



*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](http://www.northbeachmd.org)

**TOWN COUNCIL MEETING  
NORTH BEACH TOWN HALL  
FEBRUARY 9, 2017  
7:00 PM**

- I. PLEDGE OF ALLEGIANCE
- II. ROLL CALL
- III. APPROVE AGENDA
- IV. APPROVAL OF MINUTES
  - a. Approval of the minutes from the January 12, 2017 Town Council meeting
  - b. Approval of the minutes from the February 2, 2017 Work Session
- V. SCHEDULED APPOINTMENTS
  - a. Election to fill Council Vacancy
  - b. Presentation of check to Calvert Hospice from Polar Bear Plunge Proceeds
  - c. Nancy Valentine – Presentation of FY16 Financials
- VI. PUBLIC SAFETY REPORT
- VII. REPORTS
  - a. Treasurer
  - b. Public Works Supervisor
  - c. Town Engineer
  - d. Code Enforcement
  - e. Marketing
  - f. Circuit Rider
- VIII. PUBLIC COMMENT

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Mark R. Frazer, Mayor

Council Members: Mike Benton Jane Hagen Mickey Hummel Randy Hummel Gwen Schiada



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IX. BOARDS AND COMMISSIONS

X. BUSINESS ITEMS

- a. Bid discussion for the Chesapeake Avenue Streetscape Project
- b. Bid discussion for the Chesapeake Avenue Reconstruction between 3<sup>rd</sup> – 5<sup>th</sup> Street

XI. ORDINANCES AND RESOLUTIONS

- a. Ordinance 17-01: Budget Adjustment FY17 – Voting
- b. Ordinance 17-02: Ordinance to Amend the Town of North Beach Rental Housing License - Voting

XII. MAYOR AND COUNCIL REPORTS

- A. State of the Town

XIII. ADJOURNMENT

XIV. EXECUTIVE SESSION IF NEEDED

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

**Upcoming Meetings and Events**

- 1) Saturday, February 18, 2017 – Performing Arts Meeting – 10:00 a.m.
- 2) Monday, February 20, 2017 – Town Government Closed
- 3) Wednesday, February 22, 2017 – Economic Development Committee Meeting – 7pm
- 4) Thursday, March 2, 2017 – Work Session – 7pm
- 5) Sunday, February 26, 2017 – Bayside History Museum Lecture “Just Passing Through” Poems and Photos of the Chesapeake Bay 2-3 pm

Mark R. Frazer, Mayor

Council Members: Mike Benton Jane Hagen Mickey Hummel Randy Hummel Gwen Schiada

TOWN COUNCIL MINUTES  
JANUARY 12, 2017

The Mayor called the meeting to order at 7:00pm and Sheila Pool was asked to lead the Pledge of Allegiance.

Council members present were Mayor Frazer, Mike Benton, Jane Hagen, Mickey Hummel, Randy Hummel and Gwen Schiada. John Shay, Town attorney was also present.

A motion to approve the December 8, 2016 agenda was made by Randy Hummel and seconded by Mickey Hummel who also made a motion to amend the discussion of the fee schedule at the Feb. work session because Richard was unable to attend the Council meeting and the Mayor feels that he should definitely be a part of the discussion. All voted aye.

Discussion was brought up regarding the beach dredge to be on the south side of the beach only. This will be discussed at the February work session also.

J. Hagen made a motion for the Environmental Committee to meet the first Tuesday of each month and it was seconded by R. Hummel. All voted aye.

A motion was made by M. Hummel to approve the December 8<sup>th</sup> council meeting minutes and seconded by J. Hagen. All voted aye.

Holiday Highlights winners were announced by Deborah Noyes and certificates were presented to the winners. They were:

- 1<sup>st</sup> Place Residential- Heather and William Carter
- 2<sup>nd</sup> Place- Ryan Terrell and Jessica Douglass
- 3<sup>rd</sup> Place- Desirae Short and Eron Whitehurst-Myers

- 1<sup>st</sup> Place Business- Calvert Kettle Korn
- 2<sup>nd</sup> Place- Perfect Nails & Spa
- 3<sup>rd</sup> Place- Old Town Candy

The EDC Wedding Presentation was presented by Mary Case, Chair of the Committee. The presentation packet is attached. The Mayor recommended the February work session include the options for the wedding proposals.

R. Naughton gave the Public Safety report and said it had been a "quiet month". His packet is included.

The Treasurer's report was given by J. Hunt. A motion to accept the report was made by R. Hummel with J. Hagen seconding. All voted aye.

D. Bowen gave the Department of Public Works report. He commented on the work to be done on Atlantic Avenue and stated that "if we use high pressure to fill the voids under the street, it may cause sinkholes and collapse of the roadway. We may possibly use a low pressure method of concrete filling, milk shake thickness, to seep into the fissures and harden without, hopefully, causing a problem".

J. Hofmann gave his report stating that SHA will be scheduling a meeting regarding the 510 project, which is the upgrade to Rt. 261. He has asked the state to convene this meeting to discuss a revision to the plans and design. He and D. Bowen will attend. He is also attempting to schedule a meeting with the Army Corp to discuss options for the project.

Construction of the flood dike is on hold, but Gene Schler is continuously working/emailing ACOE & MDE to no avail. The Mayor, however, stated that he had received an email from Schler that MDE had a permit in the director's office for review and signature. A 5 day timeframe is expected and ACOE should be doing one within the next week or so, encapsulating a review of 2 permits.

A procurement schedule regarding the Streetscape Projects was provided in Hofmann's packet. Each of the 8 items will be put out to bid.

R. Crump gave the Code Enforcement report and it is included in the packet.

D. Richardson gave her marketing report with graphic statistics and outlined her tasks for the month.

The Circuit Rider report is attached with information on the state highway funding sources, A&E building & district, a Sustainable Maryland designation and grant funding applications applicable to the Town of North Beach.

K. Osbourn's office assistant report is attached.

The Mayor then asked for Public Comment and Victor Velasco responded with his detailed comments regarding parking situations within the beach. He has recommended solutions and his comments/solutions are included in this packet. The Mayor said parking would be discussed later in the meeting. M. Benton suggested/proposed enforcement of laws that are already in place since the town is growing and changing. J. Shay said he would do an analysis of the town's laws and we would have to consider a budget. R. Crump will devise a budget amount. Options will be discussed in the March work session.

The Mayor then recommended the appointment of Karen Ankerbrandt to the Board of Appeals. A motion to approve was made by G. Schiada and seconded by M. Benton. All voted aye and Ankerbrandt was sworn in by the Mayor.

The announcement was then made by the Mayor that two of the Planning Commission members had agreed to stay on another term. They are Pat Haddon and Michael Hartman. A motion was made by M. Benton to approve P. Haddon and seconded by R. Hummel. All voted aye. A motion to approve M. Hartman was made by R. Hummel, seconded by J. Hagen and all voted aye.

The Mayor read the Sustainable Procurement Policy and J. Hagen explained what was involved. Projects include improvement for green items; such as credit for green schools, use of recycled goods as much as possible, a community garden, use of the senior center gym, Sunrise Garden and anything sustainable. The Mayor asked for a motion to approve the policy. R. Hummel made motion, G. Schiada seconded, and all voted aye.

