



The Jewel of the Chesapeake Bay
North Beach, Maryland

8916 Chesapeake Avenue | Post Office Box 99
North Beach, MD 20714
410.257.9618 | 301.855.6681
www.northbeachmd.org

TOWN COUNCIL MEETING

June 7, 2018

7:00 p.m.

- I. PLEDGE OF ALLEGIANCE
- II. ROLL CALL
- III. APPROVE AGENDA
- IV. APPROVAL OF MINUTES
 - a. Approval of the minutes from the May 10, 2018 Town Council meeting
- V. SCHEDULED APPOINTMENTS
- VI. PUBLIC SAFETY REPORT
- VII. REPORTS
 - a. Treasurer
 - b. Public Works Supervisor
 - c. Town Engineer
 - d. Code Enforcement
 - e. Marketing
 - f. Waterfront Manager
 - g. Circuit Rider
- VIII. PUBLIC COMMENT
- IX. BUSINESS ITEMS
- X. ORDINANCES AND RESOLUTIONS
 - 1) Ordinance 18-02: An Ordinance to amend the Budget for Fiscal year 2018 to allow for adjustments to several line items in the FY2018 budget to the general, sewer and water accounts – Voting

All agendas are subject to change up and until the time of the meeting.



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- 2) Ordinance 18-03: Operating Budgets for the General Fund, Sewer, Water and Capital Projects – FY 2019 – Voting
- 3) Resolution 18-03: Maryland Circuit Town Manager Program – Voting
- 4) Resolution 18-04: North Beach Fee Schedule – Voting

XI. MAYOR REPORT

XII. COUNCIL REPORTS

XIII. ADJOURNMENT

XIV. CLOSED SESSION

UPCOMING MEETINGS AND EVENTS:

- 1) Saturday, - June 9, 2018 – 8:00 a.m. – 4:00 p.m. End Hunger Dragon Boat Race –
- 2) Saturday – June 16, 2018 – at Dusk - Movie on the Beach – Pirates of the Caribbean – Dead Men Tell no Tales
- 3) Monday, June 18, 2018 – Special Events Meeting – 7:00 p.m.
- 4) Wednesday, June 20, 2018 – Planning Commission Meeting – 7:00 p.m. - **tentative**
- 5) **Thursday – June 21, 2018 – MD State Highway Administration Meeting 7:00 p.m. – 9:00 p.m. – Update on Rt. 261 Project in North Beach**
- 6) Friday – June 22, 2018 – Sunday, June 24, 2018 – North Beach American Film Festival
- 7) Saturday- June 23, 2018 – Sunrise: A Celebration of the Arts – 12pm – 5pm
- 8) Saturday – June 23, 2018 – 8th Annual Drink Maryland – 12 pm – 5 pm
- 9) Wednesday – June 27, 2018 – Economic Development Committee meeting – 7 pm
- 10) Friday, June 29, 2018 – Concert on the Pavilion – Southern Maryland Concert Band – 7pm
- 11) Saturday, July 7, 2018 – Food Truck in North Beach “Street Eats at the Beach” – 10:00 a.m. to 10:00 p.m.

All agendas are subject to change up and until the time of the meeting.



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Town of North Beach
Public Hearing on the adjusted FY18 & FY 19 Budget

Mayor Frazer opened the public hearing at 7:00 p.m. Joanne Hunt, Town Treasurer gave an overview of the adjustments needed for the FY18 budget and discussed the FY 19 Budget highlights.

The floor was opened for public comments and there was no public comment.

The public hearing was closed at 7:13 p.m.

Minutes from the May 10, 2018
Town Council Meeting
7:00 pm

- | | | |
|---------------------|-----------------------|---|
| X ___ Mayor Frazer | X ___ Joanne Hunt | X ___ Rick Crump |
| X ___ Mr. Benton | X ___ Stacy Wilkerson | X ___ Richard Ball |
| X ___ Ms. Hagen | X ___ Donnie Bowen | X ___ Dawn Richardson |
| X ___ Mr. M. Hummel | X ___ Paul Woodburn | X ___ 1 st Lt. Ronnie Naughton |
| X ___ Mr. R. Hummel | X ___ Paul Troncone | ___ Veronica Owens |
| X ___ Ms. Schiada | X ___ Elissa Levan | |

APPROVAL OF AGENDA AND MINUTES

MOTION made by Mickey Hummel to approve the agenda as with the addition of the House and Garden May Day Basket Winners. Seconded by Paul Troncone. All in favor. **Motion carries.**

MOTION made by Jane Hagen to approve the minutes from the April 12, 2018 Town Council agenda. Seconded by Mickey Hummel. All in favor. **Motion carries.**

MOTION made by Mickey Hummel to approve the minutes from the May 3, 2018, 2018 Work Session. Seconded by Mike Benton. **Motion carries.**

SCHEDULED APPOINTMENTS

Ms. Julie Paluda, Deputy Director, Enterprise Funds, Calvert County Department of Public Works gave a presentation on the 2019 – 2028 Comprehensive Solid Waste Management Plan.

SHERIFF’S DEPARTMENT REPORT

In April 2018 the Sheriff’s Department responded to 131 calls for service in North Beach. This is even with the month of March 2018.



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TREASURER'S REPORT

Reporting Period 3/1/2018 – 3/31/2018: Beginning Balance: \$650,084.51; Total Debits: \$490,757.76; Total Credits: \$285,772.76; Ending Balance: \$855,069.51. MOTION made by Mickey Hummel to accept the Treasurer's Report. Seconded by Jane Hagen. All in favor. Motion carries.

REPORTS

Staff Reports: The following reports are attached: Public Works Department, Town Engineer, Code Enforcement, Marketing and Circuit Rider.

ORDINANCES AND RESOLUTIONS

- 1) Ordinance 18-02: An Ordinance to Amend the Budget for Fiscal Year 2018 to Allow for Adjustments to Several Line Items in the FY 2018 Budget. Introduction of Ordinance 18-02 was made by Randy Hummel. This Ordinance will be placed on the June 7, 2018 Town Council agenda for action.
- 2) Ordinance 18-03: Operating Budgets for the General Fund, Sewer/Water and Capital Projects Fund – FY19. Introduction of Ordinance 18-02 was made by Randy Hummel. This Ordinance will be placed on the June 7, 2018 Town Council agenda for action.

Meeting closed at 9:00 p.m. on a motion made by Jane Hagen. Seconded by Paul Troncone. All in favor. Meeting adjourned.

Submitted:

Mark R. Frazer, Mayor

Stacy L. Wilkerson, Town Clerk

Memo



CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: June 6, 2018
To: Stacy Wilkerson
From: Sergeant Thomas S. Phelps
Re: Sheriff's Office Report-North Beach

In May of 2018, the Sheriff's Office handled 132 calls for service in North Beach. This is up from the 131 calls in April 2018.

(In May of 2017, the Sheriff's Office handled 145 calls for service in North Beach.)

