



**TOWN COUNCIL MEETING
AGENDA
MAY 18, 2023**

PUBLIC HEARING: 6:50 PM

Ordinance O-23-11, an ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted General Fund Budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2023, to June 30, 2024, to transfer funds in the amount of Five Hundred and Fifty Thousand Dollars (\$550,000.00) from “Unspent Reimbursement – ARPA Funds” expenditure line item to “Transfer Out – Utility Fund” expenditure line item for usage of ARPA funds to offset Utility Fund budgeted expenses.

Ordinance O-23-12, an ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted Water Reclamation Treatment Plant Fund budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2023, to June 30, 2024, to adjust anticipated contributions to revenue from third parties to offset decrease in utility costs as a result of an amended utility fund rate schedule.

Ordinance O-23-13, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted General Fund Budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2022, to June 30, 2023, to recognize uncollectable debt expense related to forgiven General Fund loan to the Utility Fund for Capital Projects, in the amount of One Million and Six Hundred Thousand Dollars (\$1,600,000.00).

Ordinance O-23-14, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted Utility Fund budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2022, to June 30, 2023, to recognize restricted loan proceeds from forgiven General Fund loan to the Utility Fund for Capital Projects, in the amount of One Million and Six Hundred Thousand Dollars (\$1,600,000.00).

Ordinance O-23-15, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted Utility Fund budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2023, to June 30, 2024, to reallocate revenue funds with a net increase of Three Hundred and Fifty Thousand Dollars (\$350,000.00), offset by an increase in Capital Projects expense line item in the amount of Three Hundred and Fifty Thousand Dollars (\$350,000.00) for usage of forgiven loan proceeds restricted for Capital Expenses.



**TOWN COUNCIL MEETING
AGENDA
MAY 18, 2023**

- I. Call to order and roll call.
- II. Pledge of Allegiance.
- III. Approval of the agenda.
- IV. Public Comment on any item on the agenda.
- V. Public Comment.
 1. Gary Coldsmith
 2. Bobby Abner
- VI. Approval of the minutes of the April 20, 2023 Town Council Meeting.

Approval of the minutes of the May 9, 2023 Special Town Meeting.

Approval of the minutes of the May 9, 2023 Informational Work Session.

Approval of the minutes of the May 9, 2023 Closed Session.
- VII. **Special Presentation** – Proclamation for Matt Weber
- VIII. **Petitions and Communications**
 - A. Town Administrator’s Report
 - B. Operations Manager Report
 - C. Public Works Administrators Report
 - D. Water Reclamation Treatment Plant Report



- E. Code Enforcement Report
- F. Town Treasurer's Report
- G. Town Engineer's Report
- H. Deputy's Report
- I. North Beach Volunteer Fire Department
- J. Mayor's Report

IX. Resolutions & Ordinances

- A. Vote on Ordinance O-23-11, an ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted General Fund Budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2023, to June 30, 2024, to transfer funds in the amount of Five Hundred and Fifty Thousand Dollars (\$550,000.00) from "Unspent Reimbursement – ARPA Funds" expenditure line item to "Transfer Out – Utility Fund" expenditure line item for usage of ARPA funds to offset Utility Fund budgeted expenses.
- B. Vote on Ordinance O-23-12, an ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted Water Reclamation Treatment Plant Fund budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2023, to June 30, 2024, to adjust anticipated contributions to revenue from third parties to offset decrease in utility costs as a result of an amended utility fund rate schedule.
- C. Vote on Ordinance O-23-13, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted General Fund Budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2022, to June 30, 2023, to recognize uncollectable debt expense related to forgiven General Fund loan to the Utility Fund for Capital Projects, in the amount of One Million and Six Hundred Thousand Dollars (\$1,600,000.00).
- D. Vote on Ordinance O-23-14, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted Utility Fund budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2022, to June 30, 2023, to recognize restricted loan proceeds from forgiven General Fund loan to the Utility Fund for Capital Projects, in the amount of One Million and Six Hundred Thousand Dollars (\$1,600,000.00).



- E. Vote on Ordinance O-23-15, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted Utility Fund budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2023, to June 30, 2024, to reallocate revenue funds with a net increase of Three Hundred and Fifty Thousand Dollars (\$350,000.00), offset by an increase in Capital Projects expense line item in the amount of Three Hundred and Fifty Thousand Dollars (\$350,000.00) for usage of forgiven loan proceeds restricted for Capital Expenses.

X. Report of Officers, Boards and Committees

- A. Planning & Zoning Commission – Cindy Greengold
- B. Board of Appeals – A hearing was held April 25, 2023 on Case #2023-1, Collin Wannop, 4010 27th Street.
- C. Chesapeake Beach Oyster Cultivation Society – Sue Alexander
- D. Climate Change Advisory Group – Larry Jaworski
- E. Economic Development Committee – Larry Jaworski
- F. Green Team – Valerie Beaudin
- G. Kellam’s Revitalization Committee – Greg Morris
- H. Twin Beaches Opioid Abuse Awareness Coalition – Keith Pardieck
- I. Walkable Community Advisory Group – Charles Fink

XI. Unfinished Business

XII. New Business

- 1. The Town Council to consider authorizing the Mayor to enter into a contract with GTH Masonry, Inc. for **\$28,890** to make emergency repairs to the overhang at the CBWRTP solids handling building. Costs would be paid from the FY23 Treatment



Plant Capital improvements line item with a budget amendment forthcoming. Costs will be shared with the CBWRTP Partners.

2. The Town Council to consider authorizing the Mayor to enter into a contract with Miller Energy in the amount of **\$12,850** for the installation of clarifier blanket sensors. Costs would be paid from the FY23 Treatment Plant Capital Improvement Line item and will be shared with the CBWRTP Partners.
3. The Town Council to consider authorizing the Mayor to enter into a contract with Windmill Farms in the amount of **\$18,350** to power wash, stain, seal, replace the remaining deteriorated lumbar and install a weather and splinter proof top cap on the RT 261 boardwalk. Costs will be incurred in the FY23 General Fund Capital Improvement line item for sidewalk repairs.
4. The Town Council to consider authorizing the Town Administrator to purchase the materials needed to make the repairs to the RT 261 boardwalk from Barrons in the amount of **\$21,617.53**. Costs will be incurred in the FY23 General Fund Capital Improvement line item for sidewalk repairs.
5. Youth Sports Agreement – Third Party Audit
6. Beach Buccaneers Youth Club, President’s remarks

XIII. Public Comment

XIV. Council Lightning Round

XV. Closed Session A motion to close the town meeting under the Statutory Authority of the Md. Annotated Code, pursuant to General Provisions Article, §3-305(b), subsection (3) “to consider the acquisition of real property for a public purpose and matters directly related thereto.”

XVI. Adjournment



**MINUTES OF THE
TOWN COUNCIL MEETING
APRIL 20, 2023**

I. Patrick J. Mahoney, Mayor, called the meeting to order at 7:00 p.m. In attendance were Dr. Valerie Beaudin, L. Charles Fink, Margaret P. Hartman, Gregory J. Morris, and Keith L. Pardieck, Council Members, Holly K. Wahl, Town Administrator, Sharon L. Humm, Town Clerk, Brittany Moran, Town Treasurer, Todd Pounds, Town Attorney, Carla Richard, Operations Manager, James Berry, Public Works Manager, Josh Stinnett, WRTP Manager, Wayne Newton, Town Engineer (in attendance remotely), Dennis Burger, Code Enforcement Officer, and Lieutenant Hollinger. Absent was Lawrence P. Jaworski, Council member.

II. Pledge of Allegiance. Chuck Ruttkay led the Pledge of Allegiance.

III. Approve the Agenda.

MOTION: Councilwoman Beaudin moved to approve the April 20, 2023 Town meeting agenda. Seconded by Councilwoman Hartman, all in favor.

IV. Public comment on any item on the agenda. None received.

V. Approval of the minutes of the March 16, 2023 Public Hearings.

MOTION: Councilwoman Beaudin moved to approve the minutes of the March 16, 2023 Public Hearings. Seconded by Councilman Pardieck, all in favor.

Approval of the minutes of the March 16, 2023 Town Council Meeting.

MOTION: Councilwoman Beaudin moved to approve the minutes of the March 16, 2023 Town Council meeting. Seconded by Councilwoman Hartman, all in favor.

Approval of the minutes of the April 11, 2023 Special Town Meeting and Public Hearings.

MOTION: Councilwoman Beaudin moved to approve the minutes of the April 11, 2023 Special Town meeting and Public Hearings. Seconded by Councilwoman Hartman, all in favor.

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Approval of the minutes of the April 11, 2023 Informational Work Session.

MOTION: Councilwoman Beaudin moved to approve the minutes of the April 11, 2023 Informational Work Session. Seconded by Councilwoman Hartman, all in favor.

Approval of the minutes of the April 11, 2023 Closed Session.

MOTION: Councilwoman Beaudin moved to approve the minutes of the April 11, 2023 Closed Session. Seconded by Councilwoman Hartman, all in favor.

VI. Petitions and Communications –

- A. Town Administrator’s Report** – Ms. Wahl submitted the attached written report. Ms. Wahl stated Pocket Park RFP details are being finalized and close to being released. She addressed Council questions on report items. Councilman Morris requested that the median at the Octagon on MD RT 260 be included in discussion with the SHA concerning safety there.
- B. Operations Manager Report** – Ms. Richard submitted the attached written report and was present to address Council.
- C. Public Works Report** – Mr. Berry submitted the attached written report and addressed questions from the Council on report items. Mr. Berry briefed the Council on the progress of the Richfield Station saddle replacement project.
- D. Water Reclamation Treatment Plant Report** – Mr. Stinnett submitted the attached written report and was present to address the Council on report items.
- E. Code Enforcement Report** – Mr. Burger submitted the attached written report and was present to address questions from the Council. Ms. Wahl stated that Mr. Burger has done an excellent job since taking over code enforcement.
- F. Town Treasurer’s Report** – Ms. Moran submitted the attached written report. The Council would like to see a breakdown of the usage of ARPA funding .
- G. Town Engineer Report** – Mr. Newton submitted the attached written report and was present to address the Council. Mr. Newton briefed the Council on the status of ongoing town projects.

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- H. Deputy's Report** – Sergeant Shrawder submitted the attached written report. Lieutenant Hollinger was present to address the Council. Councilwoman Beaudin commented she had been approached by several residents with concerns about teens congregating at the Tot Lot and the McDonalds parking lot being loud and obnoxious, swearing, etc. and if the deputies could keep an eye out it would be most appreciated.
- I. North Beach Volunteer Fire Department** – The attached written report was submitted.
- J. Mayor' Report** – The Mayor reported the Council has passed their seventh set of annual budgets and reduced property taxes for the seventh year in a row. Thank you, Council. Second, the legislators in Maryland just finished their session and for the most part, the Town, County, and State made out well. The State approved renaming the Fishing Creek bridge to the “Fallen Heroes Bridge.” The Mayor along with a number of others testified before the Senate panel on this. A group of friends and loved ones successfully petitioned the State to dedicate the bridge to former Mayor Gerald Donovan. The sign will read “Fallen Heroes Bridge dedicated to Mayor Gerald Wesley Donovan. An unveiling ceremony will take place soon and the entire town will be invited. Lastly, the Mayor commented he met with Michael Kent, President of the Calvert branch of the NAACP, to discuss a comment he made at the March 7th work session. The Mayor stated there was no malice on his part or any particular demographic group or groups targeted when he referred to non-town residents as “them people.” The Mayor sincerely apologized to any that were offended, to the citizenry in general, and promised to be mindful of words spoken.

VII. Resolutions & Ordinances:

- A.** Introduce Ordinance O-23-11, an ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted General Fund Budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2023, to June 30, 2024, to transfer funds in the amount of Five Hundred and Fifty Thousand Dollars (\$550,000.00) from “Unspent Reimbursement – ARPA Funds” expenditure line item to “Transfer Out – Utility Fund” expenditure line item for usage of ARPA funds to offset Utility Fund budgeted expenses. **A public hearing will be held at the May 18, 2023 Town Council meeting beginning at 6:50 pm.**
- B.** Introduce Ordinance O-23-12, an ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted Water Reclamation Treatment Plant Fund budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2023, to June 30, 2024, to adjust anticipated contributions to revenue from third parties to offset decrease in utility costs as a result of an amended utility fund rate schedule. **A public hearing will be held at the May 18, 2023 Town Council meeting beginning at 6:55 pm.**

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VIII. Report of Officers, Boards and Committees:

- A. Planning & Zoning Commission** – Ms. Greengold submitted the attached written report.
- B. Board of Appeals** – A hearing is scheduled for April 25, 2023.
- C. Chesapeake Beach Oyster Cultivation Society** – Ms. Alexander submitted the attached written report.
- D. Climate Change Advisory Committee** – Councilman Jaworski submitted the attached written report. Co-chair Pardieck commended Councilman Jaworski on the great work he is doing on the committee.
- E. Economic Development Committee** – Councilman Jaworski submitted the attached written report. Co-chair Morris commended Councilman Jaworski on the great job he has done with Economic Development.
- F. Green Team Committee** – Councilwoman Beaudin submitted the attached written report. She reported the Team will be holding a Town Cleanup event on April 22nd at 10 am and invites anyone available to come out and join the Team in the cleanup. With Spring upon us, Ms. Beaudin encouraged everyone to visit and enjoy the many different gardens around town. The Team’s next meeting is scheduled for April 26th at Town Hall.
- G. Kellam’s Revitalization Committee** – Councilman Morris did not have more to add to the information already provided in the Administrator’s and Engineer’s reports but would like to see some traction on presenting to the Council a cohesive plan on the vision for Kellam’s so as to start earmarking and putting together a plan to implement these improvements over time.
- H. Twin Beaches Opioid Abuse Awareness Coalition** – Councilman Pardieck reported the Coalition met on April 6th with discussion centered around the overdose awareness memorial sculpture project, “Their Lives Matter, Remembering and Spreading Hope”. He thanked Sandy Mattingly and Andrea McDonald Fingland for all the work done on this project thus far. A grant has been applied for and waiting response. Events coming up include the April 22nd prescription medication take back day, the 2023 Regional Stakeholders meeting April 28th , the May 17th Spring into Health Wellness Fair at Jefferson Patterson Park, and April 29th the Calvert Library in Prince Frederick will host Parenting Again-Resource Conference. Coalition’s next meeting is scheduled for May 4th .
- I. Walkable Community Advisory Group** – Councilman Fink noted, as mentioned in the Administrator and Public Works reports, there are a number of projects on hold as the Town works with the State and County. Of course, it is a little frustrating but doing the best we can to move things forward. On another note, Co-chair Hartman announced that she applied and has

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been accepted into the National Walking College run by the America Walks organization. This program centers on how to get governments moving on projects you want to do, how to enlist help, get funding, and how to involve your citizenry. And as an added bonus for the Town, the program will help with one of our projects. She looks forward to orientation which starts next week.

IX. Unfinished Business: None.

X. New Business:

1. Town Council to consider authorizing the Town Administrator to enter phase 1b of the Richfield Station saddle replacement project funding an additional \$150,000 for time and material costs. Funds for this Utility Fund project will come from American Rescue Plan Act (ARPA) funding.

MOTION: Councilman Morris moved to approve authorizing the Town Administrator to enter phase 1b of the R/F Station saddle replacement project. Seconded by Councilwoman Hartman, all in favor.

2. Town Council to consider authorizing the Mayor to enter into a contract with BOSS for \$17,379.70 for the installation of electronic access control and panic button installation from the FY23 Water Park Capital Improvement line item. This water park project will take place in lieu of the cabana installation previously approved by the Town Council.

MOTION: Councilman Pardieck moved to approve authorizing the Mayor to enter a contract with BOSS for the installation of electronic access control and panic button at the Water Park. Seconded by Councilwoman Beaudin, all in favor.

3. Town Council to consider authorizing the Mayor to upgrade the Chesapeake Beach Water Reclamation Treatment Plant (CBWRTP) network systems to continually monitor critical infrastructure. Project costs include (i) \$19,049.20 for the purchase of two new PowerEdge Servers from Facchina Strategic Planning, (ii) \$10,785.00 in software licensing from Rexel, and \$20,082.40 in service-related fees to IMACS for integration to SCADA. Total costs of the upgrade project equal \$49,916.60 from the FY23 CBWRTP budget.

MOTION: Councilwoman Beaudin moved to approve authorizing the Mayor to upgrade the CBWRTP network systems to include \$19,049.20 for the purchase of two new PowerEdge Servers from Facchina Strategic Planning, (ii) \$10,785.00 in software licensing from Rexel, and \$20,082.40

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in service-related fees to IMACS for integration to SCADA for a total cost of \$49,916.60. Seconded by Councilwoman Hartman, all in favor.

4. Town Council to consider authorizing the Mayor to enter into a contract to purchase a spare pump to ensure 24/7 redundancy at the CBWRTP for a total cost of \$31,075.00 from Sherwood Logan & Associates. Funds will be used from the FY23 CBWRTP budget.

MOTION: Councilwoman Beaudin moved to approve authorizing the Mayor to purchase a spare pump for the CBWRTP in the amount of \$31,075.00. Seconded by Councilman Pardieck, all in favor.

5. Town Council to consider authorizing the Mayor to enter into a contract with McCrone for Phase I of the Chesapeake Beach Water Reclamation Treatment Plant (CBWRTP) Headworks Design for \$106,033.50 out of the FY24 CBWRTP budget with work starting on the design after July 1, 2023.

MOTION: Councilwoman Beaudin moved to authorize the Mayor to enter a contract with McCrone for Phase I of the CBWRTP Headworks Design for \$106,033.50 from the FY24 CBWRTP budget. Seconded by Councilman Morris, all in favor.

XI. Public comment was received by:

1. Denise Plater 4023 15th Street, Chesapeake Beach expressed her concerns regarding comments made by the Mayor at the March Town Council work session related to the Bayfront Park resolution.

XII. Council Lightning Round:

1. Ms. Hartman commented Spring is finally here. She encouraged everyone to get out and walk or bike and enjoy the outdoor events before it gets too hot!
2. Mr. Pardieck thanked everyone for coming out, appreciated Ms. Plater's comment, understands her concerns, and is open to further discussion.
3. Mr. Morris too appreciated the public comment from Ms. Plater. There is power in speaking in public. It takes courage to publicly express your opinions and views and he too is open to discussion that could help him better serve his community as a whole. On another note, he likes Councilwoman Beaudin's suggestion of Council being provided a breakdown of the ARPA funds and how and where they are being used along with the other fund balances.

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4. Mr. Fink stated he believes in civility. He respects the rights of those who express their thoughts and opinions and appreciates comments made in this forum. He also wanted to convey that in his view, the group that sits here tonight work hard and do the best they can, doing what they feel is in the Town's best interest. On another note, he stated the event, "Ride to End Hunger" will be held this Saturday so be careful and watch out for riders.
5. Ms. Beaudin too appreciated Ms. Plater's comment, stating she heard, and listened, to what she had to say. Though an unfortunate incident, she apologized that it was not addressed sooner. Ms. Beaudin reminded everyone about the Town cleanup, the Team's next meeting, and the idea of a Kellam's presentation that is more holistic would be great and feels the town will benefit from that and the public comment associated with that.

XIV. Adjournment:

There being no further comments, the meeting adjourned at 8:30 pm on a motion by Councilman Morris. Seconded by Councilwoman Beaudin, all in favor.

Submitted by,

Sharon L. Humm
Town Clerk



**MINUTES OF THE
SPECIAL TOWN MEETING
MAY 9, 2023**

- I. Patrick J. Mahoney, Mayor, called the meeting to order at 5:55 p.m. In attendance were Dr. Valerie Beaudin, L. Charles Fink, Margaret P. Hartman, Lawrence P. Jaworski, Gregory J. Morris, and Keith L. Pardieck, Council members, Holly K. Wahl, Town Administrator, Sharon L. Humm, Town Clerk, Todd Pounds, Town Attorney, Brittany Moran, Town Treasurer, James Berry, Public Works Manager, and Josh Stinnett, Water Reclamation Treatment Plant Manager.
- II. **Pledge of Allegiance** – Randy Getman led the Pledge of Allegiance.
- III. **Resolutions and Ordinances**
 - A. Introduce Ordinance O-23-13, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted General Fund Budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2022, to June 30, 2023, to recognize uncollectable debt expense related to forgiven General Fund loan to the Utility Fund for Capital Projects, in the amount of One Million and Six Hundred Thousand Dollars (\$1,600,000.00). **A public hearing will be held at the May 18, 2023 Town meeting beginning at 6:55 pm.**
 - B. Introduce Ordinance O-23-14, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted Utility Fund budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2022, to June 30, 2023, to recognize restricted loan proceeds from forgiven General Fund loan to the Utility Fund for Capital Projects, in the amount of One Million and Six Hundred Thousand Dollars (\$1,600,000.00). **A public hearing will be held at the May 18, 2023 Town meeting beginning at 6:57 pm.**
 - C. Introduce Ordinance O-23-15, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted Utility Fund budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2023, to June 30, 2024, to reallocate revenue funds with a net increase of Three Hundred and Fifty Thousand Dollars (\$350,000.00), offset by an increase in Capital Projects expense line item in the amount of Three Hundred and Fifty Thousand Dollars (\$350,000.00) for usage of forgiven loan proceeds restricted for Capital Expenses. **A public hearing will be held at the May 18, 2023 Town meeting beginning at 6:59 pm.**

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VI. Adjournment:

There being no further comments the meeting adjourned at 6:00 p.m. on a motion by Councilwoman Beaudin. Seconded by Councilwoman Hartman, all in favor.