A motion to introduce Ordinance 17-01 was made by M. Hummel, seconded by R. Hummel. The motion to introduce Ordinance 17-02 was made by G. Schiada and seconded by J. Hagen. These Ordinances will be voted on in the February meeting. There will also be a vote to include the approval of a budget adjustment to increase Corporal Phelps recent promotion to Sergeant. Resolution 17-01 was requested again to be placed on the February work session.

The Mayor then asked for a motion to adjourn. Motion was made by R. Hummel and seconded by J. Hagen. All voted aye.

The meeting adjourned at 8:30pm.

Submitted by:

Marsha Stiner and Kelley Osbourne



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Minutes from the February 2, 2017

Work Session

7:00 p.m.

Meeting opened at 7:00 p.m.

Attendance: Mayor Frazer, Mike Benton, Jane Hagen Mickey Hummel, Randy Hummel, Gwen Schiada, John Hofmann, Donnie Bowen, Joanne Hunt, Dawn Richardson and Stacy Wilkerson.

- 1) Fee Schedule Discussion: Councilman Mickey Hummel emailed questions to the staff requesting information regarding the operation of the waterfront. Joanne Hunt provided a detailed spreadsheet explaining the expenditures and revenues associated with the waterfront. After a lengthy discussion of the waterfront it was determined to table the fee schedule until the budget time and revisit the fee schedule at this time. The spreadsheet provided is included as part of these minutes.
- 2) Town Council candidate interviews: A vacancy on the Town Council was left with the resignation of Ken Wilcox on December 31, 2016. Eight town residents submitted for the vacancy. They are as followed: Teresa Zanelotti, Greg Dotson, Elizabeth Lawton, Jerome Hansen, Paul Tronccone, Mary Mayhew, Tim Toepper and Brian Davis. Greg Dotson and Tim Toepper withdrew their names for consideration the evening of February 2, 2017 and thanked the Council for their consideration. After conducting the interviews publicly, the Council entered into Executive Session to discussion and a formal vote will take place at their February 9, 2017 Town Council Meeting.

MOTION made by Randy Hummel to enter into Executive Session to discuss a personnel matter. Seconded by Jane Hagen. All in favor. Motion carries. Meeting closed at 8:30 p.m.

Mark R. Frazer, Mayor

Council Members: Mike Benton Gregory McNeill Mickey Hummel Randy Hummel Gwen Schiada

Question – Standing Inventory?

Umbrellas	74	Umbrella	110.00 each
Chair	22	Chair	24.00 each
Chaise	17	Chaise	15.00 each
Fishing Chair	14	Fishing Chair	30.00 each

Question – Purchase Cost for each Item Above?

Question – How many days were we sold out of each item?

Umbrellas      approximate 10 days each summer.  
(only affects umbrellas – not chairs)

Question – Do we have use numbers for each number for the season?

Numbers are reflected on spread sheet for years 2009 thru 2016.

Question – Do we plan to increase inventory this year or replace products?

We replace products each year. Last year our purchase for replaced items:

Umbrellas	10	(total \$ 1,100.00)
Chairs	24	(total \$ 576.00)
Chaise	30	(total \$ 455.00)
Fishing Chair	8	(total \$ 240.00)

Question – What is the average (LABOR) cost for waterfront staff for a weekend day?

Picking a day in July or August and depending on great weather: \$ 2,000.00 ( no fringe included).

Question – Numbers of use from last year (2015?) and this year (2016?) to compare visitor number.... (2014 as well).

	2014	2015	2016
Calvert County Visitors	2,539	2,860	2,307
Out of County Visitors	24,559	30,169	20,793
(Reminder – 22 days welcome center closed due to rain in May 2016 and poor weather On Memorial Day weekend and Labor Day weekend.)			

Question – Do we get survey everyone on zip codes or just out of county?

Zip code counts are reported every month (June thru September) to Council at Meetings that give a Breakdown for Prince Georges, Washington DC, Calvert, Montgomery, Charles, Fairfax, Anne Arundel, Baltimore City, Arlington and Alexandria – by family, not by person.





