



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
NORTH BEACH TOWN HALL
June 4, 2015
7:00 PM**

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

III. APPROVE AGENDA

IV. APPROVAL OF MINUTES

A. Approval of minutes from the May 14, 2015 Town Council Meeting

V. SCHEDULED APPOINTMENTS

- A. Recognition of Sally Donaldson
- B. Appointment of Jeff Noyes to the Environmental Committee

VI. PUBLIC SAFETY REPORT

VII. REPORTS

- A. Public Works Supervisor
- B. Town Engineer
- C. Code Enforcement
- D. Waterfront Manager
- E. Marketing Report

IX. PUBLIC COMMENT

Mark R. Frazer, Mayor

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



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X. BOARDS AND COMMISSIONS

XI. BUSINESS ITEMS

XII. ORDINANCES AND RESOLUTIONS

- A. Ordinance 15-01: Fiscal Year 16 Budget – Vote
- B. Ordinance 15-02: Fiscal Year 15 Adjustments - Introduction

XIII. MAYOR AND COUNCIL REPORTS

XIV. ADJOURNMENT

XV. CLOSED SESSION MEETING

Upcoming Meetings and Events

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

- 1) Saturday, June 6, 2015 - Movie on the Beach – (at dusk) – Dolphin Tale 2
- 2) Sunday, June 7, 2015 - House and Garden Tour – starts at 1:00 p.m.
- 3) Monday, June 8, 2015 – Special Events Committee Meeting – 7 pm
- 4) Saturday, June 13, 2015 – Eat, Drink Go Local – 12pm
- 5) Monday, June 15, 2015 – Neighborhood Watch Meeting – 7pm
- 6) Friday, June 19, 2015 – Parks Committee Meeting – 10 am
- 7) Saturday, June 20, 2015 – Dragon Boat Race – 9:00 am
- 8) Wednesday, June 24, 2015 – Economic Development Committee – 7 pm
- 9) Thursday, June 25, 2015 – Planning Commission Meeting – 7 pm
- 10) Thursday, July 2, 2015 – Christopher Baker – Land of Eccentricity and Enigma (Cuba) – 7:00 p.m. Town Hall

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Public Hearing, FY 16 Budget
7:00 p.m.

There was no public comment on the FY 16 Budget.

Minutes from the May 14, 2015
Town Council Meeting
7:00 pm

X___ Mayor Frazer	X___ Joanne Hunt	___ Rick Crump
X___ Mr. Benton	___ Stacy Wilkerson	X___ John Shay
X___ Mr. McNeil	X___ Donnie Bowen	X___ Dawn Richardson
X___ Mr. M. Hummel	X___ John Hofmann	X___ Corporal Tom Phelps
X___ Mr. R. Hummel	___ Richard Ball	X___ Marsha Stiner
X___ Ms. Schiada	X___ Mr. Wilcox	

APPROVAL OF AGENDA AND MINUTES

- a) **MOTION** made by Randy Hummel to approve the agenda as submitted. Seconded by Gwen Schiada. **All in favor.**
- b) **MOTION** made by Gwen Schiada to approve the minutes from the April 9, 2015 Town Council Meeting. Seconded by Randy Hummel. **Motion carries.**
- c) **MOTION** made by Mike Benton to approve the minutes of the May 7, 2015 Work Session. Seconded by Ken Wilcox. **All in favor. Motion carries.**
- d) **MOTION** made by Gwen Schiada to place trash bins throughout town and not just along Chesapeake Avenue. Seconded by Mickey Hummel. **Motion carries.**

Mark R. Frazer, Mayor

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SCHEDULED APPOINTMENTS

- a) May Day Basket Winners were presented by Deborah Noyes and Sheila Poole. Winners were as follows:
 - Businesses: 1st Place – Chesapeake City of Praise; 2nd Place – Wheel Clothing; 3rd Place – Art Works at 7th
 - Residential: 1st Place – 3921 5th Streets ; 2nd Place – 9311 Bay Avenue; 3rd Place – 4009 8th Street
- b) Introduction of Maria & Sal Lubrano – owners of Mamma Lucia's – Ms. Lubrano spoke and advised they were hoping to have the restaurant open by the end of August, but it looks more like October or November.