Submitted by,

Sharon L. Humm
Town Clerk

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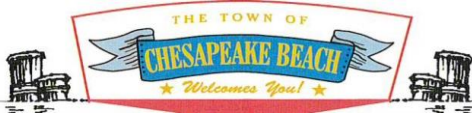
**MINUTES OF THE
TOWN COUNCIL INFORMATIONAL
WORK SESSION
MAY 9, 2023**

- I. Patrick J. Mahoney, Mayor, called the meeting to order at 6:00 p.m. In attendance were Dr. Valerie Beaudin, L. Charles Fink, Margaret P. Hartman, Lawrence P. Jaworski, Gregory J. Morris, and Keith L. Pardieck, Council members, Holly K. Wahl, Town Administrator, Sharon L. Humm, Town Clerk, Todd Pounds, Town Attorney, Brittany Moran, Town Treasurer, James Berry, Public Works Manager, Josh Stinnett, Water Reclamation Treatment Plant Manager, and Christopher Jakubiak, Planning Administrator (in attendance remotely).
- II. **Pledge of Allegiance** – The Mayor led the Pledge of Allegiance.
- III. **Informational discussion on the following:**
1. **Town Election Code “Chapter 22 Elections”** Randy Getman, Board of Elections Chairman presented to the Council a number of proposed amendments he is recommending to the election code. Mr. Getman was available to address the Council’s questions.
 2. **Planning & Zoning Design Standards for Townhouses** On March 22, 2023 the Planning Commission approved and adopted a set of Design Standards for Townhouses and presented them to the Town Council for consideration. Mr. Jakubiak was available remotely to give an overview and address questions and concerns from the Town Council.
 3. **Planning & Zoning Standards of Compatibility** On March 22, 2023 the Planning Commission also approved and adopted Standards of Compatibility and presented them to the Town Council for consideration. Mr. Jakubiak stated this is a new section being added to the code. He addressed questions and concerns from the Town Council.
 4. **Urban Forest Ordinance** - Ms. Wahl stated the Town, in coordination with the Green Team, is working to prepare an Urban Forest ordinance. The Council has been provided with a draft which sets standards for the protection of the urban forest of Chesapeake Beach. This ordinance will provide protection of trees in Town that does not currently exist and qualify the Town to become a Tree City USA. Staff are seeking feedback from the Council. Mr. Jakubiak addressed questions from the Council.
 5. **Trash can provision for Town Residents** – Ms. Wahl stated, as a result of numerous requests from town residents for trash containers, the Town’s current trash contractor Evergreen Disposal submitted a quote to provide trash containers to residents for a monthly fee of \$2.23 per household. Currently, the Town provides recycling containers for town residents and is budgeted in the General Fund.

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Evergreen Representative Larry Foster was present to address questions from the Council. Ms. Wahl stated this item is not in the budget.

6. **RT 261 Walkway Upgrades** - Ms. Wahl stated the RT 261 boardwalk walkway requires new decking boards and pilings in several areas that have deteriorated. Ms. Wahl presented the scope of work and total cost for the repairs. This project would come from the Town's FY23 General Fund Capital Improvement line item under sidewalks for a total cost of \$39,967.53. She addressed questions from the Council.
7. **CBWRTP Overhang Repair** – Ms. Wahl stated the Water Reclamation Treatment Plant needs an immediate repair to the overhang at the solids handling building. The railings installed in the concrete overhang are compromised, due to water infiltration, and the concrete has cracked off and fallen away creating a safety hazard. Ms. Wahl explained the scope of work and addressed Council's questions. It was noted this would be a shared cost with the Partners.
8. **CBWRTP Blanket Sensors** - Ms. Wahl stated the Plant is looking to replace the current clarifier blanket sensors. These sensors increase the staff's ability to monitor the blanket in the clarifiers to prevent overloading. The cost quoted by Neal Systems is \$12,850 and would come from the FY23 WRTP capital improvement line item and would be a shared cost with the Partners. Mr. Stinnett was available to address questions from the Council.
9. **American Rescue Plan Act (ARPA) Capital Project Review** - Ms. Wahl presented to the Town Council a presentation reviewing the ARPA funding and some of the projects that have been discussed. The presentation showed three levels of priority for projects defined, with a cost estimation. ARPA funds received were \$5,943,337. Ms. Wahl presented a list of projects that have been either approved through allocation or projects that are already underway which total \$4,575,000 leaving a balance of \$1,368,337 in ARPA funds.
10. **Town of Chesapeake Beach Reserve Funds** Ms. Moran presented to the Town Council some highlights from the April 5th memo that was distributed to Council. Ms. Moran reported the Town has two funds without adequate reserve funding which creates a significant liability to the General Fund. The water park fund is already at a deficit. The Utility fund currently has 1.3 million in reserves but current projections for FY23 (current budget) will be looking at a deficit, thus leaving no reserves for the FY24 budget. She presented a breakdown of the FY22 audited reserves and cash balances per fund. She addressed concerns and questions from the Council.
11. **Ordinance O-23-11**, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted General Fund Budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2023, to June 30, 2024, to transfer funds in the amount of Five Hundred and Fifty Thousand Dollars (\$550,000.00) from "Unspent Reimbursement – ARPA Funds" expenditure line item to "Transfer Out – Utility Fund" expenditure line item for usage of ARPA funds to offset Utility Fund budgeted expenses.

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Ms. Wahl stated that during the April 11, 2023 Special Town meeting an amended budget was introduced, and passed, that borrows \$550,000 in ARPA funds from the General Fund. In accordance with the Town Charter, C-724-Borrowing between Funds, the Town is required to identify terms and conditions of repayment. So, the following ordinances reflect that change of borrowing the \$550,000 in ARPA funds. Ms. Wahl read into the record the following three ordinances and gave a summary of each. Ms. Wahl and Ms. Moran addressed questions from the Council.

Ordinance O-23-13, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted General Fund Budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2022, to June 30, 2023, to recognize uncollectable debt expense related to forgiven General Fund loan to the Utility Fund for Capital Projects, in the amount of One Million and Six Hundred Thousand Dollars (\$1,600,000.00).

Ordinance O-23-14, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted Utility Fund budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2022, to June 30, 2023, to recognize restricted loan proceeds from forgiven General Fund loan to the Utility Fund for Capital Projects, in the amount of One Million and Six Hundred Thousand Dollars (\$1,600,000.00).

Ordinance O-23-15, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted Utility Fund budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2023, to June 30, 2024, to reallocate revenue funds with a net increase of Three Hundred and Fifty Thousand Dollars (\$350,000.00), offset by an increase in Capital Projects expense line item in the amount of Three Hundred and Fifty Thousand Dollars (\$350,000.00) for usage of forgiven loan proceeds restricted for Capital Expenses.

IV. Council Lightning Round –

1. Dr. Beaudin said she would be unavailable to attend next week's Town Council meeting as she will be out of town.
2. Mr. Fink wanted to thank Mr. Jakubiak and the Planning Commission for the two documents presented earlier and fielding questions. Mr. Fink expressed his view regarding some of the points raised by Ms. Moran concerning the reserves. He agrees that COVID did play a part to some extent in the short fall in revenues. At the time, the Town did what they felt was appropriate to ease through COVID, and now if some adjustments need to be made, we will make them.
3. Mr. Jaworski commented that this week was Business Appreciate week and the Calvert County Economic Development toured local businesses across the county.

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4. Mr. Morris wanted to piggyback Councilman Fink's comments on COVID and how it has affected everything it seems, in one way or another. But one thing COVID has not affected is the way this town has operated in the last twenty years. On another note, he wanted to recognize that a number of Beach Bucs are present tonight. With emails and social media comments that were sent out questioning the Town's support he just wanted to say that the Town is committed to having youth sports here in Town and that it is very important to us. He trusts that these issues will be worked out. Go Bucs.
5. Mr. Pardieck thanked the Administration for all the solid work set before the Council tonight, a lot of information to go through. He thanked the folks for coming out tonight and staying until the end.
6. Ms. Hartman wanted to follow up on Councilman Morris's comments in that the Town's support for the Bucs can be seen in the planned repairs and improvements to the Kellam's Field to make it better. She is pleased with the needed infrastructure projects planned to be done with ARPA funds.

- V. **Closed Session** Councilwoman Beaudin moved to close the work session at 8:37 pm under the Statutory Authority of the Md. Annotated Code, pursuant to General Provisions Article, §3-305(b), subsection (7) "to consult with Counsel to obtain legal advice." Seconded by Councilman Jaworski, all in favor.

The Mayor re-opened the work session at 9:20 pm and called for a motion to adjourn.

VI. **Adjournment:**

There being no further comments the meeting adjourned at 9:20 p.m. on a motion by Councilman Pardieck. Seconded by Councilwoman Hartman, all in favor.

Submitted by,

Sharon L. Humm
Town Clerk



Town Administrators Report – May 2023

I. UPCOMING REQUESTS FOR PROPOSALS:

Safe Routes to School (SRTS) 100% design phase and construction drawing RFP: The RFP was sent to the SHA-MDOT for approval. The Town is awaiting approval from the State to release the RFP.

Pocket Parks RFP: The Pocket Park RFP is set to be released on May 16th, 2023, for (i) the Kellam’s northern connection, (ii) a waterfront park at 8323 Bayside Rd, and (iii) 7515 B street.

Miller Loveless Park at Kellam’s Field: The Town Council will be presented with proposals for tot lot equipment and a low impact park concept in the coming months. The proposals will include the site work necessary to address stormwater issues at the location.

II. WALKABILITY & COORDINATION WITH SHA:

Project	Summary
Safe Routes to School (SRTS)	The Town Council authorized the execution of the Safe Routes to School SRTS Memorandum of Understanding (MOU) to complete the 100% design and construction drawings for the sidewalk project extending sidewalks from Beach Elementary School to "F" street along Old Bayside Rd and South along RT 261 to Chesapeake Village Boulevard. The MOU provides that the State funds 80% of the design cost and the Town funds 20% of the design cost with the State determining the breakdown in costs.
Safe Walkway along RT 261 near the NBVFD	The Town Council authorized the Town Engineer to complete a feasibility study of this walkway for submission to the State in coordination of a new safe crossing connecting Chesapeake Beach and North Beach in a currently unsafe area. The feasibility study is the first step in starting the conversation with the State on the project. The Town completed the same study to initiate the SRTS project currently in the 100% design phase with SHA MDOT.
Safety at existing intersections on State Highways in Town	The Town Administration has contacted SHA MDOT to coordinate a meeting to discuss safety concerns at several intersections of Town to include Rt 261 and Rt260 and Rt260 and Mears Ave. Residents are asked to continue to use caution in these areas to maintain visibility of these high pedestrian areas. SHA confirmed that their traffic engineer visited the



Town Administrators Report – May 2023

	intersections and has insight to share. <i>Meeting Pending with Kellie Boulware of District 5's SHA office – date not set yet.</i>
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III. SUSTAINABILITY:

a. Dogwoods planned for the Kellam's parking lot area. The new trees will provide green space and shade in the Kellam's parking area.

b. Energy Audit

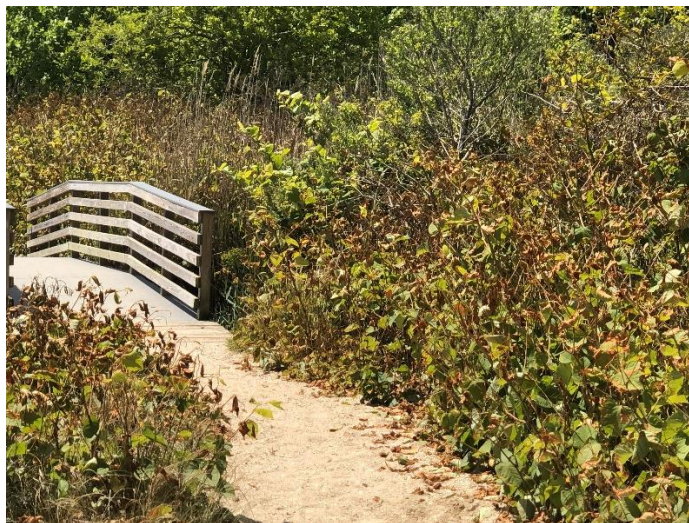
The Town is currently engaged with students at the University of MD who are assisting the Town in conducting an energy audit. The Town has listed all assets to calculate the Town's carbon footprint and determine ways the Town can improve efficiency.

c. Sustainable Maryland Designation

The Town is currently working to renew its Sustainable Maryland Designation in coordination with the Green team. Applications and plans are due in June of 2023.

d. Japanese Knotweed Removal

In coordination with the Green team the Town has contracted Windmill Farms to start the eradication of the Japanese Knotweed with environmentally friendly products.



Pictured above the starting of the process for eradication of Japanese Knotweed



Town Administrators Report – May 2023

IV. FEDERAL DREDGE WORK STATUS:

It is estimated by the US Army Corps of Engineers that 27,000 cubic yards of material was removed from the Fishing Creek Channel. A post dredge survey was completed and has been requested by the Town. Jetty wall work has now mobilized in the channel.

To view the Army Corps of Engineers Federal Dredge Plans, please click [here](#).

To view the Army Corps of Engineers Federal Dredge Specifications, please click [here](#).

V. INFRASTRUCTURE PROJECTS:

The Town continues to assess short term and long-term infrastructure projects.

VI. AMERICAN RESCUE PLAN ACT (ARPA) Funding:

To view the recent presentation of priority projects as reviewed by the Town Council please click [here](#).

VII. CHESAPEAKE BEACH WATER RECLAMATION TREATMENT PLANT (CBWRTP) PARTNER COORDINATION:

The Town held a meeting with the CBWRTP partners in April to discuss flows. Concerns continue related to Infiltration and Inflow (I&I) and conversations are focused on what each partner is seeing and doing to mitigate I&I coming to the CBWRTP.

VIII. TOWN ASSETS:

- **Kellam's Field:** Town staff are working at the field for open access for residents and working during weekend youth games. the Town continues to work through the permitting process with the Maryland Department of Environment (MDE) and Calvert County Government to install approximately 430' of 18" HDPE storm drain across the ball field. This will include the installation of a concrete precast storm drain inlet on the receiving south end. A rip rap channel will be discharging into a small sediment pond on the North end. Plans are underway to adjust the fence to convert the baseball diamond into open green space. This work will be completed at the same time as the storm drain to minimize interruption and repeat work related to the fence re-alignment. The Town sent a draft MOU to the County to provide that the Town will maintain the storm drain in order to obtain County approval to move forward with the work. The MOU will be before the Town Council once the County Attorney and County Public Works leadership agree to the terms requested by the Town to move forward. *Pending County Approval of the MOU.*



Town Administrators Report – May 2023

- **Bayfront Park:** Town staff are working the Beach monitoring access. Upgrades have been made this year to add additional hand washing stations for residents accessing the beach. Bayfront Park remains closed to the general public and open to Town residents, NBVFD, and the Twin Beach Deputies.

IX. GRANTS:

1. **The Town was awarded capital improvement funding from the State of Maryland for the Chesapeake Beach Water Park**, total funding is \$600,000 effective July 1, 2023. Funding will be used to improve the aging infrastructure of the park, focusing on the above-the-water line features. Paperwork on this grant has not been received yet but will be before the Town Council once received.
2. **Pocket Park funding for \$150,000 with \$0 match for three pocket parks.** Grant funding from the Maryland Department of Natural Resources Local Parks and Playgrounds Infrastructure will be used to install three new pocket parks in Town. Thank you to the Board of County Commissioners for their support of these projects.
2. **Parks and Playgrounds Infrastructure Grant for the Kellam's Tot Lot at \$150,000 with \$0 match:** The Town continues to work through the scope of work to renovate the Miller-Loveless Park at Kellam's field. Funding is received from the Maryland Department of Natural Resources Local Parks and Playgrounds Infrastructure Improvements and a Maryland Capital bond through the support of Senate President Emeritus Thomas V. Mike Miller, Jr. Improvements include addressing stormwater, new children's play area equipment and new senior playground equipment. Thank you to the Board of County Commissioners for their support of these projects.
3. **Safe Routes to School SRTS 100% design:** The Town continues to work towards starting the work for the 100% design and construction drawings for the SRTS grant to build sidewalks from Beach Elementary School to Chesapeake Village and a portion of Old Bayside Rd. The Town Engineer and Town Administrator attended a meeting with SHA on May 2nd where the MBE / DBE goal of 28% was assigned to the project, this gets us another step closer to getting final approval on the RFP for release.
4. **Coastal Resiliency Grant:** The Town held a public meeting to engage citizens on the impacts of coastal resiliency at the NBVFD on February 6th at 6:00 PM, February 27th at 6:00 PM and May 11, 2023 at the Chesapeake Beach Town Hall. For information on the Committee's work and to view updated flood [mapping](#) please visit the Town's website [here](#). Further meetings are coming soon! Please sign up for Town notices to stay informed of the meetings.

Figure 1: Coastal resiliency public meetings



Town Administrators Report – May 2023



Image of the February 26, 2023, Public engagement Coastal resiliency work session

- 5. CREAT Coastal Resiliency Technical Assistance:** The Town hosted the EPA on January 11th starting with a site tour at the Chesapeake Beach Water Reclamation Treatment Plant and ending at Town Hall with a work session that included the City of Crisfield and City of Cambridge. The Town has further participated in several working sessions with the EPA and partnering municipalities to understand the fiscal risks of flooding in the Town. The EPA is providing free technical assistance to the Town to establish financial modeling for coastal resiliency projects. As a part of the project, the Town is focusing on the cost of inundation at the Treatment plant from flow from the Town and partnering jurisdictions of the Town of North Beach, Calvert County and Anne Arundel County. The Town expects to participate in a panel discussion in the coming months which will provide the opportunity for the Town to present the Towns highlighted project of building an additional access road to the plant for consideration of grant funding for the project.

The Town of Chesapeake Beach will join the City of Crisfield and the City of Cambridge for a summer workshop where Town staff will be able to highlight our need for adaptive measures to potential funders. More details to follow on this.

A summary of the Town's reviewed current adaptive measures and potential adaptive measures, are:



Town Administrators Report – May 2023

Current Adaptive Measures – Chesapeake Beach

- Alternate Wastewater/Stormwater Capabilities: Off-site storage for high-flow events to divert flow during peak infiltration and inundation (I&I) events.
- Back-Up Power: Alternate on-site back-up power supply.
- Infrastructure Inspection: Conduct inspections of infrastructure to assess failure risk under projected climate conditions.
- Sea Level Rise & Storm Surge Models: Model sea level rise and storm surge to inform protection of critical infrastructure.
- Wetlands for Flood Protection: Maintain natural wetlands for additional flood protection.

Potential Adaptive Measures – Chesapeake Beach

- Additional Access Road to Facility: Construct additional access road to the facility at higher elevations to ensure site accessibility during flooding events.
- Flow Isolation: Mitigate high flow rates by installing physical control measures.
- Stakeholder/Partner Engagement: Develop relationships and shared decision-making tools with stakeholders/partners to improve response to I&I and high-flow events.
- Weather Forecast Monitoring: Integrate weather forecast monitoring into system operations.

V. TOWN PERMIT ACTIVITY:

<i>Permit #</i>	<i>Address</i>	<i>Improvement</i>
2023-20	8413 Wesley Stinnett Blvd	Rev to approved permit
2023-22	3318 Cannoncade Ct	Shed
2023-24	4007 16th St.	Install 15 helical piles
2023-25	3807 27th St.	Remove tree
2023-25	7401 B St.	After the fact deck w/stairs
2023-25	3907 27th St.	Remove 3 trees
2023-26	8133 Harrison Blvd.	Deck
2023-27	7685 Old Bayside Rd.	After the fact deck
2023-28	7242 CVB	Patio
2023-29	7900 Old Bayside Rd.	Remove/antennas
2023-30	3814 28th St.	After the fact Fence
2023-31	3600 11th St.	Roof



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2023-32	7481 Cavalcade Dr.	After the fact Fence
n/a	4007 Windward Key Ct	Remove non load bearing wall Kitchen
2023-30	3814 28th St.	After the fact Fence
2023-33	7800 F St	Repairs to roof due to tree damage
2023-35	8051 Windward Key	Extend Deck



TOWN EVENTS:

Stars and Stripes Ceremony

The Stars and Stripes festival is a annual festival sponsored by the Town of Chesapeake Beach. The Town strives to educate the public and youth as to the meaning of Memorial Day through this weekend long Memorial Day outreach. Every year brings a new theme for the event and new additions to increase awareness of those that made the ultimate sacrifice for our Country, our Citizens, and our Freedom.

For more information visit the [Town Event Site](#) and the [Town Event FB Page](#)

STARS AND STRIPES 2023 CEREMONY
 Saturday, May 27, 2023
 10am - Veteran's Memorial Park

SPECIAL GUEST SPEAKER: MAJOR BRANDON W. TEMPLE, PH.D

Brandon Temple, Ph.D. is an Air Force Special Warfare Officer currently serving as a legislative liaison to the U.S. House of Representatives. Prior to this assignment, Brandon was a Defense Legislative Fellow in the office of Congressman Matt Gaetz of Florida where he served as National Security Advisor. Brandon has 23 years of military service with 10 overseas deployments, including five combat rotations in Iraq and two in Afghanistan. He completed his doctoral degree at the University of Southern Mississippi in International Development with a focus in Security Studies and Political Science. He is the Chairman of the Calvert County Veterans Affairs Commission and a representative of Maryland to the National Association of Counties Veterans and Military Committee. He lives in Huntingtown with his wife Kristyn, their son Aidan and daughter Harper. Their oldest son, Gavin, recently graduated from the University of Central Missouri.