Call Breakdown for May 2018:

48 calls were self-initiated (patrol checks, follow-up investigations, etc)

84 calls were received by other means (citizens, alarm companies, etc)

Of the 132 calls, we handled:

- 2 Theft
 - Cell Phone from UNLOCKED Vehicle – Boardwalk (Under Investigation)
 - Unauthorized Use of Motor Vehicle – 5th St (Under Investigation)
- 2 DOPs
 - Broken Window – Burnt Oaks (Closed by Arrest)
 - Playground Equipment – Callis Park (Under Investigation)
- 1 Trespassing Arrest
- 1 Assault Arrest
- 1 DUI Arrest
- 2 Non-Fatal Heroin Overdoses

May 2017 Calls for Service North Beach

Call Type	Month	Year	Call Type	Month	Year	Call Type	Month	Year
911 Hang Up	8	24	Fireworks Complaint	0	0	Relay	0	0
Abandoned Vehicle	1	6	Follow Up	5	26	Robbery	0	0
Accident	7	13	Found Property	1	2	Search Warrant	0	1
Alarm	7	15	Fraud	0	1	Sexual Assault	0	0
Animal Complaint	0	2	Harassment	0	1	Sex Offender Registry	0	0
Assault	0	3	Illegal Dumping	0	0	Special Assignment	2	7
Assist Motorist	3	11	Industrial Accident	0	0	Stalking	0	0
Assist Other Dept	2	6	Indecent Exposure	0	2	Stolen Vehicle	0	1
Assist Sick/Injured	4	13	Intoxicated Person	1	1	Summons Service	1	3
Attempt to Locate	7	28	Kidnapping/Abduction	0	0	Suspicious Person	5	12
BioChem/ Susp Package	0	0	Loitering	0	0	Suspicious Vehicle	2	14
Burglary	0	2	Lost Property	0	0	Tampering with MV	0	0
CDS Violation	1	4	Loud Party/ Music	0	3	Telephone Misuse	0	0
Check Welfare	6	14	Mental Subject	0	1	Theft	1	10
Conservor of Peace	0	1	Missing Person	2	3	Traffic Complaint	1	6
Destruction of Property	1	2	Neighborhood Dispute	1	1	Traffice Control	0	0
Death Investigation	0	2	Notification	0	0	Traffic Enforcement	1	3
Disorderly	4	17	Parking Complaint	5	11	Trespassing	0	5
Domestic	3	12	Patrol Check	43	277	Unauthorized Use MV	1	1
Escort	0	2	Person with Weapon	0	1	Unknown Problem	0	0
Eviction	0	0	Police Information	4	17	Violation Protective Order	0	0
Fight	1	1	Protective/Peace Order	1	4	Warrant Service	0	4
Firearms Complaint	0	0	Prowler	0	0			
Total Calls							132	596

	Month	Year		Month	Year		Month	Year
DUI Arrest	1	5	CDS Arrest	0	1	Other Arrest	2	5
Civil Marijuana Citations	0	0	Non Fatal Overdose	2	4	Fatal Overdose	0	0

**** Notes ****

Memo



CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: April 2018
To: Stacy Wilkerson
From: Detective R. Cress
Re: Sheriff's Office Report-North Beach (Criminal Investigation)

In April 2018, I assisted patrol in answering 43 calls for service, and 7 traffic stops.

I investigated 1 burglaries which is still under investigation.

I conducted 1 search warrant to collect evidence in ongoing investigations.

I completed 2 other case reports for other incidents with the towns limits.

I assisted in 2 narcotic investigations.

I completed 9 community service hours, which include speaking with business members and members of the community about problems that are occurring in the neighborhood.

**TOWN OF NORTH BEACH
TREASURER'S REPORT**

Reporting Period 04/01/2018- 04/30/2018

PNC Bank:

Beginning Balance 04/01/2018	\$ 855,069.51	
Total Debits (+)	\$ 210,745.02	
Total Credits (-)	\$ 857,756.19	
 Ending Balance 04/30/2018	 \$ 208,058.34	 Last Year: \$ 169,855.36
 Investments (MLGIP/General Fund)	 \$3,304,454.12	 Last Year: \$3,200,979.28
(MLGIP/Sewer Capital)	\$ 34,570.43	Last Year: \$ 34,194.65
(MLGIP/Water Capital)	\$ 7,552.19	Last Year: \$ 7,470.11
Total Cash	\$3,554,635.08	Last Year: \$3,412,499.40
 Calvert County Hotel Tax	 250.10	 331.52
State Business Licenses	0	299.00

CASH RECEIPTS OVER \$7,500.00

\$101,918.61- State of Maryland ACH Gaming Revenue 3rd Qtr.
 \$ 29,092.92- Calvert County Tax Payment/April
 \$ 55,313.50- Excise Tax Reimb. Calvert County for Callis Park New Equipment

CASH DISBURSEMENTS OVER \$7,500.00

\$ 32,244.27- Payroll- W/E 4/07/2018
 \$ 35,065.19- Payroll- W/E 4/21/2018
 \$ 69,591.39- Town of Chesapeake Beach- WWTP O&M
 \$ 16,873.04- Comptroller of the Treasury- MDE Flush Tax
 \$ 18,280.55- Southern Maryland Recycling- Trash Contract
 \$227,121.00- Calvert County Treasurer/Resident Deputy Service/4th Qtr.
 \$ 8,798.62- Dept. of Budget & Mgmt./Health Benefits/April
 \$207,637.70- Suntrust/Obligation #75
 \$157,209.38- Edwin & John Crandell, Inc/Beach Dredge/Replenishment
 \$ 10,005.54- BGE thru 04/30/2018

To: Mayor Frazer and Town Council members

From: Don Bowen DPW

Date: 6-5-2018

Subject: Monthly Report

The following is an update on Public Works related items for this report period.

- 1) The Public Works Department spent a great deal of time this report period on items related to the record setting rainfall the area received during this report period. Streets flooded several times at the normal locations and had to be closed. After water receded streets and area was cleaned of silt and debris. Heavy rain caused storm water and sewer pump stations to run at full capacity during these periods. Stations had to be monitored closely during events. Pumps had to be pulled and cleared of debris several times in order to keep station running properly. Storm drain collection grates and boxes had to be cleaned frequently this month. I would like to point out that the 9th street area didn't flood during these rain events.
- 2) DPW crew continued work on new Pavilion on the boardwalk. Installed roof and ceiling. Worked with K and H on lighting.
- 3) Crew painted crosswalks along Bay Ave. Related to crosswalks I met with factory rep on crosswalks that were installed on Chesapeake Ave about workmanship of the white border lines and along with Mr. Woodburn am preparing a letter to address remaining issues with contractor.
- 4) Had paving contractor come in and addressed several potholes throughout town, still have a few remaining that need to be repaired. Contractor is scheduled to finish by 6-15-18.
- 5) Continue to work with Paul and Calvert County water and sewer on updated user agreement for shared use of wastewater pumping stations, as part of this we are also addressing infiltration problems.

Any questions or concerns please feel free to contact me,
Regards, Don Bowen

MEMORANDUM

TO : Mayor and Town Council
FROM : Paul B. Woodburn, P.E.
Town Engineer
DATE : June 1, 2018
RE : Monthly Report

The following is the status of activities that are being worked on:

Maryland SHA Rte. 261 SHA Upgrade Project

SHA's environmental and highway design work is progressing toward a planned construction start for the spring of 2020. The SHA held a design update meeting on November 17 and December 15, 2017. They plan to come provide a presentation to the Town in March or April of 2018. No change this month

Maryland SHA Rte. 261 Boardwalk (9th Street to Anne Arundel County)

Preliminary design is complete and TAP (Transportation Alternatives Program) grant Monies will be sought for 2018. The Town has prepared a new grant package to the state this month.

Pier Pavilion Project

We have received final construction drawings from the Architect and construction is near completion.

