocean City, Maryland 21842
(410) 723-6610 Headquarters
EMAIL: nkutz@oceancitymd.gov
WEBSITE: www.oceancitymd.gov/bpac
SAFETY HUB: http://safe.oceancitymd.gov

BPAC Logo
Approved at May 20, 2026 Meeting



TOWN OF
OCEAN CITY
The White Marlin Capital of the World

Agenda Item # 5.B

Council Meeting June 1, 2026

TO: The Honorable Mayor, Council President and Members of Council
THRU: Terence J. McGean, PE, City Manager
FROM: Brenda Moore, Special Events Director
RE: Angels in Oilskins
DATE: May 27, 2026

ISSUE(S):

Christine Okerblom, representing the Ocean City Museum Society, requests Council approve Angels in Oilskins, tentatively scheduled to take place on Tuesday, August 4, 2026 on the south end of the Boardwalk, 11 am-5 pm.

SUMMARY:

The Museum Society is celebrating the 250th Anniversary of the United States as well as 236 years of Coast Guard service. Free events will be held both inside the museum as well as outside on the south end of the Boardwalk. Interactive demonstrations, hands-on activities and live music will be provided by museum partners, including a Coast Guard soup station, offering samples of the original Coast Guard soup.

As part of the event, Ms. Okerblum would like to have the Salt Water Mini Farm's Pygmy Goats at the event and to be included during talks about different animal fibers and farmers of that time.

Ms. Okerblum has requested use of a portion of the Inlet Lot for a drop-off/pick-up location for vendors. Nothing else is being requested from the Town.

Risk Management stated the minimum required General Liability insurance is $1M per occurrence/$3M aggregate. Regarding the oyster bar, a certificate of insurance from Harrison's Harborwatch is needed, evidencing General Liability coverage with limits of $1M per occurrence/$2M aggregate.

FISCAL IMPACT:

Ms. Okerblum shall pay the Town $150 in private event fees.

RECOMMENDATION:

Approve the event as presented.

1st Class Resort and Tourist Destination

ALTERNATIVES:

No staff alternatives were suggested.

RESPONSIBLE STAFF: Lisa Mitchell, Private Event Coordinator

COORDINATED WITH: Christine Okerblom, Ocean City Museum Society

ATTACHMENT(S):

1. Draft Permit
2. Processing Costs and Fees
3. Event Impact Calculation
4. August 2026 Calendar
5. Application
6. Application Addendum
7. Layout

TOWN OF
OCEAN CITY

The White Marlin Capital of the World

MAYOR
Richard W. Meehan

CITY COUNCIL

Matthew M. James
President

William C. Savage III
Secretary

Peter S. Buas
John F. Gehrig, Jr.
Jeff Heiser
Jacob H. Mitrecic
Carol Proctor

CITY MANAGER
Terence J. McGean, PE

CITY CLERK
Diana L. Chavis, MMC

Private Event Permit
Approved By
The Mayor and City Council of Ocean City, Maryland
Granted To
Christine Okerblum for the Ocean City Museum Society

Subject: Angels in Oilskins 2026

Upon receiving approval from the Mayor and City Council and paying all fees, this permit defines the terms by which this event shall occur.

PURPOSE: Celebration of the United States 250th Anniversary and 236 years of Coast Guard Service

PLACE, DATE, TIME: Tuesday, August 4 on the south end of the Boardwalk, 11 am-5 pm

SET-UP: Morning of the event

BREAKDOWN: Upon the event's completion, and complete by 8 pm

RESPONSIBILITY OF EACH PARTY:

Christine Okerblum for the Ocean City Museum Society

1. Serve as the event manager.
2. Coordinate the event.
3. Be easily accessible during the event, including set-up and breakdown.
4. Keep the event footprint clean and free from all debris.
5. May have Pygmy Goats from Salt Water Mini Farm within the event footprint.
6. Provide the Certificate of Insurance (COI) to include coverage for General Liability in the amount of $1M/$2M Aggregate, and name the Mayor and City Council as additional insured and certificate holder. Provided coverage shall primary, non-contributory and without regard to the named insured's fault or lack thereof.
7. Provide the COI from Harrison's Harbor Watch evidencing General Liability coverage with limits of $1M per occurrence/$2M aggregate, and name the Mayor and City Council as additional insured and certificate holder. Provided coverage shall primary, non-contributory and without regard to the named insured's fault or lack thereof.
8. Abide by all Guideline and Obligations listed on the Private Event Application, unless otherwise noted in this permit.

The Town of Ocean City, Maryland

1. The Private Event Coordinator shall serve as the liaison for this event. Any questions regarding it should be directed to her. The liaison can be reached at 443-235-5275, or on the city radio system at #9010.

This Private Event Permit is effective when signed below
and may be terminated by either party at any time.

_____ Date _____
Christine Okerblum on Behalf of the Ocean City Museum Society

_____ Date _____
Tom Perlozzo on Behalf of the Mayor and City Council of Ocean City, Maryland

Ocean City's Private Event at a Glance

EXECUTIVE SUMMARY

rev. 240415

Event Name:	**Angels in Oilskins**
Start Date:	**Tuesday, August 4, 2026**
Set Start:	*Tuesday, August 4, 2026*
Strike End:	*Tuesday, August 4, 2026*
Location(s):	**South end of Boardwalk**

Duration:

1	Days	Est. Ttl. Attend:	*217*
1	Days	Spectators:	-
		Participants:	200
		Vendors:	10

ASSIGNED TIER: **Tier 2**

Assigned via standardized calculation

Interactive demonstrations, hand-on activities and live music in celebration of the 250th Anniverary of the United States and the 236 years of Coast Guard service.

Key Details & Other Events:

Will provide food sampling	
Will have Pygmy Goats from Salt Water Mini Farm within the event footprint	

Contact:	Christine Okerblom	
Organization:	OC Museum Society	
New Event?	YES	
Event Type:	Festival	
In-Season?	YES	
Non-Profit?	YES	
Crowd Draw:	Balanced	
Annual Event?	NO	

	Internal Est. Costs:	*Billable Costs:*
DPW-M:	$ -	$ -
DPW-TRANS:	$ -	
DPW-CON:	$ -	
DPW-ELECT:	$ -	
FIRE:	$ -	
EMS:	$ -	
OCPD:	$ -	
OCBP:	$ -	
FM:	$ -	
PARKS:	$ -	
P&Z:	$ -	
Other:	$ -	

EVENT DETAILS

Alcohol?	NO
Food Sales?	NO
Parking Req?	NO
Entry Fee?	NO

Estimated # of Vendors:

# of 10x10s:	0
#>100sf:	0

Conveyed Fees:

		If annual: Previous Year's Cost:
Application Fee:	$ 50.00	$ -
Late Fee Applied:	$ -	
Other Initial Credit/Fee:	$ -	
Applied Assessment Fee:	$ -	
Estimated Space Fee:	$ 100.00	
Estimated Vendor Fee:	$ -	
Departmental Costs:	$ -	
Equipment & Labor Charges:	$ -	
IPL Lost Revenue Assessment:	$ -	
Other Fees/Charges/Credits:	$ -	

Cost/Event:	**$ 100.00**
# of Events:	1
TOTAL COST DUE:	
$	**100.00**

EVENT IMPACT CALCULATOR DETAIL - ANGELS IN OILSKINS - 05/27/2026

Event Summary

Key Parameters		Key Results	
Event Name	Angels in Oilskins	Business Sales (Direct)	$34,738.74
Organization	Ocean City Museum Society	Business Sales (Total)	$48,088.72
Event Type	FCE: Other cultural	Jobs Supported (Direct)	23
Start Date	08/04/2026	Jobs Supported (Total)	27
End Date	08/04/2026	Local Taxes (Total)	$1,377.13
Overnight Attendees	111	Net Direct Local Tax ROI	$1,317.35
Day Attendees	74	Est. Room Nights Demand	76

Direct Business Sales

Sales by Source

Attendees Spending	$33,672.17	Exhibitor Spending	$828.32
Organizer Spending	$238.25	Total Event Spending	$34,738.74

Business Sales by Sector

Industry	Attendees	Organizer	Media/Sponsors	Total
Lodging	$22,869.09	$33.93*	$0.00	**$22,903.02**
Transportation	$1,105.45	$0.69*	$3.65	**$1,109.79**
Food & Beverage	$6,194.94	$0.00*	$10.28	**$6,205.22**
Retail	$1,879.25	$0.00	$0.00	**$1,879.25**
Recreation	$1,623.43	$0.00	$0.00	**$1,623.43**
Space Rental	$0.00	$41.00*	$4.11	**$45.11**
Business Services	$0.00	$162.62*	$810.29	**$972.91**
Totals	**$33,672.17**	**$238.25**	**$828.32**	**$34,738.74**

* indicates that the calculator's model defaults were used

Economic Impact Details

	Direct	Indirect/Induced	Total
Business Sales	**$34,738.74**	**$13,349.99**	**$48,088.72**
Personal Income	**$11,075.36**	**$4,095.32**	**$15,170.68**
Jobs Supported			
Persons	23	4	27
Annual FTEs	0	0	0
Taxes And Assessments			
Federal Total	$3,079.43	$1,165.07	$4,244.50
State Total	$2,289.06	$336.76	$2,625.82
Sales	$1,928.05	$200.25	$2,128.30
Income	$152.85	$56.52	$209.37
Bed	$0.00		$0.00
Other	$208.16	$79.99	$288.15
Local Total	$1,317.35	$59.78	$1,377.13
Sales	$0.00	$0.00	$0.00
Income	$123.25	$45.57	$168.82
Bed	$1,143.45		$1,143.45
Per Room Charge	$0.00		$0.00
Tourism District	$0.00		$0.00
Restaurant	$23.23	$3.67	$26.90
Other	$27.42	$10.54	$37.96
Property Tax	$655.01	$150.97	$805.98

Event Return On Investment (ROI)

Direct Total Tax ROI	
Direct Tax Receipts	$1,317.35
DMO Hosting Costs	$0.00
Direct ROI	$1,317.35
Net Present Value	$1,317.35
Direct ROI (%)	-
Total	
Total Local Tax Receipts	$1,377.13
Total ROI	$1,377.13
Net Present Value	$1,377.13
Total ROI (%)	-

Estimated Room Demand Metrics			
Room Nights Sold	76		
Room Pickup (block only)	0		
Peak Room Nights	58		
Total Visitor Days	199		

2026 AUGUST

CALENDAR YEAR | CALENDAR MONTH

SUNDAY

FIRST DAY OF WEEK

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	01 PE - Beach 5 Sand Soccer PE - Beach Tennis
02 PE - Beach Tennis	03 PE - Marlin Fest PE - Beach Tennis	04 PE - Marlin Fest PE - Beach Tennis *PE - Angels in Oilskins - TENTATIVE*	05 PE - Marlin Fest PE - Beach Tennis	06 PE - Marlin Fest PE - Beach Tennis	07 PE - Marlin Fest PE - Beach Tennis	08 PE - Marlin Fest PE - Beach Tennis
09 PE - OC Cruzers	10	11	12 *PE - Surfesrs Healing - TENTATIVE*	13	14	15
16 PE - OC Cruzers	17	18	19	20	21	22 PE - ESA Series
23 PE - ESA Series	24	25	26	27 PE - OC Jeep Fest Hot Air Balloon Glow	28 PE - OC Jeep Fest Hot Air Balloon Glow	29 PE - OC Jeep Fest Hot Air Balloon Glow PE - OC Seafood Festival
30 PE - OC Jeep Fest Hot Air Balloon Glow PE - OC Seafood Festival RAIN DATE	31	01	02	03	04	05

Private Event Permit Application

#677264

Angels in Oilskins Festival

APPLICANT

Christine Okerblom christine@ocmuseum.org (443) 614-9938

DATES AND TIMES

Event date and time:

08/04/2026 11:00am — 08/04/2026 5:00pm

FEES

Banner Fee	$0.00
City Space Use Fee	$0.00
IPL Lost Revenue Fee	$0.00
Miscellaneous Fee	$0.00
Application Fee	$250.00
Application Addendum Fee	$0.00
Concession Fee	$0.00
Application Late Fee	$0.00
Asset and Support Fee	$0.00
Change Fee	$0.00
Total:	**$250.00**

FEE SCOPING

Which type of event organization will run your event?

For-Profit

GENERAL INFORMATION

Event Name

Angels in Oilskins

Event Addresses

813 Boardwalk

Event Times

Event date and time:

08/04/2026 11:00am — 08/04/2026 5:00pm

Event Summary

The Museum Society will celebrate this historic 250th anniversary of the United States and the Coast Guard's 236 years of service at the Ocean City Life Saving Station Museum with a special curated tour of the Life Saving Station, highlighting the nation's earliest form of marine rescue. As you explore the station, each room will come alive with a unique lifesaving lesson, discover the medicine used during the life-saving service, the food surfmen ate, the crafts they created during their downtime, and much more. Step outside onto the Boardwalk, where museum partners will bring the celebration to life with interactive demonstrations, hands-on activities, and live music.

Applicant Organization

Ocean City Museum Society

Organization Phone

(410) 289-4991

Organization Website

www.ocmuseum.org

What type of town assets or support will you request for the event?

The Museum Society will celebrate this historic 250th anniversary of the United States and the Coast Guard's 236 years of service at the Ocean City Life Saving Station Museum with a special curated tour of the Life Saving Station, highlighting the nation's earliest form of marine rescue. As you explore the station, each room will come alive with a unique lifesaving lesson, discover the medicine used during the life-saving service, the food surfmen ate, the crafts they created during their downtime, and much more. Step outside onto the Boardwalk, where museum partners will bring the celebration to life with interactive demonstrations, hands-on activities, and live music.

Who will be the beneficiary of the event?

The is a FREE event. The Ocean City Museum Society will be the beneficiary of the event.

Who will sponsor the event?

The Museum Society will be applying for a Beach to Bay grant to help offset event costs. No sponsors have been secured at this time.

What type of marketing will be done for the event?

Socal media
Email blast
Local radio
Prerelease
Local paper
Promotion thought Beach to Bay, our partnering museums, and the Town of Ocean City Tourism department.

Have you chosen a rain date?

No

Attach preliminary event schedule to illustrate event flow and proposed active use times for requested event site(s).

Ocean City Museum Society Program Permit form .docx

Attach a description and map of the layout, infrastructure and hardware to be used. Provide a detailed site map/diagram/CAD drawing/rendering (all that apply).

Does your event require police support?

No

Attach a description and map of the layout, infrastructure and hardware to be used. Provide a detailed site map/diagram/CAD drawing/rendering (all that apply).

Angels in Oilskins Map.jpg

CONTACT

Contact Name

Christine Okerblom

Contact Mobile Number

(442) 614-9938

Contact Address

813 South Atlantic Avenue, Ocean City, MD 21842

Contact Email

Christine@ocmuseum.org

Contact Office Number

(410) 289-4991

ARRIVAL AND DEPARTURE DATES

Provide the date that staff arrives onsite for the event

Aug 4, 2026

Vendor Departure

Aug 4, 2026

Provide the date that staff departs the event

Aug 4, 2026

Participant/Spectator Arrival

Aug 4, 2026

Vendor Arrival

Aug 4, 2026

Participant/Spectator Departure

Aug 4, 2026

ROOM BLOCKS

Will you have an HQ hotel?