Waterfront Revenue and Expense by Season

Account	Description	4/1/2013 thru		7/1/2013 to		Season Total		4/1/2014 thru		7/1/2014 to		Season Total		4/1/2015 thru		7/1/2015 to		Season Total		4/1/2016 thru		7/1/2016 to		Season Total					
		6/30/2013	10/1/2013	6/30/2014	10/1/2014	6/30/2015	10/1/2015	6/30/2016	10/1/2016	6/30/2017	10/1/2017	6/30/2018	10/1/2018	6/30/2019	10/1/2019	6/30/2020	10/1/2020	6/30/2021	10/1/2021	6/30/2022	10/1/2022								
011-00466	WELCOME CENTER/FISHING FEES	\$4,937.00	\$9,889.00	\$5,038.00	\$10,055.00	\$14,856.00	\$29,711.00	\$5,038.00	\$10,055.00	\$14,856.00	\$29,711.00	\$5,038.00	\$10,055.00	\$14,856.00	\$29,711.00	\$5,038.00	\$10,055.00	\$14,856.00	\$29,711.00	\$5,038.00	\$10,055.00	\$14,856.00	\$29,711.00	\$5,038.00	\$10,055.00	\$14,856.00	\$29,711.00		
011-00474	WELCOME CENTER/ BEACH FEES	\$7,356.00	\$14,712.00	\$7,356.00	\$14,712.00	\$14,712.00	\$29,424.00	\$7,356.00	\$14,712.00	\$14,712.00	\$29,424.00	\$7,356.00	\$14,712.00	\$14,712.00	\$29,424.00	\$7,356.00	\$14,712.00	\$14,712.00	\$29,424.00	\$7,356.00	\$14,712.00	\$14,712.00	\$29,424.00	\$7,356.00	\$14,712.00	\$14,712.00	\$29,424.00		
011-00475	BEACH FEES- OUT OF COUNTY RESIDENTS	\$46,902.00	\$93,804.00	\$46,902.00	\$93,804.00	\$93,804.00	\$187,608.00	\$46,902.00	\$93,804.00	\$46,902.00	\$93,804.00	\$93,804.00	\$187,608.00	\$46,902.00	\$93,804.00	\$46,902.00	\$93,804.00	\$46,902.00	\$93,804.00	\$46,902.00	\$93,804.00	\$46,902.00	\$93,804.00	\$46,902.00	\$93,804.00	\$46,902.00	\$93,804.00		
011-00479	BEACH/UMBRELLA & CHAIR RENTALS	\$5,529.00	\$11,058.00	\$5,529.00	\$11,058.00	\$11,058.00	\$22,116.00	\$5,529.00	\$11,058.00	\$5,529.00	\$11,058.00	\$11,058.00	\$22,116.00	\$5,529.00	\$11,058.00	\$5,529.00	\$11,058.00	\$5,529.00	\$11,058.00	\$5,529.00	\$11,058.00	\$5,529.00	\$11,058.00	\$5,529.00	\$11,058.00	\$5,529.00	\$11,058.00		
011-00545	ROYALE DINNING SERVICE INC/VENDING MAC	\$67.75	\$135.50	\$67.75	\$135.50	\$135.50	\$271.00	\$67.75	\$135.50	\$67.75	\$135.50	\$135.50	\$271.00	\$67.75	\$135.50	\$67.75	\$135.50	\$67.75	\$135.50	\$67.75	\$135.50	\$67.75	\$135.50	\$67.75	\$135.50	\$67.75	\$135.50	\$67.75	
011-00490	COCA COLA MACHINE REVENUE/MATERFRONT																												
011-00521	OPTICAL VIEWER REVENUE	\$734.88	\$1,469.76	\$734.88	\$1,469.76	\$1,469.76	\$2,939.52	\$734.88	\$1,469.76	\$734.88	\$1,469.76	\$1,469.76	\$2,939.52	\$734.88	\$1,469.76	\$734.88	\$1,469.76	\$734.88	\$1,469.76	\$734.88	\$1,469.76	\$734.88	\$1,469.76	\$734.88	\$1,469.76	\$734.88	\$1,469.76	\$734.88	
011-00540	SINGLE KAYAK	\$105.00	\$210.00	\$105.00	\$210.00	\$210.00	\$420.00	\$105.00	\$210.00	\$105.00	\$210.00	\$210.00	\$420.00	\$105.00	\$210.00	\$105.00	\$210.00	\$105.00	\$210.00	\$105.00	\$210.00	\$105.00	\$210.00	\$105.00	\$210.00	\$105.00	\$210.00	\$105.00	
011-00541	STAND UP PADDLEBOARD	\$120.00	\$240.00	\$120.00	\$240.00	\$240.00	\$480.00	\$120.00	\$240.00	\$120.00	\$240.00	\$240.00	\$480.00	\$120.00	\$240.00	\$120.00	\$240.00	\$120.00	\$240.00	\$120.00	\$240.00	\$120.00	\$240.00	\$120.00	\$240.00	\$120.00	\$240.00	\$120.00	
011-00542	BICYCLE	\$390.00	\$780.00	\$390.00	\$780.00	\$780.00	\$1,560.00	\$390.00	\$780.00	\$390.00	\$780.00	\$780.00	\$1,560.00	\$390.00	\$780.00	\$390.00	\$780.00	\$390.00	\$780.00	\$390.00	\$780.00	\$390.00	\$780.00	\$390.00	\$780.00	\$390.00	\$780.00	\$390.00	
011-00543	DOUBLE KAYAK	\$295.00	\$590.00	\$295.00	\$590.00	\$590.00	\$1,180.00	\$295.00	\$590.00	\$295.00	\$590.00	\$590.00	\$1,180.00	\$295.00	\$590.00	\$295.00	\$590.00	\$295.00	\$590.00	\$295.00	\$590.00	\$295.00	\$590.00	\$295.00	\$590.00	\$295.00	\$590.00	\$295.00	
011-00546	INNER TUBES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
011-00700	MTA LEASE (YEARLY LEASE BUT USED TIME PER	\$2,994.00	\$5,988.00	\$2,994.00	\$5,988.00	\$5,988.00	\$11,976.00	\$2,994.00	\$5,988.00	\$2,994.00	\$5,988.00	\$5,988.00	\$11,976.00	\$2,994.00	\$5,988.00	\$2,994.00	\$5,988.00	\$2,994.00	\$5,988.00	\$2,994.00	\$5,988.00	\$2,994.00	\$5,988.00	\$2,994.00	\$5,988.00	\$2,994.00	\$5,988.00	\$2,994.00	
088-00510	ECONOMIC DEV INCOME (In/Out)	\$13,964.00	\$27,928.00	\$13,964.00	\$27,928.00	\$27,928.00	\$55,856.00	\$13,964.00	\$27,928.00	\$13,964.00	\$27,928.00	\$27,928.00	\$55,856.00	\$13,964.00	\$27,928.00	\$13,964.00	\$27,928.00	\$13,964.00	\$27,928.00	\$13,964.00	\$27,928.00	\$13,964.00	\$27,928.00	\$13,964.00	\$27,928.00	\$13,964.00	\$27,928.00	\$13,964.00	
066-00650	CAPITAL PROJECT FEES (In/Out)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	TOTAL REVENUE	\$84,894.63	\$169,789.26	\$84,894.63	\$169,789.26	\$169,789.26	\$339,578.52	\$84,894.63	\$169,789.26	\$84,894.63	\$169,789.26	\$169,789.26	\$339,578.52	\$84,894.63	\$169,789.26	\$84,894.63	\$169,789.26	\$84,894.63	\$169,789.26	\$84,894.63	\$169,789.26	\$84,894.63	\$169,789.26	\$84,894.63	\$169,789.26	\$84,894.63	\$169,789.26	\$84,894.63	
	EXPENDITURES																												
011-19511	WELCOME CENTER/ WAGES	\$14,150.45	\$28,300.90	\$14,150.45	\$28,300.90	\$28,300.90	\$56,601.80	\$14,150.45	\$28,300.90	\$14,150.45	\$28,300.90	\$28,300.90	\$56,601.80	\$14,150.45	\$28,300.90	\$14,150.45	\$28,300.90	\$14,150.45	\$28,300.90	\$14,150.45	\$28,300.90	\$14,150.45	\$28,300.90	\$14,150.45	\$28,300.90	\$14,150.45	\$28,300.90	\$14,150.45	
011-19539	WELCOME CENTER/BUILDING MAINT	\$892.00	\$1,784.00	\$892.00	\$1,784.00	\$1,784.00	\$3,568.00	\$892.00	\$1,784.00	\$892.00	\$1,784.00	\$1,784.00	\$3,568.00	\$892.00	\$1,784.00	\$892.00	\$1,784.00	\$892.00	\$1,784.00	\$892.00	\$1,784.00	\$892.00	\$1,784.00	\$892.00	\$1,784.00	\$892.00	\$1,784.00	\$892.00	
011-19542	WELCOME CENTER/TELEPHONE	\$422.34	\$844.68	\$422.34	\$844.68	\$844.68	\$1,689.36	\$422.34	\$844.68	\$422.34	\$844.68	\$844.68	\$1,689.36	\$422.34	\$844.68	\$422.34	\$844.68	\$422.34	\$844.68	\$422.34	\$844.68	\$422.34	\$844.68	\$422.34	\$844.68	\$422.34	\$844.68	\$422.34	\$844.68
011-19551	WELCOME CENTER/OPERATING EXPEN	\$3,537.32	\$7,074.64	\$3,537.32	\$7,074.64	\$7,074.64	\$14,149.28	\$3,537.32	\$7,074.64	\$3,537.32	\$7,074.64	\$7,074.64	\$14,149.28	\$3,537.32	\$7,074.64	\$3,537.32	\$7,074.64	\$3,537.32	\$7,074.64	\$3,537.32	\$7,074.64	\$3,537.32	\$7,074.64	\$3,537.32	\$7,074.64	\$3,537.32	\$7,074.64	\$3,537.32	
011-19583	WELCOME CENTER/FIXED ASSETS	\$2,167.00	\$4,334.00	\$2,167.00	\$4,334.00	\$4,334.00	\$8,668.00	\$2,167.00	\$4,334.00	\$2,167.00	\$4,334.00	\$4,334.00	\$8,668.00	\$2,167.00	\$4,334.00	\$2,167.00	\$4,334.00	\$2,167.00	\$4,334.00	\$2,167.00	\$4,334.00	\$2,167.00	\$4,334.00	\$2,167.00	\$4,334.00	\$2,167.00	\$4,334.00	\$2,167.00	
011-19601	WELCOME CENTER/ANTIORAL	\$1,786.91	\$3,573.82	\$1,786.91	\$3,573.82	\$3,573.82	\$7,147.64	\$1,786.91	\$3,573.82	\$1,786.91	\$3,573.82	\$3,573.82	\$7,147.64	\$1,786.91	\$3,573.82	\$1,786.91	\$3,573.82	\$1,786.91	\$3,573.82	\$1,786.91	\$3,573.82	\$1,786.91	\$3,573.82	\$1,786.91	\$3,573.82	\$1,786.91	\$3,573.82	\$1,786.91	
011-19700	GVM VENTURES, INC. (60% OF PROCEEDS)	\$576.00	\$1,152.00	\$576.00	\$1,152.00	\$1,152.00	\$2,304.00	\$576.00	\$1,152.00	\$576.00	\$1,152.00	\$1,152.00	\$2,304.00	\$576.00	\$1,152.00	\$576.00	\$1,152.00	\$576.00	\$1,152.00	\$576.00	\$576.00	\$1,152.00	\$576.00	\$1,152.00	\$576.00	\$576.00	\$1,152.00	\$576.00	
011-21702	PT OFFICERS	\$3,215.00	\$6,430.00	\$3,215.00	\$6,430.00	\$6,430.00	\$12,860.00	\$3,215.00	\$6,430.00	\$3,215.00	\$6,430.00	\$6,430.00	\$12,860.00	\$3,215.00	\$6,430.00	\$3,215.00	\$6,430.00	\$3,215.00	\$6,430.00	\$3,215.00	\$6,430.00	\$3,215.00	\$6,430.00	\$3,215.00	\$6,430.00	\$3,215.00	\$6,430.00	\$3,215.00	
011-21706	BEACH PATROL/SALARIES & WAGES	\$43,467.11	\$86,934.22	\$43,467.11	\$86,934.22	\$86,934.22	\$173,868.44	\$43,467.11	\$86,934.22	\$43,467.11	\$86,934.22	\$86,934.22	\$173,868.44	\$43,467.11	\$86,934.22	\$43,467.11	\$86,934.22	\$43,467.11	\$86,934.22	\$43,467.11	\$86,934.22	\$43,467.11	\$86,934.22	\$43,467.11	\$86,934.22	\$43,467.11	\$86,934.22	\$43,467.11	
011-21707	BEACH PATROL/OPER SUPPLY	\$3,731.92	\$7,463.84	\$3,731.92	\$7,463.84	\$7,463.84	\$14,927.68	\$3,731.92	\$7,463.84	\$3,731.92	\$7,463.84	\$7,463.84	\$14,927.68	\$3,731.92	\$7,463.84	\$3,731.92	\$7,463.84	\$3,731.92	\$7,463.84	\$3,731.92	\$7,463.84	\$3,731.92	\$7,463.84	\$3,731.92	\$7,463.84	\$3,731.92	\$7,463.84	\$3,731.92	
011-21708	BEACH PATROL TELEPHONE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
011-16538	MUNICIPAL LOT RENT / RAR	\$6,000.00	\$12,000.00	\$6,000.00	\$12,000.00	\$12,000.00	\$24,000.00	\$6,000.00	\$12,000.00	\$6,000.00	\$12,000.00	\$12,000.00	\$24,000.00	\$6,000.00	\$12,000.00	\$6,000.00	\$12,000.00	\$6,000.00	\$12,000.00	\$6,000.00	\$12,000.00	\$6,000.00	\$12,000.00	\$6,000.00	\$12,000.00	\$6,000.00	\$12,000.00	\$6,000.00	
011-77002	PINC BOND PYMT (32% ON DEBT PYMT)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
011-32538	DUMPSTERS	\$1,912.50	\$3,825.00	\$1,912.50	\$3,825.00	\$3,825.00	\$7,650.00	\$1,912.50	\$3,825.00	\$1,912.50	\$3,825.00	\$3,825.00	\$7,650.00	\$1,912.50	\$3,825.00	\$1,912.50	\$3,825.00	\$1,912.50	\$3,825.00	\$1,912.50	\$3,825.00	\$1,912.50	\$3,825.00	\$1,912.50	\$3,825.00	\$1,912.50	\$3,825.00	\$1,912.50	
011-16541	PIEV/BOARDWALK MAINT & REPAIR	\$1,258.15	\$2,516.30	\$1,258.15	\$2,516.30																								