Stormwater Flood Pump Upgrade (9th & Atlantic)

The existing stormwater pump station is not designed to adequately handle frequent localized flooding. We have begun to analyze the system and provide upgrade proposals for consideration and to request monies to be budgeted in the coming fiscal year and to (100K) we are looking at possible grant opportunities. We have completed the Atlantic Avenue survey to start a design to improve surface drainage along the road.

Public Works Yard – Well Building

We have prepared preliminary engineering construction budget to upgrade and raise the existing 30+ year old well house building. Design is underway and Grant monies are being sought to assist with this project. On going

Storm Drain System Maintenance:

We are working with Donnie and public works to develop a storm drainage maintenance and improvement plan for Fy 18 and Fy 19. Ongoing.

Sewer Meter

We are evaluating the location and type of sewer meter that could be placed within (6) existing manhole locations to determine the sewage effluent flow characteristics that Calvert County is delivering to the Town sewage system. The Calvert County effluent mixes with the town effluent before being pumped together to the Waste Water Reclamation Facility in Chesapeake Beach. On going



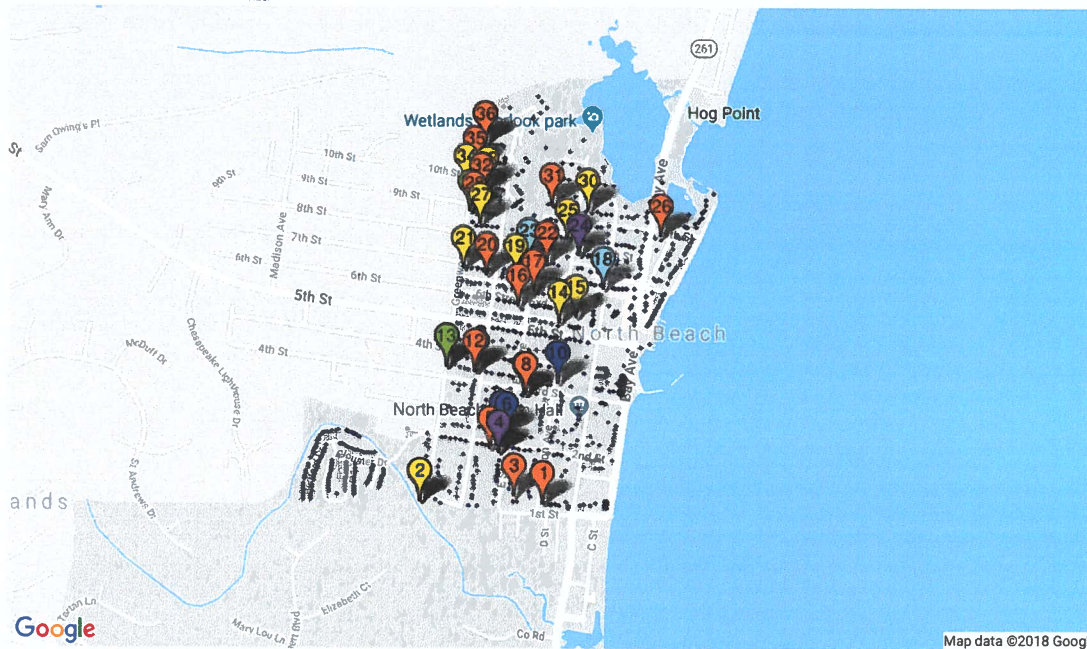
Code Enforcement & Rental Registration



- Tasks
- Action Center
- Code Enforcement
- Rental Registration
- Reports
- Setup
- GIS MAPS**
- Help

[CE GIS Maps](#)
[RR GIS Maps](#)

SHOW CURRENT LOCATION



Enter search criteria (at least 1)

Open Date: From:

Follow Up Date: From:

Case Assigned To: --Select--

Priority:

Violation:

Status: -- Select Status --

Color Code By: Follow up date

Save search

- 40 cases found
- Follow Up Date
- 30+ days past due
 - 15-29 days past due (1)
 - 4-14 days past due (10)
 - 1-3 days past due (3 cases)
 - Due Today
 - 1-3 days away (3 cases)
 - More than 4 days away
 - No follow up date (2 cases)

Change map layers >>>

Case Number	Date	Location	Status	Violations
1. 18-143	05/16/2018	4040 1ST St NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/plants
2. 18-165	06/05/2018	3903 1ST St NORTH BEACH, MD 20714	Case Initiated	Trash/Rubbish
2. 18-149	05/22/2018	3903 1ST St NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/plants
3. 18-144	05/16/2018	8806 DAYTON Ave NORTH BEACH, MD 20714	Closed - Compliance	Unregistered vehicles, parking prohibited, Abandoned or inoperable vehicles-private property
4. 18-155	05/23/2018	4001 2ND St NORTH BEACH, MD 20714	Case Initiated	Sanitation, Protective treatment, Exterior Structure
4. 18-135	05/08/2018	4001 2ND St NORTH BEACH, MD 20714	Closed - Compliance	Abandoned or inoperable vehicles-private property
5. 18-134	05/08/2018	3947 2ND St NORTH BEACH, MD 20714	Closed - Compliance	Trash/Rubbish
6. 18-159	05/23/2018	4006 2ND St NORTH BEACH, MD 20714	Case Initiated	Abandoned Dwelling

7.	<u>18-158</u>	05/23/2018	8905 ERIE Ave NORTH BEACH, MD 20714	Case Initiated	Abandoned Dwelling
8.	<u>18-133</u>	05/08/2018	8932 DAYTON Ave NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/plants
9.	<u>18-132</u>	05/08/2018	4013 3RD St NORTH BEACH, MD 20714	Closed - Compliance	Trash/Rubbish
10.	<u>18-157</u>	05/23/2018	4036 3RD St NORTH BEACH, MD 20714	Case Initiated	Abandoned Dwelling
11.	<u>18-156</u>	05/23/2018	3932 3RD St NORTH BEACH, MD 20714	Case Initiated	Accessory structure, Exterior Structure, Protective treatment, Sanitation
12.	<u>18-142</u>	05/15/2018	3928 3RD St NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/plants
13.	<u>18-160</u>	05/29/2018	3908 3RD St NORTH BEACH, MD 20714	Closed - Compliance	Parking restrictions
13.	<u>18-138</u>	05/09/2018	3908 3RD St NORTH BEACH, MD 20714	Closed - Compliance	Abandoned or inoperable vehicles-private property, Parking restrictions
14.	<u>18-150</u>	05/22/2018	4032 5TH St NORTH BEACH, MD 20714	Case Initiated	Trash/Rubbish
15.	<u>18-148</u>	05/22/2018	9108 CHESAPEAKE Ave NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/plants
16.	<u>18-141</u>	05/15/2018	4001 6TH St NORTH BEACH, MD 20714	Closed - Compliance	Trash/Rubbish
17.	<u>18-131</u>	05/08/2018	4012 6TH St NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/plants
18.	<u>18-164</u>	06/05/2018	4107 7TH St NORTH BEACH, MD 20714	Case Initiated	Trash/Rubbish
19.	<u>18-146</u>	05/22/2018	3947 7TH St NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/plants
20.	<u>18-130</u>	05/08/2018	9131 FREDERICK Ave NORTH BEACH, MD 20714	Closed - Compliance	Trash/Rubbish
21.	<u>18-147</u>	05/22/2018	3911 7TH St NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/plants
22.	<u>18-136</u>	05/09/2018	4014 7TH St NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/plants
23.	<u>18-166</u>	06/05/2018	4002 7TH St NORTH BEACH, MD 20714	Case Initiated	Trash/Rubbish
24.	<u>18-154</u>	05/23/2018	4041 8TH St NORTH BEACH, MD 20714	Closed - City Abated	Unregistered vehicles, parking prohibited
25.	<u>18-153</u>	05/23/2018	9221 DAYTON Ave NORTH BEACH, MD 20714	Closed - Compliance	Unregistered vehicles, parking prohibited
26.	<u>18-139</u>	05/15/2018	9239 ANNAPOLIS Ave NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/plants
27.	<u>18-152</u>	05/23/2018	3916 8TH St NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/plants
28.	<u>18-129</u>	05/08/2018	9308 SEA OAT Ct NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/plants
29.	<u>18-163</u>	05/30/2018	9312 SEA OAT Ct NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/plants
30.	<u>18-151</u>	05/22/2018	4040 9TH St NORTH BEACH, MD 20714	Case Initiated	Trash/Rubbish, Weeds/grass/plants, Exterior Structure
31.	<u>18-126</u>	05/08/2018	4014 9TH St NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/plants
32.	<u>18-128</u>	05/08/2018	9356 SEA OAT Ct NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/plants
33.	<u>18-145</u>	05/22/2018	9404 SEA BREEZE Ct NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/plants
34.	<u>18-162</u>	05/30/2018	9428 SEA BREEZE Ct NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/plants
35.	<u>18-140</u>	05/15/2018	9454 SEA BREEZE Ct NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/plants
36.	<u>18-161</u>	05/30/2018	9566 SEA GULL Ct NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/plants
36.	<u>18-127</u>	05/08/2018	9566 SEA GULL Ct NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/plants