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HONORING OUR FALLEN HEROES

**KNOW YOU ARE
FOREVER IN OUR HEARTS**

Stars and Stripes Ceremony
Saturday, May 27, 2023
10 am - Veteran's Memorial Park



PATRIOTIC MUSIC
DANA & JEREMY ROBINSON
PLEDGE OF ALLEGIANCE
STUDENTS OF BEACH ELEMENTARY
WELCOMING WORDS
VINCE TURNER, MASTER OF CEREMONIES
PRESENTATION OF COLORS
NORTHERN HIGH SCHOOL NAVY NATIONAL DEFENSE CADET CORPS
NATIONAL ANTHEM
DANA & JEREMY
INVOCATION
PASTOR GLENN SWANSON, BAYSIDE BAPTIST CHURCH
INTERLUDE
DANA & JEREMY
OPENING REMARKS & INTRODUCTION OF DIGNITARIES
MAYOR PAT "IRISH" MAHONEY
AWARD OF SENATE PRESIDENT EMERITUS THOMAS V. MIKE MILLER,
JR. SCHOLARSHIP
SPECIAL GUEST SPEAKER
MAJOR BRANDON W. TEMPLE, PH. D, USAF
PATRIOTIC SONG
DANA & JEREMY
CLOSING REMARKS
MAYOR PAT "IRISH" MAHONEY
TAPS
NORTHERN HIGH SCHOOL NAVY NATIONAL DEFENSE CADET CORPS
OUTRO
DANA & JEREMY
BENEDICTION
PASTOR GLENN SWANSON



Stars and Stripes Family Fun Night

**TOWN RESIDENT
STARS & STRIPES
FAMILY FUN NIGHT**

FOREVER IN OUR HEARTS

SATURDAY, MAY 27, 2023 | 6:30-8:30PM
THE CHESAPEAKE BEACH WATER PARK
TOWN RESIDENTS ONLY - FREE ADMISSION

Let's come together as a town to
celebrate and remember those who have
sacrificed so that we can be free.

FOOD | LIVE MUSIC | SWIMMING

RESERVATION REQUIRED

→

E-TICKET MUST BE PRESENTED AT THE GATE FOR ENTRY
RESIDENCY VERIFIED
ALL CHESAPEAKE BEACH WATER PARK RULES APPLY
FREE FOOD AVAILABLE WHILE SUPPLIES LAST
CAPACITY LIMITATIONS APPLY
EVENT INFORMATION AVAILABLE THROUGH QR CODED

EVENT PAID FOR BY






PARKS & RECREATION:

Bayfront Park and Kellam’s Field

Our Park Patrol staff started weekend shifts at Bayfront Park and Kellam’s Field. Both recreational areas are open, weather permitting.

9 Days Until Opening Day!!!

All tickets, swim lessons, rentals, and passes now on [sale!](#)

Memorial Weekend Active-Duty Military Passes

MEMORIAL WEEKEND
WITH THE
CHESAPEAKE BEACH WATER PARK
REMEMBER & HONOR

50
FREE PASSES
(Sat, Sun, & Mon)
reserved for
Active Duty Military
& their families!
(Military ID required at entry)

Scan Here to
Reserve Your Tickets

chesapeakebeachwaterpark.com



Chesapeake Beach Water Park Rates

2023 Season Rates #cbwp2023

The [Chesapeake Beach Water Park](#) recently released the 2023 season rates* for day passes, season passes, birthday parties, swim lessons, rentals, and our new family passes!

What is factored into the Park rates?

Capacity: During COVID-19, the Town lowered the capacity of the Park by over 70% and prioritized Town and County residents during a challenging time. The Town of Chesapeake Beach Town Council made this decision knowing that the revenues were unsustainable; however, the health and wellness of the community were more important. A lower capacity limit at the Park prompted many guests to commend the Town for the decision bringing many guests back to the Park that had not been there in years due to the overcrowding. The lower capacity notably decreased safety incidences, with Park management recognizing the benefit of a significant decrease in injuries and zero serious injuries occurring. The Town of Chesapeake Beach acknowledges that maintaining a decreased capacity increases the cost per guest; however, returning the Park to an overcrowded legal capacity of 1,000+ guests at a time will not provide the *safety* and Park experience our guests and employees deserve and appreciate.

Costs: For the 2023 season, the Park faces unavoidable and substantial price increases due to our current economic environment. Costs include maintaining the aging infrastructure of the Park, increased utility costs and increased chemical costs.

Local Employment: The 2023 rates provide the employment of 150+ local employees. The Town is proud to say that we employ some of the best employees our local community has to offer. We have ensured our staff receive competitive wages to increase retention and attract top talent, to increase overall employee and customer satisfaction. Our staff is the *heart of the Park* and have been working year-round to prepare the Park for the ultimate guest experience!

Who owns the Chesapeake Beach Water Park?

The Chesapeake Beach Water Park is a municipally owned Park owned by the residents of the Town of Chesapeake Beach. For this reason user fees must cover Park costs. As a municipal enterprise fund, all revenues received are used for the Park and are not transferred for municipal operation. When guests are not



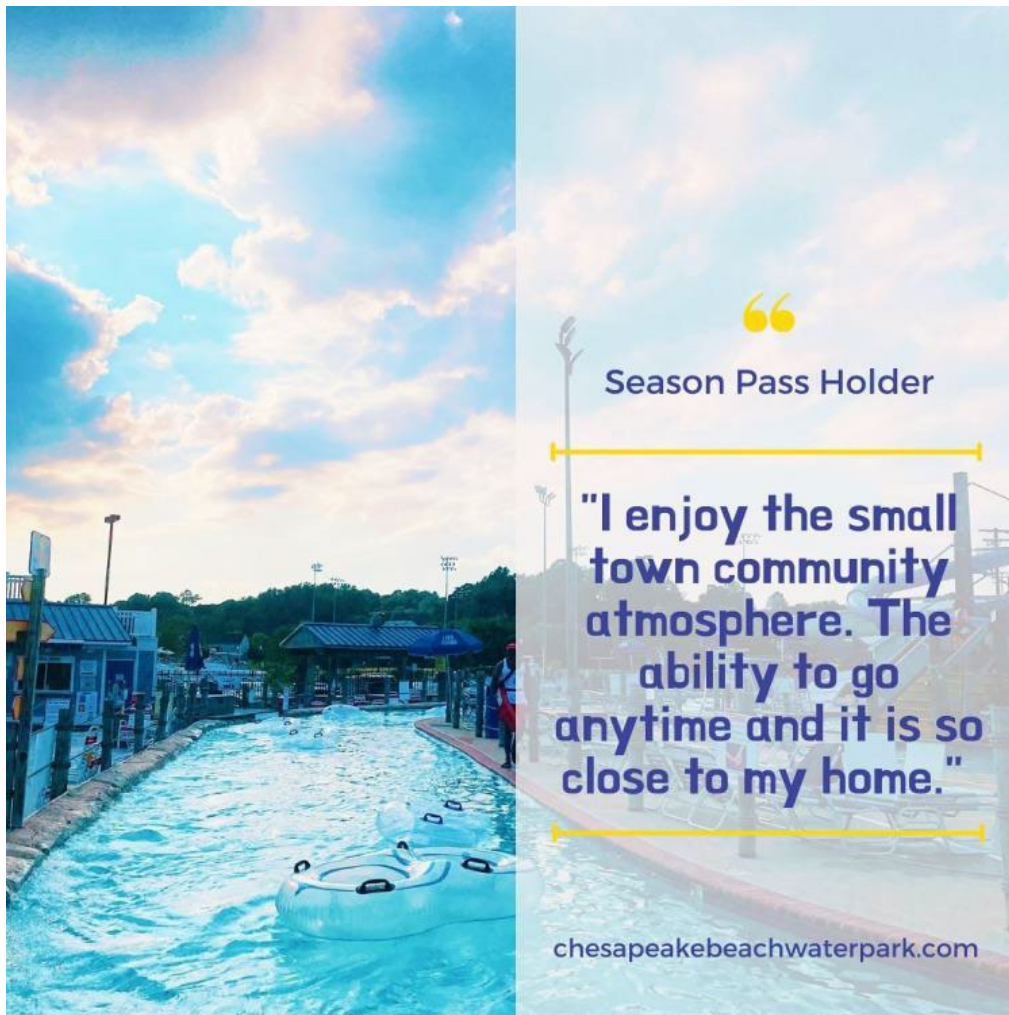
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covering the cost of service, it creates a liability for Town residents to cover the expenses of the Water Park through their general property taxes.

Check out our season pass options for the best value! We hope you will join us for the 2023 season at the Chesapeake Beach Water Park in the beautiful Town of Chesapeake Beach.

**Due to the ever-changing economic environment as well as necessary operational decisions, park rates are always subject to change.*





Public Works Administrator's Report

To: Mayor & Town Council

From: James Berry

Subject: Public Works Report

Date: May 18, 2023

Water leak- We repaired 3 water line lateral leaks last month, 1st street, Richfield Lane and Bay View Hills Drive.

Wet wells- We are currently replacing floats at E street pump station and the transducer failed at Valley View wet well.

Water meter/MXU- We have received some meters and our making change outs when possible. Last month we changed out approximately 50 meters.

Flushing- is complete for now.

Ball fields – We plan to move forward with the LED upgrade ASAP. This order is due to arrive in June. The field has been treated and fertilized for the Bermuda grass.

Railway Trail – We will continue with cleaning up and grass cutting. If you see trash, especially broken glass on the trail please call Town Hall.

Water Park – Public Works has worked along with Water park staff only when needed as the park goes through all its inspections.

PW Trainings- There will be an OSHA 30 training for staff that need it in September. We have our quarterly safety training next month.

The Heritage – I have done a final walk through, and the Town will be meeting with the developer soon for partial bond release and turnover. Nothing new to report.

Emergency calls – We received 6 emergency calls and responded to 2 for water leaks, one in Richfield Station and one in Bay View Hills.

Richfield Station Saddle replacement update.

At the time of this report, we have replaced 44 saddles that were completely deteriorated. We have also replaced 2 valve mega lug rings, 1 bonnet top, one complete blow off and three laterals. Public works documents every location and condition with notes and pictures. I am saving every failed component for record. If the Town waited for these areas to completely fail, which would not have been long, the cost to the utility fund would have been \$490,000.00+. This would have also involved many more unplanned shut offs, overtime, wasted soil and much larger patches on the road. Most of all a planned replacement is much safer than an emergency response after a water main has failed.

What Public Works have learned:

We had a water main failure on Harbor Road in April due to a storm drain line settling on a water main. While repairing this failure I exposed a saddle we repaired 4 years ago (2019) at the same location due to the saddle rotting away. At that time 4 years ago, I was suspected of electrolysis causing the failure, so I placed anodes on the saddle. I wanted to check the condition of that saddle and those anodes four years later to see their condition since we are working in this same location. The saddle showed no signs of deterioration or failure, but the anodes did. I feel this confirms my theory of electrolysis causing damage to underground water line infrastructure.

In Richfield Station we have the same thing happening in some areas. I am working with BGE and a private company for a second opinion to confirm my theory. BGE will temporarily take underground power offline in two different locations as we test copper laterals to understand exactly what is happening.

As we dig up and expose failed saddles in Richfield station, we can see firsthand their condition. Most are at 90% complete failure. (See pictures) About one out of five that we dig down to fails before we even expose it due to its complete deterioration.

You may ask what we are doing differently when replacing this infrastructure to give it its full life. We are installing stainless steel saddles and we are adding anodes at each location both on the lateral copper pipe and the stainless-steel saddle. When I exposed the saddle on harbor Rd, I weighed the anodes and compared that to the original weight. In four years' time, 6 ounces of anode had deteriorated. This is an ounce and a half a year. Currently we are adding 14 pounds of anodes to each location we repair. This should give a 100 plus year life to the newly installed infrastructure. My plan is to prove this underground electric voltage leak and rectify that, as that is the only real cure to this problem as I understand it.

I wanted to share some pictures with the public as I feel they say a lot. I also wanted to acknowledge the citizens in Richfield station as they are very patient with our crews on site. This has not been a fun process for anyone. The good news is we will not be back in the middle of the night for those areas because of a water main break. The Town will be patching all the holes and, in some locations, make a complete mill and overlay of the road.

I would be glad to answer any questions.

Thanks,

Jay Berry

View Images
here





To: Mayor & Town Council

From: Josh Stinnett

Subject: Water Reclamation Plant Report

Date: May 18, 2023

WRTP Staff performed scheduled regular preventative maintenance checks and services as scheduled through the asset management program, which generated work orders for routine, scheduled, predictive, and corrective repairs for equipment based on readings, pressures, or time in service for equipment in the plant.

WRTP Staff performed routine preventive maintenance for seasonal inspection, cleaning, and lubrication of the Plant building exhaust fans and fan motors. Quarterly operation of the Plant backup basin blower, Aeration Blower #3, running the blower for one day and observing operation and output. Quarterly lubrication and inspection of all Plant davit cranes. Semi-annual lubrication of all roller and motor bearings for the Belt Filter Press. Routine cleaning of the clarifier weirs and channels has been increased as the weather has warmed, and algae growth has increased. Routine safety inspections were conducted for the Plant eyewash stations and on-site monthly fire extinguisher inspections.

WRTP Staff performed predictive maintenance for lubrication of Aeration Blower #2 blower bearing, Influent Channel Bar Screen motor bearings, RAS pump #2 pump bearings, and oil change for Digester Blower #1 based on hourly runtime since last service.

WRTP Staff performed routine monthly inspections of the Denitrification Filter cells as per the O&M manual. This involved observation of the filter units during a backwash cycle, to assess the sequence of events and timing for the process to ensure that the program is operating properly. Observations were made during this cycle to ensure that there were no “dirty spots” that may indicate that the filter was not being cleaned properly during backwash, or “hot spots” where the media appears to be boiling which may indicate upset gravel or short-circuiting of the media. Staff also observed the filter as it was drained to identify if the media was level, if there were any cavities or cracks in the media bed, and that no heavy layers of mud or other indication of insubstantial cleaning were observed. This could be caused by the excessive application of chemicals or algae accumulation.

WRTP Staff performed corrective maintenance to replace faulty UV bulbs (x2), ballast (x1), and Lamp Control Assembly (LCA) (x1) for UV Banks #1 and #2 as identified through the weekly UV Bank inspections. WRTP Staff repaired a “gumming” issue in the Polymer Pump #1 feed system. Debris had become lodged in the check valve for the polymer feed, which was allowing water to back feed into the polymer line, which resulted in the polymer turning into a viscous plug in the line. It is assumed that the debris may have been pumped into the tank during the delivery of the chemical. The tanks were inspected, and no further debris was visible.

WRTP Staff identified a failure of the RPZ (backflow device) for the Headworks building, located in the lower pump room. Attempts were made to resolve the issue, with no improvement. This water supply line is required for the wash water for the bar screen and seal water for the two sludge pumps. Due to this

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fact, the water could not be isolated for more than a few hours. As the RPZ was installed in a manner to not facilitate easy removal/replacement, the piping was cut to remove the unit. A new piece of copper pipe was soldered in place, to include unions to allow ease of installation of a replacement/rebuilt unit. An online search for a rebuild kit was successful, and a kit was ordered. This kit is expected to be received on or about May 10th. Once the kit is received, the unit will be rebuilt, reinstalled, and tested. Following satisfactory testing, backflow prevention will be restored to this water supply.

WRTP Staff performed troubleshooting of a seal fail alarm for Mudwell Pump #1. Work was performed to confirm the issue was with the pump, and not a faulty pump sensor monitor located in the panel in the Motor Control Center (MCC) room. Through the temporary replacement of the monitor from Mudwell Pump #2 panel installed into Mudwell Pump #1 panel, it was determined that the pump sensor monitor for #1 was not faulty. The pump was removed from the Mudwell and replaced with the on-hand spare recently received. Hills Electric was contacted for pick-up and repair.

The Plant Emergency Generator exercises weekly in a “loaded” capacity. Through this process, the Automatic Transfer Switch (ATS) changes the Plant’s electrical supply from BG&E power to power supplied by the generator. This results in frequent issues with devices in the Plant requiring them to be reset because of the momentary power loss experienced during this transfer, and the need for premature replacement of sensitive electrical components. A review of the **National Fire Protection Association (NFPA) 110 Standard for Emergency and Standby Power Systems 8.4.2** states that generators “...in service shall be exercised at least once monthly, for a minimum of 30 minutes...” under a loaded condition. For routine weekly maintenance checks, the generator must be exercised weekly. To reduce the impact of the power transfers, the WRTP Staff adjusted the Emergency Generator ATS to exercise weekly unloaded. The monthly loaded test will be executed by WRTP Staff manually at the ATS as part of the monthly checks.

WRTP Staff responded to the Plant after-hours on April 15th in response to SCADA alarm calls for power fluctuations. Staff assessed equipment in the Plant and reset components that had tripped because of the power fluctuation.

JDT Electric has begun work on the installation of a new CCTV camera, to be located at the main gate to the Plant. This camera will address deficiencies in our camera coverage where the Plant is unable to clearly identify vehicles coming through the main gate. The positioning of this camera will be in such a way as to allow visibility of the license plate and driver for vehicles entering through the gate. The camera will be mounted on a 6x6” pole with a vinyl sleeve located approximately 10’ inside the fencing of the Plant and immediately adjacent to the gate.

Johnston Construction was on site on May 1st to receive delivery of the components needed for the Clarifier/Filter Cover project. This consisted of the clarifier covers and associated hardware. Johnston Construction was on site on May 5th with a subcontractor to conduct scanning of the clarifier walls to identify post-tensioning cables. This was a requirement of the bid document to ensure no damage to the critical cables that hold the clarifier sections together.



A Pre-Construction meeting was held on May 4th for the Clarifier/Filter Cover project at the Plant. Tentative scheduling was established, and project expectations.

The Shellfish Protection Tank was utilized twice during this period. This was for the heavy rainfalls on April 28th for a total of .494 MG from 2.69” of rainfall, and April 30th for a total of .435 MG from .59” of rainfall.

No incidents were reported in the plant’s Solids and Handling Operation. The present Solids Hauling Contract will expire on August 1, 2023, with options for renewal for two additional one-year periods.

The WRTP had no SSO spills or Filter Bypasses to report for this month’s meeting.

Future Projects:

To complete working on setting up an inventory of priority spare parts. Continued training on maintenance of plant equipment. Conduct a review and update of Plant SOPs to fit with the appropriate procedures for use of equipment and processes for Plant operation. Additional work to refine some of the process control systems to make the Plant more energy efficient.