Notes Waterfront Review

MINIMUM WAGE INCREASES: Current minimum wage is \$8.75 per hour. The minimum wage rate will increase July 1, 2017 to \$9.25 per hour and again in July 2018 to \$10.10 per hour.

DUMPSTERS (Apr \$212.50 + May/June \$1,700.00 = \$1,912.50)  
 DUMPSTERS (July to Sept \$850.00 X3 + Oct \$425.00 = \$2,975.00)  
 Federal Tax Percentage 7.65%  
 MD WH Percentage 7.55%  
 MD Unemp Rate .0450%

The Season is 184 Days-  
 April 1 to October 1

Season	Special Events	Farmers Market	Public Fac Permits
2013	25	23	7
2014	25	23	7
2015	30	25	8
2016	28	23	14

March 10, 2016 Beach Fees Increased

Out of County Fees	Old	New Rate
Adults 12-54 years	\$15.00	\$17.00
Seniors 55 and up	\$ 8.00	\$ 9.00
Children 3 - 11 years	\$ 8.00	\$ 9.00

Calvert County Fees

Adults 12 - 54 years	\$ 6.00	\$ 7.00
Family Passes ( 5 people)		
Out of County Rate	\$200.00	\$400.00
Calvert County Rate	\$100.00	\$200.00

Capital Fee was created July 1, 2014 from a Beach Fee Increase to Out Co. Adult \$3.00 and In Co Adult \$1.00.  
 FY 2009 Out Co. Adult Beach Fees Increase \$2.00 to EDC.