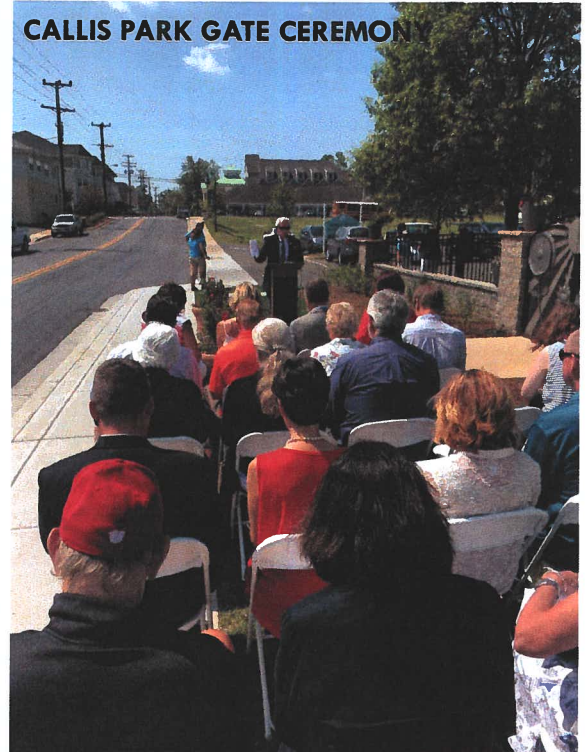
MEMO

To: Mayor and Town Council
From: Dawn Richardson
Date: June 6, 2018
RE: Monthly Report



Below you will find the tasks I have performed and any insights that pertain to marketing and public relations for the Town of North Beach during the month of May and beginning of June 2018.

- Monitor inventory at the Shirt Shack; re-order and re-stock merchandise as necessary. Meet with employees to review guidelines and train on register and scanner system.
- Created advertisements for the Bay Weekly, Southern MD This Is Living and the Twin Beach Players program. These ads promote the town, weddings and events.
- Coordinated, attended and photographed the Callis Park Gate Ceremony.
- Preparing items and booth details for the MML Convention.
- Updated brochures as necessary for the Welcome Center.
- Created and distributed the press release for SUNRISE: A Celebration of the Arts. Updated the call for entries and promotional materials.
- Finalized, printed and mailed the town newsletter.
- Prepared and printed movie and concert posters for the month of June.
- Daily tasks: website (updated calendar entries, sent out News email blasts); sent out text notifications; Facebook (created posts to promote events and pertinent town information, shared posts from town businesses on North Beach Maryland page); sent out text notifications.
- Check out the June edition of the Old Town Crier. North Beach is on the cover and on a two-page spread!



MEMO

To: Mayor and Town Council
From: Dawn Richardson
Date: May 8, 2018
RE: Monthly Report



Continued from page 2:

UPCOMING EVENTS

THRU OCT 5 | Every Friday Night | 6 TO 9 PM

Farmers' Market, Classic Car Cruise-In & Art Fair

JUNE 9 | 9 AM TO 4 PM

6th Annual End Hunger Dragon Boat Festival

JUNE 16 | DUSK

Movie on the Beach: *Pirates of the Caribbean / Dead Men Tell No Tales*

JUNE 22-24

North Beach American Film Festival

JUNE 23 | 12 PM

8th Annual DrinkMaryland with Concerts on the Pavilion

JUNE 23 | 12 PM

Art Festival | SUNRISE: A Celebration of the Arts

JUNE 29 | 6 PM

Concert on the Pavilion: *Southern Maryland Concert Band*

JUNE 30 | DUSK

View Fireworks from the Boardwalk

JULY 20 | 6 PM

Concert on the Pavilion: *The Ryan Forrester Band*

JULY 21 | DUSK

Movie on the Beach: *Jaws*

AUG 1

National Night Out

AUGUST 18 | DUSK

Movie on the Beach: *Despicable Me*

AUG 24 | 6 PM

Concert on the Pavilion: *Wesley Spangler*

AUG 24 | 6 TO 9 PM

Farmers' Market
Customer Appreciation Night



280



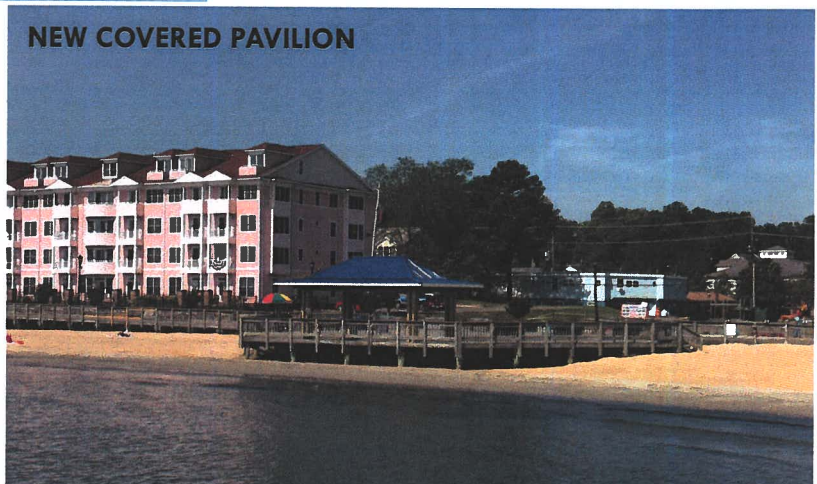
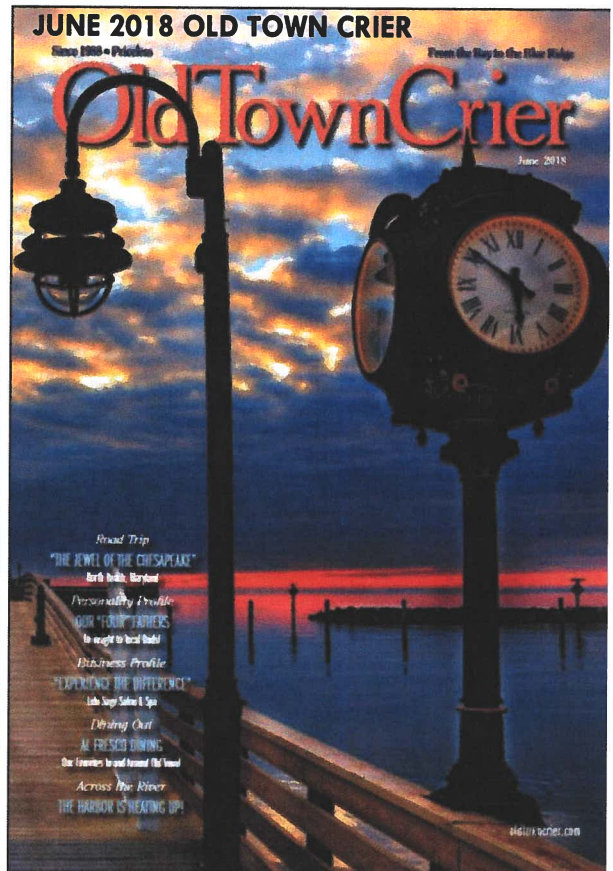
9,157