No

Will you establish hotel room blocks?

No

EVENT ATTENDANCE ESTIMATES

Geographic Reach

Balanced

Staff Estimates

Total Staff

7

% Staying Overnight

N/A

% Traveling Alone

N/A

Participant Estimates

Total Participants

200

Participants Staying Overnight

N/A

Average Guests

N/A

Exhibitor Estimates

Total Exhibitors

10

Exhibitors Staying Overnight

N/A

Exhibitors Traveling Alone

N/A

Spectator Estimates

Total Spectators

N/A

Spectators Staying Overnight

N/A

Average Party Size

N/A

Total Overnight Guests

% Lodge in Ocean City

N/A

% Use Condos

N/A

% Camp

N/A

ENTERTAINMENT/OFFERINGS

Will you charge any entry fees?

Free Entry

Will your event include live music?

Yes

Will your event have a stage or static crowd viewing area?

No

Will your event include fireworks/pyrotechnics, flame or other special effects or bonfires?

No

Will your event include tents/temporary structures?

Yes

Select the temporary structures that are a part of your event

Tents 14×14 or smaller (under 200 sq ft)

Will your event close or alter use of streets or private parking lot space?

No

Will you sell items within the footprint of the event?

No

Will you provide sampling of products?

Yes

Please explain what type and size of products will be sampled.

We will be asking Harrison's Harbor Watch to participate – We will be asking them to offer the following:
Oyster bar set up within the Museum
Coast guard soup station- Samples of the original Coast guard soup

Will you serve or distribute alcohol?

No

Will you have onsite cooking or food trucks?

No

Will you provide portolets?

No

PARKING/ACCESS

Parking Information

% Utilizing Public Parking

1

% Parking at Hotels

N/A

% That Will Use Bus Service

5

% That will Use Town Lot

5

Will you have special parking requests?

Yes

Please explain your special parking requests

For our partners we need to have a drop-off zone where they can unload their event items. We hope to use the Inlet parking for this.

Will you need vehicular beach access?

No

Will you need vehicular access to the Boardwalk?

No

ACKNOWLEDGEMENTS

- [x] POINT OF CONTACT FOR THE TOWN OF OCEAN CITY: The Town's Private Event Coordinator shall be the primary contact for all communications with the Town of Ocean City. If you receive contact from another Town department or entity, it is your responsibility to make sure the Private Event Coordinator is aware of all discussions, details, modifications or approvals as a result of independent conversations. At no time shall Applicant contact other departments directly unless authorized by the Private Events Coordinator in writing.

- [x] BEACH FRANCHISE NOTIFICATION: : If your event takes place on the beach, you must notify the appropriate beach equipment rental franchise owner(s) to advise them of the event footprint. It is the applicant's responsibility to confirm, in writing, that 1) the franchise owner(s) has been notified; 2) event logistics have been coordinated; and 3) if necessary, a reasonable financial agreement has been negotiated. Written confirmation must be provided to the Town's Private Event Coordinator. If the applicant and franchise owner(s) are unable to reach a mutually acceptable agreement, the matter shall be submitted to the Town for mediation, and the Town will decide an impartial resolution by which both parties shall abide.

- [x] ROAD/LANE CLOSURES: A state highway permit shall be obtained for use of any state property (roads, highways, etc.) This is the responsibility of the applicant independent of the Town's private event process. Applicant shall keep the Town's Private Event Coordinator apprised of all steps and approvals related to such efforts. Non-state roads affected by the event shall be reviewed by the Town for consideration of closure or traffic modification through the private event process.

- [x] USE OF MUNICIPAL PARKING LOTS: If a municipal lot is requested for use by the applicant for the event, whether for parking or placement of the event footprint, the Town reserves the right to review lost revenue and assign a cost to lot usage. This cost will be assigned during the private event approval process, discussed with the applicant and considered for approval by the Mayor and City Council as part of the private event approval.

INSURANCE REQUIREMENTS: The Risk Manager for the Town of Ocean City will determine insurance requirements for all private events, following the receipt of the application. Insurance requirements apply to private event vendors, amusement ride companies and fireworks producers, their contractors and subcontractors as well as the private event owner/sponsors. Requirements will depend on, including but not limited to, hazards and exposures associated with the specific private event.

Minimum required insurance shall be provided by companies licensed in the State of Maryland with a current AM Best, Inc. rating of a VII or better. The Mayor and City Council Town of Ocean City, Maryland, its employees, volunteers and officials shall be named as additional insured on all insurance policies except workers' compensation and, except for automobile liability, the The Mayor and City Council Town of Ocean City, Maryland's additional insured status shall include premises liability and products/completed operations.

Coverage's shall be primary and non-contributory with respect to any other insurance available to the Mayor and City Council Town of Ocean City, Maryland, its employees, volunteers and officials and shall include a waiver of rights of recovery or subrogation against the Mayor and City Council Town of Ocean City, Maryland, its officials, volunteers and employees without limitation for any and all claims, damages, losses, liabilities or expenses relating to, arising from, resulting from, or alleged to have arisen or resulted from, this private event.

Original copies of certificates of insurance and additional insured endorsements must be received by the Town of Ocean City, Maryland's Risk Management Office at least fifteen (15) working days prior to the event.

COCA-COLA EXCLUSIVE PRODUCT AGREEMENT DISCLOSURE: The applicant must comply with all provisions of the Town's agreement with Coca-Cola Refreshments as it pertains to the distribution or sales of beverages by the applicant on Town property. The applicant agrees to sell, dispense or serve only Coca-Cola beverages on Town premises for the duration of the permitted use. The applicant is expressly prohibited from using the beverages of other suppliers, said beverages to include soft drinks, juices, sport drinks, specified energy drinks and bottled waters. The permitted beverages include Coca-Cola, Diet Coke, Sprite, Pibb Xtra, Mello Yello, Fresca, Nestea, Arizona Tea, Honest Tea, Barqs Root Beer, Fanta, Minute Maid, Seagrams Ginger Ale, PowerAde, V-8 Juice, Fuze Juice, Monster, Tum E Yummies, Dasani and other products that Coca-Cola may provide in accordance with its agreement with the Town of Ocean City.

BEACH ACCESS: Vehicle access to and from the beach must be clearly identified on your application and is not guaranteed. If approved, applicant must complete a beach driving and safety course annually provided by OCBP at the applicants expense.

BEAUTY CONTESTS: Beauty contests are not permitted on the beach.

CITY SERVICES: Each applicant should plan on providing all the necessary cleanup, set-up, etc. without the assistance of City Services. If town services are requested, they must be clearly indicated within the Private Event Application for evaluation.

- [x] CONCESSIONS: No food or beverage concessions will be permitted on the beach or along the boardwalk, although such sales may be considered at other sites. Beverage sales at other sites must maintain compliance with the sponsorship restrictions noted within this application. ONLY event - related merchandise sales may be permitted on the beach upon appropriate request and approval, subject to applicable laws.

- [x] SPONSORSHIPS: All sponsors must be identified on the application.

- [x] ADVERTISING: Ocean City will not allow any type of advertising that is:

  - Violence in any form
  - False, misleading or deceiving statements
  - Sexually explicit or obscene materials
  - Tobacco or tobacco products
  - Vaping or vaping products
  - Tattoos
  - Casino gambling including games of chance and skill
  - Alcohol
  - Promoting the use of marijuana
  - Other potentially objectionable marketing or advertising which may be established from time to time by the Town.

- [x] DIAGRAM OF EVENT LAYOUT: A detailed diagram of the event layout/set-up and location of any and all facilities is required with your application. The application will be considered incomplete without the diagram.

- [x] INFLATABLES: Inflatable displays may be permitted, but must be pre-approved. A photograph of the intended display and the dimensions must be included before approval can be considered. No liquor or tobacco product displays will be allowed. The Mayor and City Council reserve the right to reject any inflatable determined inappropriate.

- [x] MUSIC AND PUBLIC ADDRESS SYSTEMS: Must operate in accordance with the Ocean City Code 30-367 of 65 decibels.

- [x] DOWNTOWN EVENTS (BEACH/BOARDWALK): Events that charge participant entry fees (tournaments, festivals, etc.) and/or desire to display sponsorship banners or other promotional information, must maintain a seventy-five (75) foot buffer from the edge of the train lane to the start of the event's set up. All events must comply with the provisions of Chapter 62 of the Ocean City Code.

- [x] PARADES: An MDOT Highway Permit must be obtained at (410) 543-6715 for use of any state property, and a copy forwarded to the Town's Private Events Coordinator.

- [x] FIREWORKS, TENTS, AIR SUPPORT/AIR INFLATED STRUCTURES & BONFIRES: Application to the City Fire Marshal at (410) 289-8780 is required, with appropriate approvals forwarded to the Private Events Coordinator. Failure to comply will result in revocation of all event approvals.

- [x] TOILET FACILITIES: Identification of planned "comfort" provisions must be included in the application and event diagram. The Town owns a number of established public toilet stations in the downtown area that may assist in event planning.

- [x] PRIZE STIPULATIONS: No alcoholic beverages may be awarded as a prize on City property.

- [x] WEST OCEAN CITY PARK AND RIDE: A permit is required if a trailer or an oversized vehicle is parked over night at the West Ocean City Park and Ride. Please specify this request on your application.

- [x] SAMPLING: Sampling will be permitted on a case-by-case basis. Sizes and quantities of such must be pre-approved, as do the locations for distribution. Samples must be of a nationally recognized product available for sale at retail establishments. No prepared food samples will be permitted on the beach nor along the boardwalk. Non-alcoholic beverage samples may be permitted provided the samples are in compliance with the Town of Ocean City's exclusive beverage franchise agreement with Coca-Cola.

- [x] RAFFLES: Only non-profit groups may offer any form of raffle in conjunction with an event in Ocean City. These groups must apply through the Worcester County Department of Development Review and Permitting, and must submit a processing fee at the time of application. Applications are available at the Isle of Wight County Office Building on Route 90, or at the Court House in Snow Hill. A copy of the raffle permit must be forwarded to the Private Events Coordinator at least seven (7) days prior to the event. All raffles must be drawn and announced prior to the conclusion of the event.

- [x] TRASH: Applicant is required to clean the area of trash and transport it to the appropriate receptacle. On the beach, all trash must be placed in the appropriate street-end dumpsters. Failure to practice appropriate cleanup procedures may result in the denial of future event requests and/or appropriate billings.

- [x] ALCOHOLIC BEVERAGE SERVICE: Groups are discouraged from the service of alcoholic beverages at their Ocean City event. However, those that desire such approval must state this clearly on their application. Permission to serve alcoholic beverages shall be granted exclusively by Mayor and City Council. It should be noted that without Council approval, open containers of alcoholic beverages on public property is illegal. Only Worchester County based non-profit groups may request to sell alcoholic beverages at an event, and must obtain a license from the Worcester County Board of License Commissioners. A “One Day Alcohol Permit” application with the Ocean City Mayor’s signature must be submitted to the County a minimum of fourteen (14) days prior to the event, along with a the permit fee. Applications are usually available in the Mayor’s office at City Hall. A copy of the approved permit must be forwarded to the Private Events Coordinator at least seven (7) days prior to the event. The original permit must be kept on site at the event and must be available to display if required.

- [x] CHANGES TO APPLICATION OR PERMIT: Event applicants desiring to make changes to their submitted application or approved private event must complete the “Request for an Addendum to a Private Event” form (available upon request), and must submit the completed form, along with the appropriate fee, to the Private Events Coordinator. However, no changes will be accepted within 30-days prior to the event.

- [x] LOCAL ORDINANCE DISCLOSURE AND COMPLIANCE: The applicant agrees to comply with the provisions of all applicable ordinances of the Town of Ocean City. Specifically all permitted uses on or within 75 feet of the Boardwalk are required to comply with the provisions of chapter 62 of the Code which expressly prohibits the public sale, rental or exchange for a donation of any goods, wares, merchandise, foodstuffs, refreshments or other commodities or services.

LEGAL DISCLOSURES

- [x] HOLD HARMLESS CLAUSE: Permitee (organization/ applicant) shall assume all risks incident to or in connection with the permitee activity including exposure to an infection of COVID-19 and shall be solely responsible for damage or injury, of whatever kind or nature, to person or property, directly or indirectly arising out of or in connection with the permitee activity or the conduct of Permitee's operation. Permitee hereby expressly agrees to defend and hold the Town of Ocean City, its officers, agents, employees and representatives harmless from any penalties for violation of any law, ordinance, or regulation affecting its activity and from any and all claims, suits, losses, damages, or injuries directly or indirectly arising out of or in connection with the permitee activity or conduct of its operation or resulting from the negligence or intentional acts or omissions of Permitee or its officers, agent and employees, including possible exposure to an infection from COVID-19.

- [x] PRIVATE EVENT APPLICATION COMPLIANCE REQUIREMENT: The applicant for the private event described in this application agrees to follow guidelines provided and submit a complete application including submision of all required materials. The applicant agrees to take full responsibility for all city-owned property, whether borrowed, leased or rented, and understands that necessary replacement and/or repair fees may be assessed should such property be in an unacceptable condition. The applicant agrees to abide by all provisions of the private event permit granted by the Town and agrees to pay all fees and costs assigned to the permit. The applicant further agrees to comply with all conditions of the use permit, which may be required by the Mayor and City Council of the Town.

- [x] INTELLECTUAL PROPERTY CLAUSE: Acknowledge and agree that no Town trademarks, service marks, trade names, logos, and/or other trade indicia, copyrights and, as applicable, any patents, inventions and/or other intellectual property (Intellectual Property) owned by the Mayor and City Council of the Town of Ocean City, Maryland, will be directly or indirectly used, incorporated, published or republished, without prior written consent. Unauthorized use of the Intellectual Property will result in The Town of Ocean City authorizing immediate emergency, temporary and/or permanent injunctive relief prohibiting such unauthorized use and the Town of Ocean City, Maryland may be entitled to injunctive relief because monetary damages may not be an adequate remedy; but notwithstanding, the foregoing Town of Ocean City, Maryland may seek any other legal or equitable remedies in addition to injunctive relief. To the extent the Town of Ocean City, Maryland prevails in a suit at law or in equity for the purpose of enforcing its Intellectual Property rights, the Town of Ocean City, Maryland shall be entitled to recover its reasonable attorneys' fees plus court costs and expenses.

Applicant, by checking each of the guidelines herein, accepts all responsibilities thereto. All information provided is correct and complete. The applicant agrees to maintain a complete record of the event through the Town of Ocean City's Private Event Coordinator including all required submission of materials separate from this document. Applicant further agrees that information not included in writing shall not be considered for approval and will not be an executable element of the final Private Event Permit unless submit as part of a written change order through the Private Events Coordinator for Mayor and City Council Approval. Images, videos and drawings shall be deemed as support material only and details conveyed shall be submitted in writing as part of this document or a change order. No details will be assumed by the Town, its officials or employees.