SHERIFF'S DEPARTMENT REPORT

- a) In April 2015 the Sheriff's Department responded to 193 calls for service in North Beach. This is down from 222 calls in March 2015.

TREASURER'S REPORT

- a) Treasurers Report: Reporting Period: 4/1/2015 – 4/30/2015: Beginning Balance; \$720,188.34 Total Debits: \$434,141.61; Total Credits: \$576,527.38; Ending Balance: \$575,802.57. **MOTION** made by Randy Hummel to accept this report as presented. Seconded by Ken Wilcox.
Motion carries.

REPORTS

Staff Reports: Public Works Department, Town Engineer are attached to these minutes.

Mark R. Frazer, Mayor

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BUSINESS ITEMS

- a) Award the Contract for the benches – MOTION made by Randy Hummel to award the contract to Victor Stanley in the amount of \$21,067.20. These benches will be placed in the North Beach Park and Sculpture Garden. Seconded by Mickey Hummel. All in favor.

ORDINANCES AND RESOLUTIONS

- A) Ordinance 15-01: FY 16 – Budget (Introduction) Randy Hummel introduced the ordinance and this ordinance will be voted on at the June 4, 2015 Council Meeting.

MOTION made by Randy Hummel to close the meeting at 8:10 p.m. and enter into Executive Session to discuss a personnel matter. Seconded by Gwen Schiada. All in favor. **Motion carries.**

Submitted:

Mark R. Frazer, Mayor

Stacy L. Wilkerson, Town Clerk

Mark R. Frazer, Mayor

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

Memo



CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: June 3, 2015
To: Stacy Wilkerson
From: Corporal Thomas S. Phelps
Re: Sheriff's Office Report-North Beach

In May of 2015, the Sheriff's Office handled 208 calls for service in North Beach. This is up from 193 calls in April 2015.

(In May of 2014, the Sheriff's Office handled 189 calls for service in North Beach.)

Call Breakdown for May 2015:

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

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

Of the 208 calls, we handled:

- 1 CDS Violation (Heroin)
- 1 Destruction of Property
 - Soccer Net at Boys' and Girls' Club (Under Investigation)
- 4 Thefts
 - Gun from UNLOCKED Vehicle (Under Investigation)
 - Cell Phone from UNLOCKED Vehicle (Under Investigation)
 - Packages from Porch (Under Investigation)
 - Bike from Yard (Under Investigation)
- 1 Disorderly Arrest
- 1 Overdose

Breakdown of Dispatched/Self Initiated Calls

911 Hang Up – 2	DOP – 3	Protective/ Peace Order – 1
Abandoned Vehicle – 1	Disorderly – 14	Special Assignment – 3
Accident – 6	Domestic – 5	Suspicious Person – 5
Alarm – 8	Fight – 2	Suspicious Vehicle – 8
Assault – 2	Follow Up – 2	Theft – 5
Assist Motorist – 2	Found Property – 4	Traffic Complaint – 6
Assist Other Agency – 1	Loud Party/Music – 4	Traffic Control – 1
Assist Sick/Injured – 3	Missing Person – 2	Traffic Enforcement – 12 (Stop Sign Enforcement)
Attempt to Locate – 6	Notification – 1	Trespassing – 2
CDS Violation – 2	Parking Compliant – 2	Unknown Problem – 3
Check Welfare – 3	Patrol Check – 78	Warrant Service – 6
Conservor of Peace – 2	Police Information – 1	

****Note – The reportable incident totals on page 1 may differ from the dispatched totals on page 2. The breakdown on page 2 represents all calls dispatched/self-initiated by the sheriff's office. The totals listed on page 1 may be less due to factors the deputy learns upon arrival to the scene****