Rental Registration Summary Report

Report Criteria:

<i>Status</i>	<i>Assigned To</i>	<i>Census Tract</i>	<i>Violation</i>	<i>Initiation</i>	<i>Open Date Range</i>	<i>Follow up Date Range</i>	<i>Close Date Range</i>
All	All		All	All	From To	From To	From To

RR Totals

	<i>Total</i>	<i>Closed Cases</i>	<i>Open Cases</i>
Totals	421	57	364

RR Cases by Employee

<i>Employee</i>	<i>Total</i>	<i>Closed Cases</i>	<i>Open Cases</i>
Addicott, Fran	71	5	66
Burger, Dennis	2	0	2
Wahl, Holly	348	52	296
Totals	421	57	364

RR Cases by Violation

<i>Violation</i>	<i>Total Violations</i>	<i>Closed Violations</i>	<i>Open Violations</i>
Exterior	21	3	18
Interior	33	5	28
Totals	54	8	46



Code Enforcement Case Detail Report

Report Criteria:

Status	Priority	Violation Status	Assigned To	Violation	Property Type	CDBG Eligibility	Open Date Range	Follow up Date Range	Close Date Range	Initiation Type
All Closed	All	All	All	All	All	All	From To	From To	From 04/20/2023 To	

Report Details

Case#	eFM Case#	Status	Violation(s)	Priority	Street Number	Street Direction	Street Name	Street Type	Unit	Zip	APN	Initiation	Open Date	Follow Up Date	Assigned To
CE23-20		Zoning Permit Obtained	Zoning Permit Required - Closed	Medium	7481		Cavalcade	Dr		20732		Self-Initiated	04/24/2023	05/29/2023	Burger, Dennis
CE23-19		Closed: Voluntary Compliance	Property Maintenance - Sanitary Maintenance - Nuisance, Health or Fire Hazard - Closed Property Maintenance - Minimum Maintenance Requirements - Closed	Medium	3915		26TH	St		20732	0503048101	Self-Initiated	03/21/2023	04/25/2023	Burger, Dennis
CE23-18		Zoning Permit Obtained	Zoning Permit Required - Closed	Medium	7401		B	St		20732	0503070174	Self-Initiated	03/21/2023	04/25/2023	Burger, Dennis
CE23-15		Closed: Voluntary Compliance	Inoperable Vehicle - Closed	Medium	3910		29TH	St		20732	0503062511	Self-Initiated	03/20/2023	04/24/2023	Burger, Dennis
CE23-14		Closed: Voluntary Compliance	Inoperable Vehicle - Closed Property Maintenance - Minimum Maintenance Requirements - Closed	Medium	3806		28TH	St		20732	0503047881	Self-Initiated	03/20/2023	04/24/2023	Burger, Dennis
CE22-71		Closed: Court Order Abatement	Property Maintenance - Sanitary Maintenance - Grass - Closed Exterior Structure - Lack of minimum general maintenance - Closed	Medium	8421		F	St		20732	0503043541	Self-Initiated	09/01/2022	11/07/2022	Burger, Dennis
CE22-60		Closed: Voluntary Compliance	Failure to Obtain a Rental License - Closed	Medium	3917	E	CHESAPEAKE BEACH	Rd		20732	0503047458	Self-Initiated	07/19/2022	08/09/2022	Wahl, Holly
CE22-57		Closed: Voluntary Compliance	Sanitary Maintenance - Closed	Medium	8016		BAYSIDE	Rd		20732	0503153517	Self-Initiated	07/15/2022	07/22/2022	Wahl, Holly

Number of Cases: 8



Code Enforcement Case Detail Report

Report Criteria:

Status	Priority	Violation Status	Assigned To	Violation	Property Type	CDBG Eligibility	Open Date Range	Follow up Date Range	Close Date Range	Initiation Type
All Open	All	All	All	All	All	All	From 04/20/2023 To	From To	From To	

Report Details

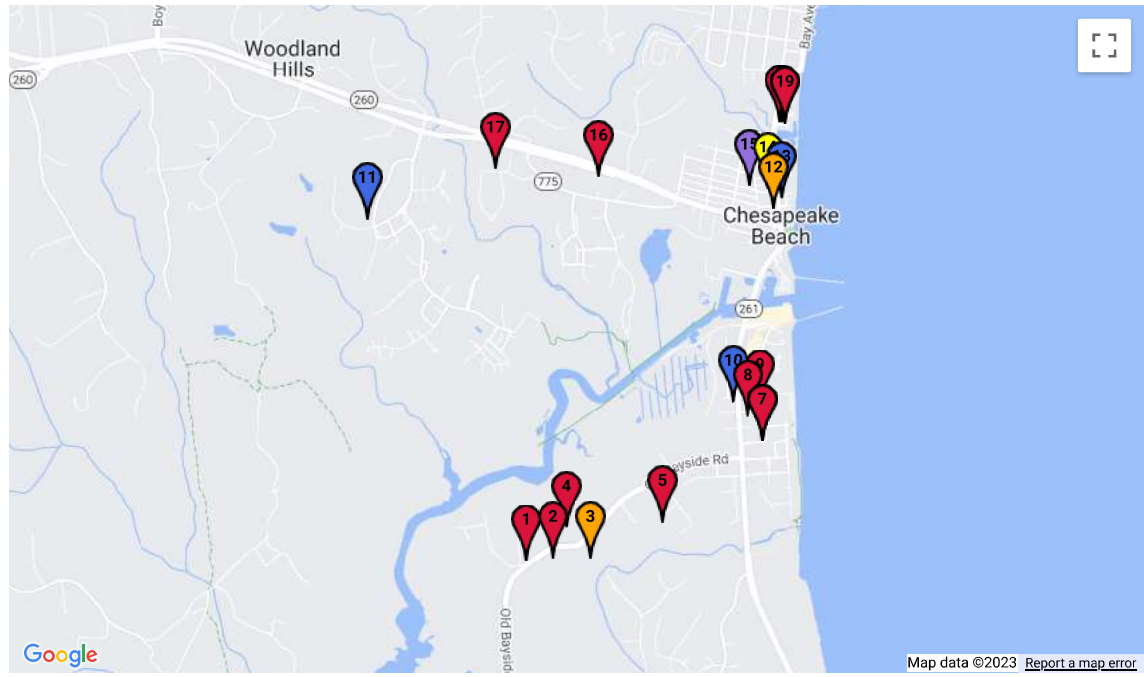
Case#	eFM Case#	Status	Violation(s)	Priority	Street Number	Street Direction	Street Name	Street Type	Unit	Zip	APN	Initiation	Open Date	Follow Up Date	Assigned To
CE23-25		Notice of Violation Given	Failure to Obtain a Rental License - Open	Medium	8309		BAYSIDE	Rd		20732	0503042235	Self-Initiated	05/04/2023	06/30/2023	Burger, Dennis
CE23-24		Notice of Violation Given	Failure to Obtain a Rental License - Open	Medium	7524		C	St		20732	0503070557	Self-Initiated	05/04/2023	06/30/2023	Burger, Dennis
CE23-23		Notice of Violation Given	Failure to Obtain a Rental License - Open	Medium	7634		BAYSIDE	Rd		20732	0503049132	Self-Initiated	05/04/2023	06/30/2023	Burger, Dennis
CE23-22		Administrative Citation Issued	Operating a short term rental - Open	High	8320		BAYSIDE	Rd		20732	0503048284	Self-Initiated	05/03/2023	05/05/2023	Wahl, Holly
CE23-21		Notice of Violation Given	Property Maintenance - Sanitary Maintenance - Grass - Open Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open	Medium	2536		RICHFIELD			20732	0503158969	Self-Initiated	05/01/2023	05/22/2023	Burger, Dennis

Number of Cases: 5



CE GIS Maps eFM GIS Maps RR GIS Maps

SHOW CURRENT LOCATION



Enter search criteria (at least one)

Open Date: From:
Follow Up Date: From:
Case Assigned To: --Select--
Priority: Low Medium High
Violation: 110-15: Steep Slope Co 200-6 Violations and pe Constructing an Improv Exterior Structure - Lac
Status: Show All Open
Color Code By: Follow up date
 Save settings

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

Change map layers >>

Case Number	Date	Location	Status	Violations
1. CE22-82	11/18/2022	7516 OLD BAYSIDE Rd CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	115-3 Dangerous Buildings - Failure to Comply, Exterior Structure - Lack of minimum general maintenance, Failure to maintain a building, structure or premises, Property Maintenance - Sanitary Maintenance - Nuisance, Health or Fire Hazard
2. CE22-66	07/27/2022	7603 OLD BAYSIDE Rd CHESAPEAKE BEACH, MD 20732	Administrative Citation Issued	Exterior Structure - Lack of minimum general maintenance, Property Maintenance - Minimum Maintenance Requirements
3. CE23-17	03/20/2023	7685 OLD BAYSIDE Rd CHESAPEAKE BEACH, MD 20732	Stop Work Order	Zoning Permit Required, Failure to Obtain a Rental License, Zoning Infraction
4. CE23-10	02/16/2023	7509 H ST CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Inoperable Vehicle
5. CE23-4	01/23/2023	3605 12TH St CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Failure to Obtain a Rental License
6. CE23-24	05/04/2023	7524 C St CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Failure to Obtain a Rental License
7. CE19-91	11/14/2019	7524 C St CHESAPEAKE BEACH, MD 20732	Inspection	Property Maintenance - Sanitary Maintenance - Vehicles, Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris, Sanitary Maintenance, Property Maintenance - Minimum Maintenance Requirements
8. CE23-3	01/23/2023	3907 16TH St CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Failure to Obtain a Rental License
9. CE22-81	11/16/2022	7626 C St CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	115-3 Dangerous Buildings - Failure to Comply, Failure to maintain a building, structure or premises, Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris, Property Maintenance - Sanitary Maintenance - Grass, Minimum Housing Standards - Broken or Defective Windows and Door Openings, Minimum Housing Standards - Condition of the Premises A (3), Exterior Structure - Lack of minimum general maintenance

10.	CE23-23	05/04/2023	7634 BAYSIDE Rd CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Failure to Obtain a Rental License
11.	CE23-21	05/01/2023	2536 RICHFIELD CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Property Maintenance - Sanitary Maintenance - Grass, Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris
12.	CE23-16	03/20/2023	3915 27TH St CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris
13.	CE23-25	05/04/2023	8309 BAYSIDE Rd CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Failure to Obtain a Rental License
14.	CE23-22	05/03/2023	8320 BAYSIDE Rd CHESAPEAKE BEACH, MD 20732	Administrative Citation Issued	Operating a short term rental
15.	CE23-7	02/06/2023	3814 28TH St CHESAPEAKE BEACH, MD 20732	Stop Work Order	Zoning Permit Required, Property Maintenance - Minimum Maintenance Requirements , Sanitary Maintenance
16.	CE22-51	06/15/2022	3325 E CHESAPEAKE BEACH Rd CHESAPEAKE BEACH, MD 20732	Administrative Citation Issued	Failure to Obtain a Rental License, Property Maintenance - Sanitary Maintenance - Nuisance, Health or Fire Hazard, Exterior Structure - Lack of minimum general maintenance, Failure to maintain a building, structure or premises, Sewer is Backed Up, Waste/Sewer Back Up, Property Maintenance - Minimum Maintenance Requirements , 115-3 Dangerous Buildings - Failure to Comply, Sewer/Water Manual Violation, Property Maintenance - Minimum Maintenance Requirements (B)
17.	CE22-80	11/07/2022	2952 HERITAGE Dr CHESAPEAKE BEACH, MD 20732	Awaiting Zoning Permit	110-15: Steep Slope Construction on or Adjacent to, Zoning Permit Required, 110-15: Steep Slope Construction on or Adjacent to
18.	CE22-19	03/07/2022	4024 SEA GATE CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Failure to maintain a building, structure or premises, Property Maintenance - Minimum Maintenance Requirements
19.	CE22-18	03/07/2022	4020 SEA GATE CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Failure to maintain a building, structure or premises, Property Maintenance - Minimum Maintenance Requirements
20.	CE22-16	03/07/2022	4012 SEA GATE CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Failure to maintain a building, structure or premises, Property Maintenance - Minimum Maintenance Requirements
21.	CE22-15	03/07/2022	4008 SEA GATE CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Failure to maintain a building, structure or premises, Property Maintenance - Minimum Maintenance Requirements
22.	CE22-14	03/07/2022	4004 SEA GATE CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Failure to maintain a building, structure or premises, Property Maintenance - Minimum Maintenance Requirements



Code Enforcement Case Detail Report

Report Criteria:

Status	Priority	Violation Status	Assigned To	Violation	Property Type	CDBG Eligibility	Open Date Range	Follow up Date Range	Close Date Range	Initiation Type
All Open	All	All	All	All	All	All	From To	From To	From To	

Report Details

Case#	eFM Case#	Status	Violation(s)	Priority	Street Number	Street Direction	Street Name	Street Type	Unit	Zip	APN	Initiation	Open Date	Follow Up Date	Assigned To
CE23-25		Notice of Violation Given	Failure to Obtain a Rental License - Open	Medium	8309		BAYSIDE	Rd		20732	0503042235	Self-Initiated	05/04/2023	06/30/2023	Burger, Dennis
CE23-24		Notice of Violation Given	Failure to Obtain a Rental License - Open	Medium	7524		C	St		20732	0503070557	Self-Initiated	05/04/2023	06/30/2023	Burger, Dennis
CE23-23		Notice of Violation Given	Failure to Obtain a Rental License - Open	Medium	7634		BAYSIDE	Rd		20732	0503049132	Self-Initiated	05/04/2023	06/30/2023	Burger, Dennis
CE23-22		Administrative Citation Issued	Operating a short term rental - Open	High	8320		BAYSIDE	Rd		20732	0503048284	Self-Initiated	05/03/2023	05/05/2023	Wahl, Holly
CE23-21		Notice of Violation Given	Property Maintenance - Sanitary Maintenance - Grass - Open Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open	Medium	2536		RICHFIELD			20732	0503158969	Self-Initiated	05/01/2023	05/22/2023	Burger, Dennis
CE23-17		Stop Work Order	Zoning Permit Required - Open Failure to Obtain a Rental License - Open Zoning Infraction - Open	Medium	7685		OLD BAYSIDE	Rd		20732	0503092224	Self-Initiated	03/20/2023	04/24/2023	Burger, Dennis
CE23-16		Notice of Violation Given	Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open	Medium	3915		27TH	St		20732	0503047873	Self-Initiated	03/20/2023	04/24/2023	Burger, Dennis
CE23-10		Notice of Violation Given	Inoperable Vehicle - Open	Medium	7509		H ST			20732	0503107574	Complaint	02/16/2023	03/20/2023	Burger, Dennis
CE23-7		Stop Work Order	Zoning Permit Required - Open Property Maintenance - Minimum Maintenance Requirements - Closed Sanitary Maintenance - Open	Medium	3814		28TH	St		20732	0503047466	Self-Initiated	02/06/2023		Burger, Dennis

CE23-4	Notice of Violation Given	Failure to Obtain a Rental License - Open	Medium	3605	12TH	St	20732	0503094979	Self-Initiated	01/23/2023	02/28/2023	Burger, Dennis
CE23-3	Notice of Violation Given	Failure to Obtain a Rental License - Open	Medium	3907	16TH	St	20732	0503049426	Self-Initiated	01/23/2023	02/28/2023	Burger, Dennis
CE22-82	Notice of Violation Given	115-3 Dangerous Buildings - Failure to Comply - Open Exterior Structure - Lack of minimum general maintenance - Open Failure to maintain a building, structure or premises - Open Property Maintenance - Sanitary Maintenance - Nuisance, Health or Fire Hazard - Open	Medium	7516	OLD BAYSIDE	Rd	20732	0503068625	Complaint	11/18/2022	12/30/2022	Burger, Dennis
CE22-81	Notice of Violation Given	115-3 Dangerous Buildings - Failure to Comply - Open Failure to maintain a building, structure or premises - Open Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open Property Maintenance - Sanitary Maintenance - Grass - Open Minimum Housing Standards - Broken or Defective Windows and Door Openings - Open Minimum Housing Standards - Condition of the Premises A (3) - Closed Exterior Structure - Lack of minimum general maintenance - Open	High	7626	C	St	20732	0503067939	Complaint	11/16/2022	03/01/2023	Burger, Dennis
CE22-80	Awaiting Zoning Permit	110-15: Steep Slope Construction on or Adjacent to - Closed Zoning Permit Required - Open 110-15:	High	2952	HERITAGE	Dr	20732	0503252666	Self-Initiated	11/07/2022	11/28/2022	Burger, Dennis

		Steep Slope Construction on or Adjacent to - Open											
CE22-66	Administrative Citation Issued	Exterior Structure - Lack of minimum general maintenance - Closed Property Maintenance - Minimum Maintenance Requirements - Open	Medium	7603		OLD BAYSIDE	Rd	20732	0503096408	Complaint	07/27/2022	11/14/2022	Burger, Dennis
CE22-51	Administrative Citation Issued	Failure to Obtain a Rental License - Open Property Maintenance - Sanitary Maintenance - Nuisance, Health or Fire Hazard - Open Exterior Structure - Lack of minimum general maintenance - Open Failure to maintain a building, structure or premises - Closed Sewer is Backed Up - Closed Waste/Sewer Back Up - Closed Property Maintenance - Minimum Maintenance Requirements - Closed 115-3 Dangerous Buildings - Failure to Comply - Open Sewer/Water Manual Violation - Open Property Maintenance - Minimum Maintenance Requirements (B) - Open	Medium	3325	E	CHESAPEAKE BEACH	Rd	20732	0503005402	Self-Initiated	06/15/2022	07/28/2022	Burger, Dennis
CE22-20	Notice of Violation Given	Failure to maintain a building, structure or premises - Open Property Maintenance - Minimum Maintenance Requirements - Open	Medium	4004-4024		SEA GATE		20732		Self-Initiated	03/07/2022	07/18/2022	Wahl, Holly
CE22-19	Notice of Violation Given	Failure to maintain a building, structure or premises - Open Property	Medium	4024		SEA GATE		20732	0503158535	Self-Initiated	03/07/2022	07/18/2022	Wahl, Holly

		Maintenance - Minimum Maintenance Requirements - Open										
CE22-18	Notice of Violation Given	Failure to maintain a building, structure or premises - Open Property Maintenance - Minimum Maintenance Requirements - Open	Medium 4020	SEA GATE		20732 0503158527	Self- Initiated	03/07/2022	07/18/2022	Wahl, Holly		
CE22-16	Notice of Violation Given	Failure to maintain a building, structure or premises - Open Property Maintenance - Minimum Maintenance Requirements - Open	Medium 4012	SEA GATE		20732 0503158497	Self- Initiated	03/07/2022	07/18/2022	Wahl, Holly		
CE22-15	Notice of Violation Given	Failure to maintain a building, structure or premises - Open Property Maintenance - Minimum Maintenance Requirements - Open	Medium 4008	SEA GATE		20732 0503158489	Self- Initiated	03/07/2022	07/18/2022	Wahl, Holly		
CE22-14	Notice of Violation Given	Failure to maintain a building, structure or premises - Open Property Maintenance - Minimum Maintenance Requirements - Open	Medium 4004	SEA GATE		20732 0503158462	Self- Initiated	03/07/2022	07/18/2022	Wahl, Holly		
CE19-91	Inspection	Property Maintenance - Sanitary Maintenance - Vehicles - Closed Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open Sanitary Maintenance - Open Property Maintenance - Minimum Maintenance Requirements - Open	Medium 7524	C	St	20732 0503070557	Self- Initiated	11/14/2019	07/22/2022	Wahl, Holly		

Number of Cases: 23



Town of Chesapeake Beach
Treasurer's Report
Town Council Meeting
May 2023

Current Activities:

- FY23 3rd quarter utility bills were sent to property owners on Friday, April 14th. Outstanding balances were due May 15th. Late bills have been issued.
- FY23 forecasting and year-end planning has begun. Preparation has started to ensure all transactions and schedules are completed before we close out the fiscal year and kickoff the annual audit.
- 2022 Annual ARPA Funds Reporting has been submitted.
 - ARPA funding was further discussed during the May 9th work session and additional information can be found here:
https://www.canva.com/design/DAFhIAz6djM/EewUguB6JtF-MScpSbD_Q/view?utm_content=DAFhIAz6djM&utm_campaign=designshare&utm_medium=link&utm_source=publishsharelink
 - \$1,975,000 of the \$5,943,337 awarded funds have been approved and allocated to General Fund and Utility Fund projects.
 - \$375,000 – General Fund
 - \$1,600,000 – Utility Fund.
- Additionally, Town reserves and cash balances were discussed in detail during the May 9th work session. A memo was sent to Town Council on April 5th covering the importance of structurally balanced funds, as well as current status of reserves. This memo is attached.

Upcoming:

- Revisiting policies for Town reserves and unrestricted/restricted funds at the close of FY23.
 - Policies will be analyzed to reflect the following:
 - Predictability of revenues and volatility of expenditures
 - Exposure to significant one-time outlays
 - Potential drain upon General Fund resources from other funds
 - Bonding and borrowed funds
 - Short term and long term commitments and assignments
 - Upcoming annual budget increases



To: Town Council
From: Brittany Moran, Town Treasurer

Subject: Reserves and Cash Balances

Date: April 5, 2023

I. OVERVIEW OF RESERVES

- As a local government, we are required to pass and implement a budget within each fund that is structurally balanced. A structurally balanced budget supports financial stability for current and future years. In order to achieve this balance, there is a requirement that recurring revenues offset expenditures.
 - Using reserves (if available) is only recommended for one-time costs with a plan to replenish the fund balance in the short term.
 - Current reserves are not at an adequate level to offset expenses or provide financial stability for the Town as a whole.
- Reserves mitigate financial risks, both in the short term and long term. When considering level of adequacy for fund balance the following need to be evaluated, per GFOA guidance and recommendations:
 - The *predictability of its revenues and the volatility of its expenditures* (i.e., higher levels of unrestricted fund balance may be needed if significant revenue sources are subject to unpredictable fluctuations or if operating expenditures are highly volatile);
 - **How this applies to the Town's revenues:** FY24 General Fund budget is comprised of the following revenue sources, which are unpredictable and subject to significant fluctuations:
 - 42% Intergovernmental (grants and other State/Federal funding)
 - 13% Admission & Amusement Tax
 - 8% State Income Tax – local share
 - Its perceived *exposure to significant one-time outlays* (e.g., disasters, immediate capital needs, state budget cuts);
 - **How this applies to the Town's revenues:** the Maryland Board of Revenue Estimates recently decreased revenue projections for FY23 and FY24, including revenue related to personal income tax by 1.8% and 2.2% respectively, – potential impacts on grant funding and income tax projections related to current economic position.
 - The *potential drain upon general fund resources from other funds*, as well as the availability of resources in other funds;
 - The potential *impact on the entity's bond ratings* and the corresponding increased cost of borrowed funds;
 - **How this applies to the Town:** The Town has two funds without adequate reserve funding which creates a significant liability to the General Fund and general taxpayers.
 - *Commitments and assignments* (i.e., higher levels of unrestricted fund balance are required to compensate for any portion of unrestricted fund balance already committed or assigned by the government for a specific purpose).



- The below required reserves by reporting entity (and the Rainy-Day Fund – restricted) are built to cover operating costs for 12 months in the General Fund and 12 months in the Utility Fund and Water Park Funds. This does not include ARPA projects or Treatment Plant reserve establishment, which are non-recurring and should not be factored into reserve requirement. Recommendations take into consideration the risk that the General Fund assumes for the current net position deficit in the Utility Fund and the Water Park Fund, as well as unpredictability of significant revenue sources in the current economic status.
- Additionally, the restricted balance in the Rainy-Day Fund should be maintained at 50% of budgeted operating expenditures in the General Fund. To achieve this balance for FY24 budget, a transfer of \$1,457,421 to the Rainy-Day Fund will be made, which therefore decreases the General Fund unassigned fund balance to \$10,485,305.
 - This transfer would result in a required reserve total deficit (General Fund, Utility Fund and Water Park Fund) of **\$3,925,416**.