- [x] The applicant agrees to take full responsibility for all city-owned property, whether existing within the event footprint, add-ons thereto, borrowed, leased or rented. Applicant further agrees that they are responsible for the proper behavior of their crowd base and that damage or defacement caused to town or private property by vendors, participants, sub-contractors and/or spectators as a result of the execution of the event may be cause for action by the Town against applicant through additional repair or replacement fee assessment(s) or legal action to the extent of the law in the State of Maryland. The applicant agrees to abide by all provisions of the private event permit granted by the Town and agrees to pay all fees and costs assigned to the permit. The applicant further agrees to comply with all conditions and limitations of the Private Event Permit and additional conditions and tasks which may be required by the Mayor and City Council of the Town. This event must follow in accordance with all State of Maryland Directives and Orders regarding community, recreational, leisure, cultural and sporting gatherings and events.

Signature

x 

The information provided in this tool is subject to final approval by staff. Permit requirements, fees, and zoning information may be altered upon subsequent staff review. If you have additional questions about your zoning determination, please contact town staff.

Ocean City Museum Society Program/Event form

Program/Event:

Angels in Oil Skins Festival

Museum staff planning this Program/event:

Christine, Cara, Nash

Location:

Ocean City Life Saving Station Museum (inside and outside on the boardwalk)

Date: Time:

August 4th 11:00am -5:00pm

Is this program/event for youth or adults?

This festival is for ALL ages

How does the program/event meet our mission?

This event allows us to celebrate the United States Life Saving Service -This is a core part of our mission.

Program/Event Description:

The Museum Society will celebrate on nation's historic 250th anniversary at the Ocean City Life Saving Station Museum with an open house highlighting our country's earliest form of marine rescue. As you explore the station, each room will come alive with a unique lifesaving lesson, discover the medicine used during the life-saving service, the food surfmen ate, the crafts they created during their downtime, and much more. Step outside onto the Boardwalk, where museum partners will bring the celebration to life with interactive demonstrations, hands-on activities, and live music!

Event Schedule:
Angels in Oil Skins will be held inside the Ocean City Life-Saving Station Museum and along the

Boardwalk. Guests can explore both locations while enjoying a variety of engaging experiences throughout the day.

The event will feature primarily 501(c)(3) nonprofit organizations offering demonstrations and interactive activities. Select vendors and partners may also have small tents set up outdoors for shade and comfort.

The event runs from **11:00 AM to 5:00 PM**. Visitors are encouraged to move through the museum and continue down to the southern end of the Boardwalk, where they can learn about the United States Life-Saving Service while celebrating our nation's 250th anniversary.

Program Partners: *(Who they are and their interactive component)*

Opening Ceremony: Ocean City Coast Guard

Navy Nurse: Historic medicine demonstration

Jolly Tars: Live Music Sea shanties

Salt Water mini farm: Farm Animals (pygmy goats) talk about different animal fibers/how the Surman were often famers as well.

Harrison Harbor Watch: Oyster Bar and Coast Guard bean soup

The Ward Foundation: Decoy Carving

Coast Guard Auxiliary Knot trying demonstration

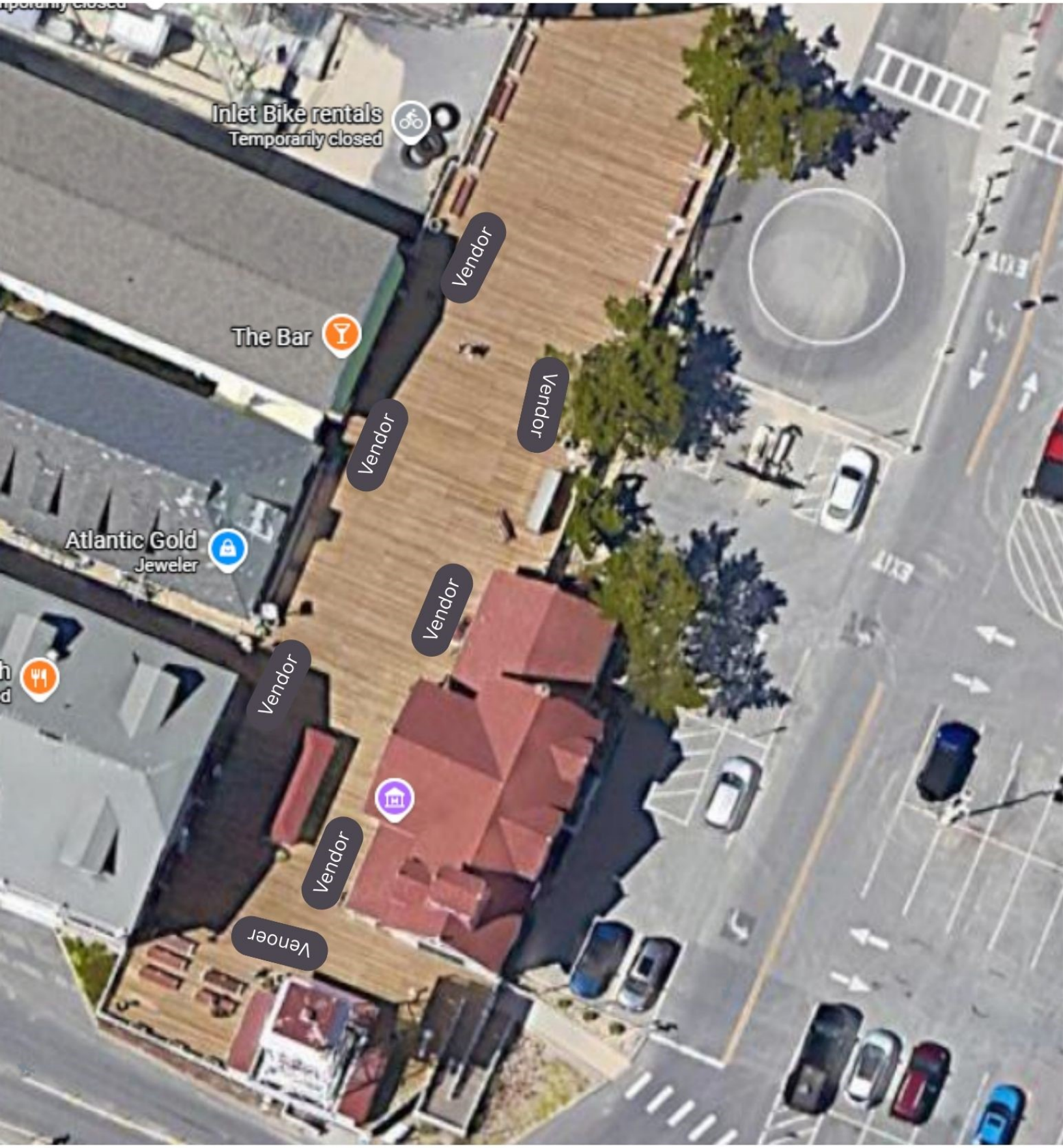
Historic Lewis: Represent their station period clothing information and dressed in period clothing

Rackliff House: fiber arts/ Spinning wheel/ period clothing

Indian River: Represent station (ask what another interactive item they can bring)

Life Saving Service Heritage Association:

Zwaanendael Museum - Lighthouse preservation and erosion demonstration


Inlet Bike rentals
Temporarily closed
Vendor
The Bar
Vendor
Vendor
Atlantic Gold
Jeweler
Vendor
Vendor
Vendor
Vendor

TOWN OF
OCEAN CITY
The White Marlin Capital of the World

Agenda Item # 5.C

Council Meeting June 1, 2026

TO: The Honorable Mayor, Council President and Members of Council
THRU: Terence J. McGean, PE, City Manager
FROM: Brenda Moore, Special Events Director
RE: Juneteenth of the Shore
DATE: May 27, 2026

ISSUE(S):

Monzona Whaley, representing the How We Build Organization, requests Council approve the Juneteenth on the Shore event, tentatively scheduled for Saturday, June 19, 2027 on the Boardwalk and beach at Caroline St. from 9 am-1 pm.

SUMMARY:

This event is a community-centered 5K on the Boardwalk. It is an inclusive walking and running experience for participants of all ages and fitness levels. The event will be headquarted on the beach at Caroline St., with the 5K start and finish point the at Boardwalk arch (route TBD). The beach will also be used as an activation zone, with premade food from a local restaurant (TBD) provided to event participants.

Mr. Whaley had requested support from Police (OCPD), Fire/EMS and Public Works. OCPD will routinely check on the event, but will not have personnel committed to it. Also, Fire/EMS does not provide stand-by service for events. It is suggested that Mr. Whaley contract with a private company for this service. Lastly, while Public Works (DPW) can assist with cone set-up and teardown, they do not have signage available. Mr. Whaley is responsible for the cleanliness of the event site, including both the race route and the activation zone.

Risk Management stated the minimum General Liability insurance coverage is $1M/$2M Aggregate Limit. If the twenty (20) staff members are paid employees, evidence of Workers Compensation with Maryland Statutory coverage and Employers Liability Limits of $100K/$500K/$100K is needed. The Mayor and City Council are to be designated Additional Insured on a primary and non-contributory basis with waiver of subrogation in the Town's favor. Lastly, Risk Management suggested Mr. Whaley secure signed liability waivers from all participants prior to the event.

FISCAL IMPACT:

Mr. Whaley shall provide the Town $150 in private event fees, and if any assets and/or support are needed, Mr. Whaley shall be billed accordingly.

RECOMMENDATION: Approve the event as presented.

1st Class Resort and Tourist Destination

ALTERNATIVES: No staff alternatives were suggested.

RESPONSIBLE STAFF: Lisa Mitchell, Private Event Coordinator
Matt Thompson, Public Works Maintenance Manager

COORDINATED WITH: Monzona Whaley, How We Build

ATTACHMENT(S):

1. Draft Permit
2. Processing Costs and Fees
3. Event Impact Calculation
4. June 2027 Calendar
5. Application
6. Event Timeline
7. Map
8. PE Processing Costs and Fees.pdf

MAYOR
Richard W. Meehan

CITY COUNCIL

Matthew M. James
President

William C. Savage III
Secretary

Peter S. Buas
John F. Gehrig, Jr.
Jeff Heiser
Jacob H. Mitrecic
Carol Proctor

CITY MANAGER
Terence J. McGean, PE

CITY CLERK
Diana L. Chavis, MMC

PRIVATE EVENT PERMIT
APPROVED BY
THE CITY COUNCIL OF OCEAN CITY, MARYLAND
GRANTED TO
MONZONA WHALEY FOR HOW WE BUILD

SUBJECT: JUNETEENTH ON THE SHORE 2027

Upon having received approval from the Mayor and City Council and having paid all appropriate fees, this permit defines the terms by which the event shall occur.

PURPOSE: 5K run/walk

PLACE, DATE and TIME: Saturday, June 19, 2027 on the Boardwalk and on the beach at Caroline St., 9 am-1 pm

SET-UP: Morning of the event beginning at 6 am

BREAKDOWN: At the event's conclusion and completed by 2 pm.

RESPONSIBILITIES OF EACH PARTY:
Monzona Whaley for How We Build

1. Act as event manager.
2. Coordinate the event.
3. Have each participant sign a waiver of liability.
4. Collect and dispose of all trash.
5. Utilize a PA system
6. May set up tents in the sand. If any tents are larger than 10'x10', a permit from the Office of the Fire Marshal is needed.
7. May set-up temporary structures on the Boardwalk. No structures can be staked into existing hard surfaces. Temporary structures must be secured using weights, water barrels or concrete block.
8. If any assets and/or support are needed, they must be requested by May 14.
9. May set-up water stations on the Boardwalk. These stations cannot block general public access to the Boardwalk.
10. May have up to two (2) vehicles on the Boardwalk for set-up and teardown of the event.
11. Provide two (2) volunteers on bikes to lead and follow race, as well as additional volunteers to stand at key points along the race route to direct runners.
12. May provide Emergency Medical Technicians for any potential medical needs.
13. May provide the Certificate of Insurance to include coverage for General Liability in the amount of $1M/$2M Aggregate. If staff members are paid employees, evidence of Workers Compensation with Maryland Statutory coverage and Employers Liability Limits of $100K/$500K/$100K are needed. The Mayor and City Council of Ocean City shall be

designated as certificate holder and additional insured. Provided coverage shall be primary, non-contributory, and without regard to the named insured's fault or lack thereof.

14. Abide by all Guidelines and Obligations listed on the Private Event Application, unless otherwise noted in this permit.

The Town of Ocean City, Maryland

1. Department of Public Works (DPW) may provide assets and support (TBD).
2. The Private Event Coordinator shall serve as the Town's liaison. Any questions regarding it should be directed to her. The liaison can be reached at 443-235-5275 or on the city radio system at #9010.

THIS PRIVATE EVENT PERMIT IS EFFECTIVE WHEN SIGNED BELOW AND MAY BE TERMINATED BY EITHER PARTY AT ANY TIME.

_____ Date: _____
Monzona Whaley on behalf of How We Build

_____ Date: _____
Tom Perlozzo on behalf of the City Council of Ocean City, Maryland

Ocean City's Private Event at a Glance

EXECUTIVE SUMMARY

rev. 240415

Event Name:	**Juneteenth on the Shore**
Start Date:	**Saturday, June 19, 2027**
Set Start:	*Saturday, June 19, 2027*
Strike End:	*Saturday, June 19, 2027*
Location(s):	**Boardwalk** **Beach**
Contact:	Monzona Whaley
Organization:	How We Build
New Event?	YES
Event Type:	Open Athletic Comp.
In-Season?	YES
Non-Profit?	YES
Crowd Draw:	Balanced
Annual Event?	NO

Duration:

1	Days	Est. Ttl. Attend:	*570*
1	Days	Spectators:	50
		Participants:	500
		Vendors:	-

ASSIGNED TIER: **Tier 2**

Assigned via standardized calculation

	Internal Est. Costs:	*Billable Costs:*
DPW-M:	$ -	$ -
DPW-TRANS:	$ -	
DPW-CON:	$ -	
DPW-ELECT:	$ -	
FIRE:	$ -	
EMS:	$ -	
OCPD:	$ -	
OCBP:	$ -	
FM:	$ -	
PARKS:	$ -	
P&Z:	$ -	
Other:	$ -	

5K running/walking race on the Boardwalk and a beach activation zone.

Key Details & Other Events:

Limited vehicle access to the Boardwalk for set-up and teardown.	