To: Mayor Frazer and Town Council Members

From: Don Bowen DPW

Date: 6-2-2015

Subject: Monthly Report

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

- 1) Update on town pier project. Contractor is finished with all pier work that was in original contract. There is a punch list that is been created and will be given to contractor this week. S.E. Davis has removed all their equipment from the site and has completed clean up of the beach on the north side of the pier. DPW assisted K and H with install of the new lighting on the pier. DPW worked with contractor in removal and replacement of railing from welcome center to tee section of pier. Currently we are receiving quotes for railing to complete tee section of pier. DPW has install new decking in areas that were not in contract around new gates and on landings for lower level. Expect to have benches placed and decision on railing next week. Re graded the beach on the north side of pier.
- 2) Park update- Fence around park on west and south side is being installed. Trees are in at contractor's yard and expect to have them installed in the next few days. When tree installation is complete DPW can do final grading and install sod in grass areas. Bio filter planting will take place in the next week. Gazebo is scheduled to be installed Friday. Bay Metals are working on arched bridges and expect to have them ready to install by the week of June 15th. Staff has met with the Master Gardeners group to look at planting to ensure park will meet Bay Wise certification criteria. The group toured the park and is very excited about the opportunity to work with the town and have a park like this in the northern end of the county.
- 3) Started painting crosswalk throughout town.

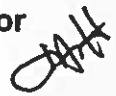
- 4) Found the flap gate at the 9th street storm water outfall had become lodged open and was allowing bay water to backflow into the storm water collection system in that area. Had to clean slit and debris from flap gate to allow gate to function correctly. Once this was done DPW was able to place pumps back in normal operation.
- 5) Environmental Concerns is on site at Walton's Beach and are preparing to start work on the living shoreline this week.

Please contact me with any questions or concerns.

Thanks Don Bowen

MEMORANDUM

TO: Mayor & Town Council
FROM: John A. Hofmann, P.E. Town Engineer & Zoning Administrator
RE: Monthly Report
DATE: June 2015



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

USACOE Wetland Revitalization Project

The Corps has not completed the preparation of their design effort plan for Town approval.. We are working with the COE and SHA to get both agencies to coordinate their engineering efforts.

th Street Flood Mitigation & Living Shoreline Projects

All permits have now been issued . A preconstruction meeting with all the Agencies was held on May 18th and Environmental Concerns has mobilized and started work on the Living Shoreline. They plan to work on the Living shoreline for now and will start work on the Flood dike in mid to late summer.

New Fishing Platform and Renovations for Town Pier.

Work under the Sue Davis Construction Contract is for the most part completed. Don Bowen & I are working on a final punch list.

Zoning Ordinance & Map

The Planning Commission continues their work on the draft Ordinance. They will meet on June 18th to review a draft of the Ordinance.

Bay Front Park

Don Bowen's report will cover current progress at the Park. I am working on updating the stormwater management design to accommodate the final grading work.

Drainage & Roadway Projects

We are working on the design for Storm drain out fall Improvements at 7th Street in the vicinity of Atlantic Ave.

Maryland SHA Rt. 261 SHA Upgrade Project.

SHA is continuing to work on the feasibility Study which is scheduled to be completed by the fall of 2015. A progress meeting will be held June 4th with the SHA staff and its consultants after which we will update the Town on the progress of SHA's work.

Solar Panel Project DPW Shop Building.

The work by Solar Tech is underway and is scheduled to be completed by late August or early September.