II. FY22 AUDITED RESERVES AND CASH BALANCES

Equity

Reporting Entity	Unassigned Fund Balance/Net Position
General Fund	11,942,726
Water Park Fund	(6,638)
Utility Fund	1,343,178
	13,279,266

Reserve Status

Reporting Entity	Required Reserve	FY22 - Surplus (Deficit)	FY24 - Budgeted Surplus (Deficit)
General Fund	8,020,976	3,921,750	3,921,750
Water Park Fund	1,591,375	(1,598,013)	(1,909,871)
Utility Fund	6,134,910	(4,791,732)	(5,738,404)
	15,747,261	(2,467,995)	(3,726,525)
<i>Rainy Day Fund</i>	3,999,138	(1,457,421)	(1,457,421)

Cash

Investment Account	Cash Balances
MLGIP - GF	3,940,499
MLGIP - MF	83,245
LFRF (ARPA)	2,973,980
MLGIP - UF	3,148,056
MLGIP - WP	1,784,878
Rainy Day Fund	2,541,717
	14,472,375
Checking Account	Cash Balances
General Fund	1,233,569
FCRF	700,599
Mitigation Fund	10,588
Water Park Fund	707,767
Utility Fund	1,454,580
Treatment Plant	256,801
	4,363,904



7 Old Solomons Island Road • Suite 202 • Annapolis, MD 21401
(410) 266-3212 • Fax (410) 266-3502 • www.messickandassociates.com

Town of Chesapeake Beach

Engineer's Report 5-10-23

From: Messick Group, Inc (MGI)
Wayne A. Newton, P.E

Below is the monthly update of projects and upcoming action items to be completed by our office:

Fishing Creek Dredging:

Action: No change from last month. Jay is coordinating directly with the contractor to monitor progress. Messick to be in a support role as needed.

Richfield Station:

Action: No Change from last month. M&A attended a meeting on site with the owner, and his attorney, along with Holly Wahl, Todd Pounds and Jay Berry. This meeting was intended to address steps required to provide update sureties for the yet to be completed work as well as remedial work identified by the Town. The developer is completing cost estimates to update the sureties for Town review. Once those estimates are approved, the developer will provide updated sureties and will begin repairing the current deficiencies.

261 Sidewalks:

Action: Messick & Holly attended a phone call to set the MBE goal for the project. Waiting for additional approvals from SHA to proceed with the RFP. 100% design RFP prepared and sent to SHA for review. NEPA approval is complete. RFP for design services to be advertised once SHA approval is received. M&A updated the 30% design level cost estimate for current economic conditions and sent it to SHA for their uses in computing the required minority participation. Waiting for SHA authorization to proceed.

Heritage:

Action: No change from last month. M&A attended the final walkthrough with the developer and contractors on 1/30/23. A small punchlist of items was provided. Once the developer has those items complete, we will begin the project acceptance phase which will include an extended bonding period. This meeting was also attended by Calvert County who provided their list of items required to close out the County grading permit as well.

Kellams Field:

Action: The Town attorney is processing an MOU with Calvert County in reference to the maintenance responsibility of the Town prior to permit issuance. Messick prepared final bid documents for RFP release for the tot lot, pocket park and storm drain as a combined project. MDE is ready to issue the wetlands license and approval once the County issues the grading permit. Waiting for Calvert County approval.



7 Old Solomons Island Road • Suite 202 • Annapolis, MD 21401
(410) 266-3212 • Fax (410) 266-3502 • www.messickandassociates.com

WWTP UV Protection RFP

Action: Johnston Construction Contract Awarded. Johnston submittals and shop drawings complete and approved. Messick attended the Pre-construction meeting on 5/4. Construction to start week of 5/10.

Flood Resiliency Plan

Action: M&A working on a Town storm drain map to be included in the final Coastal Resiliency Report. We also met with the task force to outline suggested infrastructure concerns and possible methods to address sea level rise issues. The upcoming task force and steering committee meetings will be used to refine concepts to address suggested improvements to address sea level rise.

Water Park

Action: M&A and Town staff met with Paddock Pools virtually to obtain their assistance with evaluation and suggested repairs to the above water structure. A site meeting is being coordinated with Paddock staff to discuss specifics. Scanning of the site to create a 3D model of the existing conditions completed and ready for design.

M&A exploring epoxy coating the above water features to address the cracking and degradation of the fiberglass features. Also exploring other vendors for the ultimate refurbishing of the water park.

Pocket Parks

Action: B Street Pocket Park plans and RFP documents are completed and out for bid. 29th Street park plans are complete and out for bid.

Water Reclamation Plant Headworks

Action: The Headworks Design RFP bids were received. M&A reviewed the one bid received and found it acceptable. We recommend approval of a phased award for the project. Beginning coordination with the selected consultant for the design phase.

Route 261 Pedestrian Path

Action: Messick completed the concept plan/layout for the pedestrian path/boardwalk. We are waiting for the final report from the State summarizing our 12/12 field walk and completing the cost estimate and summary narrative of the results of the study along with findings and recommendations. M&A is working on Route 261 Right of Way location to determine if private owned right of way is required to build the connection.

Old Bayside Water Tower

Messick performing intermittent settlement analysis of the tower footings. No apparent settlement identified to date.



CALVERT COUNTY SHERIFF'S OFFICE

TWIN BEACHES PATROL

Date: May 1, 2023
To: Sharon Humm
From: Sergeant Gary Shrawder
Re: Sheriff's Office Report-Chesapeake Beach

In April of 2023, the Sheriff's Office handled 209 calls for service in Chesapeake Beach. This is down from 278 calls in March of 2023.

Twin Beach deputies had 748 self-initiated (patrol checks = 675, follow-up investigations = 8, traffic stops = 65)

Twin Beach deputies received 209 calls for service by other means (citizens, alarm companies, etc)

Call Breakdown for the 209 calls, we handled:

- **Destruction of Property**

1. (4/13) Abner's- patron was intoxicated and yelling in parking lot and damaged a vehicle in parking lot- 1 arrested
2. (4/16) Rod N Reel- known suspect sprayed fire extinguisher on victim's vehicle- 1 arrested
3. (4/17) Delores Ct- unknown suspect(s) egged vehicles overnight- under investigation
4. (4/17) Sansbury Dr- unknown suspect(s) egged vehicles overnight- under investigation
5. (4/23) Lawrin Ct- unknown suspects egged vehicles overnight- under investigation

- **Disorderly**

1. (4/4) McDonald's- suspect yelling racial slurs in parking lot causing a disturbance- 1 arrested
2. (4/22) Abner's- patron left establishment intoxicated yelling in parking lot- 1 arrested

- **Assault**

1. (4/23) Bayside Rd- domestic related husband assaulted wife- 1 arrested
2. (4/1) Rod N Reel- domestic related female assaulted male while inside of establishment- 1 arrested

- **Fraud**

1. (4/14) Fortier Lookout St- suspect opened bank account in victim's name- under investigation

- **Narcotics Violations**

1. (4/5) G st- suspicious vehicle located found civil amount of cannabis- 2 arrested

- **Theft**

1. (4/21) Rod N Reel- victim left wallet unattended and suspect stole wallet- under investigation

- **Miscellaneous**

1. (4/10) Bayside Rd- Violation of Protective Order- female was in the presence of a male in violation of an order- 1 arrested
2. (4/21) Rod N Reel- DWI/DUI- patron left the establishment and was intoxicated. Found driving- 1 arrested
3. (4/25) Gordon Stinnett Ave.- Recovered Stolen Auto- license plate reader located a stolen vehicle. Vehicle found on Gordon Stinnett Ave. – 1 arrested
4. (4/30) Rt.260 & Cox Rd- vehicle was speeding westbound on Rt.260 & Cox Rd. vehicle chase ensued driver identified chase was canceled- 1 arrested

April 2023 Calls for Service Chesapeake Beach

Call Type	Month	Year	Call Type	Month	Year	Call Type	Month	Year
911 Hang Up	42	100	Firearms Complaint	2	2	Relay	0	4
Abandoned Vehicle	0	1	Fireworks Complaint	0	0	Robbery	0	0
Accident	7	25	Found Property	1	4	Search Warrant	1	1
Alarm	5	16	Fraud	1	6	Sexual Assault	0	0
Alcohol Violation	0	0	Harassment	5	6	Sex Offender Registry	0	0
Animal Complaint	5	6	Illegal Dumping	0	0	Special Assignment	5	11
Assault	0	2	Industrial Accident	0	0	Stalking	0	0
Assist Motorist	10	22	Indecent Exposure	0	0	Stolen Vehicle	0	0
Assist Other Dept	1	10	Intoxicated Person	0	0	Summons Service	5	13
Assist Sick/Injured	2	12	Kidnapping/Abduction	0	0	Suspicious Person	5	10
Attempt to Locate	9	31	Loitering	0	0	Suspicious Vehicle	4	10
Burglary	0	0	Lost Property	0	0	Tampering with MV	0	0
CDS Violation	0	0	Loud Party/ Music	1	4	Telephone Misuse	0	0
Check Welfare	6	20	Mental Subject	2	2	Theft	1	2
Conservor of Peace	0	2	Missing Person	0	1	Traffic Complaint	7	12
Destruction of Property	5	6	Neighborhood Dispute	0	1	Traffice Control	27	47
Death Investigation	0	1	Notification	0	1	Traffic Enforcement	7	13
Disorderly	13	29	Parking Complaint	6	16	Trespassing	1	7
Domestic	9	24	Person with Weapon	0	0	Unauthorized Use MV	0	0
Escort	0	0	Police Information	14	41	Unknown Problem	1	1
Eviction	0	1	Protective/Peace Order	0	2	Violation Protective Order	0	2
Fight	0	2	Prowler	0	0	Warrant Service	1	3
						Total Calls	209	530
	Month	Year		Month	Year		Month	Year
DUI Arrest	1	1	CDS Arrest	0	1	Other Arrest	9	20
Civil Marijuana Citations	2	4	Non Fatal Overdose	0	1	Fatal Overdose	0	0
Patrol Checks	675	2165	Traffic Stops	65	237	Follow Ups	8	15
<p>**** Notes ****</p> <p>Deputies assigned to the Twin Beach Patrol handled 106 calls outside of the Twin Beach Patrol Area in this month. (These calls include off duty responses, calls handled to and from work, special events, overtime assignments, special unit assignments, calls while working a shift, etc. The Computer Data System has no way of classifying the on shift or off shift status of an officer when handling a call for service.)</p>								

April 2023 Calls for Service North Beach

Call Type	Month	Year	Call Type	Month	Year	Call Type	Month	Year
911 Hang Up	22	53	Firearms Complaint	0	0	Relay	1	4
Abandoned Vehicle	0	0	Fireworks Complaint	0	0	Robbery	0	0
Accident	0	2	Found Property	3	3	Search Warrant	0	0
Alarm	3	8	Fraud	0	0	Sexual Assault	0	0
Alcohol Violation	0	0	Harassment	0	1	Sex Offender Registry	0	0
Animal Complaint	2	3	Illegal Dumping	2	3	Special Assignment	2	10
Assault	0	1	Industrial Accident	0	0	Stalking	0	0
Assist Motorist	2	11	Indecent Exposure	0	0	Stolen Vehicle	0	0
Assist Other Dept	0	0	Intoxicated Person	0	0	Summons Service	2	5
Assist Sick/Injured	5	10	Kidnapping/Abduction	0	0	Suspicious Person	0	4
Attempt to Locate	4	18	Loitering	0	0	Suspicious Vehicle	0	2
Burglary	0	1	Lost Property	0	0	Tampering with MV	0	0
CDS Violation	0	1	Loud Party/ Music	1	1	Telephone Misuse	0	0
Check Welfare	5	16	Mental Subject	0	2	Theft	0	0
Conservor of Peace	1	3	Missing Person	2	3	Traffic Complaint	0	1
Destruction of Property	3	6	Neighborhood Dispute	0	0	Traffice Control	1	1
Death Investigation	1	1	Notification	0	0	Traffic Enforcement	5	24
Disorderly	6	14	Parking Complaint	3	9	Trespassing	1	1
Domestic	6	16	Person with Weapon	0	0	Unauthorized Use MV	0	0
Escort	0	3	Police Information	0	8	Unknown Problem	0	0
Eviction	0	1	Protective/Peace Order	1	4	Violation Protective Order	0	0
Fight	0	0	Prowler	0	0	Warrant Service	0	2
						Total Calls	84	256
	Month	Year		Month	Year		Month	Year
DUI Arrest	0	1	CDS Arrest	0	1	Other Arrest	2	11
Civil Marijuana Citations	0	2	Non Fatal Overdose	0	0	Fatal Overdose	0	0
Patrol Checks	230	1024	Traffic Stops	24	92	Follow Ups	2	12
**** Notes ****								



April 2023

Fire = 43

AFA = 10

Brush = 2

EMS Assist = 14

Working Fire = 0

(Chimney, House, Barn, vehicle, ETC)

Hazmat = 0

Investigation = 3

MVA = 3

Helicopter Landing = 0

Service = 11

Water Rescue = 0

Fire Calls dispatched in the Town of Chesapeake Beach = 27

Fire Calls dispatched in the Town of NB = 16

March Fire Drill: Joint Engine and Truck Operations

Fundraising: Bingo

Community Events: NBVFD Awards Banquet



EMS = 94

Chest Pains = 11

Diabetic Emergency = 2

Fire Standby = 0

Motor Vehicle Accident = 3

Traumatic Injury (Non-MVA) = 20

Overdose = 0

Psychiatric = 2

Abdominal/GI = 9

Respiratory Distress = 21

Seizures = 1

Stroke (CVA) = 1

Unconscious Subject = 5

Other Non-Emergent = 19

EMS Calls dispatched in the Town of Chesapeake Beach = 65

EMS Calls dispatched in the Town of NB = 29

December EMS Drill: Advanced Life Support for Basic Life Support Providers (ALS for BLS)

Introduced _____
Passed _____
Effective _____

ORDINANCE NO. O-23-11

AN ORDINANCE OF THE TOWN COUNCIL OF CHESAPEAKE BEACH, MARYLAND, AMENDING THE ADOPTED GENERAL FUND BUDGET FOR THE TOWN OF CHESAPEAKE BEACH FOR THE FISCAL YEAR FROM JULY 1, 2023, TO JUNE 30, 2024, TO TRANSFER FUNDS IN THE AMOUNT OF FIVE HUNDRED AND FIFTY THOUSAND DOLLARS (\$550,000.00) FROM “UNSPENT REIMBURSEMENT – ARPA FUNDS” EXPENDITURE LINE ITEM TO “TRANSFER OUT – UTILITY FUND “EXPENDITURE LINE ITEM FOR USAGE OF ARPA FUNDS TO OFFSET UTILITY FUND BUDGETED EXPENSES.

WHEREAS, Chesapeake Beach (the “Town”) is a municipal corporation of the State of Maryland, organized and operating in accordance with Article XI-E of the Constitution of Maryland and Md. Code Ann., Local Government Article, Title 4; and

WHEREAS, pursuant to the Local Government Article of the Annotated Code of Maryland and to Section C-707 and Section C-808 of the Charter of Chesapeake Beach, Chesapeake Beach is empowered to establish an annual budget; and

WHEREAS, on or about March 16, 2023 following required advertisement and public hearing, the Town Council approved a budget ordinance for the Town’s General Fund for Fiscal Year 2024; and

WHEREAS, pursuant to § 5-205(b) of the Local Government Article a municipality may not expend funds not appropriated in its annual budget for the purpose for which they are to be spent; and

WHEREAS, pursuant to § 5-205(b) of the Local Government, a municipality may amend an adopted budget to expend funds not previously appropriated upon a 2/3 vote of the legislative

body; and

WHEREAS, on or about April 11, 2023, following required advertisement and public hearing, the Town Council approved a budget ordinance for the Town's Utility Fund for Fiscal Year 2024; and

WHEREAS, after the adoption of the General Fund budget for FY '24, the Town Council amended the Utility Fund budget to include a transfer in from the General Fund, and therefore requires additional amendments to the General Fund. In order to offset decreased revenue in the Utility Fund from a change in the Utility Rate Schedule, Town Council approved to utilize ARPA funding from the General Fund.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF CHESAPEAKE BEACH THAT:

Section 1. The annual budget for the General Fund of Chesapeake Beach for the Fiscal Year 2024 is hereby amended to reflect the transfer of five hundred and fifty thousand dollars from "Unspent Reimbursement – ARPA Funds" to "Transfer Out – Utility Fund" as shown on the attached Exhibit A.

Section 2. In all other respects the budget for the General Fund, as adopted on March 16, 2023, shall remain as adopted and in full force and effect, subject to prior duly enacted amendments, with respect to revenues and expenditures for the Fiscal Year 2024.

AS CERTIFIED by their signatures below, the members of the Town Council affirm that this Ordinance was introduced at the Town Council meeting held on April 20, 2023, that a public hearing was held on May 18, 2023, and that a vote was taken in accordance with Section C-309 of the Town Charter. The vote of the Council was tallied and _____ votes of approval and _____

votes of disapproval were cast. The resulting majority of at least 2/3 of the Council _____ (*approved/disapproved*) the passage of this Ordinance this 18th day of May, 2023. If signed by the Mayor below, the Mayor approves this Ordinance pursuant to Section C-310 of the Charter this ____ day of May 2023. This Ordinance shall become effective at the expiration of twenty (20) calendar days from the date of the Mayor's approval or seven (7) days after the last required publication, whichever is later, pursuant to Section C-309 of the Charter, currently published in Volume II of the Municipal Charters of Maryland.

CHESAPEAKE BEACH, MARYLAND

Patrick J. Mahoney, Mayor

Lawrence P. Jaworski, Council VP

Valerie L. Beaudin, Councilwoman

L. Charles Fink, Councilman

Margaret P. Hartman, Councilwoman

Gregory J. Morris, Councilman

Keith L. Pardieck, Councilman

FY24 Budget
General Fund
EXHIBIT A

		FY24 BUDGET
LOCAL REVENUES		
100-410000	Real Estate Taxes	2,747,047
100-410100	Admission & Amusement Tax	1,809,690
100-410105	State A&A Tax Distributions	300,000
100-410115	Hotel Tax	100,000
100-410120	Operating Property Tax	65,680
100-410125	Penalties & Interest - Tax	10,238
100-410135	Traders License - County	800
100-410140	Permits, Fines & Penalties	20,000
100-410145	Interest on Savings & Investments	31,818
100-410170	Cable Franchise Fee	110,000
100-410175	Speed Cameras	50,000
100-410230	Miscellaneous Income	2,000
FEDERAL & STATE REVENUES		
100-420100	State Income Taxes	1,137,582
100-420105	Highway User Revenues	462,808
100-420110	State Aid Police Protection	65,613
100-420150	Federal Grants	3,862,563
OTHER REVENUE SOURCES		
100-430130	Transfer In - GF Fund Balance	2,080,775
100-432200	Miscellaneous Grants	1,085,000
TOTAL REVENUES:		13,941,614
SALARIES, TAXES & BENEFITS		
100-6000-602000	Salaries and Wages	472,835
100-6000-602050	FICA Expense	36,881
100-6000-602100	Medical and Life Insurance	104,024
100-6000-602300	Retirement	85,110
100-6000-602400	Continuing Education	40,000
CONTRACTED SERVICES & FEES		
100-6000-620400	Audit	26,000
100-6000-620600	Legal Counsel	110,000
100-6000-620800	SDAT Fees	11,558
100-6000-621100	Software Maintenance Agreement	54,500
100-6000-621200	Planning & Zoning	100,000
100-6000-621400	Engineering	110,000
100-6000-621600	IT Support	30,000
100-6000-622500	Town Hall - Building Maintenance	40,000
100-6000-623300	Printing & Publications	15,000
100-6000-623400	Library Rent - Grant	43,460
100-6000-623900	Professional Fees	8,000
100-6000-624500	Web Maintenance	3,000
100-6000-624700	Document Imaging	3,000
OTHER		
100-6000-631210	Legislative Education & Travel	29,500

100-6000-631220	Dues & Subscriptions	15,000
100-6000-631300	Grants to Local Organizations	17,500
100-6000-631305	Senator M. Miller Scholarship Fund	5,000
100-6000-632000	Miscellaneous Expense	5,000
100-6000-632300	Office Expense	50,000
100-6000-634101	Stipends - Council	18,000
100-6000-634102	Stipends - Mayor	18,000
100-6000-634300	Transfer Out - to Utility Fund	550,000
100-6000-634500	Town Hall Telephone	10,000
100-6000-635000	Town Hall Utilities	31,000
100-6000-636101	Special Events	162,050
100-6000-636201	Economic Development Expenses	44,000
100-6000-637010	Opioid Awareness Committee	3,000
100-6000-637020	Green Team	7,000
100-6000-637030	Rental Inspection Services	20,000
100-6000-780000	Insurance	75,000
100-6000-790000	Unspent Reimbursement - ARPA Funds	5,393,338
100-6450-602050	FICA - Legislative	3,000
PUBLIC SAFETY		
100-6450-645500	Police - Deputy in Residence	1,476,574
100-6450-646000	Bayfront Park & Town Beautification	50,000
100-6450-646500	North Beach VFD	50,000
PUBLIC WORKS - SALARIES, TAXES & BENEFITS		
100-6500-602000	Salaries and Wages	560,140
100-6500-602010	Recreation Operations - Salaries	106,856
100-6500-602050	FICA - PW	49,358
100-6500-602100	Medical and Life Insurance	161,413
100-6500-602300	Retirement	86,709
100-6500-602400	Continuing Education	7,000
PUBLIC WORKS - SUPPLIES		
100-6500-665200	Gasoline & Tolls	40,000
100-6500-665400	Equipment Repair & Maintenance	40,000
100-6500-665600	Supplies	15,000
PUBLIC WORKS - CONTRACTED SERVICES & FEES		
100-6500-671000	Fishing Creek Dredging	750,000
100-6500-672000	Holiday Lights	110,000
100-6500-674000	Trash Removal Service	590,000
100-6500-675000	Recycle Bins	12,000
100-6500-676000	Street Sweeping	8,100
PUBLIC WORKS - OTHER		
100-6500-684300	CBOCS Oyster Program	6,900
100-6500-684900	PW - Miscellaneous Expense	2,000
100-6500-685200	Property Maintenance - General	71,000
100-6500-685220	Property Maintenance - Landscaping	190,000
100-6500-685240	Property Maintenance - Tree Trimming	30,000
100-6500-685500	Recreation Operations - General	125,000
100-6500-686000	Snow & Ice Removal	50,000
100-6500-686100	Storm Drain Inspection & Maintenance	20,000
100-6500-686500	Street Lights	60,000
100-6500-687000	Telephone	11,000

100-6500-687500	Utilities	8,000
CAPITAL EXPENDITURES		
100-7100-725000	Capital Expenditures	1,504,808
	TOTAL EXPENDITURES:	13,941,614
	SURPLUS/DEFICIT:	-

Introduced _____
Passed _____
Effective _____

ORDINANCE NO. O-23-12

AN ORDINANCE OF THE TOWN COUNCIL OF CHESAPEAKE BEACH, MARYLAND, AMENDING THE ADOPTED WATER RECLAMATION TREATMENT PLANT FUND BUDGET FOR THE TOWN OF CHESAPEAKE BEACH FOR THE FISCAL YEAR FROM JULY 1, 2023, TO JUNE 30, 2024, TO ADJUST ANTICIPATED CONTRIBUTIONS TO REVENUE FROM THIRD PARTIES TO OFFSET DECREASE IN UTILITY COSTS AS A RESULT OF AN AMENDED UTILITY FUND RATE SCHEDULE.