EVENT DETAILS

Alcohol?	NO
Food Sales?	NO
Parking Req?	NO
Entry Fee?	YES
Estimated # of Vendors:	
# of 10x10s:	0
#>100sf:	0

Participant Registration Fee

Conveyed Fees:

Application Fee:	$ 50.00	*If annual: Previous Year's Cost:* $ -
Late Fee Applied:	$ -	
Other Initial Credit/Fee:	$ -	
Applied Assessment Fee:	$ -	
Estimated Space Fee:	$ 100.00	
Estimated Vendor Fee:	$ -	
Departmental Costs:	$ -	
Equipment & Labor Charges:	$ -	
IPL Lost Revenue Assessment:	$ -	
Other Fees/Charges/Credits:	$ -	

Cost/Event: $ 100.00

# of Events: 1

TOTAL COST DUE:

$ 100.00

EVENT IMPACT CALCULATOR DETAIL - JUNETEENTH ON THE SHORE - 05/27/2026

Event Summary

Key Parameters		Key Results	
Event Name	Juneteenth on the Shore	Business Sales (Direct)	$245,984.75
Organization	How We Build	Business Sales (Total)	$345,316.13
Event Type	Sports: Adult Amateur	Jobs Supported (Direct)	166
Start Date	06/19/2027	Jobs Supported (Total)	191
End Date	06/19/2027	Local Taxes (Total)	$7,381.44
Overnight Attendees	500	Net Direct Local Tax ROI	$6,979.00
Day Attendees	70	Est. Room Nights Demand	463

Direct Business Sales

Sales by Source

Attendees Spending	$238,660.03	Exhibitor Spending	$17.93
Organizer Spending	$7,306.80	Total Event Spending	$245,984.75

Business Sales by Sector

Industry	Attendees	Organizer	Media/Sponsors	Total
Lodging	$114,625.52	$0.00*	$0.00	**$114,625.52**
Transportation	$5,155.35	$168.37*	$11.46	**$5,335.18**
Food & Beverage	$51,172.04	$3,742.00*	$0.00	**$54,914.04**
Retail	$47,491.30	$0.00	$0.00	**$47,491.30**
Recreation	$20,215.82	$0.00	$0.00	**$20,215.82**
Space Rental	$0.00	$1,451.00*	$0.00	**$1,451.00**
Business Services	$0.00	$1,945.43*	$6.47	**$1,951.90**
Totals	**$238,660.03**	**$7,306.80**	**$17.93**	**$245,984.75**

* indicates that the calculator's model defaults were used

Economic Impact Details

	Direct	Indirect/Induced	Total
Business Sales	**$245,984.75**	**$99,331.38**	**$345,316.13**
Personal Income	**$77,431.61**	**$26,664.04**	**$104,095.65**
Jobs Supported			
Persons	166	25	191
Annual FTEs	2	0	2
Taxes And Assessments			
Federal Total	$21,692.21	$8,234.73	$29,926.94
State Total	$16,206.22	$2,453.16	$18,659.38
Sales	$13,663.62	$1,489.97	$15,153.60
Income	$1,068.65	$367.99	$1,436.64
Bed	$0.00		$0.00
Other	$1,473.95	$595.20	$2,069.15
Local Total	$6,979.00	$402.44	$7,381.44
Sales	$0.00	$0.00	$0.00
Income	$861.65	$296.71	$1,158.36
Bed	$5,731.28		$5,731.28
Per Room Charge	$0.00		$0.00
Tourism District	$0.00		$0.00
Restaurant	$191.90	$27.32	$219.21
Other	$194.18	$78.41	$272.59
Property Tax	$4,638.14	$1,149.48	$5,787.62

Event Return On Investment (ROI)

Direct Total Tax ROI	
Direct Tax Receipts	$6,979.00
DMO Hosting Costs	$0.00
Direct ROI	$6,979.00
Net Present Value	$6,839.67
Direct ROI (%)	-
Total	
Total Local Tax Receipts	$7,381.44
Total ROI	$7,381.44
Net Present Value	$7,234.08
Total ROI (%)	-

Estimated Room Demand Metrics			
Room Nights Sold	463		
Room Pickup (block only)	0		
Peak Room Nights	263		
Total Visitor Days	933		

2027 JUNE

CALENDAR YEAR | CALENDAR MONTH

SUNDAY

FIRST DAY OF WEEK

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	31	01	02	03	04	05
06	07	08	09	10	11	12 PE - OC Air Show
13 PE - OC Air Show	14	15	16	17	18	19 *PE - Juneteenth on the Shore - TENTATIVE*
20	21	22	23	24	25	26
27	28	29	30	01	02	03
04	05	06	07	08	09	10

Private Event Permit Application

#678992

Juneteenth on the Shore Open Athletic Competition

APPLICANT

Monzona Whaley monzona.whaley@gmail.com (917) 981-8660

DATES AND TIMES

Event date and time:

06/19/2027 9:00am — 06/19/2027 1:00pm

FEES

Banner Fee	$0.00
City Space Use Fee	$0.00
IPL Lost Revenue Fee	$0.00
Miscellaneous Fee	$0.00
Application Fee	$50.00
Application Addendum Fee	$0.00
Concession Fee	$0.00
Application Late Fee	$0.00
Asset and Support Fee	$0.00
Change Fee	$0.00
Total:	**$50.00**
Total paid with Visa-1316 on 04/17/2026	**-$50.00**
Due:	**$0.00**

FEE SCOPING

Which type of event organization will run your event?

501(c)(3) Non-profit

GENERAL INFORMATION

Event Name

Juneteenth on the Shore

Event Locations

Boardwalk

Event Times

Event date and time:

06/19/2027 9:00am — 06/19/2027 1:00pm

Event Summary

Juneteenth on the Shore is a community-centered 5K experience that brings together movement, history, and culture to honor freedom and collective resilience. The event is designed as an inclusive walking and running experience for participants of all ages and fitness levels, creating space for reflection, connection, and celebration.

For 2027, the event is proposed to take place on the Ocean City Boardwalk, offering a scenic and accessible route that highlights the beauty and energy of the shoreline. The course will consist of an approximately 1.5-mile out-and-back route along the boardwalk, allowing participants to engage in a shared experience while ensuring safety, visibility, and ease of coordination.

Beyond the walk/run itself, Juneteenth on the Shore is rooted in community engagement. The event will feature pre- and post-event gathering moments, music, and opportunities for participants to connect with one another in a meaningful way. The goal is not only to complete a distance, but to create a memorable experience that celebrates freedom, wellness, and unity.

This event builds on the established Juneteenth on the Shore concept, which has successfully brought together diverse communities through intentional programming that blends physical activity with cultural significance. Hosting the event in Ocean City will expand its reach, welcoming both local residents and visitors to participate in a powerful and uplifting Juneteenth experience.

Applicant Organization

How We Build

Organization Phone

(917) 981-8660

Organization Website

howwebuild.org

What type of town assets or support will you request for the event?

To successfully execute Juneteenth on the Shore, we anticipate requesting the following support from the Town of Ocean City:

1. Event Permitting & Coordination: Assistance with securing necessary permits and coordinating with relevant departments.

2. Public Safety Support: Police presence for crowd management, route monitoring, and safe pedestrian crossings along the boardwalk.

3. Emergency Services: On-site EMS support to ensure participant safety.

4. Public Works Support: Assistance with route setup and breakdown, including barricades, cones, and signage to clearly define the course.

5. Sanitation Services: Access to trash and recycling receptacles, along with post-event cleanup support if available.

5. Restroom Access: Access to nearby public restroom facilities along the boardwalk.

6. Space Allocation: Designated areas for event check-in, gathering, and post-event activities.

7. Parking Coordination: Guidance on participant parking and potential use of nearby public parking facilities.

8. Marketing & Promotion: Inclusion on town event calendars and support in promoting the event through official channels, if possible.

Who will be the beneficiary of the event?

How We Build

Who will sponsor the event?

How We Build

What type of marketing will be done for the event?

None.

Have you chosen a rain date?

No

Attach preliminary event schedule to illustrate event flow and proposed active use times for requested event site(s).

Preliminary Event Schedule.pdf

Attach a description and map of the layout, infrastructure and hardware to be used. Provide a detailed site map/diagram/CAD drawing/rendering (all that apply).

Attach a description and map of the layout, infrastructure and hardware to be used. Provide a detailed site map/diagram/CAD drawing/rendering (all that apply).

Event Layout.pdf

Does your event require police support?

No

CONTACT

Contact Name

Monzona Whaley

Contact Email

monzona.whaley@gmail.com

Contact Mobile Number

(917) 981-8660

ARRIVAL AND DEPARTURE DATES

Provide the date that staff arrives onsite for the event

Jun 19, 2027

Vendor Departure

Jun 19, 2027

Provide the date that staff departs the event

Jun 19, 2027

Participant/Spectator Arrival

Jun 19, 2027

Vendor Arrival

Jun 19, 2027

Participant/Spectator Departure

Jun 19, 2027

ROOM BLOCKS

Will you have an HQ hotel?

No

Will you establish hotel room blocks?

No

EVENT ATTENDANCE ESTIMATES

Geographic Reach

Balanced

Staff Estimates

Total Staff

20

% Staying Overnight

N/A

% Traveling Alone

N/A

Participant Estimates

Total Participants

500

Participants Staying Overnight

100

Average Guests

50

Exhibitor Estimates

Total Exhibitors

N/A

Exhibitors Staying Overnight

N/A

Exhibitors Traveling Alone

N/A

Spectator Estimates

Total Spectators

50

Spectators Staying Overnight

N/A

Average Party Size

2

Total Overnight Guests

% Lodge in Ocean City

N/A

% Use Condos

N/A

% Camp

N/A

ENTERTAINMENT/OFFERINGS

Will you charge any entry fees?

Registration Fee

Will your event include live music?

No

Will your event have a stage or static crowd viewing area?

Yes

Where will your entertainers come from?

Balanced

What is your expected average ticket price?

$ 20.00

Will your event include fireworks/pyrotechnics, flame or other special effects or bonfires?

No

Will your event include bleachers, risers or other temporary structure accessible by the consumer?

No

Will your event include tents/temporary structures?

Yes

Select the temporary structures that are a part of your event

Tents 14×14 or smaller (under 200 sq ft)

Will your event close or alter use of streets or private parking lot space?

No

Will you sell items within the footprint of the event?

No

Will you provide sampling of products?

No

Will you serve or distribute alcohol?

No

Will you have onsite cooking or food trucks?

No

Will you provide portolets?

No

PARKING/ACCESS

Parking Information

% Utilizing Public Parking

100

% Parking at Hotels

N/A

% That Will Use Bus Service

N/A

% That will Use Town Lot

N/A

Will you have special parking requests?

No

Will you need vehicular beach access?

No

Will you need vehicular access to the Boardwalk?

Yes

Please explain access requirements.

Limited vehicular access to the boardwalk may be requested during early morning setup and post-event breakdown only.

Setup Window: 6:00 AM – 7:30 AM
Breakdown Window: 11:30 AM – 1:00 PM

Any vehicle use would be restricted to essential event operations, including:

Delivery and placement of event equipment (tents, tables, signage, hydration supplies)
Drop-off of pre-prepared meals from a local restaurant partner
Load-in/load-out of materials by event staff

No vehicular access will be needed during active event hours, and all vehicles will be removed from the boardwalk prior to participant arrival.

We will fully comply with all Town of Ocean City regulations regarding vehicle access, timing, and permitted routes, and will coordinate closely with Town staff to ensure safety and minimal disruption to the public.

ACKNOWLEDGEMENTS

- [x] POINT OF CONTACT FOR THE TOWN OF OCEAN CITY: The Town's Private Event Coordinator shall be the primary contact for all communications with the Town of Ocean City. If you receive contact from another Town department or entity, it is your responsibility to make sure the Private Event Coordinator is aware of all discussions, details, modifications or approvals as a result of independent conversations. At no time shall Applicant contact other departments directly unless authorized by the Private Events Coordinator in writing.

- [x] BEACH FRANCHISE NOTIFICATION: : If your event takes place on the beach, you must notify the appropriate beach equipment rental franchise owner(s) to advise them of the event footprint. It is the applicant's responsibility to confirm, in writing, that 1) the franchise owner(s) has been notified; 2) event logistics have been coordinated; and 3) if necessary, a reasonable financial agreement has been negotiated. Written confirmation must be provided to the Town's Private Event Coordinator. If the applicant and franchise owner(s) are unable to reach a mutually acceptable agreement, the matter shall be submitted to the Town for mediation, and the Town will decide an impartial resolution by which both parties shall abide.

- [x] ROAD/LANE CLOSURES: A state highway permit shall be obtained for use of any state property (roads, highways, etc.) This is the responsibility of the applicant independent of the Town's private event process. Applicant shall keep the Town's Private Event Coordinator apprised of all steps and approvals related to such efforts. Non-state roads affected by the event shall be reviewed by the Town for consideration of closure or traffic modification through the private event process.

- [x] USE OF MUNICIPAL PARKING LOTS: If a municipal lot is requested for use by the applicant for the event, whether for parking or placement of the event footprint, the Town reserves the right to review lost revenue and assign a cost to lot usage. This cost will be assigned during the private event approval process, discussed with the applicant and considered for approval by the Mayor and City Council as part of the private event approval.

INSURANCE REQUIREMENTS: The Risk Manager for the Town of Ocean City will determine insurance requirements for all private events, following the receipt of the application. Insurance requirements apply to private event vendors, amusement ride companies and fireworks producers, their contractors and subcontractors as well as the private event owner/sponsors. Requirements will depend on, including but not limited to, hazards and exposures associated with the specific private event.

Minimum required insurance shall be provided by companies licensed in the State of Maryland with a current AM Best, Inc. rating of a VII or better. The Mayor and City Council Town of Ocean City, Maryland, its employees, volunteers and officials shall be named as additional insured on all insurance policies except workers' compensation and, except for automobile liability, the The Mayor and City Council Town of Ocean City, Maryland's additional insured status shall include premises liability and products/completed operations.

Coverage's shall be primary and non-contributory with respect to any other insurance available to the Mayor and City Council Town of Ocean City, Maryland, its employees, volunteers and officials and shall include a waiver of rights of recovery or subrogation against the Mayor and City Council Town of Ocean City, Maryland, its officials, volunteers and employees without limitation for any and all claims, damages, losses, liabilities or expenses relating to, arising from, resulting from, or alleged to have arisen or resulted from, this private event.

Original copies of certificates of insurance and additional insured endorsements must be received by the Town of Ocean City, Maryland's Risk Management Office at least fifteen (15) working days prior to the event.

COCA-COLA EXCLUSIVE PRODUCT AGREEMENT DISCLOSURE: The applicant must comply with all provisions of the Town's agreement with Coca-Cola Refreshments as it pertains to the distribution or sales of beverages by the applicant on Town property. The applicant agrees to sell, dispense or serve only Coca-Cola beverages on Town premises for the duration of the permitted use. The applicant is expressly prohibited from using the beverages of other suppliers, said beverages to include soft drinks, juices, sport drinks, specified energy drinks and bottled waters. The permitted beverages include Coca-Cola, Diet Coke, Sprite, Pibb Xtra, Mello Yello, Fresca, Nestea, Arizona Tea, Honest Tea, Barqs Root Beer, Fanta, Minute Maid, Seagrams Ginger Ale, PowerAde, V-8 Juice, Fuze Juice, Monster, Tum E Yummies, Dasani and other products that Coca-Cola may provide in accordance with its agreement with the Town of Ocean City.