**CODE ENFORCEMENT REPORT
RESIDENTIAL AND BUSINESS INSPECTION**

15-Jun

	TYPE	ACTION	OUTCOME	COMMENTS
VEHICLES				
BOATS				
TRAILERS				

	DATE	ADDRESS	ISSUES	ACTION	DATE FIXED
VIOLATION NOTICES	3/31/15	4008 8th Street	fence/sheds/weeds	Violation Notice	5/28/2015
	3/24/15	4001 2nd Street	trash/debris/cars/shed	Violation Notice	Citat Pnding
	3/26/15	3940 7th Street	weeds/shed/fence	Violation Notice	extended
	3/27/15	4000 6th Street	fence/sheds/weed/trash	Violation Notice	partial done
	4/1/15	4013 7th street	trash/debris/fence	Violation Notice	partial done
	4/2/15	3947 2nd Street	trash/debris/fence	Violation Notice	5/15/2015
	4/2/15	4012 7th Street	shed/trash/debris	Violation Notice	5/25/2015
	4/3/15	4012 6th Street	shed/fence/weeds	Violation Notice	5/27/2015
	4/3/15	4039 9th Street	trash/debris	Violation Notice	5/1/2015
	4/3/15	4009 8th Street	trash	violation notice	4/5/2015
	5/1/15-6/1/15		grass/leaves	door tags	27 hung
	5/1/15-6/1/15		Zoning applications	reviewed/approved	5
	5/21/15	4012 8th Street	grass/overgrowth	letter	open
	5/21/15	4007 7th Street	trash/overgrowth	letter	open
	5/21/15	9210 Bay Avenue	gutters	letter	open
	5/12/15	8832 Bay Avenue	grass/overgrowth	letter	open
	5/1/15	8909 Dayton	grass/fence line	spoke to	5/3/2015
	5/5/15	9133 Atlantic	roof/gutters	spoke to PM	open

15-Jun

15-Jun

[illegible]

NORTH BEACH WELCOME CENTER

WATERFRONT REPORT

June 4, 2015

<u>Revenue</u>	5/3/14 to 6/1/2014	\$ 54,145.00	
	4/26/15 to 5/31/2015	\$ 73,420.00	+ \$ 19,275.00 over last year

Guest Counts 4/28 to 6/2/14

<u>Visitors</u>		<u>Residents</u>		<u>Total</u>	
<u>2014</u>	<u>2015</u>	<u>2014</u>	<u>2015</u>	<u>2014</u>	<u>2015</u>
5,934	6,361	1,851	1,509	7,785	7,870

Zip Code Report

Prince Georges Co.	149
Calvert County	125
Washington DC	102
Montgomery Co.	88
Anne Arundel Co.	47
Virginia (other)	49
Fairfax	42
Maryland (other)	46
Charles Co.	20
Alexandria	27
Arlington	20
Baltimore City	19
St. Mary's Co.	4
Springfield	1
Falls Church	3

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

Richard Ball, Waterfront Manager

Welcome Center: 410.286.3799

Home: 410.286.3988

Cell: 410.474.4516

rball@northbeachmd.org , humphrey72357@comcast.net

MEMO

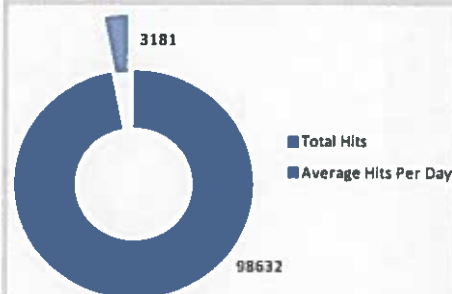


To: Mayor and Town Council
 From: Dawn Richardson
 Date: June 2, 2015
 RE: Monthly Report

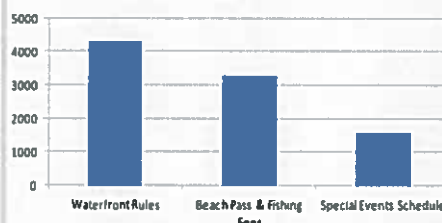
Below you will find the tasks I have performed and any insights that pertain to marketing and public relations for the Town of North Beach during the month of May 2015.