WHEREAS, Chesapeake Beach (the “Town”) is a municipal corporation of the State of Maryland, organized and operating in accordance with Article XI-E of the Constitution of Maryland and Md. Code Ann., Local Government Article, Title 4; and

WHEREAS, pursuant to the Local Government Article of the Annotated Code of Maryland and to Section C-707 and Section C-808 of the Charter of Chesapeake Beach, Chesapeake Beach is empowered to establish an annual budget; and

WHEREAS, on or about March 16, 2023 following required advertisement and public hearing, the Town Council approved a budget ordinance for the Town’s Water Reclamation Treatment Plant Fund for Fiscal Year 2024; and

WHEREAS, pursuant to § 5-205(b) of the Local Government Article a municipality may not expend funds not appropriated in its annual budget for the purpose for which they are to be spent; and

WHEREAS, pursuant to § 5-205(b) of the Local Government, a municipality may amend an adopted budget to expend funds not previously appropriated upon a 2/3 vote of the legislative

body; and

WHEREAS, after the adoption of the Water Reclamation Treatment Plant Fund budget for FY '24, the Town Council amended the Utility Rate Schedule in the Utility Fund budget, which therefore requires additional amendments to the Water Reclamation Treatment Plant Fund; and

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF CHESAPEAKE BEACH THAT:

Section 1. The annual budget for the Water Reclamation Treatment Plant Fund of Chesapeake Beach for the Fiscal Year 2024 is hereby amended to reflect a reduction in the “Utilities” expense line item in the amount of Twenty Three Thousand and Two Hundred Dollars (\$23,200.00) and a reduction in the “Transfer Out – TP Reserves” expense line item in the amount of Five Thousand and Eight Hundred Dollars (\$5,800), as shown on the attached Exhibit A and to show reduced contributions from the Town’s Treatment Plant partners proportional to their total contributions for fixed and variable costs in the total amount of Twenty Nine Thousand Dollars (\$29,000), as further shown on Exhibit A.

Section 2. In all other respects the budget for the Water Reclamation Treatment Plant Fund, as adopted on March 16, 2023 shall remain as adopted and in full force and effect, subject to prior duly enacted amendments, with respect to revenues and expenses for the Fiscal Year 2024.

AS CERTIFIED by their signatures below, the members of the Town Council affirm this Ordinance was introduced at the Town Council meeting held on the 20th day of April, 2023. A public hearing was conducted on the 18th day of May, 2023, and a vote was taken in accordance with Section C309 of the Town Charter. The vote of the Council was tallied and ____ votes of approval and ____ votes of disapproval were cast. The resulting 2/3 majority of the Council approved the passage of this Ordinance this ____ day of _____, 2023, to become effective on the ____ day of _____, 2013.

CHESAPEAKE BEACH, MARYLAND

Patrick J. Mahoney, Mayor

Lawrence P. Jaworski, Council VP

Valerie L. Beaudin, Councilwoman

L. Charles Fink, Councilman

Margaret P. Hartman, Councilwoman

Gregory J. Morris, Councilman

Keith L. Pardieck, Councilman

FY24 Budget
Treatment Plant Fund
 EXHIBIT A

		FY24 BUDGET
FIXED REVENUES		
300-430010	Anne Arundel - Fixed -10.44%	204,586
300-430020	Calvert County - Fixed - 21.81%	427,397
300-430030	Chesapeake Beach - Fixed - 49.66%	973,155
300-430040	North Beach - Fixed - 18.09%	354,498
VARIABLE REVENUES		
300-431010	Anne Arundel - Variable	119,976
300-431020	Calvert County / NB - Variable	369,926
300-431030	Chesapeake Beach - Variable	509,898
CAPITAL & OTHER REVENUE SOURCES		
300-432010	Capital - Anne Arundel	73,393
300-432020	Capital - Calvert County	153,324
300-432030	Capital - Chesapeake Beach	349,110
300-432040	Capital - North Beach	127,173
TOTAL REVENUES:		3,662,436
FIXED COST		
300-6975-601000	Salaries and Wages	496,425
300-6975-610500	Plant Benefits	334,795
300-6975-621000	Administration - TCB	75,929
300-6975-621401	Engineering & Professional Fees	52,000
300-6975-621500	Safety	16,000
300-6975-622000	Telephone	6,000
300-6975-623000	Lab Analysis & Supplies	80,000
300-6975-626000	Equipment Repairs & Maintenance	80,000
300-6975-628500	TP Office Expense	23,000
300-6975-780000	Insurance - Plant	63,000
VARIABLE COSTS		
300-6975-684601	Chemicals	315,000
300-6975-684701	Landfill Tipping Fees	295,000
300-6975-687501	Utilities	389,800
CAPITAL & OTHER		
300-6975-780000	Transfer Out - TP Reserves	732,487
300-6975-801000	Capital Projects	703,000
TOTAL EXPENSES:		3,662,436
SURPLUS/DEFICIT:		-

Introduced _____
Passed _____
Effective _____

ORDINANCE NO. O-23-13

AN ORDINANCE OF THE TOWN COUNCIL OF CHESAPEAKE BEACH, MARYLAND, AMENDING THE ADOPTED GENERAL FUND BUDGET FOR THE TOWN OF CHESAPEAKE BEACH FOR THE FISCAL YEAR FROM JULY 1, 2022, TO JUNE 30, 2023, TO RECOGNIZE UNCOLLECTABLE DEBT EXPENSE RELATED TO FORGIVEN GENERAL FUND LOAN TO THE UTILITY FUND FOR CAPITAL PROJECTS, IN THE AMOUNT OF ONE MILLION AND SIX HUNDRED THOUSAND DOLLARS (\$1,600,000.00).

WHEREAS, Chesapeake Beach (the “Town”) is a municipal corporation of the State of Maryland, organized and operating in accordance with Article XI-E of the Constitution of Maryland and Md. Code Ann., Local Government Article, Title 4; and

WHEREAS, pursuant to the Local Government Article of the Annotated Code of Maryland and to Section C-707 and Section C-808 of the Charter of Chesapeake Beach, Chesapeake Beach is empowered to establish an annual budget; and

WHEREAS, on or about March 17, 2022 following required advertisement and public hearing, the Town Council approved a budget ordinance for the Town’s General Fund for Fiscal Year 2023; and

WHEREAS, pursuant to § 5-205(b) of the Local Government Article a municipality may not expend funds not appropriated in its annual budget for the purpose for which they are to be spent; and

WHEREAS, pursuant to § 5-205(b) of the Local Government, a municipality may amend an adopted budget to expend funds not previously appropriated upon a 2/3 vote of the legislative

body; and

WHEREAS, pursuant to Section C-724 of the Charter of Chesapeake Beach, the Town is authorized to borrow money from one fund of the Town and to deliver the money so borrowed to another fund of the Town so long as the ordinance identifies the terms and conditions of repayment including any interest to be charged to the borrowing fund, and such borrowing is authorized even if repayment is to be made in different budget years; and

WHEREAS, after the adoption of the Utility Fund and General Fund budgets for Fiscal Year 2023, Town Council approved various Utility Fund capital projects, totaling one million and six hundred thousand dollars. Funding to be received from the General Fund by the Utility Fund in the form of a lump sum loan to be forgiven following establishment.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF CHESAPEAKE BEACH THAT:

Section 1. The annual budget for the General Fund of Chesapeake Beach for the Fiscal Year 2023 is hereby amended to reflect the transfer of one million and five hundred and forty three thousand and five hundred and twenty dollars (\$1,543,520) to “Transfer In – GF Fund Balance” revenue line item from Federal Grants revenue line item, offset by a transfer of one million and six hundred thousand dollars from “Unspent Reimbursement – ARPA Funds” expenditure line item to the “Uncollectable Debt” line item as shown on the attached Exhibit A.

Section 2. In all other respects the budget for the General Fund, as adopted on March 17, 2022, shall remain as adopted and in full force and effect, subject to prior duly enacted amendments, with respect to revenues and expenditures for the Fiscal Year 2023.

AS CERTIFIED by their signatures below, the members of the Town Council affirm that this Ordinance was introduced at the Special Town Council meeting held on May 9, 2023, that a public hearing was held on May 18, 2023, and that a vote was taken in accordance with Section C-309 of the Town Charter. The vote of the Council was tallied and _____ votes of approval and _____ votes of disapproval were cast. The resulting majority of at least 2/3 of the Council _____ (*approved/disapproved*) the passage of this Ordinance this 18th day of May, 2023. If signed by the Mayor below, the Mayor approves this Ordinance pursuant to Section C-310 of the Charter this _____ day of May 2023. This Ordinance shall become effective at the expiration of twenty (20) calendar days from the date of the Mayor's approval or seven (7) days after the last required publication, whichever is later, pursuant to Section C-309 of the Charter, currently published in Volume II of the Municipal Charters of Maryland.

CHESAPEAKE BEACH, MARYLAND

Patrick J. Mahoney, Mayor

Lawrence P. Jaworski, Council VP

Valerie L. Beaudin, Councilwoman

L. Charles Fink, Councilman

Margaret P. Hartman, Councilwoman

Gregory J. Morris, Councilman

Keith L. Pardieck, Councilman

FY23 Budget - Amended
 General Fund
 EXHIBIT A

		FY23		
		BUDGET	AMENDMENT	AMENDED BUDGET
LOCAL REVENUES				
100-410000	Real Estate Taxes	2,719,849		2,719,849
100-410100	Admission & Amusement Tax	1,729,285		1,729,285
100-410105	State A&A Tax Distributions	300,000		300,000
100-410115	Hotel Tax	100,000		100,000
100-410120	Operating Property Tax	64,614		64,614
100-410125	Penalties & Interest - Tax	3,000		3,000
100-410135	Traders License - County	800		800
100-410140	Permits, Fines & Penalties	50,000		50,000
100-410145	Interest on Savings & Investments	10,000		10,000
100-410165	Tower Site Rental	110,000		110,000
100-410170	Cable Franchise Fee	110,000		110,000
100-410175	Speed Cameras	90,000		90,000
100-410180	Ramp Fees	10,000		10,000
100-410230	Miscellaneous Income	5,000		5,000
FEDERAL & STATE REVENUES				
100-420100	State Income Taxes	1,200,000		1,200,000
100-420105	Highway User Revenues	370,852		370,852
100-420110	State Aid Police Protection	54,525		54,525
100-420150	Federal Grants	2,970,557	(1,543,520)	1,427,037
OTHER REVENUE SOURCES				
100-430130	Transfer In - GF Fund Balance	250,000	1,543,520	1,793,520
100-432200	Miscellaneous Grants	335,000		335,000
TOTAL REVENUES:		10,483,482	-	10,483,482
SALARIES, TAXES & BENEFITS				
100-6000-602000	Salaries and Wages	544,388		544,388
100-6000-602050	FICA Expense	45,630		45,630
100-6000-602100	Medical and Life Insurance	158,548		158,548
100-6000-602300	Retirement	98,264		98,264
100-6000-602400	Continuing Education	40,000		40,000
CONTRACTED SERVICES & FEES				
100-6000-620400	Audit	26,000		26,000
100-6000-620600	Legal Counsel	80,000		80,000
100-6000-620800	SDAT Fees	11,558		11,558
100-6000-621100	Software Maintenance Agreement	65,000		65,000
100-6000-621200	Planning & Zoning	100,000		100,000
100-6000-621400	Engineering	110,000		110,000
100-6000-621600	IT Support	45,000		45,000
100-6000-622500	Town Hall - Building Maintenance	30,000		30,000
100-6000-623300	Printing & Publications	10,000		10,000
100-6000-623400	Library Rent - Grant	46,996		46,996
100-6000-623900	Professional Fees	11,000		11,000
100-6000-624500	Web Maintenance	5,000		5,000
100-6000-624700	Document Imaging	4,000		4,000
OTHER				
100-6000-631210	Legislative Education & Travel	29,500		29,500
100-6000-631220	Dues & Subscriptions	20,000		20,000
100-6000-631300	Grants to Local Organizations	17,500		17,500
100-6000-631305	Senator M. Miller Scholarship Fund	5,000		5,000
100-6000-632000	Miscellaneous Expense	5,000		5,000
100-6000-632300	Office Expense	60,000		60,000
100-6000-634101	Stipends - Council	18,000		18,000
100-6000-634102	Stipends - Mayor	18,000		18,000
100-6000-634200	Recreation Reserve Fund	100,000		100,000
100-6000-634250	Climate Change Reserve Fund	250,000		250,000
100-6000-634500	Town Hall Telephone	15,150		15,150
100-6000-635000	Town Hall Utilities	22,000		22,000
100-6000-636101	Special Events	140,100		140,100
100-6000-636201	Economic Development Expenses	44,000		44,000

100-6000-637010	Opioid Awareness Committee	3,000		3,000
100-6000-637020	Green Team	7,000		7,000
100-6000-637030	Rental Inspection Services	25,000		25,000
100-6000-780000	Insurance	75,000		75,000
100-6000-790000	Unspent Reimbursement - ARPA Funds	2,970,557	(1,600,000)	1,370,557
100-6000-800000	Uncollectable Debt	-	1,600,000	1,600,000
100-6450-602050	FICA - Legislative	3,000		3,000
PUBLIC SAFETY				
100-6450-645500	Police - Deputy in Residence	1,405,539		1,405,539
100-6450-646000	Bayfront Park & Town Beautification	60,500		60,500
100-6450-646500	North Beach VFD	50,000		50,000
PUBLIC WORKS - SALARIES, TAXES & BENEFITS				
100-6500-602000	Salaries and Wages	525,000		525,000
100-6500-602010	Recreation Operations - Salaries	82,000		82,000
100-6500-602050	FICA - PW	49,000		49,000
100-6500-602100	Medical and Life Insurance	170,000		170,000
100-6500-602300	Retirement	82,000		82,000
100-6500-602400	Continuing Education	10,000		10,000
PUBLIC WORKS - SUPPLIES				
100-6500-665200	Gasoline & Tolls	40,000		40,000
100-6500-665400	Equipment Repair & Maintenance	40,000		40,000
100-6500-665600	Supplies	15,000		15,000
PUBLIC WORKS - CONTRACTED SERVICES & FEES				
100-6500-672000	Holiday Lights	110,000		110,000
100-6500-673000	Road Repairs & Maintenance	20,000		20,000
100-6500-674000	Trash Removal Service	550,000		550,000
100-6500-675000	Recycle Bins	12,000		12,000
PUBLIC WORKS - OTHER				
100-6500-684300	CBOCS Oyster Program	6,900		6,900
100-6500-684900	PW - Miscellaneous Expense	2,000		2,000
100-6500-685200	Property Maintenance - General	65,000		65,000
100-6500-685220	Property Maintenance - Landscaping	150,000		150,000
100-6500-685240	Property Maintenance - Tree Trimming	20,000		20,000
100-6500-685500	Recreation Operations - General	125,000		125,000
100-6500-686000	Snow & Ice Removal	50,000		50,000
100-6500-686100	Storm Drain Inspection & Maintenance	20,000		20,000
100-6500-686500	Street Lights	63,000		63,000
100-6500-687000	Telephone	11,000		11,000
100-6500-687500	Utilities	8,000		8,000
CAPITAL EXPENDITURES				
100-7100-725000	Capital Expenditures	1,482,352		1,482,352
TOTAL EXPENDITURES:		10,483,482	-	10,483,482
SURPLUS/DEFICIT:		-	-	-

Introduced _____
Passed _____
Effective _____

ORDINANCE NO. O-23-14

AN ORDINANCE OF THE TOWN COUNCIL OF CHESAPEAKE BEACH, MARYLAND, AMENDING THE ADOPTED UTILITY FUND BUDGET FOR THE TOWN OF CHESAPEAKE BEACH FOR THE FISCAL YEAR FROM JULY 1, 2022, TO JUNE 30, 2023, TO RECOGNIZE RESTRICTED LOAN PROCEEDS FROM FORGIVEN GENERAL FUND LOAN TO THE UTILITY FUND FOR CAPITAL PROJECTS, IN THE AMOUNT OF ONE MILLION AND SIX HUNDRED THOUSAND DOLLARS (\$1,600,000.00).

WHEREAS, Chesapeake Beach (the “Town”) is a municipal corporation of the State of Maryland, organized and operating in accordance with Article XI-E of the Constitution of Maryland and Md. Code Ann., Local Government Article, Title 4; and

WHEREAS, pursuant to the Local Government Article of the Annotated Code of Maryland and to Section C-707 and Section C-808 of the Charter of Chesapeake Beach, Chesapeake Beach is empowered to establish an annual budget; and

WHEREAS, on or about May 19, 2022 following required advertisement and public hearing, the Town Council approved a budget ordinance for the Town’s Utility Fund for Fiscal Year 2023; and

WHEREAS, pursuant to § 5-205(b) of the Local Government Article a municipality may not expend funds not appropriated in its annual budget for the purpose for which they are to be spent; and

WHEREAS, pursuant to § 5-205(b) of the Local Government, a municipality may amend an adopted budget to expend funds not previously appropriated upon a 2/3 vote of the legislative body; and

WHEREAS, pursuant to Section C-724 of the Charter of Chesapeake Beach, the Town is authorized to borrow money from one fund of the Town and to deliver the money so borrowed to another fund of the Town so long as the ordinance identifies the terms and conditions of repayment including any interest to be charged to the borrowing fund, and such borrowing is authorized even if repayment is to be made in different budget years; and

WHEREAS, after the adoption of the Utility Fund and General Fund budgets for Fiscal Year 2023, Town Council approved various Utility Fund capital projects, totaling one million and six hundred thousand dollars. Funding to be received from the General Fund by the Utility Fund in the form of a lump sum loan to be forgiven following establishment. Four hundred thousand dollars is to be spent in Fiscal Year 2023 and remaining one million and two hundred thousand dollars to be transferred to restricted reserves for use in Fiscal Year 2024.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF CHESAPEAKE BEACH THAT:

Section 1. The annual budget for the Utility Fund of Chesapeake Beach for the Fiscal Year 2023 is hereby amended to reflect the increase to “Transfer In – General Fund” revenue line item in the amount of one million and six hundred thousand dollars, offset by the increase to “Transfer – UF Restricted” expense line item in the amount of one million and two hundred thousand dollars and the increase to “Capital Projects” expense line item in the amount of four hundred thousand dollars as shown on the attached Exhibit A.

Section 2. In all other respects the budget for the Utility Fund, as adopted on May 19, 2022, shall remain as adopted and in full force and effect, subject to prior duly enacted amendments, with respect to revenues and expenditures for the Fiscal Year 2023.

AS CERTIFIED by their signatures below, the members of the Town Council affirm that this Ordinance was introduced at the Special Town Council meeting held on May 9, 2023, that a public hearing was held on May 18, 2023, and that a vote was taken in accordance with Section C-309 of the Town Charter. The vote of the Council was tallied and _____ votes of approval and _____ votes of disapproval were cast. The resulting majority of at least 2/3 of the Council _____ (*approved/disapproved*) the passage of this Ordinance this 18th day of May, 2023. If signed by the Mayor below, the Mayor approves this Ordinance pursuant to Section C-310 of the Charter this _____ day of May 2023. This Ordinance shall become effective at the expiration of twenty (20) calendar days from the date of the Mayor's approval or seven (7) days after the last required publication, whichever is later, pursuant to Section C-309 of the Charter, currently published in Volume II of the Municipal Charters of Maryland.