In Co	Projections Beach Fee Increases	2015		2016		Flat 2016		2017		2018		2019	
		Counts	Rate	Counts	Rate	Count	Rate	Est. Rev	Rate	Est. Rev	Rate	Est. Rev	
Adult		1418	\$ 6.00	997	\$ 7.00	997	\$ 7.00	\$ 6,979.00	\$ 8.00	\$ 7,976.00	\$ 8.00	\$ 7,976.00	
Child		1012	\$ 4.00	815	\$ 4.00	815	\$ 4.00	\$ 3,260.00	\$ 5.00	\$ 4,075.00	\$ 5.00	\$ 4,075.00	
Senior		201	\$ 4.00	154	\$ 4.00	154	\$ 4.00	\$ 616.00	\$ 5.00	\$ 770.00	\$ 5.00	\$ 770.00	
Adult Season		9	\$ 50.00	76	\$ 50.00	76	\$ 50.00	\$ 3,800.00	\$ 35.00	\$ 2,665.00	\$ 35.00	\$ 2,665.00	
Child Season		15	\$ 25.00	61	\$ 25.00	61	\$ 25.00	\$ 1,525.00	\$ 200.00	\$ 12,200.00	\$ 200.00	\$ 12,200.00	
Family Pass (5 people max)		96	\$ 100.00	19	\$ 200.00	19	\$ 200.00	\$ 3,800.00	\$ 5.00	\$ 925.00	\$ 5.00	\$ 925.00	
Military		56	\$ 4.00	185	\$ 4.00	185	\$ 4.00	\$ 740.00					
<b>Totals</b>		<b>2807</b>		<b>2307</b>		<b>2307</b>		<b>\$ 24,009.00</b>		<b>\$ 24,621.00</b>		<b>\$ 24,621.00</b>	
<b>Out Co</b>													
Adult		17494	\$ 15.00	11952	\$ 17.00	11952	\$ 17.00	\$ 203,184.00	\$ 20.00	\$ 239,040.00	\$ 20.00	\$ 239,040.00	
Child		8441	\$ 8.00	5688	\$ 9.00	5688	\$ 9.00	\$ 51,192.00	\$ 11.00	\$ 62,568.00	\$ 12.00	\$ 68,256.00	
Senior		2608	\$ 8.00	1958	\$ 9.00	1958	\$ 9.00	\$ 17,622.00	\$ 11.00	\$ 21,538.00	\$ 12.00	\$ 23,496.00	
Adult Season		2	\$ 120.00	5	\$ 120.00	5	\$ 120.00	\$ 600.00	\$ 120.00	\$ 600.00	\$ 120.00	\$ 600.00	
Child Season		0	\$ 100.00	6	\$ 100.00	6	\$ 100.00	\$ 600.00	\$ 100.00	\$ 600.00	\$ 100.00	\$ 600.00	
Family Pass (5 people max)		30	\$ 200.00	0	\$ 400.00	0	\$ 400.00	\$ 0.00	\$ 400.00	\$ 11.00	\$ 13,024.00	\$ 12.00	\$ 14,208.00
Military		1594	\$ 8.00	1184	\$ 9.00	1184	\$ 9.00	\$ 10,656.00	\$ 11.00	\$ 13,024.00	\$ 12.00	\$ 14,208.00	
<b>Total</b>		<b>30169</b>		<b>20793</b>		<b>20793</b>		<b>\$ 369,794.00</b>		<b>\$ 325,418.00</b>		<b>\$ 346,200.00</b>	

Note: Used Flat 2016 Count to project out to 2019

Waterfront Projection FY 2017

Account	Description	Rate \$7 1st/\$5 2nd	Season Projections 2017
<b>REVENUES</b>			
011-00466	WELCOME CENTER/FISHING FEES		\$8,476.00
011-00474	WELCOME CENTER/ BEACH FEES		\$20,720.00
011-00475	BEACH FEES- OUT OF COUNTY RESIDENTS		\$283,854.00
011-00479	BEACH/UMBRELLA & CHAIR RENTALS/CHAISE/FISHING CHAIR	\$20,\$10,\$15,\$15	\$72,350.00
011-00545	ROYALE DINNING SERVICE INC/VENDING MAC		\$0.00
011-00490	COCA COLA MACHINE REVENUE/WATERFRONT		\$580.55
011-00521	OPTICAL VIEWER REVENUE		\$809.60
011-00540	SINGLE KAYAK		\$780.00
011-00541	STAND UP PADLEBOARD		\$800.00
011-00542	BICYCLE		\$230.00
011-00543	DOUBLE KAYAK		\$1,040.00
011-00546	INNER TUBES		\$3,030.00
011-00700	MTA LEASE (YEARLY LEASE BUT USED TIME PERIOD OF REPORT)		\$6,986.00
088-00510	ECONOMIC DEV INCOME (In/Out)		\$53,321.00
066-00650	CAPITAL PROJECT FEES (In/Out)		\$432,987.15
<b>TOTAL REVENUE</b>			
<b>EXPENDITURES</b>			
011-19511	WELCOME CENTER/ WAGES		\$52,434.37
011-19539	WELCOME CENTER/BUILDING MAINT		\$4,122.65
011-19542	WELCOME CENTER/TELEPHONE		\$967.81
011-19551	WELCOME CENTER/OPERATING EXPEN		\$4,508.54
011-19583	WELCOME CENTER-FIXED ASSETS		\$2,053.91
011-19601	WELCOME CENTER/JANITORIAL		\$3,860.50
011-19700	GWK VENURES, INC. (60% OF PROCEEDS)		\$3,560.00
011-21702	PT OFFICERS		\$20,015.00
011-21706	BEACH PATROL/SALARIES & WAGES		\$155,885.66
011-21707	BEACH PATROL/OPER.SUPPLY		\$3,129.76
011-21708	BEACH PATROL TELEPHONE		\$0.00
011-16538	MUNICIPAL LOT RENT / RAR		\$20,000.00
011-77002	PNC BOND PYMT (32% ON DEBT PYMT)		\$58,792.64
011-32538	DUMPSTERS		\$11,515.25
011-16541	PIER/BOARDWALK MAINT & REPAIR		\$6,360.51
011-21712	SEA NETTLE NET		\$0.00
	Payroll Taxes		\$34,758.38
088-00510	ECONOMIC DEV INCOME (In/Out)		\$53,321.00
066-00650	CAPITAL PROJECT FEES (In/Out)		\$432,275.93
<b>Net</b>			<b>\$681.22</b>

Notes on next page.

Memo



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## CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: February 6, 2017  
To: Stacy Wilkerson  
From: Sergeant Thomas S. Phelps  
Re: Sheriff's Office Report-North Beach

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In January of 2017, the Sheriff's Office handled 155 calls for service in North Beach. This is down from the 193 calls in December 2016.

(In January of 2016, the Sheriff's Office handled 119 calls for service in North Beach.)

Call Breakdown for January 2017:

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

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

Of the 155 calls, we handled:

- 3 CDS Violations (2 Oxycodone; 1 Amphetamine) Closed by Arrest
- 1 DOP
  - Tires on Trailer Damaged/ Dayton Ave (Under Investigation)
- 4 Thefts
  - Theft of Credit Cards from UNLOCKED Vehicle/ Boardwalk (Under Investigation)
  - Theft of Cash from Register (Possible Employee)/ Art Works (Under Investigation)
  - Unauthorized Use of Vehicle/ Bay Ave (Closed by Arrest)
  - Decorations from Hallway outside Apartment/ Bay Ave (Under Investigation)
- 2 Assault Arrests
- 1 Civil Marijuana Citation
- 3 DUI Arrests