- Created display advertisements for the North Beach Loop Passport, House and Garden Tour booklet, Bay Weekly Summer Guide, Hill Rag, Old Town Crier, and Recorder Stay-cation.
- Distributed the 2015 town brochure to Calvert County Economic Development office, two Calvert County Visitor's Centers, Duncan's Family Campground, Herrington Harbor and ten visitor/welcome centers in Maryland.
- Updated and printed 2015 Beyond the Boardwalk brochure.
- Created 2015 Special Events flyers; printed and delivered to elementary schools for distribution in students' take home folders; and, printed to be inserted in water bill for residents.
- Designed and printed posters and banners for May and June movies and events.
- Attended meetings and worked with Stacy Wilkerson and others on planning and promoting Eat | Drink | Go Local and the End Hunger Dragon Boat Festival.
- Attended staff meetings, Work Session, Town Council and Special Events meetings.
- Designed and coordinated with artist the new cut outs for MML Convention and boardwalk.
- Met with Joyce Baki (Calvert County Economic Development) and folks from Maryland Tourism Department to discuss the boardwalk, pier and parks. They took pictures and video to use on the state's new tourism website.
- Created slides to be used as movie previews to promote upcoming events.
- North Beach Park and Sculpture Garden: Researched additional resources for outdoor sculptures; continued documenting the progress by taking weekly photos and when there is a significant change; and created "no entry" and "rules" signage.
- Coordinated and promoted the "Name the Play Boat Contest" (flyers, sign for boat, pirate night, prizes, take photos).
- Created and printed new name badges for all Town Attendants.
- Worked with Gwen on the "North Beach At A Glance" document.
- Researched and planned for MML Convention, including booth design, promotional material and giveaways.
- Daily tasks: website (updated calendar entries, created graphics for rotating banner, sent out News Around Town email blasts, uploaded council meeting packets); Facebook (created posts to promote events and pertinent town information, shared posts from town businesses on North Beach Maryland page).

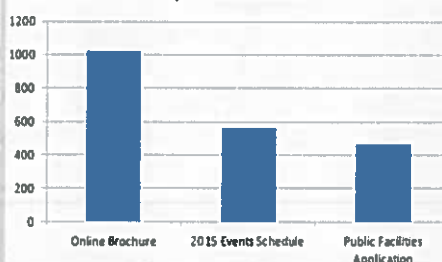
WEBSITE HITS & DOWNLOADS



After visiting homepage, top 3 pages visited

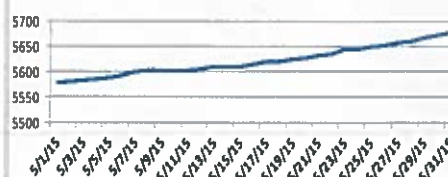


Top 3 downloads



FACEBOOK LIKES

Facebook Likes
 May 2015: 126
 Total: 5,677



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

May 14, 2015

ORDINANCE 15-01

OPERATING BUDGETS FOR THE GENERAL FUND,
SEWER AND WATER AND CAPITAL PROJECTS
FUND FY 2016

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 2016 is hereby adopted as the annual operating budget for the General Fund, Sewer and Water Fund and Capital Projects for Fiscal Year 2016 for the Town of North Beach, Maryland.

AND BE IT FURTHER ORDAINED that this Ordinance shall be effective on the 24th day of June 2015, after being read at two

READ AND ADOPTED THIS 4th DAY OF June 2015.

EFFECTIVE DATE OF:
Budget year starts: July 1, 2015

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: 15-01 was adopted on the 4th day of June 2015, with
 Council Members present and voting with Aye and Nay votes.

Stacy L. Wilkerson, Town Clerk

VOTE:

____ Benton
____ Hummel
____ Hummel
____ McNeil
____ Schiada
____ Wilcox

TOWN OF NORTH BEACH

ORDINANCE 15-02

June 4, 2015

THE PURPOSE OF THIS ORDINANCE IS TO AMEND THE BUDGET FOR FISCAL
YEAR 2015 TO ALLOW FOR ADJUSTMENTS TO SEVERAL LINE ITEMS
IN THE FY 2015 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 FY15 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 2015 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 29th day of July 2015, 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

Ordinance No: 15-02

Date: July 9, 2015

_____ Benton
_____ Hummel
_____ Hummel
_____ McNeil
_____ Schiada
_____ Wilcox

I, HEREBY CERTIFY, that as the duly
Appointed Town Clerk, that the foregoing
ORDINANCE NO: 15-01

Was adopted on the 9th day of July 2015, with
Council Members present and voting
with _____ Aye and 0 Nay votes.

Stacy Wilkerson, Town Clerk