CHESAPEAKE BEACH, MARYLAND

Patrick J. Mahoney, Mayor

Lawrence P. Jaworski, Council VP

Valerie L. Beaudin, Councilwoman

L. Charles Fink, Councilman

Margaret P. Hartman, Councilwoman

Gregory J. Morris, Councilman

Keith L. Pardieck, Councilman

FY23 Budget - Amended
Utility Fund
 EXHIBIT A

		FY23		
		BUDGET	AMENDMENT	AMENDED BUDGET
400-430130	Transfer In - General Fund	-	1,600,000	1,600,000
400-430140	Transfer In - Fund Reserves	425,184		425,184
400-440010	Sewer Usage Charge	783,480		783,480
400-440020	Sewer Miscellaneous Income	1,000		1,000
400-440040	Sewer Penalties & Interest	2,000		2,000
400-441010	Water Usage Charges	348,380		348,380
400-441020	Water Miscellaneous Income	2,000		2,000
400-441030	Water Penalties and Interest	2,000		2,000
400-450000	Investment Interest	1,500		1,500
400-460000	Fixed Fee	562,898		562,898
400-460050	Infrastructure Fees	18,000		18,000
400-460100	Sewer Capital Connection Fee	360,000		360,000
400-460200	Water Capital Connection Fee	120,000		120,000
	TOTAL REVENUE:	2,626,442	1,600,000	4,226,442
400-6850-662300	Meters - MXU's	43,000		43,000
400-6850-715100	Water Plant Repairs & Maintenance	30,000		30,000
400-6850-715500	Water Testing	13,000		13,000
400-6900-621400	Engineering & Professional Fees	6,000		6,000
400-6900-621501	Safety	7,500		7,500
400-6900-625300	Interest Expense	70,948		70,948
400-6900-626001	Pump Station Repair	50,000		50,000
400-6900-630500	Supplies	30,000		30,000
400-6900-631500	Postage	4,500		4,500
400-6900-632400	Miss Utility Fees	1,500		1,500
400-6900-632500	Line Repairs & Maintenance	95,000		95,000
400-6900-632800	Banking Fees	8,000		8,000
400-6900-670000	TPF Fixed / Capital Costs	946,010		946,010
400-6900-670100	TPF Variable	421,395		421,395
400-6900-687500	Utilities	70,000		70,000
400-6900-717600	Miscellaneous	500		500
400-6900-719300	Principal - 2014 - ENR	190,427		190,427
400-6900-748100	Principal - 2008 SRF Loan	287,098		287,098
400-6900-748300	Principal - ARRA Loan (2009)	36,562		36,562
400-6900-780000	Insurance	15,002		15,002
400-6900-801000	Capital Projects	-	400,000	400,000
400-6900-802000	Transfer - UF Restricted	-	1,200,000	1,200,000
400-6900-840500	Connection Fee Reimbursement	300,000		300,000
	TOTAL EXPENSE:	2,626,442	1,600,000	4,226,442
	SURPLUS/DEFICIT:	-	-	-

Introduced _____
Passed _____
Effective _____

ORDINANCE NO. O-23-15

AN ORDINANCE OF THE TOWN COUNCIL OF CHESAPEAKE BEACH, MARYLAND, AMENDING THE ADOPTED UTILITY FUND BUDGET FOR THE TOWN OF CHESAPEAKE BEACH FOR THE FISCAL YEAR FROM JULY 1, 2023, TO JUNE 30, 2024, TO REALLOCATE REVENUE FUNDS WITH A NET INCREASE OF THREE HUNDRED AND FIFTY THOUSAND DOLLARS (\$350,000.00), OFFSET BY AN INCREASE IN CAPITAL PROJECTS EXPENSE LINE ITEM IN THE AMOUNT OF THREE HUNDRED AND FIFTY THOUSAND DOLLARS (\$350,000.00) FOR USAGE OF FORGIVEN LOAN PROCEEDS RESTRICTED FOR CAPITAL EXPENSES.

WHEREAS, Chesapeake Beach (the “Town”) is a municipal corporation of the State of Maryland, organized and operating in accordance with Article XI-E of the Constitution of Maryland and Md. Code Ann., Local Government Article, Title 4; and

WHEREAS, pursuant to the Local Government Article of the Annotated Code of Maryland and to Section C-707 and Section C-808 of the Charter of Chesapeake Beach, Chesapeake Beach is empowered to establish an annual budget; and

WHEREAS, on or about April 11, 2023 following required advertisement and public hearing, the Town Council approved a budget ordinance for the Town’s Utility Fund for Fiscal Year 2024; and

WHEREAS, pursuant to § 5-205(b) of the Local Government Article a municipality may not expend funds not appropriated in its annual budget for the purpose for which they are to be spent; and

WHEREAS, pursuant to § 5-205(b) of the Local Government, a municipality may amend

an adopted budget to expend funds not previously appropriated upon a 2/3 vote of the legislative body; and

WHEREAS, pursuant to Section C-724 of the Charter of Chesapeake Beach, the Town is authorized to borrow money from one fund of the Town and to deliver the money so borrowed to another fund of the Town so long as the ordinance identifies the terms and conditions of repayment including any interest to be charged to the borrowing fund, and such borrowing is authorized even if repayment is to be made in different budget years; and

WHEREAS, on May 18, 2023 the Town Council amended the General Fund and Utility Fund budgets for Fiscal Year 2023 to establish and forgive a loan from the General Fund to the Utility Fund for various capital projects totaling one million and six hundred thousand dollars, and therefore requires additional amendments to the Utility Fund budget for Fiscal Year 2024 to recognize use of remaining restricted funds.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF CHESAPEAKE BEACH THAT:

Section 1. The annual budget for the Utility Fund of Chesapeake Beach for the Fiscal Year 2024 is hereby amended to reflect the decrease to “Transfer In – General Fund” revenue line item in the amount of five hundred and fifty thousand dollars, the decrease to “Transfer in – Fund Reserves” in the amount of three hundred thousand dollars, the addition of one million and two hundred thousand dollars in the “Transfer In – Fund Reserves – Restricted” revenue line item, offset by an increase to “Capital Projects” expense line item as shown on the attached Exhibit A.

Section 2. In all other respects the budget for the Utility Fund, as adopted on April 11, 2023, shall remain as adopted and in full force and effect, subject to prior duly enacted

amendments, with respect to revenues and expenditures for the Fiscal Year 2024.

AS CERTIFIED by their signatures below, the members of the Town Council affirm that this Ordinance was introduced at the Special Town Council meeting held on May 9, 2023 that a public hearing was held on May 18, 2023, and that a vote was taken in accordance with Section C-309 of the Town Charter. The vote of the Council was tallied and _____ votes of approval and _____ votes of disapproval were cast. The resulting majority of at least 2/3 of the Council _____ (*approved/disapproved*) the passage of this Ordinance this 18th day of May, 2023. If signed by the Mayor below, the Mayor approves this Ordinance pursuant to Section C-310 of the Charter this _____ day of May 2023. This Ordinance shall become effective at the expiration of twenty (20) calendar days from the date of the Mayor's approval or seven (7) days after the last required publication, whichever is later, pursuant to Section C-309 of the Charter, currently published in Volume II of the Municipal Charters of Maryland.

CHESAPEAKE BEACH, MARYLAND

Patrick J. Mahoney, Mayor

Lawrence P. Jaworski, Council VP

Valerie L. Beaudin, Councilwoman

L. Charles Fink, Councilman

Margaret P. Hartman, Councilwoman

Gregory J. Morris, Councilman

Keith L. Pardieck, Councilman

FY24 Budget - Amended
Utility Fund
 EXHIBIT A

REVENUES		
400-430140	Transfer In - Fund Reserves	206,776
400-430150	Transfer In - Fund Reserves - Restricted	1,200,000
400-440010	Sewer Usage Charges	750,000
400-440040	Sewer Penalties & Interest	20,000
400-441010	Water Usage Charges	300,000
400-441020	Miscellaneous Fees	50,000
400-441030	Water Penalties and Interest	16,000
400-450000	Investment Interest	10,000
400-460000	Fixed Fee	1,047,402
400-460050	Infrastructure Fees	18,000
400-460100	Sewer Capital Connection Fee	400,000
400-460200	Water Capital Connection Fee	200,000
400-461000	Tower Site Rental	130,504
	TOTAL REVENUES:	4,348,682
EXPENSES		
400-6850-601000	Salaries & Wages	176,989
400-6850-602400	Continuing Education	5,000
400-6850-610500	Taxes & Benefits	88,495
400-6850-662200	Meter Repairs & Maintenance	25,000
400-6850-715100	Water Plant Repairs & Maintenance	35,000
400-6850-715500	Water Testing	18,000
400-6900-621400	Engineering & Professional Fees	37,500
400-6900-621501	Safety	15,000
400-6900-625300	Interest & Administrative Expense - LT Debt	65,520
400-6900-626001	Pump Station Repair	50,000
400-6900-630500	Supplies	44,000
400-6900-631500	Postage	6,000
400-6900-632400	Miss Utility Fees	2,000
400-6900-632500	Line Repairs & Maintenance	75,000
400-6900-632800	Banking Fees	50,000
400-6900-670000	TPF Fixed / Capital Costs	1,322,265
400-6900-670100	TPF Variable	509,898
400-6900-687500	Utilities	86,000
400-6900-717600	Miscellaneous	500
400-6900-780000	Insurance	17,000
400-6975-801000	Capital Projects	1,200,000
DEBT SERVICE		
400-6900-719300	Principal - 2014 - ENR	192,331
400-6900-748100	Principal - 2008 SRF Loan	290,256
400-6900-748300	Principal - ARRA Loan (2009)	36,928
	TOTAL EXPENSES:	4,348,682
	SURPLUS/DEFICIT:	-



OFFICE OF THE PLANNING AND ZONING COMMISSION

To: Mayor and Town Council, Chesapeake Beach, MD

From: Cindy Greengold, Chair, Planning and Zoning Commission

Date: May 18, 2023

Re: Town Council Report

The Planning and Zoning Commission has continued its discussion of the Critical Area Regulations.

At this meeting, the Commission was reminded that even though the “model” ordinance may either be adopted as drafted, or merely used as a reference guide, that a local program may not be amended without the approval of the Critical Area Commission. Hence, it was decided that further determinations and changes should be withheld until a staff member from the Critical Area Commission could advise the Planning and Zoning Commission during its comprehensive review process.

This representative will hopefully address the Planning and Zoning Commission at the May 2023 meeting and assist in the final proposals for appropriate amendments to the Town’s Critical Area Program.

Chesapeake Beach Oyster Cultivation Society Report

May2023

Chesapeake Beach Town Council Meeting

The Calvert County 5th grade oyster studies program finished up in May with oyster reef ball builds. Over 400 students participated, 120 reef balls were built and 7 CBOCS members contributed over 150 volunteer hours.

No further CBOCS projects are currently planned for the summer. In August we will start organizing the fall 5th grade field trips to Fishing Creek.

Green Team Committee Meeting Minutes

April 26, 2023

The meeting was called to order at 6:30 pm

Attendees:

Valerie Beaudin

Madeleine Blake

Linda Draper

Sue Alexander

Upcoming Community Events

- May 9 – Town Council Work Session – to discuss Tree City Ordinance
- May 18 – Town Council Meeting – to vote on Tree City Ordinance
- Oct 7 - Paddle & Pickup

Bayfront Park

- No action

Pollinator Garden and 17th St. Project

- On-going maintenance of 17th street garden will be transferred to the town Landscaper. The Green Committee will continue to maintain the Pollinator Gardens.

Education and Outreach

- No action

Tree City USA

- The Town Council will be reviewing/discussing the Tree City Ordinance.
- Melanie and Sue met with Holly to discuss several outstanding issues:
 - o Ordinance and 5-year plan response
 - o Use of Tree City money to remove and replace invasives around town hall.
 - o Extending pollinator garden at 17th street
 - o Plant grasses at BFP to replace landscapers dump area.

Other Items

- Madeleine Blake did a ***Stellar*** job coordinating the Town Cleanup on April 22nd. 22 team members and town volunteers came out to support this effort. Fishing Creek Trail, the marsh near Sea Gate, Kellam's Field and Cox Road were given a thorough cleaning. She has volunteered to lead the effort again next year provided she has a supporting cast of team members.
 - o Recommendations for next year: Hang a large banner on the fence at Veterans Park to announce the event; Volunteers should formally check out at the end of the event so we can identify the location of full trash bags and ensure everyone came back safely.
 - o Date for next cleanup – April 20, 2024
- Invasives have been removed from the Town Hall. Replacement plants are coming soon.
- Recommendation that Trash Cans be placed on the Bayside Rd bridge bump out.
- Committee budget for 22-23 is \$6,100; Tree City Budget for Tree City is \$17,800; Committee budget for 23-24 is \$7,000.
- Future project includes updating GT website page.

Next Meeting Agenda

- Pull together dates for 2024 events to insert in the Town Calendar and give NECC advance notice for advertisement/registration.
- Review Idea Bank for future projects.

This meeting was adjourned at approximately 7:10 pm

The next meeting of the Green Team Committee will be at 6:30pm on Wednesday May 24th at the Town Hall



To: The Honorable Mayor and Town Council
Subject: CBWRTP Overhang
Date: May 11, 2023

From: Holly Wahl, Town Administrator

I. BACKGROUND:

The CBWRTP solids handling building installed during the Enhanced Nutrient Removal (ENR) process encountered spalling of the concrete at the edge of the overhang for the press room. During construction, the railings were installed in the concrete overhang by core drilling holes into the concrete to place the railing. Over time, water has infiltrated at the base of the railings and frozen causing the concrete to crack off and fall.

II. GOAL:

Ensure repair occurs with stability and ease of weathering on the solids handling building.

III. SCOPE OF WORK:

This project will require significant safety provisions which will require 1 week of set up and 1 week of constructing the new ledge.

- 1) Provide and erect shoring and scaffolding to underside of the concrete deck with two I-beams and plywood decking.
- 2) Provide and erect conventional scaffolding to and above the deck to be removed with guardrails and ladder.
- 3) Provide a forklift with trash hopper to place concrete debris in 20-yard can. Material will be recycled.
- 4) Provide and install #5 rebar dowels with HY-200 two-part epoxy at 12-inch centers. Form, place and finish new concrete sill with 12-inch C channel and rail for the full length.
- 5) Install a new sill with a C Channel across the edge of the cutoff face, repurpose the railing, and reinstall the railing
- 6) Provide all equipment, labor, and materials necessary for the project.

IV. TOTAL COSTS:

The total costs for this project are \$28,890.

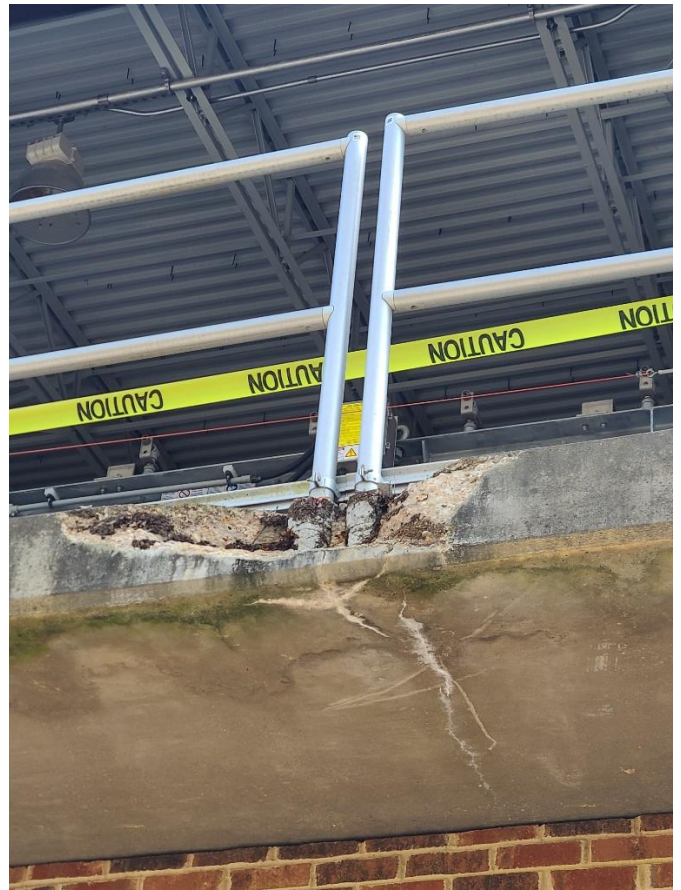


V. FISCAL IMPACT:

These costs are not budgeted; however, the repair is required. For this reason, staff requests that the Town Council authorize an emergency expense to make the repairs.

The Town Council to consider authorizing the Mayor to enter into a contract with GTH Masonry, Inc. for **\$28,890** to make emergency repairs to the overhang at the CBWRTP solids handling building. Costs would be paid from the FY23 Treatment Plant Capital improvements line item with a budget amendment forthcoming. Costs will be shared with the CBWRTP Partners.

Images of the damage requiring repair





To: The Honorable Mayor and Town Council
Subject: Clarifier blanket sensors
Date: May 10, 2023

From: Holly Wahl, Town Administrator

I. BACKGROUND:

The Chesapeake Beach Water Reclamation Treatment Plant requires clarifier blanket sensors to increase CBWRTP staff's ability to monitor the blanket in the clarifiers to prevent overloading of the clarifier. Overloading will result in sludge washout into the filter units.

II. GOAL:

Improve plant monitoring processes to ensure adherence to permit requirements.

III. DETAIL ON THE PROJECT:

Please see Exhibit A, memo from CBWRTP Superintendent Josh Stinnett for further information.

IV. TOTAL COSTS:

<u>ITEM</u>	<u>QTY</u>	<u>Description</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>
1	1	Pulsar Measurement Part No. 9201110200X4XX0P Sludge Finder 2 wall mount IP65 enclosure with integral keypad	\$2,810.00	\$2,810.00
3	2	Pulsar Measurement Part No. VT1003000000XNP VT10 w/ 30 meters of cable	\$4,355.00	\$8,710.00
4	2	Pulsar Measurement Part No. 9200A0001 Viper flexible transducer arm (for object avoid.)	\$665.00	\$1,330.00
5	1	Part No. SERVICE Service Start-Up Service Included	\$0.00	\$0.00

Total Cost = \$12,850.00

V. FISCAL IMPACT:

The Town Council to consider authorizing the Mayor to enter into a contract with Miller Energy in the amount of **\$12,850** for the installation of clarifier blanket sensors. Costs would be paid from the FY23 Treatment Plant Capital Improvement Line item and will be shared with the CBWRTP Partners.

SLUDGE FINDER 2

Reliable & continuous sludge blanket level measurement.

Two-Part System Purposely Designed for Sludge Blanket Level Measurement

The Sludge Finder 2 is a versatile, accurate, and reliable solution to the problem of accurately measuring interface levels in primary or secondary settlement tanks and Sequencing Batch Reactors (SBR) systems. Operating ultrasonically through a liquid, Sludge Finder 2 uses proven echo processing algorithms to identify the sludge interface level using state of the art digital echo processing technique found only in this unit.

The unique viper transducer is immersed in the liquid, emitting a high-frequency ultrasonic pulse down towards the sludge interface. The pulse reflects from the interface of the denser material back to the Viper transducer face. This echo is analyzed by the controller unit providing a depth reading and an analog output proportional to the height of the interface above the vessel bottom.

Multiple Tanks & Multiple Applications

Sludge Finder 2 will operate with one or two transducers, you can mix and match Sludge Transducers and Pulsar Measurement's main dB Transducer range to give astonishing versatility. Manage two clarifier's / thickeners, or one clarifier plus an ultrasonic level application from a sludge unit,



THE RIGHT METER FOR

- Primary & Secondary Settlement Tanks
- DAF Thickeners
- Gravity Thickeners
- Stationary & Traveling Bridges

providing flexible, economical control and a sludge connection point for system interface.

Sludge Finder 2 features a microprocessor and a multifunction display showing blanket level, complete echo profile, alarm points, tank depth, and multiple tank status.

Output Options

Sludge Finder 2 features 4-20mA isolated outputs for each channel, with an optional RS485 connection (Modbus RTU or Profibus). Six control relays are included (5A rated), assignable to any channel. An optional Radio Telemetry System may be fitted with a 500 m (1,640 ft) line of sight range. Up to 48 Nodes can be used using a 'Multihop' receiver installation.

The Hygienic Solution

Remote measurement with Sludge Finder 2 means you can put an end to tedious, time-consuming, potentially unhygienic, and hazardous manual measurements using gap switches or vacuum probes.

Self-Cleaning Transducer

Sludge Finder 2 is designed to be maintenance-free. Sludge Finder's Viper transducer is a single beam ultrasonic unit immersed just below the liquid surface. A wiper blade sweeps the transducer face, ensuring that it remains clean. The Viper transducer may be positioned up to 200 m (656.2 ft) from the control unit and has a measurement range of 300 mm to 10 m (11.8 in to 32.8 ft). Accuracy is 0.25% of the measured range. A tight 6-degree beam angle and sophisticated echo processing algorithms make sure that Sludge Finder 2 deals with difficult tanks and rotating equipment with ease.



Sludge settlement tanks at a Sewage Treatment Works.



Viper transducer doing it's job!

Easy Installation & Set Up

Sludge Finder 2 is simply installed and the transducer cable can be easily extended with twin pair screened cable. To program Sludge Finder 2, the operator enters operating parameters via a menu-driven operator interface and the Sludge Finder 2 automatically tracks to the blanket interface. Sludge Finder 2's operator interface consists of several screens that make setting up the unit straightforward and communicates information about the process quickly, clearly, and concisely.