BEACH ACCESS: Vehicle access to and from the beach must be clearly identified on your application and is not guaranteed. If approved, applicant must complete a beach driving and safety course annually provided by OCBP at the applicants expense.

BEAUTY CONTESTS: Beauty contests are not permitted on the beach.

CITY SERVICES: Each applicant should plan on providing all the necessary cleanup, set-up, etc. without the assistance of City Services. If town services are requested, they must be clearly indicated within the Private Event Application for evaluation.

- [x] CONCESSIONS: No food or beverage concessions will be permitted on the beach or along the boardwalk, although such sales may be considered at other sites. Beverage sales at other sites must maintain compliance with the sponsorship restrictions noted within this application. ONLY event - related merchandise sales may be permitted on the beach upon appropriate request and approval, subject to applicable laws.

- [x] SPONSORSHIPS: All sponsors must be identified on the application.

- [x] ADVERTISING: Ocean City will not allow any type of advertising that is:

  - Violence in any form
  - False, misleading or deceiving statements
  - Sexually explicit or obscene materials
  - Tobacco or tobacco products
  - Vaping or vaping products
  - Tattoos
  - Casino gambling including games of chance and skill
  - Alcohol
  - Promoting the use of marijuana
  - Other potentially objectionable marketing or advertising which may be established from time to time by the Town.

- [x] DIAGRAM OF EVENT LAYOUT: A detailed diagram of the event layout/set-up and location of any and all facilities is required with your application. The application will be considered incomplete without the diagram.

- [x] INFLATABLES: Inflatable displays may be permitted, but must be pre-approved. A photograph of the intended display and the dimensions must be included before approval can be considered. No liquor or tobacco product displays will be allowed. The Mayor and City Council reserve the right to reject any inflatable determined inappropriate.

- [x] MUSIC AND PUBLIC ADDRESS SYSTEMS: Must operate in accordance with the Ocean City Code 30-367 of 65 decibels.

- [x] DOWNTOWN EVENTS (BEACH/BOARDWALK): Events that charge participant entry fees (tournaments, festivals, etc.) and/or desire to display sponsorship banners or other promotional information, must maintain a seventy-five (75) foot buffer from the edge of the train lane to the start of the event's set up. All events must comply with the provisions of Chapter 62 of the Ocean City Code.

- [x] PARADES: An MDOT Highway Permit must be obtained at (410) 543-6715 for use of any state property, and a copy forwarded to the Town's Private Events Coordinator.

- [x] FIREWORKS, TENTS, AIR SUPPORT/AIR INFLATED STRUCTURES & BONFIRES: Application to the City Fire Marshal at (410) 289-8780 is required, with appropriate approvals forwarded to the Private Events Coordinator. Failure to comply will result in revocation of all event approvals.

- [x] TOILET FACILITIES: Identification of planned "comfort" provisions must be included in the application and event diagram. The Town owns a number of established public toilet stations in the downtown area that may assist in event planning.

- [x] PRIZE STIPULATIONS: No alcoholic beverages may be awarded as a prize on City property.

- [x] WEST OCEAN CITY PARK AND RIDE: A permit is required if a trailer or an oversized vehicle is parked over night at the West Ocean City Park and Ride. Please specify this request on your application.

- [x] SAMPLING: Sampling will be permitted on a case-by-case basis. Sizes and quantities of such must be pre-approved, as do the locations for distribution. Samples must be of a nationally recognized product available for sale at retail establishments. No prepared food samples will be permitted on the beach nor along the boardwalk. Non-alcoholic beverage samples may be permitted provided the samples are in compliance with the Town of Ocean City's exclusive beverage franchise agreement with Coca-Cola.

- [x] RAFFLES: Only non-profit groups may offer any form of raffle in conjunction with an event in Ocean City. These groups must apply through the Worcester County Department of Development Review and Permitting, and must submit a processing fee at the time of application. Applications are available at the Isle of Wight County Office Building on Route 90, or at the Court House in Snow Hill. A copy of the raffle permit must be forwarded to the Private Events Coordinator at least seven (7) days prior to the event. All raffles must be drawn and announced prior to the conclusion of the event.

- [x] TRASH: Applicant is required to clean the area of trash and transport it to the appropriate receptacle. On the beach, all trash must be placed in the appropriate street-end dumpsters. Failure to practice appropriate cleanup procedures may result in the denial of future event requests and/or appropriate billings.

- [x] ALCOHOLIC BEVERAGE SERVICE: Groups are discouraged from the service of alcoholic beverages at their Ocean City event. However, those that desire such approval must state this clearly on their application. Permission to serve alcoholic beverages shall be granted exclusively by Mayor and City Council. It should be noted that without Council approval, open containers of alcoholic beverages on public property is illegal. Only Worchester County based non-profit groups may request to sell alcoholic beverages at an event, and must obtain a license from the Worcester County Board of License Commissioners. A “One Day Alcohol Permit” application with the Ocean City Mayor’s signature must be submitted to the County a minimum of fourteen (14) days prior to the event, along with a the permit fee. Applications are usually available in the Mayor’s office at City Hall. A copy of the approved permit must be forwarded to the Private Events Coordinator at least seven (7) days prior to the event. The original permit must be kept on site at the event and must be available to display if required.

- [x] CHANGES TO APPLICATION OR PERMIT: Event applicants desiring to make changes to their submitted application or approved private event must complete the “Request for an Addendum to a Private Event” form (available upon request), and must submit the completed form, along with the appropriate fee, to the Private Events Coordinator. However, no changes will be accepted within 30-days prior to the event.

- [x] LOCAL ORDINANCE DISCLOSURE AND COMPLIANCE: The applicant agrees to comply with the provisions of all applicable ordinances of the Town of Ocean City. Specifically all permitted uses on or within 75 feet of the Boardwalk are required to comply with the provisions of chapter 62 of the Code which expressly prohibits the public sale, rental or exchange for a donation of any goods, wares, merchandise, foodstuffs, refreshments or other commodities or services.

LEGAL DISCLOSURES

- [x] HOLD HARMLESS CLAUSE: Permitee (organization/ applicant) shall assume all risks incident to or in connection with the permitee activity including exposure to an infection of COVID-19 and shall be solely responsible for damage or injury, of whatever kind or nature, to person or property, directly or indirectly arising out of or in connection with the permitee activity or the conduct of Permitee's operation. Permitee hereby expressly agrees to defend and hold the Town of Ocean City, its officers, agents, employees and representatives harmless from any penalties for violation of any law, ordinance, or regulation affecting its activity and from any and all claims, suits, losses, damages, or injuries directly or indirectly arising out of or in connection with the permitee activity or conduct of its operation or resulting from the negligence or intentional acts or omissions of Permitee or its officers, agent and employees, including possible exposure to an infection from COVID-19.

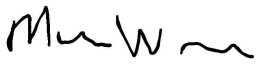
- [x] PRIVATE EVENT APPLICATION COMPLIANCE REQUIREMENT: The applicant for the private event described in this application agrees to follow guidelines provided and submit a complete application including submision of all required materials. The applicant agrees to take full responsibility for all city-owned property, whether borrowed, leased or rented, and understands that necessary replacement and/or repair fees may be assessed should such property be in an unacceptable condition. The applicant agrees to abide by all provisions of the private event permit granted by the Town and agrees to pay all fees and costs assigned to the permit. The applicant further agrees to comply with all conditions of the use permit, which may be required by the Mayor and City Council of the Town.

- [x] INTELLECTUAL PROPERTY CLAUSE: Acknowledge and agree that no Town trademarks, service marks, trade names, logos, and/or other trade indicia, copyrights and, as applicable, any patents, inventions and/or other intellectual property (Intellectual Property) owned by the Mayor and City Council of the Town of Ocean City, Maryland, will be directly or indirectly used, incorporated, published or republished, without prior written consent. Unauthorized use of the Intellectual Property will result in The Town of Ocean City authorizing immediate emergency, temporary and/or permanent injunctive relief prohibiting such unauthorized use and the Town of Ocean City, Maryland may be entitled to injunctive relief because monetary damages may not be an adequate remedy; but notwithstanding, the foregoing Town of Ocean City, Maryland may seek any other legal or equitable remedies in addition to injunctive relief. To the extent the Town of Ocean City, Maryland prevails in a suit at law or in equity for the purpose of enforcing its Intellectual Property rights, the Town of Ocean City, Maryland shall be entitled to recover its reasonable attorneys' fees plus court costs and expenses.

Applicant, by checking each of the guidelines herein, accepts all responsibilities thereto. All information provided is correct and complete. The applicant agrees to maintain a complete record of the event through the Town of Ocean City's Private Event Coordinator including all required submission of materials separate from this document. Applicant further agrees that information not included in writing shall not be considered for approval and will not be an executable element of the final Private Event Permit unless submit as part of a written change order through the Private Events Coordinator for Mayor and City Council Approval. Images, videos and drawings shall be deemed as support material only and details conveyed shall be submitted in writing as part of this document or a change order. No details will be assumed by the Town, its officials or employees.

- [x] The applicant agrees to take full responsibility for all city-owned property, whether existing within the event footprint, add-ons thereto, borrowed, leased or rented. Applicant further agrees that they are responsible for the proper behavior of their crowd base and that damage or defacement caused to town or private property by vendors, participants, sub-contractors and/or spectators as a result of the execution of the event may be cause for action by the Town against applicant through additional repair or replacement fee assessment(s) or legal action to the extent of the law in the State of Maryland. The applicant agrees to abide by all provisions of the private event permit granted by the Town and agrees to pay all fees and costs assigned to the permit. The applicant further agrees to comply with all conditions and limitations of the Private Event Permit and additional conditions and tasks which may be required by the Mayor and City Council of the Town. This event must follow in accordance with all State of Maryland Directives and Orders regarding community, recreational, leisure, cultural and sporting gatherings and events.

Signature



x

The information provided in this tool is subject to final approval by staff. Permit requirements, fees, and zoning information may be altered upon subsequent staff review. If you have additional questions about your zoning determination, please contact town staff.

Preliminary Event Schedule – Juneteenth on the Shore (Ocean City Boardwalk & Beach)
Proposed Date: Saturday, June 19, 2027

6:00 AM – 7:30 AM
Event setup

- Course marking (cones, signage, turnaround point)
- Check-in area, tables, and equipment setup
- Beach activation area setup (designated space for post-event gathering and refreshments)
- Vendor/restaurant coordination and meal delivery setup

7:30 AM – 8:45 AM
Participant arrival and check-in

- Registration/check-in open
- Music and light programming begins
- Informal gathering and warm-up preparation

8:45 AM – 9:00 AM
Opening moment

- Welcome remarks
- Event overview and safety instructions
- Group warm-up

9:00 AM – 10:30 AM
5K walk/run experience

- Rolling start to reduce congestion on the boardwalk
- Participants complete ~1.5-mile out-and-back route
- Water station and course support provided

10:30 AM – 12:30 PM
Post-event beach gathering & refreshments

- Participants transition to designated beach area
- Pre-purchased meals distributed (provided by a local restaurant partner)
- Hydration and light refreshments available
- Music, recovery, and community engagement
- Informal programming and connection

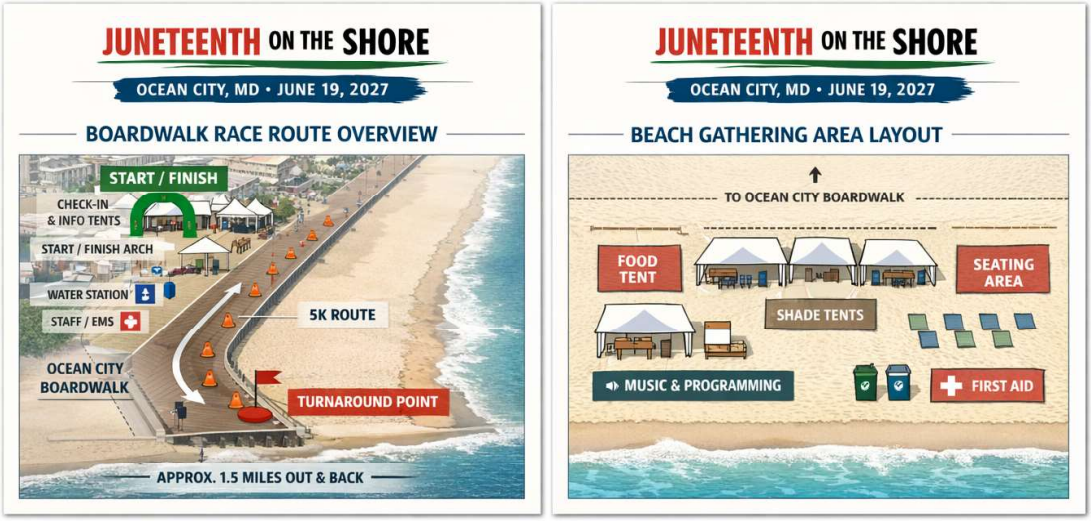
12:30 PM – 2:00 PM
Breakdown and site cleanup

- Equipment removal (boardwalk and beach areas)
- Waste collection and disposal
- Final site walkthrough to ensure cleanliness and compliance

---

Active Use of Event Site(s):

- **Boardwalk (race + staging):** 7:30 AM – 11:00 AM
- **Beach (post-event activation):** 10:30 AM – 12:30 PM
- **Full operational window (including setup/breakdown):** 6:00 AM – 2:00 PM



Conceptual Event Layout for Review – Final Design Pending Town Approval

Event Layout, Infrastructure & Equipment Description

Juneteenth on the Shore – Ocean City Boardwalk & Beach (Proposed)

The event will utilize a **linear boardwalk course with a designated beach activation zone**, designed for safe participant flow, minimal disruption to public access, and efficient operations.

1. Boardwalk Layout (Race Route & Operations)

- **Start/Finish Area:**
  Located on a designated section of the Ocean City Boardwalk (exact street access point to be confirmed in coordination with the Town).
  - Check-in/registration tables
  - Branded start/finish arch (temporary structure)
  - PA system for announcements
  - Volunteer/staff staging area
- **Race Course:**
  - Approx. **1.5-mile out-and-back route** along the boardwalk
  - Clearly marked **turnaround point** with cones and signage
  - Directional signage to guide participant flow

    - Rolling start format to reduce congestion
- **Safety & Flow Infrastructure:**
    - Traffic cones and barricades to define participant lane
    - Event signage (start, turnaround, hydration, caution areas)
    - Water station positioned along the route or near turnaround
    - Staff/volunteers stationed at key points

---

2. Beach Activation Area (Post-Event Gathering)

A designated section of the beach adjacent to the boardwalk will serve as the **post-event experience space**, designed for relaxation, recovery, and community engagement.