January 2017 Calls for Service

Call Type	Month	Year	Call Type	Month	Year	Call Type	Month	Year
911 Hung Up	2	2	Fireworks Complaint	0	0	Robbery	0	0
Abandoned Vehicle	0	0	Follow Up	6	6	Search Warrant	0	0
Accident	2	2	Found Property	0	0	Sexual Assault	0	0
Alarm	3	3	Fraud	0	0	Special Assignment	2	2
Animal Complaint	0	0	Harassment	1	1	Stolen Vehicle	0	0
Assault	1	1	Illegal Dumping	0	0	Summons Service	0	0
Assist Motorist	2	2	Industrial Accident	0	0	Suspicious Person	2	2
Assist Other Dept	0	0	Indecent Exposure	0	0	Suspicious Vehicle	4	4
Assist Sick/Injured	1	1	Intoxicated Person	0	0	Tampering with MV	1	1
Attempt to Locate	1	1	Loitering	0	0	Telephone Misuse	0	0
BioChem/ Susp Package	0	0	Lost Property	0	0	Theft	5	5
Burglary *	2	2	Loud Party/ Music	6	6	Traffic Complaint	1	1
CDS Violation	1	1	Mental Subject	0	0	Traffic Control	0	0
Check Welfare	5	5	Missing Person	2	2	Traffic Enforcement	1	1
Conservor of Peace	2	2	Neighborhood Dispute	0	0	Trespassing	0	0
Destruction of Property	3	3	Notification	0	0	Unauthorized Use MV	1	1
Death Investigation	0	0	Parking Complaint	0	0	Unknown Problem	0	0
Disorderly	0	0	Patrol Check	88	88	Violation Protective Order	1	1
Domestic	1	1	Person with Weapon	0	0	Warrant Service	2	2
Escort	0	0	Police Information	5	5			
Eviction	0	0	Protective/Peace Order	0	0			
Fight	0	0	Prowler	0	0			
Firearms Complaint *	1	1	Relay	0	0	Total Calls	155	155

	Month	Year	Month	Year	Month	Year
DUI Arrest	3	3	CDS Arrest	3	3	Other Arrest
Civil Marijuana Citations	1	1	Non Fatal Overdose	0	0	Fatal Overdose

\*\*\*\* Notes \*\*\*\*

Both Burglary Calls were Unfounded; Firearms Complaint was Unfounded

**TOWN OF NORTH BEACH**  
**TREASURER'S REPORT**  
**Reporting Period 12/01/2016- 12/31/2016**

**PNC Bank:**

Beginning Balance 12/01/2016	\$ 853,481.47	
Total Debits (+)	\$ 103,184.08	
Total Credits (-)	\$ 597,708.09	
Ending Balance 12/31/2016	\$ 358,957.46	Last Year: \$ 263,543.53
Investments (MLGIP/General Fund)	\$ 3,394,805.85	Last Year: \$ 2,386,391.12
(MLGIP/Sewer Capital)	\$ 34,130.06	Last Year: \$ 34,011.24
(MLGIP/Water Capital)	<u>\$ 7,456.00</u>	<u>Last Year: \$ 7,430.03</u>
Total Cash	\$ 3,795,349.37	Last Year: \$2,691,375.92

<b>Hotel Tax Revenue</b>	<b>\$794.09</b>
<b>State of MD Business License Revenue</b>	<b>\$0.00</b>

**Cash Receipts over \$7,500.00**

- \$ 21,735.65- Calvert County Tax Pymt. - November, 2016
- \$ 15,761.60- G066- Final Reimbursement

**Cash Disbursements over \$7,500.00**

- \$ 34,199.82- Payroll W/E 12/03/2016
- \$ 35,000.00- Payroll W/E 12/17/2016
- \$ 7,722.69- State of Maryland Dept. of Budget & Mgmt.- November Health Benefits
- \$ 7,722.69- State of Maryland Dept. of Budget & Mgmt.- December Health Benefits
- \$163,798.37- Town of Chesapeake Beach- Inst. #34/ ENR Project
- \$104,547.25- Calvert county Treasurer- Resident Deputy Program- 3<sup>rd</sup> quarter
- \$ 9,551.50- J. Calvin Wood, Jr.- Atlantic Ave. repairs
- \$ 8,300.00- Town of North Beach Petty Cash- Christmas
- \$ 13,776.62- Southern MD Recycling – August Trash
- \$ 7,800.00- Whel-Tech, Inc.- Pump Station Modems
- \$ 10,174.70- BGE thru 12/31/2016
- \$ 9,000.00- Market & Feasibility Advisors, LLC- PAC Facility Study
- \$ 29,720.00- Maryland State Retirement System
- \$ 10,000.00- BBD, LLP- Auditors
- \$ 10,990.00- A.C. Schultes- Well #1 Parts & Repairs
- \$ 19,600.00- Southern Maryland Paving & Sealcoating- 8<sup>th</sup> St. Paving
- \$ 16,559.11- Southern Maryland Recycling- November Trash
- \$ 12,451.62- Southern Maryland Recycling- October Trash

To: Mayor Frazer and Town Council Members

From: Don Bowen DPW

Subject: Monthly Report

Date: 2-9-17

The following is list of items the Public Works Department has been working on in addition to routine tasks.

- 1) Currently working with Calvert County Water and Sewage Department on installing and monitoring the flow that comes into the Greenwood sewer pumping station. This is a shared pumping station between the county and the town of North Beach. The Public Works Department, for quite some time, has expressed concern over the amount of infiltration at this location. When we experience heavy rain fall the station sometimes has difficulty keep up with the incoming flow and creates a potential for a sewer spill. This study may help in identifying source of infiltration. The town can also use this data to look at cost sharing for the pump station and make sure rates are accurate.
- 2) Continued to work on Streetscape and Chesapeake Ave road raising projects. During this report period had pre bid meeting for both projects and also have received bids on the raising of Chesapeake Ave and the first phase of the Streetscape project. Mr. Hoffman and I will discuss the bids as business item later at the council meeting. In addition to these items we have also been obtain budget cost for fencing, lighting and landscaping for this project.
- 3) Had an onsite meeting with representatives from BGE to discuss current issues with street lights and possible new lighting within the town. Met with Paul Suarez, our outdoor lighting contact for Calvert County and Brittany Jones external affairs for our area. It was a very productive meeting in which we went over current problems and addressed what can be done to correct in the future. We also walked from first street to 7<sup>th</sup>



street to look at lighting options that BGE could supply as part of the streetscape project. Staff is working on a list of options to present to Council.

- 4) Made repairs to another section of sea wall on Atlantic Ave, this addresses the worst sections that were visible when performing an inspection of current conditions of the sea wall. The Mayor and staff had a meeting with a resident about the possibilities of making the sea wall more appealing. Working on some options and cost for this.
- 5) Met with Green Street gardens to get an update on the America in bloom project. Went over what is required and what is the next step to keep the program going. Staff is working on details and ideas on how to proceed with this.
- 6) DPW is working on a scope of work for a tree trimming contractor to address low hanging branches in town right ways. Plans are to have a contractor provide a daily rate for trimming and removal of low hanging or potential problem branches throughout town.
- 7) Continuing to work on replacement of stop signs throughout town. Current have replaced from 1<sup>st</sup> street up to 6<sup>th</sup> street.
- 8) DPW did quarterly water reads this report period and continue to address problem meters. DPW is working towards replacement of meters with new radio read meters.

Please contact with question or concerns.

Thanks Don Bowen DPW

## MEMORANDUM

**TO: Mayor & Town Council**

**FROM: John A. Hofmann, P.E. Town Engineer & Zoning Administrator**

**RE: Monthly Report**

**DATE: February 2017**

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

### **Living Shoreline Project & Flood Dike project**

Construction on the Flood Dike is inactive until the revised wetlands permit is obtained from the ACOE. Environmental Concerns is working with the ACOE on the revised permit.