1,183



1,453



**NORTH BEACH WELCOME CENTER
WATERFRONT REPORT
June 7, 2018**

Staff Events/Activities

Along with the day to day beach activities the Waterfront Staff were involved with Community Clean Up and Plant the Town in April; preparation and set up for Celebration of Gate Ceremony at Callis Park in May; and preparation, set up and break down for Wedding at Wetlands Overlook Park in June.

Revenue 4/30/17 to 6/4/17 (5 weeks) \$ 33,964.00
 5/12/18 to 6/1/18 (3 weeks) \$ 25,135.00
2 WEEK DELAY IN OPENING / WAITING FOR BEACH DREDGE TO SETTLE
2018 -9 DAYS WELCOME CENTER CLOSED DUE TO RAIN IN MAY

2017 -17 DAYS WELCOME CENTER CLOSED DUE TO RAIN IN MAY
2016 -20 DAYS WELCOME CENTER CLOSED DUE TO RAIN IN MAY

Memorial Day Weekend (Town issued 162 free beach passes to Military guests)

Guest Counts May 2018

2017 Counts include Months of April and May
 2018 Counts only Month of May

<u>Visitors</u>		<u>Residents</u>		<u>Total</u>	
<u>2017</u>	<u>2018</u>	<u>2017</u>	<u>2018</u>	<u>2017</u>	<u>2018</u>
1,732	1,820	676	455	2,408	2,275

Zip Code Report **2017** **2018**

Prince Georges Co.	220	145
Calvert County	134	90
Washington DC	138	70
Montgomery Co.	124	60
Fairfax	84	43
Charles Co.	73	39
Anne Arundel Co.	81	38
Alexandria	61	21
Arlington	43	12
Baltimore City	29	7
St. Mary's County	40	3
Springfield, Virginia	26	1
Falls Church	17	2
Virginia/Other	35	30
CHESAPEAKE BEACH	58	46

(Zip Code Count is per family, not per person.)

Richard Ball, Waterfront Manager

Cell: 410.474.4516

rball@northbeachmd.org , humphrey72357@comcast.net

TOWN OF NORTH BEACH
8916 CHESAPEAKE AVENUE
NORTH BEACH, MD 20714

May 10, 2018

ORDINANCE 18-02

AN ORDINANCE TO AMEND THE BUDGET FOR FISCAL YEAR 2018 TO ALLOW
FOR ADJUSTMENTS TO SEVERAL LINE ITEMS
IN THE FY 2018 BUDGET TO THE
GENERAL, SEWER AND WATER ACCOUNTS.

WHEREAS, State Law and the Charter for the Town of North Beach requires an ordinance be drafted and submitted to the Mayor and Town Council for adjustments to budget line items, for budget amendment purposes;

WHEREAS, As a result of budget review for the FY18 budget year there are several line items where the amount allocated either needs to be increased or decreased.

NOW, THEREFORE BE IT ORDAINED, that the Town of North Beach will make adjustments to the FY 2018 budget as outlines in the back up detail attached and made a part of this ordinance as Exhibit "1".

AND BE IT FURTHER ORDAINED that this Ordinance shall become effective on the 26th day of June, after being read at two successive Town Council meetings as required by Section 19-311 of the Charter.

By order of The Town Council
Town of North Beach, Maryland

Mark R. Frazer, Mayor

Page 2

Ordinance No: 18-02

FY 2018 BUDGET ADJUSTMENT GENERAL, SEWER AND WATER FUNDS

Date: May 10, 2018

VOTE:

Benton
 Hagen
 Hummel
 Hummel
 Schiada
 Troncone

CERTIFICATION

I, HEREBY CERTIFY, that as the duly
Appointed Town Clerk, that the foregoing

ORDINANCE NO: 18-02

Was adopted on the _____ day of _____ with
Council Members present and voting
with _____ Aye and _____ Nay votes.

Stacy Wilkerson, Town Clerk

TOWN OF NORTH BEACH
8916 CHESAPEAKE AVENUE
NORTH BEACH, MD 20714

May 10, 2018

ORDINANCE 18-03

OPERATING BUDGETS FOR THE GENERAL FUND,
SEWER AND WATER AND CAPITAL PROJECTS
FUND FY 2019

WHEREAS, State Law and the Charter for the Town of North Beach requires specific action to be taken each year related to submission, publication and public hearings on and adoption of an annual operating budget for the Town, and

WHEREAS, All the requirements relating to submission, publication and public hearings on the annual operating budget have been met, and

NOW, THEREFORE BE IT RESOLVED, that the Town of North Beach Budget for Fiscal Year 2019 is hereby adopted as the annual operating budget for the General Fund, Sewer and Water Fund and Capital Projects for Fiscal Year 2019 for the Town of North Beach, Maryland.

AND BE IT FURTHER ORDAINED that this Ordinance shall be effective on the 26th day of June, after being read at two successive Town Council meetings as required by Section 19-311 of the Charter.

READ AND ADOPTED THIS _____ DAY OF _____.

EFFECTIVE DATE OF:
Budget year starts: July 1, 2018.

BY ORDER OF THE TOWN COUNCIL
TOWN OF NORTH BEACH, MARYLAND

Mark R. Frazer, Mayor

CERTIFICATION

I, HEREBY CERTIFY, that as the duly appointed Town Clerk, that the foregoing **ORDINANCE NO: 18-02** was adopted on the _____ day of _____, with _____ Council Members present and voting with _____ Aye and _____ Nay votes.

Stacy L. Wilkerson, Town Clerk

VOTE:

- _____ Benton
- _____ Hagen
- _____ Hummel
- _____ Hummel
- _____ Schiada
- _____ Tronccone

Town of North Beach
8916 Chesapeake Avenue
North Beach, MD 20714

RESOLUTION NO. 18-03

Maryland Circuit Rider Town Manager Program

Resolution of the Mayor and Council of North Beach approving the Town's participation in the Maryland Circuit Rider Town Manager Program as a member of the North Beach/Forest Heights Circuit.