- **Setup Includes:**
    - Tents or shaded areas (10x10 pop-up tents)
    - Tables for meal distribution
    - Hydration station (water + light refreshments)
    - Designated seating/lounge areas (blankets or minimal seating)
    - Waste and recycling stations
- **Food & Beverage:**
    - Pre-purchased meals provided by a **local restaurant partner**
    - No on-site cooking; food will be delivered and distributed
- **Programming:**
    - Music (portable speaker or small PA system)
    - Informal gathering and recovery space
    - Optional wellness activations (e.g., stretching, ice plunge if approved)

---

3. Equipment & Hardware Summary

- Start/finish arch (temporary)
- Folding tables and chairs (check-in + food distribution)
- Pop-up tents (shade)
- Traffic cones and barricades
- Directional and informational signage
- Portable PA/sound system
- Hydration supplies (water coolers, cups)
- Waste/recycling receptacles
- Optional: mobile recovery units (e.g., ice plunge tubs)

Ocean City's Private Event at a Glance

EXECUTIVE SUMMARY

rev. 240415

Event Name:	**Juneteenth on the Shore**
Start Date:	**Saturday, June 19, 2027**
Set Start:	*Saturday, June 19, 2027*
Strike End:	*Saturday, June 19, 2027*
Location(s):	**Boardwalk** **Beach**
Contact:	Monzona Whaley
Organization:	How We Build
New Event?	YES
Event Type:	Open Athletic Comp.
In-Season?	YES
Non-Profit?	YES
Crowd Draw:	Balanced
Annual Event?	NO

Duration:

1	Days	Est. Ttl. Attend:	*570*
1	Days	Spectators:	50
		Participants:	500
		Vendors:	-

ASSIGNED TIER: **Tier 2**

Assigned via standardized calculation

	Internal Est. Costs:	*Billable Costs:*
DPW-M:	$ -	$ -
DPW-TRANS:	$ -	
DPW-CON:	$ -	
DPW-ELECT:	$ -	
FIRE:	$ -	
EMS:	$ -	
OCPD:	$ -	
OCBP:	$ -	
FM:	$ -	
PARKS:	$ -	
P&Z:	$ -	
Other:	$ -	

5K running/walking race on the Boardwalk and a beach activation zone.

Key Details & Other Events:

Limited vehicle access to the Boardwalk for set-up and teardown.	

EVENT DETAILS

Alcohol?	NO
Food Sales?	NO
Parking Req?	NO
Entry Fee?	YES
Estimated # of Vendors:	
# of 10x10s:	0
#>100sf:	0

Participant Registration Fee

Conveyed Fees:

		If annual: Previous Year's Cost:
Application Fee:	$ 50.00	$ -
Late Fee Applied:	$ -	
Other Initial Credit/Fee:	$ -	
Applied Assessment Fee:	$ -	
Estimated Space Fee:	$ 100.00	
Estimated Vendor Fee:	$ -	
Departmental Costs:	$ -	
Equipment & Labor Charges:	$ -	
IPL Lost Revenue Assessment:	$ -	
Other Fees/Charges/Credits:	$ -	

Cost/Event:	**$ 100.00**
# of Events:	1
TOTAL COST DUE:	
$	**100.00**

TOWN OF
OCEAN CITY
The White Marlin Capital of the World

Agenda Item # 8.A

Council Meeting June 1, 2026

TO: The Honorable Mayor, Council President and Members of Council
THRU: Terence J. McGean, PE, City Manager
FROM: Heather Stansbury, City Solicitor
RE: Second Reading Ordinance 2026-17 Business License Application Revisions and Chapter 14 Amendments
DATE: May 26, 2026

ISSUE(S): Second Reading of Ordinance 2026-17, amends Chapter 14, Article II, entitled Licensed Occupations. These proposed changes will clean up the code for relevancy and update certain processes to address certain issues that have arisen in the last few years.

SUMMARY: Various changes are being made to Chapter 14, Article II, Licensed Occupations by this draft Ordinance. All changes have been placed in underlined and all deletions are struck through. The proposed changes are the recommendation of Staff and Legal Counsel to address certain issues that have arisen in the last few years, clean up the code for relevancy and update certain processes. The changes include the following:

(1) requires additional information on business license application (such as email addresses and the necessity of a local contact);
(2) eliminates certain obsolete businesses from the list of licensed operations (such as Jukebox);
(3) requires that franchisees obtain business licenses;
(4) adds certain business types that had not previously been listed that have been getting business licenses (such as rental offices);
(5) establishes a temporary vendor license for limited use during special events on private property and a revocation process for that type of license;
(6) adds additional requirements regarding the status of a business before a business license can be issued (such as a "certificate of good standing; not having outstanding municipal infraction fines, unpaid Town fees or unpaid Town taxes);
(7) expands the period for which a business license may be suspended from 30 days to 90 days;
(8) clarifies that to the extent any provision of this article may conflict with article 5 of this chapter, article 5 (rental housing) will control;
(9) adds further violations for which a license could be suspended or revoked (such as allowing third-parties to access

a business as a means to enter a ticketed special event or festival, a licensee has not paid municipal infraction fines; a licensee allows a third party who was operating on the licensee's private property under a temporary vendor's license to remain operating on the licensee's property after the City Manager has revoked the temporary vendor's license);
(10) adds that a licensee is subject to revocation if the business operates during a period of an imposed suspension;
(11) adds a method for the City Manager to revoke without a hearing a violating temporary vendor licensee;
(12) provides further methods by which to provide a business license holder with notice of a hearing (such as by posting);
(13) clarifies that the City Manager may find that a violation of the article has occurred relative to certain bad acts without requiring that a conviction of a crime first occur;
(14) sets more realistic times frames for an appeal hearing to the Mayor and City Council – moving from 3 days to 5 days or the next scheduled regular meeting whichever is the last to occur; and
(15) clarifies how the Mayor and City Council may motion at an appeal hearing.

The Mayor and Council reviewed and approved these proposed changes for first reading during the May 12 Work Session.

FISCAL IMPACT: Not Applicable

RECOMMENDATION: Adopt Ordinance 2026-17 on Second Reading.

Excellent Service through a High Performing Town Organization

ALTERNATIVES: Defer to Mayor and Council

RESPONSIBLE STAFF: License Inspector Lori Calloway

COORDINATED WITH: Legal Counsel

ATTACHMENT(S): 1. ORD 2026 - Chapter 14 - Business Licenses.pdf

First Reading _____

Second Reading _____

ORDINANCE 2026 - ____

AN ORDINANCE TO AMEND ARTICLE II, ENTITLED LICENSED OCCUPATIONS OF CHAPTER 14, ENTITLED BUSINESSES, OF THE CODE OF THE TOWN OF OCEAN CITY, MARYLAND

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE MAYOR AND CITY COUNCIL OF OCEAN CITY THAT ARTICLE II, ENTITLED LICENSED OCCUPATIONS OF CHAPTER 14, ENTITLED BUSINESSES, OF THE CODE OF THE TOWN OF OCEAN CITY, MARYLAND BE, AND IT IS HEREBY, AMENDED, AS FOLLOWS:

Chapter 14 – BUSINESSES

...

ARTICLE II. - LICENSED OCCUPATIONS

Sec. 14-31. - Definitions.

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

Establishment or *place of business* means a building or part thereof or each motor- or horse-drawn vehicle or each stand at or from which any merchandise or commodity is dispensed or facilities or services are provided to members of the general public or members of an association, club or other business or the like.

Person means individuals, partnerships, associations and corporations.

(Code 1972, § 61-1; Code 1999, § 14-31)

Sec. 14-32. - License required.

No person shall engage in or carry on or aid in or aid or assist as an employee, clerk or otherwise in Ocean City, any business, occupation or activity mentioned in this article, or use therefor any wagon, vehicle, stand, store or other place or thing without first having obtained from the Mayor and City Council of Ocean City a license for such business, occupation or activity. Notwithstanding anything herein to the contrary, a taxicab or limousine is not considered as doing business unless the fare originates from or within Ocean City.

(Code 1972, § 61-2; Code 1999, § 14-32; Ord. No. 2021-16, 7-6-2021)

LAW OFFICES

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

SUITE 200
6200 COASTAL HIGHWAY
OCEAN CITY, MD 21842

Sec. 14-33. - Application for license; display of license.

(a) The ~~application for~~ licenses required by section 14-32 shall be applied for on the form required by the Town ~~made to the Mayor and Council at its offices in the municipal building~~, and no license shall be granted until the license fee herein specified shall have been paid in full and the licensee has met the conditions of sec. 14-36.

(b) ~~Each such license and each such application shall specify, by name and telephone number, the person to whom it shall be issued, the business, occupation or activity for which it is granted and the location at which such business is to be carried on.~~ The application and license shall include, but not be limited to, the following information: name, address, telephone number and email address of the person who will be the license holder; the name, address, telephone number and email address of the resident agent of the business, when applicable; the name, address and telephone number of a person qualified and legally authorized by the licensee: (1) to accept service of process; (2) to address any issue at the business; and (3) respond to any code violation and be able to respond in sixty (60) minutes to the business; the type of the business, occupation or activity and the location at which the business is to be carried on.

(c) Each license shall be conspicuously displayed on the licensed premises.

(Code 1972, § 61-3; Code 1999, § 14-33; Ord. No. 2000-2, 2-22-2000; Ord. No. 2009-4, 2-17-2009)

Sec. 14-34. - Payment of license fees; term of license; fee schedule.

(a) All license fees, except fees for rental of residential property and temporary vendor licenses which shall be due upon application, shall be due and payable to the Mayor and City Council as aforesaid on June 1 of each year, and all such licenses shall expire on May 31 of the following year, and any such licenses issued between January 1 and June 1 will be issued on a half-year basis expiring May 31 at one-half the annual license fee. All license fees for rental of residential property shall be due and payable to the Mayor and City Council as aforesaid on May 1 of each year, and all such licenses shall expire on April 30 of the following year, and any such licenses issued between December 1 and May 1 will be issued on a half-year basis expiring April 30 at one-half the annual license fee.

(b) The license fees to be paid annually as above provided to the Mayor and City Council of Ocean City for conducting the businesses and engaging in occupations and activities herein named, at the place designated in the license certificate issued therefor, shall be as from time to time passed by resolution of the Mayor and City Council of Ocean City; provided, however, that any such license not timely obtained shall be subject to a late charge of ten percent after 15 days and two percent each month every 30 days thereafter.

(1) Arcade.

a. A business establishment offering for public use five or more of any form of game, machine, instrument or apparatus operated by coin, slug or similar medium, but not including automatic machines for vending food, soft drinks or tobacco (per machine).

b. In addition, subject to the conditions of subsection (b)(66) of this section:

1. Each cigarette machine.
2. Cracker and candy machines.
3. Other permitted food and drink machines.
4. Dispensing machines other than those listed in subsection (b)(1)b.1, 2 or 3 of this section.

(2) Art dealer and gallery.

a. Arts and crafts dealer's license. A license issued to an individual which permits the individual to sell arts and crafts owned by the individual or consigned to the individual in any building or the covered porch thereof, provided that the building or covered porch thereof is properly zoned for such business. The written permission of the property owner must be displayed at all times.

b. Arts and crafts gallery license. A license issued to a specific business location in a building, in the name of the business operator or property owner, or both. Written permission of the property owner must be furnished in order to obtain the license. The products or creations of any artist or craftsman may be displayed and sold within the building or covered porch thereof.

(3) Automatic pinball or other similar machine on which a game may be played by depositing money or tokens valued at not less than $0.05 in a slot, slide or opening and which is kept, maintained or exhibited for the use or amusement (per machine).

(4) Automobile (electric) shuttle services.

a. Per vehicle.

(5) Automobile rental agency.

a. One to ten cars.

b. Ten or more cars.

(6) Bail bondsperson.

(7) Bakeshop.

(8) Bank or other financial or lending association, institution or corporation (per office branch or separate electronic terminal).

(9) Barbershop and beauty parlor or establishment, including the privilege of selling supplies in connection therewith.

(10) Bicycle and/or electric personal assistive mobility device (EPAMD) rental or repair center, which license shall include the right to sell bicycles, EPAMDs and supplies (including the right to sell non-food items at retail) in connection therewith:

a. Inventory of one to 25 bicycles and/or EPAMDs.

b. Each additional bicycle and/or EPAMD over 25.

(11) Bowling alley (each alley).

(12) Cable television.

(13) Candy manufacturing.

a. Where any portion of the manufactured candy is sold or intended to be sold at retail off the premises where manufactured.

b. Where all of the candy is sold at retail on the premises where manufactured.

(~~13.1~~14) Cannabis dispensary and micro dispensary, as defined by ~~S~~section 110-2, and licensed by the State of Maryland.

(~~14~~15) Carwash.

a. Self-serve carwash (per bay).

b. Mechanical carwash (per bay).

(~~15~~16) Charter boat, head boat or sightseeing boat.

(~~16~~17) Check cashing services.

(~~17~~18) Child care.

a. Family day care.

b. Day care center.

(~~18~~19) Cleaning service/company.

(~~19~~20) Concessions or seasonal amusements not in arcades and under a permanent roof (per game or amusement).

(~~20~~21) Day spa facility.

a. Provided that the facility is managed or supervised by an aesthetician, licensed by the state; and

b. Provided that any deep massage is only to be performed by a massage practitioner, licensed by the state.

(~~21~~22) Detective and security agencies.

(~~22~~23) Docks or wharves for public use.

a. Docks, wharves or boat basins for public use with slips of a size large enough to accommodate a boat in excess of 24 feet, each such slip.

b. Boat basins renting slips for boats up to 24 feet, each such slip.

c. Marine railway.

d. Permanent boat basins, marinas, docks or wharves renting sailboats, motorboats, rowboats, paddleboats, peddleboats or jet skis or any other vessel, plus additional, per vehicle.

e. Temporary facilities constructed for the rental of sailboats, motorboats, rowboats, paddleboats, peddleboats or jet skis or any other vessel, plus additional, per vehicle.

f. Any other maritime business done on or from the premises.

(~~23~~24) Dry cleaning, laundry or pressing establishments.

(~~24~~25) Electrical inspections.

(~~25~~26) Employment agency with an office in Ocean City.

(~~26~~27) Exterminators.

(~~27~~28) Flea markets. Each stall or stand operator, or any operator connected with any flea market or similar business, shall purchase a license prior to erecting said stall. Daily or annual licenses are available. All promoters of flea markets shall provide access to their records to municipal license inspectors upon request.

a. Daily.

b. Annually.

(29) Franchises granted under chapter 39.

(~~28~~30) Furniture leasing.

(~~29~~31) Gasoline and oil service stations.

a. Gasoline and oil.

b. Gasoline and oil service stations connected with a store or garage:

1. No alcoholic beverage license.

2. With alcoholic beverage license.

Plus, five percent of the alcoholic beverage license fee.

(~~30~~32) General contractors with the following number of employees:

a. One to five.

b. Six to ten.

c. Eleven to 20.

d. Twenty-one to 40.

e. Forty-one and over.

(~~31~~33) Miniature Golf courses ~~(obstacle, midget or miniature)~~.

(~~32~~34) Hawkers and peddlers, if permitted. Note: No licenses will be issued for hawking and peddling on any Ocean City street or public way, boardwalk, beach or any parking lot.