### **Maryland SHA Rt. 261 SHA Upgrade Project.**

SHA's environmental and highway design work is progressing. SHA is to schedule a progress meeting for the later part of February. The elevated walkway on the west side and a new south culvert are not included in the current design efforts. SHA recognizes that the potential for these items exists and efforts to apply for grant funding for the culvert and the walkway are planned for the Spring of 2017.

### **Beach Dredge Project**

The Project has been rebid to only include work on the South side of the Town pier, Bids are due the week of February 13, 2017.

### **Pier Pavilion Project**

MDE has told us that the Project does not qualify for approval by MDE and the Board of Public Works under State Code Article 16-104. We are examining options to re-approach the Pavilion Project with the State.

### **Streetscape Chesapeake Ave**

Bids were received for the Hardscape work in Chesapeake and the Bay Ave, crosswalks on February 6, 2017 Town Council will review the bids and a path forward at the February meeting

### **Flooding Chesapeake Ave.**

The Town received bids for the work to raise Chesapeake Ave on February 7, 2017. A separate report is being provided on the bid results.





# MEMO

To: Mayor and Town Council  
 From: Dawn Richardson  
 Date: February 8, 2017  
 RE: Monthly Report

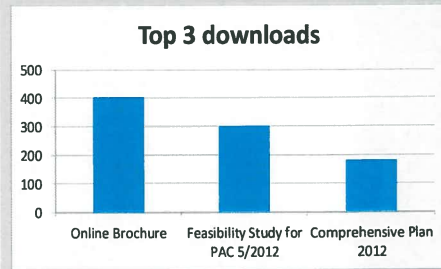
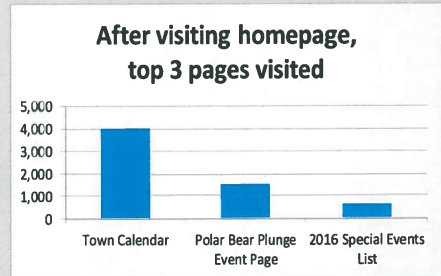
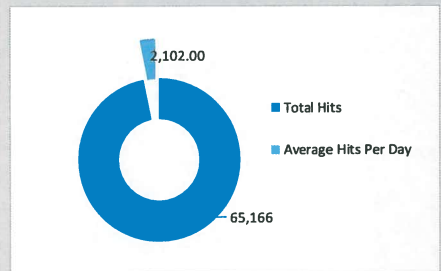


Below you will find the tasks I have performed and any insights that pertain to marketing and public relations for the Town of North Beach during the month of January 2017.

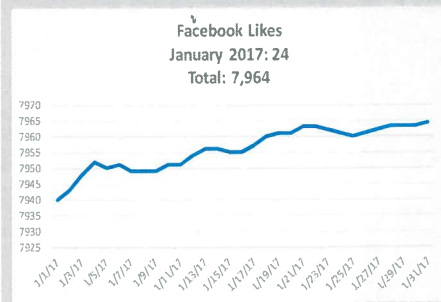
- Created advertisements to promote the Weddings by the Bay.
- Began gathering information, photos and preparing the 2016 State of the Town presentation.
- Continued working on the town website re-design. This entails daily contact with the website host, making decisions on layout, content, department pages, etc. Re-design work will be ongoing until the “go-live” date which is scheduled to be mid-March.
- Gathered information, photos and uploaded information to be used for the Sustainable Communities process.
- Created mock ups for remembrance signs for Sunrise Gardens and the Welcome Center.
- Designed the booth backdrop and prepared handouts, giveaways and information for the What's Up Wedding Expo in Annapolis. Attended the event on Sunday, January, January 29, 2017 with Stacy Wilkerson. I believe we were successful in promoting North Beach as a wedding venue.
- Daily tasks: Prepared a new yearly, color-coded trash, bulk and recycle calendar to make it easier for residents to read and plan for bulk pick up dates; website updated calendar entries, sent out News Around Town email blasts); Facebook (created posts to promote events and pertinent town information, shared posts from town businesses on North Beach Maryland page).



## WEBSITE HITS & DOWNLOADS



## FACEBOOK LIKES





**FEBRUARY 2017**  
**CIRCUIT GRANT RIDER**

Veronica Owens

Creating tools for the residents of North Beach to improve the quality of life through economic development activities, projects, funding and programs.



# **FEBRUARY 2017 CIRCUIT GRANT RIDER REPORT**

**State Highway**

**Arts & Entertainment Building &  
District**

**Sustainable Maryland designation**

**Grant Funding**

## **State Highway**

Continue to work with John on funding sources for Streetscape. State Highway funds are offered in March/ April timeframe.

## **Arts & Entertainment Building & District**

Awaiting results from the Arts & Entertainment Feasibility study and Council for further consideration towards the application.

## **Sustainable Maryland**

Application is moving forward and underway on all of the great things the Environmental team, council and staff have done to make the Town sustainable. The team is working towards achieving the highest points possible towards the designation. We are working towards a deadline of end of March for completion.

## **Grant Funding**

### **Application Submittal Underway:**

Currently underway in seeking funding towards an electric car for the Department of Code Enforcement

### **Applications Pending:**

**1 - Town of North Beach Eco-Living Home Program** **\$426,515.00**

This program will assist low-to-moderate income, seniors, and veteran's homeowners with energy efficient appliances, furnaces, central air conditioners, window air conditioners, water heaters, stoves, refrigerators, washers, weatherization and insulation. These energy upgrades will assist people to



reduce their carbon footprint within North Beach and the entire Calvert County.

- Benefits the Calvert County

**2 - Town of North Beach Eco-Living Home Program**

\$45,000.00

This program will assist low-to-moderate income homeowners with energy efficient appliances, furnaces, central air conditioners, window air conditioners, water heaters, stoves, refrigerators, washers, weatherization and insulation. These energy upgrades will assist people to reduce their carbon footprint within North Beach. Benefits North Beach residents only.

**Studies/Analysis:**

National Main Street Designation - Recommend seeking a Main Street designation. Recommend the staff and town leaders to attend the upcoming Main Street conference.

**What is a Main Street Designation?** The National Main Street four key focus areas are a guiding framework towards revitalization. They are: Economic Vitality, Promotion and Design. The upcoming conference is May 1 - 3 in Pittsburgh, PA this year. The conference will be great to learn about tools, projects and programs that other towns our size are doing to revitalize their areas.

# Memo

**To:** Mayor & Town Council  
**From:** John Hofmann, Town Engineer  
**CC:** S. Wilkerson, D. Bowen, J Hunt,  
**Date:** February 9, 2017  
**Re:** Streetscape Project - Chesapeake Ave. Hard scape and Crosswalks and Bay Ave Crosswalks.

The Town received the following 2 bids on February 6, 2017 for the Streetscape Program:

State Construction Clinton MD	\$ 290,750.00
Sheehi Trucking Huntingtown	\$ 222,966.00

The work included in the bids includes the curbed islands in Chesapeake Ave from First Street to Seventh Street and crosswalks for the intersections of Chesapeake Ave. & 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 5<sup>th</sup>, and 7<sup>th</sup> Streets. The bid also included an Add Alternate to do cross walks on Bay Ave. from 3<sup>rd</sup> Street to 7<sup>th</sup> Street.