WHEREAS, the Town was contacted by the Maryland Department of Housing and Community Development about participation in a temporary circuit that was being created on the western shore under the Maryland Circuit Rider Town Manager Program, and

WHEREAS, the Mayor and Council of North Beach recognizes that there is a significant need for services to be provided by the Municipal Circuit Rider to the area municipalities; and

WHEREAS, the Mayor and Council of North Beach have agreed to join the circuit which is sponsored by the Town of North Beach in partnership with Forest Heights, and

WHEREAS, the two towns in the North Beach/Forest Heights Circuit, will each contribute it's proportional financial share to the program; and

WHEREAS, the Mayor and Council of North Beach have agreed to provide \$3,500.00 dollars of contributions between July 1, 2018 and June 30, 2020; and

WHEREAS, the applicable law, regulations and department requirements necessitate approval of a resolution authorizing participation in the Maryland Circuit Rider Town Manager Program by each individual municipality;

NOW, THEREFORE BE IT RESOLVED THAT the Mayor and Council of North Beach hereby endorses the participation of the Town in the North Beach/Forest Heights Circuit Rider Town Manager Program and, HEREBY approves the request and,

BE IT FURTHER RESOLVED THAT, the Mayor be and is hereby requested to endorse this Resolution, thereby indicating his approval thereof; and,

BE IT READ AND PASSED THIS 7th day of June, 2018.

ATTEST :

Stacy Wilkerson, Town Clerk

By: _____
Mark R. Frazer, Mayor

TOWN OF NORTH BEACH
8916 Chesapeake Avenue
North Beach, Maryland 20714

RESOLUTION NUMBER: 18-04

A RESOLUTION TO ESTABLISH TOWN OF NORTH BEACH FEES

WHEREAS, The Mayor and the Town Council recognize its responsibility to issue building permits, business licenses, rental licenses and other related services for its citizens.

WHEREAS, Ordinances of the Town of North Beach require that fees for services and use of public facilities be established by resolution of the Town Council.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Town Council of the Town of North Beach, Maryland establish and set the fees delineated as Enclosure 1, of this resolution, as the fees to be paid for specific services, permits, licenses and inspection.

READ AND ADOPTED THIS 7th DAY OF JUNE 2018.

EFFECTIVE THE 7TH DAY OF JUNE 2018.

By Order of the Town Council
Of the Town of North Beach, Maryland

Mark R. Frazer, Mayor

CERTIFICATION

I, **HEREBY CERTIFY**, that as the duly appointed Town Clerk, that the foregoing **RESOLUTION 18-04** as adopted on the 7TH day of June with Council Members present and voting with Aye and Nay votes.

Stacy L. Wilkerson, Town Clerk

June 2018

Town of North Beach
8916 Chesapeake Avenue
PO Box 99
North Beach, Maryland 20714

SCHEDULE OF FEES

RENTAL LICENSE

Renewal every three years with an inspection done within the three-year cycle. Additional inspections can be required if complaints are received for substandard conditions.

Per Rental Unit with one inspection	\$150.00 (\$250.00) (every 3 years)
One re-inspection	\$75.00 \$125.00
** NOTE RENTAL LICENSE FEES CHANGED IN 2016 **	
Second re-inspection	\$100.00 \$200.00
Vacation Rentals	\$150.00 \$250.00 (every 3 years)

BUSINESS LICENSE

Annual

Annual Inspection

All Fees include one Inspection

\$25.00 per day penalty for failure to complete inspections
\$50.00 per day for each day in violation for operating without a license

Business may require several licenses based on operation. Any person or persons engaged in any business for profit within the Town limits not hereinbefore specified shall pay an annual license fee of not less than \$50.00 or such amount as the Town Council may determine.

Alcoholic Beverages (On-Sale) (Not including Beer & Wine) \$80.00

Alcoholic Beverages (Off-Sale) (Not including Beer & Wine) \$55.00

Antique \$55.00

Artist Studio	\$55.00
Auctioneer	\$55.00
Auto Sales	\$55.00
Bakery	\$55.00
Barber Shop	\$55.00
Beauty Parlor	\$55.00
Bed & Breakfast	\$55.00 1 st Room \$35.00 each additional room
Beer & Wine, only (On-Sale)	\$80.00
Beer & Wine, only (Off-Sale)	\$80.00
Billiard Parlor	\$105.00
Boarding/Lodging House Room	\$55.00 \$100.00 1 st \$35.00 \$70.00 each additional room
Boats & Jet Skis (Power for hire) Boats (non-power) rafts, skis – for hire	\$1,650 per season for the First three. Additional \$150.00 for each after that.
Carnival License (case by case set by Town Council)	\$50.00 to \$250.00
Coin operated vending/amusement machines (Special License) per machine (candy, soda, laundry type machines)	\$20.00
Contractors and Builders (Carpenters, brick layers, masons, roofers, electricians. All building & landscaping trades)	\$55.00
Crafts (hobby crafts, ceramics, etc.)	\$55.00
Delicatessens	\$55.00
Drug Stores	\$55.00

Dry Cleaning and Laundry Services	\$55.00
Entertainment License event	\$105.00 \$175.00 per
Firearms, Sales	\$220.00
Filling and Service Station	\$55.00
Food Stands	\$55.00
Furniture Stores	\$55.00
Garage & Repair Shops	\$55.00
Garden and Plant Shops	\$55.00
Gift Shops	\$55.00
General Merchandise or Notions	\$55.00
Grocery and/or meat dealers	\$55.00
Hardware Stores	\$55.00
Hotels (per room)	\$55.00
Hucksters and Produce dealers	\$55.00
Jewelry Store	\$55.00
Motels (per room)	\$40.00
Moving pictures and other performing theaters	\$105.00
Parking lot (private)	\$55.00
Photographers	\$55.00
Pool Hall	\$105.00
Pool/Billiard Table (per table)	\$25.00
Public Garages & repair shops	\$55.00

Real Estate Brokers	\$55.00
Restaurant or lunchroom	\$55.00
Seafood (fresh)	\$55.00
Shoe repair and valet service	\$55.00
Stands, amusement	\$55.00
Tavern	\$55.00
Taxicabs and other vehicles for hire (First two vehicles, \$20.00 for each additional)	\$55.00
TV sales/service	\$55.00
Wholesale merchandise dealers	\$55.00

BUILDING PERMITS

Permit VOID if work is not started within 90 days

All work must be completed one year from the date of issuance.

Any person who commences to work which requires a Building Permit before obtaining the necessary permit, shall be subject to a penalty of 100% of the usual permit fee in addition to required permit fee.

Penalties for Failure to Comply with BOCA Codes and the Town of North Beach Codes

Penalties for Failure to Comply with the Codes

A Municipal Citation not to exceed \$1,000 may be imposed for each Conviction of a municipal infraction. The fine is payable within 20 Calendar days of receipt of the citation.