(~~33~~35) Ice storage boxes and/or dispensers located on exteriors of buildings (per unit).

(~~34~~36) Insurance agency with office in Ocean City ~~(each agent)~~.

~~(35) Jukebox.~~

(~~36~~37) Landscaping/lawn care.

(~~37~~38) Laundromats (per machine).

(~~37.1~~39) Limousines.

(~~38~~40) Locksmiths.

(~~39~~41) Management consultants.

(~~40~~42) Merry-go-round, carousel or other ride (each ride).

(~~41~~43) Mobile car detailing.

(~~42~~44) Noise control ordinance.

(~~43~~45) Office; business or in-home.

(~~44~~46) Parking lots, commercial, not within an enclosed building (per parking space).

(~~45~~47) Pawnbroker or petty loan establishment.

(~~46~~48) Personal training.

(~~47~~49) Photograph gallery or studio, or any commercial photography.

(~~48~~50) Places of entertainment, including, but not limited to, dancehalls, barrooms, cabarets, taverns and the like.

a. No alcoholic beverage license.

b. With alcoholic beverage license.

Plus, five percent of the alcoholic beverage license fee.

(~~49~~51) Pool or billiard tables, commercial, except those owned by civic, charitable or fraternal organizations (each table).

(~~50~~52) Portrait studio.

(~~51~~53) Premises for habitation (formerly subsection (51)):

a. Condominium units, cooperatives, and townhouses, whether rented individually or by a rental pool agreement, per unit.

b. 1. Apartments, cottages.

2. Hotels, motels, inns, motor courts, cabins or other similar establishments offering accommodations on the premises for public rental.

c. Rooming houses, boarding houses, dormitories or private houses offering rooms for public rental (per room).

d. Single family home.

e. Any other rental housing unit.

f. Short-term rental housing unit.

(~~52~~54) Private clubs.

(~~53~~55) Promotional advertising.

(~~54~~56) Public utilities with a retail outlet.

(~~55~~57) Radio broadcasting station.

(~~56~~58) Real estate offices.

a. Real estate offices engaged in the sale of real estate.

b. Real estate offices engaged in the brokerage of rentals.

(~~57~~59) Restaurant or hotel dining room.

a. Seating capacity of one to 25:

1. No alcoholic beverage license.

2. With alcoholic beverage license.

b. Seating capacity of 26 to 50:

1. No alcoholic beverage license.

2. With alcoholic beverage license.

c. Seating capacity of 51 to 100:

1. No alcoholic beverage license.

2. With alcoholic beverage license.

d. Seating capacity of over 100:

1. No alcoholic beverage license, per seat over 100.

2. With alcoholic beverage license, per seat over 100.

(~~58~~60) Shops, stores or stands.

a. Selling groceries and/or general merchandise without an alcoholic beverage license where the store contains under 5,000 square feet.

With an alcoholic beverage license.

b. Selling groceries and/or general merchandise without an alcoholic beverage license where the store contains 5,000 to 20,000 or more square feet.

1. With an alcoholic beverage license.

c. Selling groceries and/or general merchandise without an alcoholic beverage license where the store contains 20,000 or more square feet.

1. With an alcoholic beverage license.

(~~59~~61) Sign painters, self-employed.

(~~60~~62) Sign painting and erecting companies.

(~~61~~63) Skating rink.

a. Ice.

b. Roller.

(~~62~~64) Taxicab.

(~~63~~65) Television rentals; crib and cot rentals; stroller and wheelchair rentals.

(~~64~~66) Tennis clubs.

(~~65~~67) Theaters showing film or having live entertainment, provided that no license fee shall be charged for a license issued to any charitable organization, public service institution, association, club or body not organized or conducted for public gain, and with vending machines up to ten in number.

a. Live.

b. Film.

(~~66~~68) Trailer or recreational vehicle park operators plus additional, per space.

(~~67~~69) Vending machines, subject to the following conditions: All vending machines must be binding and touching on a building or within a building.

a. Each cigarette machine.

b. Each drink or food machine.

c. Each cracker or candy machine.

(~~68~~70) Temporary Vendor: A ~~For~~ limited duration to be used only during special events on private property where authorized by the property owner. ~~(e.g., Bike Week).~~ This license shall expire automatically at the conclusion of the special event and does not confer any ongoing right to conduct business in the Town.

(~~69~~71) Any other business not herein classified or enumerated and not prohibited herein or by other provisions of this Code and approved by the Mayor and City Council of Ocean City.

(Code 1972, § 61-4; Code 1999, § 14-34; Ord. No. 1996-26, 1-6-1997; Ord. No. 1998-3, 4-20-1998; Ord. No. 2000-2, 2-22-2000; Ord. No. 2004-10, 5-17-2004; Ord. No. 2005-1, 2-7-2005; Ord. No. 2005-6, 3-7-2005; Ord. No. 2006-27, 11-6-2006; Ord. No. 2021-16, 7-6-2021; Ord. No. 2022-03, 3-21-2022; Ord. No. 2024-21, 8-19-2024; Ord. No. 2024-27, 1-8-2025; Ord. No. 2025-01, 2-3-2025)

Sec. 14-35. - Convention center.

Convention activities or other activities at the convention center sponsored by a convention or by the convention center officials or sponsored solely for charity are not required to be licensed. The convention center may obtain all necessary licenses enumerated in this article (except for licenses for flea markets or other outdoor activities requiring licenses) for the private promotion of dances, shows or entertainment open to the public and licenses for privately operated retail or wholesale businesses operated within the convention center building. One license in any category is sufficient for each year. Convention trade shows or consumer shows, lessees, vendors or exhibitors do not need a separate business license.

(Code 1972, § 61-5; Code 1999, § 14-35)

Sec. 14-36. - Conditions.

It shall be a condition to the issuance of any and all licenses under this article that the business licensed shall be: (1) used and operated only for lawful purposes; (2) be registered (if so required by the State of Maryland), maintain registry with the State of Maryland and be in

"good standing" throughout the licensed year; (3) have no outstanding and/or unpaid municipal infraction fines, municipal fees and/or municipal taxes (real estate or personal property); (4) have completed the business license application under the penalties of perjury; (5) have a person qualified and legally authorized by the licensee: (a) to accept service of process; (b) to address any issue at the business; and (c) respond to any code violation and be able to respond in sixty (60) minutes to the business; and (6) pay the license fee. A copy of the lease for the operation of a business at a particular location may be required prior to the issuance of the business license if requested by the Town. The right is reserved to the Mayor and City Council of Ocean City and its designees, to refuse to grant any license and to revoke any license previously granted which is determined by the Mayor and City Council of Ocean City to adversely affect the health, safety, morals and general welfare of the public.

(Code 1972, § 61-6; Code 1999, § 14-36)

Sec. 14-37. - Conflicting regulations.

If this article permits the licensing of a business or activity that is prohibited by some other section of this Code such other section so prohibiting that business or activity shall control whether or not provisions are made in this article to license same. If this article prohibits a business or activity that is permitted by some other section, this article so prohibiting shall control. If any provision of this article is in direct conflict with article V of this chapter, the provision of article V shall control.

(Code 1972, § 61-8; Code 1999, § 14-37)

Sec. 14-38. - Suspension and revocation.

(a) *Suspension of a business license.* The city manager may suspend a business license for a period of time not to exceed ~~30~~90 days if the city manager determines that a licensee or an employee of a licensee has committed any one or more of the following acts:

(1) A licensee has breached any condition upon which their license was issued or has failed to comply with the provisions of this chapter.

(2) A licensee has committed an offense under a law or ordinance regulating business, a crime involving moral turpitude, or an unlawful sale of merchandise or prohibited goods.

(3) A licensee has engaged in an unlawful activity or nuisance related to the business.

(4) A licensee has failed to correct a building, zoning, fire or life safety violation within the timeframe directed in the notice of violation.

(5) A licensee fails to maintain "good standing" for the business with the State of Maryland.

(6) A licensee has unpaid municipal infraction fines after twenty (20) days following issuance of the infraction or, a trial is requested, then thirty (30) days following final disposition.

(7) A licensee or employee of the licensee has allowed a third-party to have access to the business as a means to enter a ticketed special event or festival.

(8) A licensee allows a third-party holding a temporary vendor's license to continue to operate on their property after the City Manager has revoked the temporary vendor's license.

(b) *Revocation of a business license.* The city manager may revoke a business license if the city manager determines:

(1) A license has been mistakenly or improperly issued, or issued contrary to law.

(2) A license has been obtained through fraud, misrepresentation, a false or misleading statement, evasion or suppression of a material fact in the license application.

(3) A cause of suspension under this section occurs and the license has been previously suspended within the preceding 12 months.

(4) There is any violation of the provisions of this chapter or any other ordinance of Ocean City, or any statute of the state or any statute of the United States of America, other than motor vehicle violations, if the city manager determines the violation is contrary to the public health, safety and general welfare.

(5) The licensee has operated the business after being suspended under subsection (a) of this section while the suspension period was in place.

(6) Temporary Vendor licenses issued in accordance with section 14-34, may be immediately revoked by the city manager, if the city manager determines upon sworn statement of Ocean City Police or other Town department, that a violation of any provision of this article has occurred. By receiving this type of business license, the licensee is waiving any right to a hearing or an appeal, and the licensee acknowledges the practical impossibility of providing a hearing given the temporary nature of the license. Upon in-person delivery of revocation letter from the city manager on the operator/vendor at the event, operation of the temporary business shall immediately cease. Failure to cease operations shall result in the penalties as set for in section 14-39. The city manager may, in the city manager's sole discretion, issue a written warning prior to the notice of revocation letter.

(c) *Hearings.*

(1) Upon reasonable belief that a violation of this chapter has occurred, the city manager shall notify the licensee in writing of the alleged violation and pending penalty by (i) hand-delivery to the licensee or an employee of suitable age and discretion, ~~or certified mailing,~~ and (ii) posting of the property, or (iii) ~~and~~ by certified mail return receipt requested, and shall schedule a hearing within three business days after notice of said violation has been delivered.

(2) At the hearing the licensee shall have the opportunity to be heard as to why the license should not be suspended or revoked. The formal rules of evidence do not apply at the hearing.

(3) After the hearing thereon, if the city manager determines upon a preponderance of the evidence, that a violation has occurred, the city manager may take the appropriate action as herein set forth in subsections (a) and (b) of this section for a business license and 14-176(a) and (b) for a rental license.

(4) There shall be no requirement that a licensee be criminally charged or convicted of a crime under section 14-38(a) or 14-38(b) prior to revocation or suspension of a business license.

(5) If the licensee fails to appear at the scheduled hearing, without good cause, the city manager may consider the evidence and make a determination in the absence of the licensee.

(6) If the hearing does not occur within three (3) days because of a request by the licensee to reschedule the hearing, then suspension/or revocation set forth in the violation letter shall take effect and remain in place until the hearing is concluded.

(7) If mitigating circumstances so warrant, in lieu of a suspension, the city manager may levy a fine not to exceed $5,000.00 per violation.

(d) *Appeals.* If the city manager fines, suspends or revokes a license, the city manager shall send to the licensee, by (i) hand-delivery to the licensee or an employee of suitable age and discretion, and (ii) posting of the property, or (iii) by certified mail, return receipt requested, written notice of the action and the right of appeal. The licensee may appeal the decision of the city manager to the city council in accordance with the following procedures. The filing of an appeal does not stay the action of the city manager in fining, suspending or revoking a license until the city council makes a final decision.

(1) The aggrieved licensee may, not later than ten (10) calendar days after receiving notice of the fine, suspension or revocation, file with the city clerk a written request for an appeals hearing before the city council.

(2) If a written request is filed with the city clerk within the ten-day limit, ~~the city council shall consider the request. T~~the city clerk shall set a date for the appeal hearing within ~~three~~ five (5) business days from the date the written request is received or no later than the city council's next scheduled regular meeting, whichever is later.

(3) The city council shall hear and consider evidence offered by any interested person to determine whether the city manager properly fined, suspended or revoked the license in accordance with the provisions of this chapter. The formal rules of evidence do not apply. If the licensee fails to appear, without good cause, the decision of the city manager shall become final.

(4) The city council shall grant or deny the appeal by majority vote. Failure to reach a majority vote to overturn or modify the city's manager's decision ~~will~~ shall result in denial of the appeal and the city's manager's determination shall be affirmed. Any dispute of fact must be decided on a basis of a preponderance of the evidence. The decision of the city council is final.

(5) If the city council denies the appeal of a revocation, the aggrieved licensee may not reapply until at least 12 months have elapsed since the date of the city council's action.

(Code 1999, § 14-38; Ord. No. 2007-16, 7-2-2007; Ord. No. 2007-22, 10-1-2007; Ord. No. 2022-03, 3-21-2022; Ord. No. 2025-01, 2-3-2025; Ord. No. 2025-27, 11-3-2025)

Sec. 14-39. - Violations.

Any violation of this article shall be deemed to be a municipal infraction and the violator shall be subject to a fine of up to $5,000.00. Each day a violation continues is a separate offense.

(Ord. No. 2025-27, 11-3-2025)

Sec. 14-40—14-60. - Reserved.

INTRODUCED at a meeting of the City Council of Ocean City, Maryland held on _____.

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 _____, 2026.

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

_____
WILLIAM C. SAVAGE, III, Secretary

TOWN OF
OCEAN CITY
The White Marlin Capital of the World

Agenda Item # 8.B

Council Meeting June 1, 2026

TO: The Honorable Mayor, Council President and Members of Council
THRU: Terence J. McGean, PE, City Manager
FROM: Heather Stansbury, City Solicitor
RE: Second Reading - Ordinance 2026-18, Occupancy Standards, Allow Two (2) Additional Occupants per Dwelling Unit
DATE: May 26, 2026

ISSUE(S):

Second Reading - Ordinance 2026-18 amends occupancy standards to allow two (2) additional occupants per dwelling unit.

SUMMARY:

Through the first year of implementing the comprehensive rental inspection program under the current occupancy code, staff, in coordination with stakeholders, identified opportunities to improve and clarify the process for determining occupancy.

The proposed ordinance amends Chapter 10 of the Town Code to update local modifications to the International Property Maintenance Code (2021 Edition). The revisions are intended to clarify occupancy standards, minimum and habitable space requirements, a while improving consistency and enforceability.

The ordinance establishes the following minimum space and occupancy standards:

Every living room and dining room combined shall contain not less than 120 square feet (11.2 m²). Every bedroom shall contain not less than 70 square feet (6.5 m²), and every bedroom occupied by more than one person shall contain at least 40 square feet (4.6 m²) of floor area for each occupant thereof. Any bedroom that contains a closet with a minimum size of two feet by five feet or larger will be given a ten-square-foot maximum allowance towards the total calculation of bedroom area. Notwithstanding the above, a dwelling unit, except efficiency units which are governed by Section 404.6, shall be allowed an additional two (2) occupants. No dwelling unit shall be occupied by more occupants than permitted in this chapter.