The bids can be broken down as follows:

	State Construction	Sheehi Trucking
Hardscape Chesapeake Ave	\$ 66,650	\$ 100,666
Crosswalks Chesapeake Ave.	\$ 164,700	\$ 91,500
Cross walks Bay Ave	\$ 59,400	\$ 30,800
TOTAL	\$ 290,750	\$ 222,966

# Memo

**To:** Mayor & Town Council  
**From:** John Hofmann, Town Engineer  
**CC:** S. Wilkerson, D. Bowen, J Hunt,  
**Date:** February 8, 2017  
**Re:** Chesapeake Ave. Reconstruction Project.

The Town received 3 bids on February 7, 2017 for the reconstruction of Chesapeake Ave from a point near the north entrance to the Senior Center parking lot to just short of 5<sup>th</sup> street. The purpose of this reconstruction is to raise the low point in the roadway to above a level of flooding that occurs there several times a year. The low point in the road will be raised 15-18”.

The bids received are as follows:

State Construction Clinton MD	\$152,565.00
Sheehy Trucking Huntington	\$141,010.00
Stanley Concrete Annapolis Junction, MD	\$ 79,535.00

Don Bowen and I have reviewed the bids and we recommend that a Contract be awarded to Stanley Concrete at their low bid price of \$ 79,535.00 for the Chesapeake Ave. Reconstruction Project. Stanley Concrete has successfully completed similar work for the Town on other projects.

TOWN OF NORTH BEACH

ORDINANCE 17-01

January 12, 2017

THE PURPOSE OF THIS ORDINANCE IS TO AMEND THE BUDGET FOR FISCAL YEAR 2017 TO ALLOW FOR ADJUSTMENTS TO SEVERAL LINE ITEMS IN THE FY 2017 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 FY17 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 2017 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 1<sup>st</sup> day of February 2017, 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

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Mark R. Frazer, Mayor

Page 2

Ordinance No: 17-01

***FY 2016 BUDGET ADJUSTMENT GENERAL, SEWER AND WATER FUNDS***

Date: January 12, 2017

VOTE:

         Benton  
         Hagen  
         Hummel  
         Hummel  
         Schiada  
        

**CERTIFICATION**

**I, HEREBY CERTIFY**, that as the duly Appointed Town Clerk, that the foregoing **ORDINANCE NO: 17-01** 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  
MAYOR AND TOWN COUNCIL

ORDINANCE NO: 17-02

**AN ORDINANCE TO AMEND THE TOWN OF NORTH BEACH RENTAL HOUSING LICENSE ARTICLE TO ESTABLISH A NEW INSPECTION PROCESS AND TO ESTABLISH A PROCESS FOR THE CODE ENFORCEMENT OFFICER OF THE TOWN TO OBTAIN AN ADMINISTRATIVE SEARCH WARRANT IN CASES WHERE HE IS DENIED ACCESS FOR RENTAL INSPECTIONS.**

**WHEREAS**, in Section 69-14 of the North Beach Town Code calls for rental housing licenses to be obtained on a three-year renewal and inspected once during that three-year cycle or as the Code Enforcement Officer deems necessary; and

**WHEREAS**, the Town of North Beach Mayor and Town Council have determined that the rental housing stock within the Town has increased and improved steadily over the years, therefore the Mayor and Town Council feel that regular annual inspections are no longer necessary and are creating an over-burdensome workload for the Code Enforcement Officers; and

**WHEREAS**, Mayor and Town Council of the Town of North Beach have now determined that it would be in the best interest of the citizens of the Town of North Beach to establish a three (3) year rental housing inspection schedule; and

**WHEREAS**, Section 69-16 of the Rental Housing License Article calls for inspections of rental properties at the time of application, at the time of a renewal of a license or upon receiving a complaint that a unit has substandard livability conditions; and

**WHEREAS**, the above referenced section calls for a property owner to give access to the Town Code Enforcement Officer for such inspection upon reasonable notice. Presently there is not a section that lays out the proper procedure if a landlord refuses to provide access for an inspection; and

**WHEREAS**, the Mayor and Town Council of the Town of North Beach have determined that it is in the best interest of the health, safety and welfare of the Town of North Beach to carry out rental inspections and have a remedy if a landowner refuses access for inspections.

**NOW THEREFORE, BE IT ORDAINED** by the Mayor and Town Council of the Town of North Beach the following:

Section 1. Section 69-14 of the North Beach Town Code is hereby amended as follows:

A. All rental housing units shall be required to obtain a license as issued by the Town of North Beach for the privilege of renting housing units within the corporate limits of the Town.

B. A rental housing license shall be on a three-year renewal and shall be inspected one time within each three (3) year cycle or as the Code Enforcement Officer deems necessary as a result of complaints received for substandard conditions.

Section 2. Section 69-16 of the North Beach Town Code is hereby amended as follows:

A. Upon applications for said license and prior to the issuance and/or renewal and/or upon registered complaint received by the Town of substandard livability conditions, there shall be an inspection conducted by an authorized agent of the Town of said rental housing units for compliance with the Building Code Administrator (BOCA) National Property Maintenance Code, as amended from time to time.

B. The owner(s) of title or a legally designated agent (designation must be in writing) of said rental units shall, upon application for license or for license renewal and scheduling of inspection with North Beach Code Enforcement Officer, accompany the North Beach Code Enforcement Officer into the premises for the purpose of conducting the required and/or mandated inspections. Inspection for a rental housing license shall be scheduled once every three (3) years or as required by the North Beach Code Enforcement Officer as a result of a complaint for substandard conditions. Scheduling for inspections is made by the North Beach Town Hall personnel.

C. If upon presentation of proper credentials and if after giving reasonable notice of the scheduling of an inspection, the Code Enforcement Officer or his or her agent is denied entrance to a rental property, said officer will give to the denier official notice of a subsequent inspection not longer than ten (10) days hence and at a designated hour. If within ten (10) days upon a second request to inspect the same premises the Code Enforcement Officer or his or her agent is again denied entrance, said Code Enforcement Officer shall petition the appropriate legal body and shall seek to acquire a warrant permitting legal entrance into said premises.

AND, BE IT FURTHER ORDAINED that this Ordinance shall become effective on the \_\_\_\_\_ day of \_\_\_\_\_, 2016 after having been read at two successive Town Council meetings Pursuant to 19-311 of the Town Charter.

By order of the Mayor and Council

Mark R. Frazer, Mayor

ATTEST:

Stacy Wilkerson, Town Clerk  
Town of North Beach

VOTE:

\_\_\_\_\_ Benton  
\_\_\_\_\_ Hagen  
\_\_\_\_\_ Hummel  
\_\_\_\_\_ Hummel  
\_\_\_\_\_ Schiada  
\_\_\_\_\_

**CERTIFICATION**

**I, HEREBY CERTIFY**, that as the duly Appointed Town Clerk, that the foregoing **ORDINANCE NO: 17-02** Was adopted on the \_\_\_\_\_ day of \_\_\_\_\_, with Council Members present and voting with \_\_\_\_\_ Aye and \_\_\_\_\_ Nay votes.

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Stacy Wilkerson, Town Clerk