Moving Fee (for the moving of any building or structure)	\$100.00 \$150.00
Demolition of existing structure	\$100.00 \$150.00
Miscellaneous Zoning Permit	
1. Fences	\$30.00 \$60.00
** BUILDING PERMITS FEES CHANGED IN 2015 **	
2. Sheds	\$30.00 \$60.00

3. Tree Removal	\$30.00 \$60.00
4. Roofing, remodeling, repairs to home	\$30.00 \$60.00
5. Swimming Pools (above ground)	\$30.00 \$60.00
6. PODS	\$50.00 \$100.00

Zoning Permit (County building permit required)

1. New Construction	\$250.00 \$350.00
2. Addition	\$150.00 \$200.00
3. Garage	\$150.00 \$200.00

Use and Occupancy

Change in Use or Tenant	\$100.00
New Building or Structure	\$100.00 per use or unit

ZONING PERMIT APPLICATIONS

CATEGORY II SITE PLAN (COMMERICAL AND MULTI-FAMILY UNITS):

1 unit, minimum fee	\$250.00 \$350.00
2-15 units, or up to \$500,000 value	\$450.00 \$550.00
16-30 units, or \$500,000 to \$1,000,000	\$850.00 \$1000.00
31-45 units, or \$1,000,000 to \$1,500,00	\$1,250.00 \$1500.00
45-60 units	\$2,050.00 \$2500.00
61-75 units	\$2,850.00 \$3200.00
76-90 units	\$4,850.00 \$5500.00
Larger numbers of units (estimates upon request)	

PLANNING COMMISSION/BOARD OF APPEALS

Special Exception	\$350.00 \$450.00
Departure from parking requirements	\$225.00 \$400.00
Zoning Variance (Deviation from the Ordinance)	\$200.00 \$300.00
Appeals (Zoning decision or interpretation)	\$200.00 \$300.00
Re-zoning (Filing to change an existing zoning)	\$1500.00 \$2000.00
Nonconforming use (Alterations or expansion)	\$150.00 \$300.00
Zoning Ordinance Amendment (filed from the public)	\$350.00 \$450.00

Home Occupation	\$125.00 \$250.00
Vacation Rental Special Exception and License Per Unit	\$350.00 \$450.00

SIGN PERMIT

Sign Permit	\$50.00 \$100.00
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SUB-DIVISION

Re-platting of lots (not creating a new lot)	\$125.00 \$250.00
Re-platting of lots (creating a new lot)	\$250.00 \$325.00

FISHING PIER FEES

Out of Calvert County	
First Pole	\$7.00
Second Pole	\$5.00
Two pole maximum	
Season Pass (non-transferable)	\$65.00

BEACH FEES

Calvert County Residents	
Adults (ages 12-54)	\$7.00
Children (ages 3-11)	\$4.00
Seniors (ages 55 & up)	\$4.00
Children 2 and under	FREE
Adult Season Pass (12 –54)	\$50.00
Children Season Pass (3 – 11)	\$25.00
Family Pass (5 people)	\$200.00
Out of Calvert County Visitors	
Adults (ages 12-54)	\$17.00
Children (ages 3-11)	\$9.00
Seniors (ages 55 & up)	\$9.00
Children 2 and under	FREE
Adult Season Pass (12-54)	\$120.00
Children Season Pass (3-11)	\$ 100.00

Family Pass (5 people) \$400.00

RENTAL FEES

Umbrellas \$15.00
Chairs \$10.00
Chaise Lounge Chairs \$15.00
Fisherman Chairs \$15.00
Boat Slips FREE

ATM MACHINE & CREDIT CARD FEE

ATM machine service charge \$3.00
Credit Card Usage service charge (on-line web pay) \$3.00
Credit Card Payments \$2.00

WATER AND SEWER FEES

Water Connection Fee (at cost) \$2000.00 deposit
Water Tap Fee \$3500.00

Sewer Connection Fee (at cost) \$2000.00 deposit
Sewer Tap Fee \$17,250.00

As per Section 2.2 in the Water and Sewer Manual

2.2 APPLICATION AND PERMIT. When the property owner is ready to connect to the water and sewer system, he shall complete an "Application and Permit for Water or Sewer Connection" in duplicate and make a payment to the Town in an amount equal to the Capital Connection Charge the estimated Connection Fee and the Permit Fee. At the time of application, the Town will estimate the cost of the Connection Fee. The applicant will pay to the Town the full estimated cost of the connection prior to the permit being issued. After the Town has completed the connection any amount of the estimated Connection Fee in excess of the actual cost to the Town will be returned to the applicant. Similarly, any actual costs in excess of the estimated connection fee must be paid by the applicant. The actual cost to the Town to make the connection shall include but not be limited to labor, equipment, materials, subcontract services, engineering fees or any other cost directly incurred by the Town in making the required installation.

New Fee: Water Service Upgrade for New and/or Remodeling : Water meter fees for new hook up \$2,500 if there is and existing 1" line. \$3,000 to upgrade a ¾" to a 1" line. \$1,500 for more than 20% rehabilitation of existing structure.

- Work to be completed by Pub Wks or contractor selected by Pub wks.
- Water/Sewer Policy manual needs to be updated to reflect the proposal.

WATER AND SEWER USAGE SCHEDULE

Water:

First 8,000 Gallons	\$42.20 (Reduce minimum to 8,000 from 10,000 Gallons)
Next 15,000 Gallons	\$2.50 Per Thousand
Next 25,000 Gallons	\$3.00 Per Thousand
Over 50,000	\$3.50 Per Thousand

Sewer:

First 8,000 Gallons	\$91.00 (Reduce minimum to 8,000 from 10,000 Gallons)
Next 15,000 Gallons	\$3.30 Per Thousand
Next 25,000 Gallons	\$4.15 Per Thousand
Over 50,000 Gallons	\$4.64 Per Thousand

Water Turn Off Fee:	\$40.00
Meter Test Deposit	\$40.00

Turn On Charge: If a delinquent water and sewer bill has not been paid by the close of business by the date specified on the Water Turn Off Notice, the water will be shut off and the customer account will automatically be charged an additional \$40.00 Turn Off Fee. If for any reason the Town is unable to turn off the water by the designated date, the account will still be assessed the \$40.00 Turn Off Fee. Water will not be reconnected until the account is paid in full. During the period when the water and sewer is shut off, the owner will still be responsible for the payment of minimal water and sewer use fees, as well as, sewer and water benefit fees.

WATER AND SEWER RATE SCHEDULE

Water Benefit Annual	\$102.00	(Special Assessment)
Water Use Minimum	\$42.20	
Sewer Benefit Annual	\$250.00	(Special Assessment)
Sewer Use Minimum	\$91.00	
Total Minimum (Tax)	\$133.20	(New/Does not include the Flush Tax)
MD Flush Tax	\$15.00	

ADMINISTRATIVE TIME

Xeroxed documents	\$.25 per copy/per sheet
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Preparation and Search Fee (per Md Annotated	\$ 25.00 1 st hour
Code Public Information Act: 10-621: Fees	\$ 20.00 each add. Hour

Note: All requested items must be in writing. Fees will occur after two hours of administrative work has been done.

RETURN CHECK FEE

Any check returned will be charged a fee of \$40.00.

MISCELLANEOUS FEES

Tax Rate FY2018
 .06329 per assessed \$100 value

The Trash Rate has been in place since 2014
 Refuse Fee / Annual Fee \$327.00 (Utility Tax Rate
 \$1.80 per assessed \$100 value

CODE ENFORCEMENT/PARKING FINES

Illegal Parking Fine	
a) 2-hour parking	\$35.00
b) All other parking violations	\$50.00

Grass Cutting Fine
 This fine is for individual homeowners who do not cut their grass once it exceeds the 8-inch growth mark.

	\$75.00 1 st offense
	\$250.00 2 nd offense
	\$500.00 3 rd & subsequent

Hazardous Abatement Administrative Fee	15% of Bill Per Incident
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PUBLIC FACILITIES SPACE PERMIT APPLICATION

This application is used to reserve space at the following locations to use at an hourly rate for an event other than a wedding; pier, pavilion, Callis Park, Wetlands Overlook Park. This application can be modified from time to time and rates adjusted as needed. This application is referred to as attachment "A" in this schedule.