Additional amendments clarify overcrowding limitations, reinforce that common living areas may not be used to satisfy sleeping area requirements, update heating standards, and align life safety provisions with current codes.

Overall, these changes modernize the Property Maintenance Code, provide clearer guidance to property owners and occupants, and support consistent application and enforcement by staff.

These proposed changes were discussed in length at the May 12 Work Session. Staff was to establish if there was a need to have a different square footage minimum for the living/dining room combination. Staff has determined there is not a need to amend the square footage.

Regarding the issue of furniture:

Except for single family and mobile homes used as rentals, Town staff will not direct/suggest to rental license holders the type of furniture that may be permitted in rooms. However, living rooms, kitchens, bathrooms, closets, lofts, or any room failing to meet life safety and building codes for sleeping, shall not be used as sleeping accommodations and shall not have a bed.

Mr. Bendler will attend the June 1 meeting should any questions arise.

FISCAL IMPACT: No direct fiscal impact.

RECOMMENDATION: Adopt Ordinance 2026-18 on Second Reading.

1st Class Resort and Tourist Destination

ALTERNATIVES: As directed by Mayor and City Council

RESPONSIBLE STAFF: George Bendler, Director of Planning & Community Development

COORDINATED WITH: City Solicitor

ATTACHMENT(S):
1. ORD 2026 - Chapter 10 - Occupancy.pdf
2. Occupancy, May 12 Agenda.pdf

First Reading _____

Second Reading _____

ORDINANCE 2026 - ____

AN ORDINANCE TO AMEND CHAPTER 10, ENTITLED BUILDINGS AND BUILDINGS REGULATIONS, OF THE CODE OF THE TOWN OF OCEAN CITY, MARYLAND

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE MAYOR AND CITY COUNCIL OF OCEAN CITY THAT CHAPTER 10, ENTITLED BUILDINGS AND BUILDING REGULATIONS OF THE CODE OF THE TOWN OF OCEAN CITY, MARYLAND BE, AND IT IS HEREBY, AMENDED BY AMENDING ARTICLE II, ENTITLED BUILDING RELATED CODES, DIVISION 7, ENTITLED PROPERTY MAINTENANCE CODE, SECTION 10-141, ENTITLED ADOPTED, AS FOLLOWS:

...

Chapter 10 - BUILDINGS AND BUILDING REGULATIONS[1]

Footnotes:

--(1) –

State Law reference *– Building regulations authorized, Ann. Code of Md., Local Government articles §5-211.*

...

ARTICLE II. - BUILDING AND RELATED CODES[2]

Footnotes:

--(2) –

State Law reference— *Maryland building performance standards, Ann. Code of Md., Public Safety article, § 12-503; building regulations authorized, Ann. Code of Md., Local Government article, § 5-211*

...

DIVISION 7. - PROPERTY MAINTENANCE CODE

Sec. 10-141. - Adopted.

A certain document, one copy of which is on file in the office of the chief building official of the Mayor and City Council of Ocean City, being marked and designated as The

LAW OFFICES

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

SUITE 200
6200 COASTAL HIGHWAY
OCEAN CITY, MD 21842

International Property Maintenance Code, 2021 edition, save and except such portions as may herein be amended, is hereby adopted as the property maintenance code of the Mayor and City Council of Ocean City; for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of said property maintenance code are hereby referred to, adopted, and made a part hereof, as if fully set out in this section, with the additions, insertions, deletions and changes, as hereinafter set forth:

...

(h) ~~Section 404.4.1 *Room area* is deleted and replaced with:~~ Section 404.4 B*edroom and living room requirements* is deleted and replaced with:

~~Every living room shall contain not less than 120 square feet (11.2 m ^{2}) and every bedroom shall contain not less than 70 square feet (6.5 m ^{2}) and every bedroom occupied by more than one person shall contain at least 40 square feet (4.6 m ^{2}) of floor area for each occupant thereof. Any bedroom that contains a closet with a minimum size of two feet by five feet or larger will be given a ten-square-foot maximum allowance towards the total calculation of bedroom area.~~

Every bedroom and living room shall comply with the requirements of Sections 404.4.1 through 404.4.5, to include local amendments in this division.

(~~h~~i) Section 404.4.1 *Room area* is deleted and replaced with:

Every living room and dining room combined shall contain not less than 120 square feet (11.2 m ^{2}). ~~and~~ Eevery bedroom shall contain not less than 70 square feet (6.5 m ^{2}) and every bedroom occupied by more than one person shall contain at least 40 square feet (4.6 m ^{2}) of floor area for each occupant thereof. Any bedroom that contains a closet with a minimum size of two feet by five feet or larger will be given a ten-square-foot maximum allowance towards the total calculation of bedroom area.

Notwithstanding the above, a dwelling unit, except efficiency units which are governed by Section 404.6, shall be allowed an additional two (2) occupants.

No dwelling unit shall be occupied by more occupants than permitted in this chapter.

(j) Section 404.5 *Overcrowding* is deleted and replaced with:

Dwelling units and efficiency units shall not be occupied by more occupants than permitted by this chapter.

(k) Section 404.5.1 *Sleeping area* is deleted and replaced with:

The minimum area requirements of the living room/dining room shall not be included as a sleeping area or be included in determining the minimum occupancy area for sleeping or bedroom purposes.

(l) Section 404.5.2 *Combined Spaces* is deleted.

(~~i~~m)Section 602.3 *Heat supply* is deleted and replaced with:

Every owner and operator of any building who rents, leases or lets one or more dwelling units, rooming units, dormitories or guestrooms on terms, either expressed or implied, to furnish heat to the occupants thereof shall supply heat during the period from October 1 to April 30 to maintain a temperature of not less than 68 degrees Fahrenheit (20 degrees Celsius) in all habitable rooms, bathrooms, and toilet rooms.

Exceptions:

(1) When the outdoor temperature is below the winter outdoor design temperature for the locality, maintenance of the minimum room temperature shall not be required, provided that the heating system is operating at its full design capacity. The winter outdoor design temperature for the locality shall be as indicated in appendix D of the International Plumbing Code.

(2) In areas where the average monthly temperature is above 30 degrees Fahrenheit, a minimum temperature of 65 degrees Fahrenheit shall be maintained.

(~~j~~n)Section 602.4 *Occupiable work spaces* is deleted and replaced with:

Indoor occupiable work spaces shall be supplied with heat during the period from October 1 to April 30 to maintain a temperature of not less than 65 degrees Fahrenheit (18 degrees Celsius) during the period the spaces are occupied.

Exceptions:

(1) Processing, storage and operation areas that require cooling or special temperature conditions.

(2) Areas in which persons are primarily engaged in vigorous physical activities.

(~~k~~o) (l) Section 702.1 *General* is deleted and replaced with:

Egress shall comply with Chapter 34, except where amended by section 10-52(i).

(~~m~~p)Section 702.2 *Aisles* is deleted and replaced with:

The required width of aisles shall be in accordance with the *NFPA 101 Life Safety Code* and shall be unobstructed.

(~~n~~q)Section 703.7 *Vertical shafts* is deleted and replaced with:

Vertical shafts shall comply with Chapter 34, except where amended by section 10-52(b).

(~~o~~r)Section 704.1 *Inspection, testing and maintenance* is deleted and replaced with:

Fire protection and life safety systems shall be maintained in accordance with chapter 34, other than smoke alarms within one and two-family dwellings, which shall be maintained in accordance with this chapter.

(~~p~~s)Section 705.2 *Carbon monoxide alarms and detectors* dwellings is deleted and replaced with:

(1) Every dwelling unit shall be provided with a listed carbon monoxide detector, installed in accordance with the manufacturer's recommendations where any of the following conditions exist:

i. Dwellings where fuel-burning equipment is installed or operated.

ii. Enclosed parking areas located within a dwelling.

iii. Dwellings deemed necessary by the chief building official.

(2) Carbon monoxide detector in *dwelling units* shall be installed outside of each separate sleeping area in the immediate vicinity of the bedrooms. Where fuel-burning equipment is located within a bedroom or its attached bathroom, a carbon monoxide alarm shall be installed within the bedroom.

(3) Carbon monoxide detectors that become inoperable or begin producing end-of-life signals shall be replaced. When activated, the detector shall provide an audible alarm that is different from the smoke detectors located within the dwelling unit.

(~~q~~t)Chapter 8 Referenced standards, shall be deleted.

(Code 1999, § 10-141; Ord. No. 1998-14, 7-20-1998; Ord. No. 2008-23, 1-5-2009; Ord. No. 2012-27, 11-1-2012; Ord. No. 2016-07, 4-18-2016; Ord. No. 2020-03, 5-4-2020; Ord. No. 2021-12, 5-17-2021; Ord. No. 2024-19, 7-1-2024)

...

INTRODUCED at a meeting of the City Council of Ocean City, Maryland held on May _____, 2026.

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 _____.

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

_____
WILLIAM C. SAVAGE, III Secretary

OCCUPANCY REQUIREMENT – NEW ORDINANCE

LIVING ROOM & DINING ROOM COMBINED: Not less than 120 square feet (11.2 m²).

BEDROOM (SINGLE OCCUPANT): Not less than 70 square feet (6.5 m²).

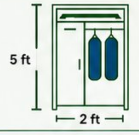
BEDROOM (MULTIPLE OCCUPANTS):
At least 40 square feet (4.6 m²) of floor area for each occupant.

CLOSET ADJUSTMENT: Any bedroom that contains a closet with a minimum size of two feet by five feet or larger will be given a ten-square-foot maximum allowance towards the total calculation of bedroom area.

ADDITIONAL OCCUPANTS ALLOWANCE: Notwithstanding the above, a dwelling unit, except efficiency units which are governed by Section 404.6, shall be allowed an additional TWO (2) occupants.

MAXIMUM OCCUPANCY LIMIT: No dwelling unit shall be occupied by more occupants than permitted in this chapter.

BY NUMBER OF BEDROOM OCCUPANTS (In Bedrooms Only)	MINIMUM BEDROOM FLOOR AREA REQUIRED (Includes 70 sq ft base + 40 sq ft for each additional occupant)	LIVING ROOM & DINING ROOM COMBINED (Minimum for the Unit)	MAXIMUM TOTAL OCCUPANCY ALLOWED (Bedroom Occupants + 2 Additional Occupants)
1 BEDROOM OCCUPANT	70 sq ft	120 sq ft	3 OCCUPANTS
2 BEDROOM OCCUPANTS	80 sq ft	120 sq ft	4 OCCUPANTS
3 BEDROOM OCCUPANTS	120 sq ft	120 sq ft	5 OCCUPANTS
4 BEDROOM OCCUPANTS	160 sq ft	120 sq ft	6 OCCUPANTS
5 BEDROOM OCCUPANTS	200 sq ft	120 sq ft	7 OCCUPANTS
6 BEDROOM OCCUPANTS	240 sq ft	120 sq ft	8 OCCUPANTS
7 BEDROOM OCCUPANTS	280 sq ft	120 sq ft	9 OCCUPANTS
8 BEDROOM OCCUPANTS	320 sq ft	120 sq ft	10 OCCUPANTS



CLOSET ADJUSTMENT RULE:
If a bedroom has a closet ≥ 2 ft x 5 ft, you may add up to +10 sq ft toward usable area in that bedroom.

EXAMPLE CALCULATION:
Bedroom with 3 occupants requires 120 sq ft.
If the bedroom has a qualifying closet: 120 sq ft + 10 sq ft = 130 sq ft usable.
→ Allows 3 bedroom occupants.

NOTE: All areas refer to minimum usable floor area. Closet bonus is a maximum allowance of 10 sq ft.

Proposed New Language

Every living room and dining room combined shall contain not less than 120 square feet (11.2 m^2). E~~v~~very bedroom shall contain not less than 70 square feet (6.5 m^2) and every bedroom occupied by more than one person shall contain at least 40 square feet (4.6 m^2) of floor area for each occupant thereof. Any bedroom that contains a closet with a minimum size of two feet by five feet or larger will be given a ten-square-foot maximum allowance towards the total calculation of bedroom area.

Notwithstanding the above, a dwelling unit, except efficiency units which are governed by Section 404.6, shall be allowed an additional two (2) occupants.

No dwelling unit shall be occupied by more occupants than permitted in this chapter.

Additional Language Proposed

j) Section 404.5 *Overcrowding* is deleted and replaced with:
Dwelling units and efficiency units shall not be occupied by more occupants than permitted by this chapter.

(k) Section 404.5.1 *Sleeping area* is deleted and replaced with:

The minimum area requirements of the living room/dining room shall not be included as a sleeping area or be included in determining the minimum occupancy area for sleeping or bedroom purposes.

(l) Section 404.5.2 *Combined Spaces* is deleted.

TOWN OF
OCEAN CITY
The White Marlin Capital of the World

Agenda Item # 8.C

Council Meeting June 1, 2026

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 2026-16 - Disposal of Surplus Personal Property
DATE: May 28, 2026

ISSUE(S): Resolution 2026-16 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 2026-16.

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 2026 - Asset Disposal - June 1, 2026.pdf
2. June Asset Disposal.pdf

RESOLUTION 2026 -

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 1st day of June, 2026.

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

WILLIAM C. SAVAGE III, 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: **June 1, 2026**

Reference #	Equipment #	Year	Make	Description	Model	Serial/VIN Number	Disposal Reason/Notes	Department	Notes	Employee
108	2506	2006	CAT	Front Loader	938GII	CAT0938GHCRD01825	End of Life	PW Construction		G.Dale
340	2909	2011	Peterbilt	Trash Truck	320	3BPZX4EX1BF127702	End of Life	Solid Waste		B.Scarborough

Miscellaneous:

Description	Manufacturer	Model#	Quantity	Price When Purchased/Other	Disposal Reason	Department	Condition	Employee
6' Storage Credenza	Unknown	Unknown	1	Unknown	No longer needed	Recreation	Fair	K.Gaddis
3-Drawer Filing Cabinets	Unknown	Unknown	3	Unknown	No longer needed	Recreation	Fair	K.Gaddis
2-Drawer Filing Cabinets	Unknown	Unknown	3	Unknown	No longer needed	Recreation	Fair	K.Gaddis
office cubicle partitions	Hon	Unknown	1 set	Unknown	End of Life	Recreation	Poor	K.Gaddis
Flange Valves	Matco	Unknown	30	Unknown	No longer needed	Water	Good	D.Cole
Paddleboard	Unknown	Unknown	1	Unknown	No longer needed	Beach Patrol	Fair	B.Arbin

TOWN OF
OCEAN CITY
The White Marlin Capital of the World

Agenda Item # 9.A

Council Meeting June 1, 2026

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: May 26, 2026

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 # 10.A

Council Meeting June 1, 2026

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: May 26, 2026

ISSUE(S): City Manager Comments

SUMMARY: A. Review of June 9, 2026, draft Work Session agenda

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): None

TOWN OF
OCEAN CITY
The White Marlin Capital of the World

Agenda Item # 11.A

Council Meeting June 1, 2026

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: May 26, 2026

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