WEDDING APPLICATION

This application is used to reserve space at the following locations; T-Section of the pier, Wetlands Overlook Park; Sunrise Gardens and the Pavilion. This application can be modified from time to time and the rates adjusted as needed. This application is referred to as attachment "B" in this schedule.

Office Use Only:

Total: \$ _____

25% Deposit to hold date: \$ _____

Amount Owed: \$ _____
 Due 30 days prior to event date.

Paid: _____ Check
 _____ Credit Card



TOWN OF NORTH BEACH
 PO BOX 99
 NORTH BEACH, MD 20714

2018 PUBLIC SPACE PERMIT APPLICATION

Date Submitted: _____ Date Facility is Needed: _____
 Time Facility is Needed (start to finish): _____

The undersigned hereby applies for a license to use a public facility of the Town of North Beach, Maryland.

Name of person/organization applying: _____

Address: _____

Telephone Number: _____

Description of Event: _____

Facility to be used: (Complete reverse side): _____

.....

It is understood that all costs, including electricity and clean up shall be our responsibility. The Town Staff shall compute costs on reverse side of this form.

REPRESENTATIVE: (Printed) _____

REPRESENTATIVE: (Signature) _____

Contact Number for Day of Event: _____

Email address: _____

.....

Fees Paid \$ _____

Permit No: _____

 Stacy Wilkerson, Town Clerk

 Richard Ball, Waterfront Manager

TOWN OF NORTH BEACH

Facility to be used:

_____ T- Section of Pier _____ Sunrise Gardens
_____ Pavilion _____ Wetlands Overlook Park
_____ Callis Park _____ Other

FEE SCHEDULE
FOR USE OF PUBLIC FACILITIES
Maximum 4 hours per location

Table with 2 columns: Description and Price. Rows include Usage (\$175.00 per hour), Electric Requirement (\$50.00), Tent (10x20, 20x20, 20x40), Chairs (\$1.00 each), Tables (\$10.00 each), Pop Ups (\$25.00 each), and a TOTAL row.

Town of North Beach Agreement

- 1) Free movement on other parts of the pier, boardwalk, beach and park will not be impeded.
2) RESERVATIONS: Reservations will be processed when a signed contract and the appropriate reservation deposit are received and countersigned by The Town of North Beach representative.

- 3) **CANCELLATION** : There shall be NO refund of deposit 48 hours from the signing of agreement and 25% deposit is received. If the event is cancelled within 90 DAYS of the event date, the client shall pay the balance of the contract due to the high probability that The Town of North Beach will not be able to further book that date. Once a balance is paid, it is **NONREFUNDABLE**. Cancellation must be in writing even if a phone call was made to inform The Town of North Beach of the cancellation.
- 4) **INCLEMENT WEATHER POLICY**: In order to protect the safety and well-being of all concerned, The Town of North Beach reserves the right to cancel the event in the face of a major act of God, such as, but not limited to hurricanes, floods, blizzards and severe rain storms with a full refund of all deposits to the client. If the client has elected the Large Wedding Package on the pier for 150 people, the rental of the tent will not be refunded. It is recommended that each wedding party have a sufficient indoor wedding plan in case of inclement weather.
- 5) **TRANSPORT SERVICE**: The undersign agrees to hold harmless the Town of North Beach for any items damages during transport, i.e: wedding cakes, decorations, catering food and items, all beverages. Any item that is the property of the party and hired contractors by the wedding partying that will be transported by the Town of North Beach. The undersign also agrees to hold harmless any personal injuries resulting from the transport of persons to and from the restroom facilities on Town approved golf carts.
- 6) The undersign agrees to assume the risk of loss to any property, whether from breakage, damage, loss, theft, and disappearance of any other cause, for the duration of the event, including set up and closing. Further, I agree to indemnify and hold The Town of North Beach harmless from any and all claims, actions, damages, liability and expense including attorney's fees in connection with loss of life, personal injury and /or damage that may be done or suffered by reason of my fault and their guest or negligence in the performance of or failure to perform my responsibilities.

Representative signature

Printed name



Town of North Beach
8916 Chesapeake Avenue | Post Office Box 99
North Beach, MD 20714
410.257.9618 | 301.855.6681 | www.northbeachmd.org

OFFICE USE ONLY	
Total:	\$ _____
25% Deposit to hold date:	\$ _____
Amount Owed:	\$ _____
Due 30 days prior to event date.	
Paid:	
	_____ Check
	_____ Credit Card

WEDDING APPLICATION

Date Submitted: _____ Date Facility is Needed: _____

Time Facility is Needed (start to finish): _____

The undersigned hereby applies for a license to use a public facility of the Town of North Beach, Maryland.

Name of person applying: _____

Address: _____

Telephone Number: _____

Email Address: _____

Description of Event: _____

REPRESENTATIVE: (Printed) _____

REPRESENTATIVE: (Signature) _____

Contact Number for Day of Event: _____

.....
Fees Paid \$ _____

Permit No: _____

Stacy Wilkerson, Town Clerk

Richard Ball, Waterfront Manager

** If your event requires specialized services, from other agencies and/or clean up, additional fees will be assessed and they will be calculated based on the impact of the community.

August 2017

Town of North Beach Wedding Agreement

- 1) Free movement on other parts of the pier, boardwalk, beach and park will not be impeded.
- 2) **RESERVATIONS:** Reservations will be processed when a signed contract and the appropriate reservation deposit are received and countersigned by The Town of North Beach representative. For wedding ceremonies and receptions, the reservation deposit is 25% of the total. Verbal reservations will be held for 10 days to allow a client to submit a credit card or check. Due to the volume of requests, dates will not be held for more than 10 days. The balance of the event fee is due 30 days prior to the scheduled event.
- 3) **CANCELLATION:** There shall be NO refund of deposit 48 hours from the signing of agreement and 25% deposit is received. If the event is cancelled within 90 days of the event date, the client shall pay the balance of the contract due to the high probability that The Town of North Beach will not be able to further book that date. Once a balance is paid, it is **NONREFUNDABLE**. Cancellation must be in writing even if a phone call was made to inform The Town of North Beach of the cancellation.
- 4) **INCLEMENT WEATHER POLICY:** In order to protect the safety and well-being of all concerned, The Town of North Beach reserves the right to cancel the event in the face of a major act of God, such as, but not limited to hurricanes, floods, blizzards and severe rain storms with a full refund of all deposits to the client. If the client has selected the Large Wedding Package on the pier for 200 people, the rental of the tent will not be refunded. It is recommended that each wedding party have a sufficient indoor wedding plan in case of inclement weather.
- 5) **TRANSPORT SERVICE:** The undersigned agrees to hold harmless the Town of North Beach for any items damages during transport, i.e. wedding cakes, decorations, catering food and items, all beverages. Any item that is the property of the wedding party and hired contractors by the wedding partying that will be transported by the Town of North Beach. The undersigned also agrees to hold harmless any personal injuries resulting from the transport of persons to and from the restroom facilities on Town approved golf carts.
- 6) The undersigned agrees to assume the risk of loss to any property, whether from breakage, damage, loss, theft, and disappearance of any other cause, for the duration of the event, including set up and closing. Further, I agree to indemnify and hold the Town of North Beach harmless from any and all claims, actions, damages, liability and expense including attorney's fees in connection with loss of life, personal injury and/or damage that may be done or suffered by reason of my fault and their guest or negligence in the performance of or failure to perform my responsibilities.

Representative signature

Printed name