Sludge Finder 2 allows a user to set up two interface points to display and to control the process via the echo profile returned from a single self-cleaning Viper transducer. One of the primary benefits is the ability to monitor sludge interface levels of differing densities.

The new feature could reveal a high level of flocculant spilling into the local watercourse, potentially causing pollution and a breach of consent at the same time as measuring and controlling the Return Activated Sludge (RAS) layer in the normal way.

The unit can output two isolated 4-20mA signals, one for each interface.

Technical Specifications

PHYSICAL

Controller Body Dimensions:	235 mm x 184 mm x 120 mm (9.3 in x 7.2 in x 4.7 in) Wall mount only.
Weight:	Nominal 1 kg (2.2 lb)
Enclosure Material/Description:	Polycarbonate, flame resistant to UL94-5V
Cable Entry Detail:	10 cable entry knock outs, 5 x M20 and 1 x M16 underside. 4 x PG11 at rear
Transducer Cable Extensions:	2 twisted pair 0.5 mm ² with overall screen
Maximum Separation:	200 m (656.2 ft)

ENVIRONMENTAL

IP Rating:	IP65/NEMA 4X
Max. & Min. Temperature (Electronics):	-20 °C to +50 °C (-4 °F to +122 °F)
Flammable Atmosphere Approval:	For installation in non-flammable area only. Most compatible transducers suitable for flammable atmospheres. See sensor / transducer datasheet or brochure.
CE Approval:	2014/30/EU & 2014/35/EU — EMC Directive. Standards applied: EN 61010-1:2010 / EN 61326-1:2013 / EN 55011 / EN 61000 (3-2 / 3-3 / 4-2 / 4-3 / 4-4 / 4-5 / 4-6 / 4-7 / 4-11)
ATEX Approval:	Controller must be within a safe area. See dB transducers for level sensor approvals

OUTPUTS

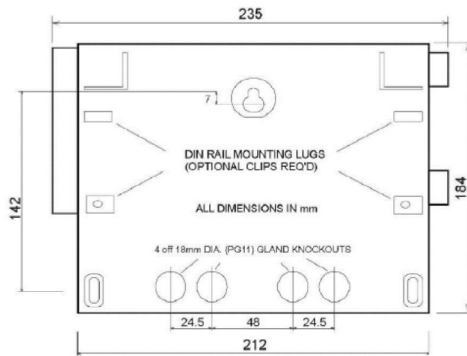
Analog Output:	2 off isolated (to 150 V floating) output of 4-20mA or 0-20mA into 1 kΩ (user programmable and adjustable) 0.1% resolution
Digital Output:	Half-duplex RS232
Volt Free Contacts, Number, and Rating :	6 form "C" (SPDT) rated at 5 A at 115 V AC
Display:	192 x 128 pixel illuminated graphical display showing a variety of screens including echo profile. Fully programmable display options, integral keypad with menu navigation keys.
Radio Modem (Optional):	4-20mA using wireless exempt frequencies. Maximum range 500 m (1,640 ft) line-of-sight
Communication Bus (Optional):	RS485 Modbus RTU/ASCII or Profibus DPV0 or DPV1 (slave device)

PROGRAMMING

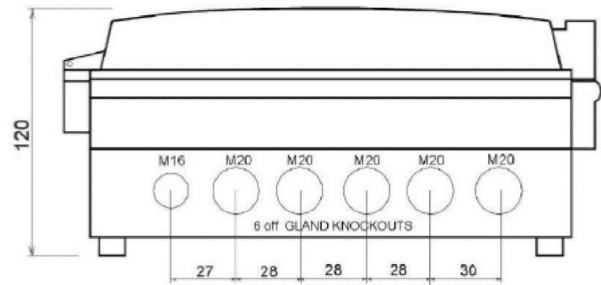
Onboard Programming:	By integral keypad
PC Programming:	Via RS232
Programming Security:	Via passcode (user selectable and adjustable)
Programmed Data Integrity:	Via non-volatile memory
PC Software:	Sludge Finder PC within PC Software Suite — compatible with XP (service pack 3), Windows 7/8/10

SUPPLY

Operating Voltage:	Universal 100-240 V AC 50/60 Hz, 22-28 V DC
Power Consumption:	20 W maximum power (typically 11 W)
Fuse:	2 A slow blow



Sludge Finder 2 Drawing Back



Sludge Finder 2 Cable Entry Drawing

Delivering the Measure of Possibility

Pulsar Measurement offers worldwide professional support for all of our products, and our network of global partners all offer full support and training. Our facilities in Malvern, UK and Largo, USA are home to technical support teams who are always available to answer your call or attend your site when required. Our global presence, with direct offices in the UK, USA, Canada, and Malaysia, allows us to create close relationships with our customers and provide service, support, training, and information throughout the lifetime of your product.

By taking a step forward in echo processing technology, Pulsar Measurement addresses applications previously thought to be beyond the scope of ultrasonic measurement. This technology improves signal processing at the transducer head which has made it possible to increase resistance to electrical noise, enabling the transducer to 'zone in' on the true echo.

For more information, please visit our website:

www.pulsarmeasurement.com



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Canada
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United Kingdom
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pulsarmeasurement.com

SLUDGE FINDER 2

Technical Specifications:

Pulsar's Sludge Finder 2 is a controller and transducer system that provides reliable continuous sludge blanket level measurement. It is used in thousands of applications worldwide for detecting sludge blanket levels in primary, secondary, and tertiary settlement tanks either with stationary or travelling bridges, clarifiers, gravity thickeners, or sequencing batch reactor (SBR) systems.



PHYSICAL

Controller Body Dimensions: 235 mm x 184 mm x 120 mm (9.3 in x 7.2 in x 4.7 in) Wall mount only.

Weight: Nominal 1 kg (2.2 lb)

Enclosure Material/Description: Polycarbonate, flame resistant to UL94-5V

Cable Entry Detail: 10 cable entry knock outs, 5 x M20 and 1 x M16 underside. 4 x PG11 at rear

Transducer Cable Extensions: 2 twisted pair 0.5 mm² with overall screen

Maximum Separation: 200 m (656.2 ft)

ENVIRONMENTAL

IP Rating: IP65/NEMA 4X

Max. & Min. Temperature (Electronics): -20 °C to +50 °C (-4 °F to +122 °F)

Flammable Atmosphere Approval: For installation in non-flammable area only. Most compatible transducers suitable for flammable atmospheres. See sensor / transducer datasheet or brochure.

CE Approval: 2014/30/EU & 2014/35/EU — EMC Directive. Standards applied: EN 61010-1:2010 / EN 61326-1:2013 / EN 55011 / EN 61000 (3-2 / 3-3 / 4-2 / 4-3 / 4-4 / 4-5 / 4-6 / 4-7 / 4-11)

ATEX Approval: Controller must be within a safe area. See dB transducers for level sensor approvals

OUTPUTS

Analog Output: 2 off isolated (to 150 V floating) output of 4-20mA or 0-20mA into 1 kΩ (user programmable and adjustable) 0.1% resolution

Digital Output: Half-duplex RS232

Volt Free Contacts, Number, and Rating : 6 form "C" (SPDT) rated at 5 A at 115 V AC

Display: 192 x 128 pixel illuminated graphical display showing a variety of screens including echo profile. Fully programmable display options, integral keypad with menu navigation keys.

Radio Modem (Optional): 4-20mA using wireless exempt frequencies. Maximum range 500 m (1,640 ft) line-of-sight

Communication Bus (Optional): RS485 Modbus RTU/ASCII or Profibus DPV0 or DPV1 (slave device)

PROGRAMMING

Onboard Programming: By integral keypad

PC Programming: Via RS232

Programming Security: Via passcode (user selectable and adjustable)

Programmed Data Integrity:

Via non-volatile memory

PC Software:

Sludge Finder PC within PC Software Suite — compatible with XP (service pack 3), Windows 7/8/10

SUPPLY

Operating Voltage:

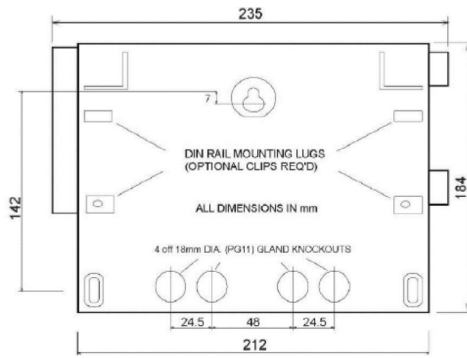
Universal 100-240 V AC 50/60 Hz, 22-28 V DC

Power Consumption:

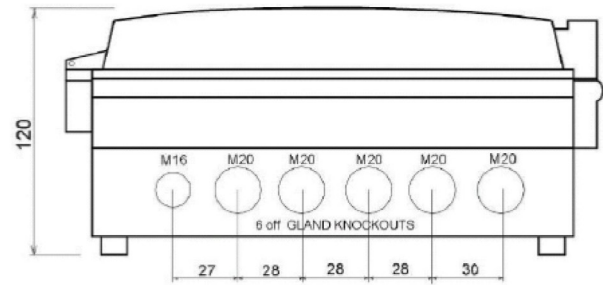
20 W maximum power (typically 11 W)

Fuse:

2 A slow blow



Sludge Finder 2 Drawing Back



Sludge Finder 2 Cable Entry Drawing

Delivering the Measure of Possibility

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3200 South Clinton Ave.
 South Plainfield , NJ 07080
 TEL: (908) 755-6700
 FAX: (908) 755-0312

QUOTATION SQ1039368

PAGE 1

DATE 5/4/2023

PROJECT REFERENCE Pulsar Sludge Finder
VALIDITY 30 Days
PAYMENT TERMS Net 30 On Approval
LEAD TIME 2 WEEKS -3 WEEKS
SHIPPING TERMS Ex Works; Shipping Point
ACCOUNT MANAGER Rob Davis
PREPARED BY Katryna Rokicki

Quotation For:
Town of Chesapeake Beach
P.O. Box 400
8200 Bayside Road
Chesapeake Beach, MD 20732
Attn: Josh Stinnett
Phone: 443-532-5958

ITEM	QTY	Description	UNIT PRICE	EXTENDED PRICE
1	2	Pulsar Measurement Part No. 9201110200X4XX0P Sludge Finder 2 wall mount IP65 enclosure with integral keypad	\$2,810.00	\$5,620.00
2	1	Pulsar Measurement Part No. VT10010000000XNP VT10 Viper (auto clean) Transducer 10m cable Option 1: If 10m of cable is needed	\$4,150.00	\$4,150.00
3	1	Pulsar Measurement Part No. VT10030000000XNP VT10 w/ 30 meters of cable Option 2: If 30m of cable is needed	\$4,355.00	\$4,355.00
4	2	Pulsar Measurement Part No. 9200A0001 Viper flexible transducer arm (for object avoid.)	\$665.00	\$1,330.00
5	1	Part No. SERVICE Service Start-Up Service Included	\$0.00	\$0.00

Total: \$15,455.00

General Terms:

- 1.) This proposal is subject to Miller Energy Standard Terms and Conditions.
- 2.) Product images are for reference purposes only.
- 3.) 3.75% Service Fee applied to all credit card payments.

Please address your Order as follows:

Miller Energy Inc.
 3200 South Clinton Ave.
 South Plainfield , NJ 07080

VIPER TRANSDUCER

Technical Specifications:

The Viper sludge transducer can be positioned up to 200 m (656.2 ft) from the controller and has a measurement range of 300 mm to 10 m (11.8 in to 32.8 ft) — accuracy is 0.25% of the measured range. A tight 6° beam angle makes confined or cluttered applications easy and the self-cleaning face removes the need for regular inspection and maintenance — meaning you can avoid that unhygienic and hazardous task you hate!



PHYSICAL

Sensor Body Dimensions: 78 mm D x 195 mm H (3.1 in x 7.7 in)

Weight: Nominal 1.5 kg (3.3 lb)

Enclosure Material/Description: Valox 357. Wiper blade — Stainless steel

Transducer Cable Extensions: 4-core screened

Maximum Separation: 200 m (656.2 ft)

Mounting Connection: 1" NPT or BSP

ENVIRONMENTAL

IP Rating: IP68

Max. & Min. Temperature (Electronics): -20 °C to +50 °C (-4 °F to +122 °F)

CE Approval: 2014/30/EU & 2014/35/EU — EMC Directive. Standards applied: EN 61010-1:2010 / EN 61326-1:2013 / EN 55011 / EN 61000 (3-2 / 3-3 / 4-2 / 4-3 / 4-4 / 4-5 / 4-6 / 4-7 / 4-11)

ATEX Approval: Viper transducer must be within a safe area

PERFORMANCE

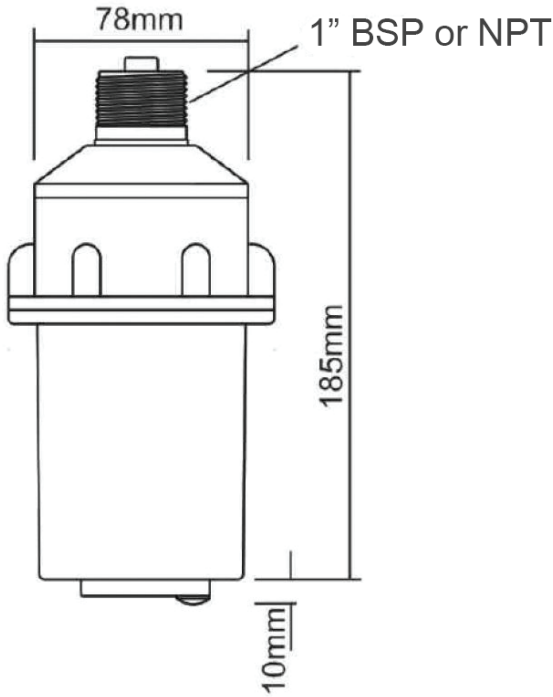
Accuracy: 0.25% of the measured range or 10 mm (0.4 in), whichever is greater

Resolution: 0.25% of the measured range or 10 mm (0.4 in), whichever is greater

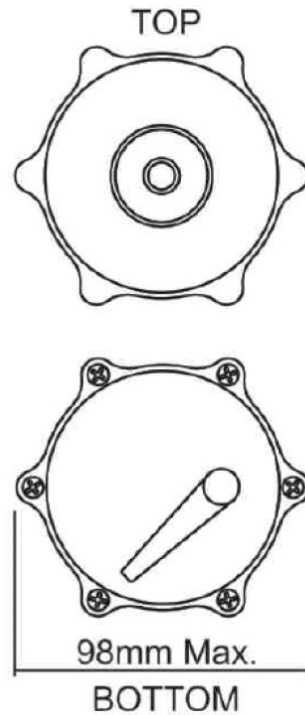
Max Range: 10 m (32.8 ft)

Min Range: 300 mm (11.8 in)

Minimum Sludge Density: 0.5% concentration



Viper Transducer Side Drawing



Viper Transducer Top and Bottom Drawing

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To: The Honorable Mayor and Town Council
Subject: RT 261 Walkway Upgrades
Date: May 10, 2023

From: Holly Wahl, Town Administrator

I. BACKGROUND:

The RT 261 boardwalk walkway on the west side running from north to south requires new decking boards and pilings in several areas that have deteriorated. The boardwalk has been repaired piece by piece over the years; however, it requires further improvement for the longevity and safety of the walkway.

II. GOAL:

Maintain a safe walkway that is used by many and provides access to several commercial, recreational, and residential areas.

III. SCOPE OF WORK:

The scope of work includes i) removal and replacement of the remaining deteriorated lumbar on the boardwalk, ii) replacement of the existing top cap railing with a composite material to prevent splintering and weathering, iii) power washing of the entire boardwalk for a consistent clean appearance of the boardwalk, rails and pickets, iv) stain and seal after the completion of power washing with Olympic brand water seal in a light oak stain.

IV. TOTAL COSTS:

Item	Vendor	Cost
Stain and Seal Boardwalk	Windmill Farms	\$2,200
Power washing Boardwalk	Windmill Farms	\$2,950
Labor to remove and replace all deteriorated lumbar	Windmill Farms	\$13,200
Materials	Barrons purchased directly by the Town	\$21,617.53
		\$39,967.53

V. FISCAL IMPACT:

The total funds of \$39,967.53 would come from the Town's general fund Capital Improvement line item under the sidewalk project category in FY23.

The Town Council to consider authorizing the Mayor to enter into a contract with Windmill Farms in the amount of **\$18,350** to power wash, stain, seal, replace the remaining deteriorated lumbar and install a weather and splinter proof top cap on the RT 261 boardwalk. Costs will be incurred in the FY23 General Fund Capital Improvement line item for sidewalk repairs.



The Town Council to consider authorizing the Town Administrator to purchase the materials needed to make the repairs to the RT 261 boardwalk from Barrons in the amount of **\$21,617.53**. Costs will be incurred in the FY23 General Fund Capital Improvement line item for sidewalk repairs.



To: The Honorable Mayor and Town Council
Subject: Youth Sports Agreement
Date: May 17, 2023

From: Holly Wahl, Town Administrator

I. BACKGROUND:

The Town of Chesapeake Beach owns, maintains, and staffs the Kellam's field complex. The Town permits nonprofit youth organizations to use the field through a Youth Sports Provider (YSP Agreement). *One organization is permitted to use the field, the Beach Buccaneers Youth Club.* The Town's YSP Agreement is modeled after the Calvert County YSP.

To be considered a YSP and receive complimentary use of Kellam's field, an organization must be a Maryland registered entity, registered with Calvert County and the Internal Revenue Service and State of Maryland Secretary of State as a not-for-profit or nonprofit.

The YSP requires that the organization act in a fiscally responsible manner and make available to TOCB financial information and statements including fees, expenses and costs associated with the YSP's program. The YSP must implement best practices for appropriate accounting controls and verify those controls to the Town at any time requested. Further, all financial information submitted to TOCB is considered public records as defined by Maryland law.

II. GOAL:

Provide quality youth recreational activities where revenues and expenses are accounted for to benefit Town citizens. Maintain a steadfast commitment to continue youth recreation on Kellam's field. Foster a sense of community at the center of Town.

III. COST TO TOWN CITIZENS:

The direct cost to the town taxpayer for the current youth sports recreational program at Kellam's is approximately \$174,840.00 a year. These costs are captured in the Town's General Fund under the line items "Recreation Operations", "Recreation Operation Salaries" and "Capital Expenditures". In addition, the Town expects approximately \$445,000.00 in planned capital improvements over the next year for the continued use of the ball field and upwards of \$3,000,000 in the capital improvements to address long range coastal resiliency projects at the Kellam's complex recreational facility.

IV. FISCAL RESPONSIBILITY:

The Town administration has a fiduciary responsibility to ensure that all activities utilizing Town taxpayer funds are a benefit to the citizens of the Town of Chesapeake Beach.

V. BEACH BUCS AUDIT TIMELINE PER THE YSP:

1. In October of 2021, the Town Administrator notified the Beach Buccaneers President that the team was not registered as a non-profit in violation of the YSP.



2. In December of 2021, the Town Administrator notified the Beach Buccaneers Board of Directors that the club's nonprofit status was inactive for (2) consecutive years (2019 and 2020). After this notice it was also identified that the Beach Buccaneers had not filed their taxes for (2) consecutive years. The Town requested a full account of transactions and records. Approximately one month's worth of banking transactions were made available, but the statements were altered.
3. In March of 2022, the Town initiated a third-party audit in accordance with the Youth Sports Agreement (YSP) due to the inability to capture transparent accounting information from the team or unadjusted bank statements. The third-party audit was not able to be effectively completed due to a lack of information being provided by the team over an 8-month period. Of the audit sample, 101 disbursements totaling \$94,723.04 were either missing documentation or provided insufficient documentation to support the transaction. Of the \$94,723.04, there were \$81,461.35 in transactions with no support or justification.
4. On January 4, 2023, the Town of Chesapeake Beach placed the Board of Directors of the Beach Buccaneers Youth Club on notice of significant concerns related to the mishandling of funds and required immediate action by the Board to ensure public assets are being used for public benefit via certified mail and regular mail to all Board of Directors home address. Certified mail was accepted by all Board of Directors, but was returned undelivered to the teams President and the teams Treasurer. A Town resident volunteer stepped up to assist with providing the documentation and served as the point of contact for the team.
5. In February 2023, the team responded to the January 4th letter with further documentation from the March 2022 audit; however, there remained several transactions with either no documentation or insufficient documentation that did not support the transactions. The Town responded that clarification on the remaining items were needed. Currently, *of the transactions tested from the March 2022 audit* (\$21,478.85) in transactions provide insufficient or no documentation to support the purchase. The team confirmed that no additional information was available for these transactions.
6. In March 2023, the Town was notified that the current President (Greg Disney) and Treasurer (Brittany Hynes) voluntarily stepped down and a current board member Jason Cubbage was elected as President.
7. Under new leadership, the Town received view of the teams bank statements.
8. As of May 16th, the Beach Buccaneers agreed to provide assurance of all proper accounting controls and processes for transactions (*revenue and expenses*).
9. There has been no interruption to children's youth activities at Kellam's field.
10. All facilities have remained open to youth players including restroom facilities during practice.
11. The Town has offered to the team leadership need based scholarship to players within the Town that are unable to cover registration costs.
12. The Town is currently investing in the concession stand with improvements; therefore, it is closed.



13. The Town continues to work with the Team to prepare to restart concession sales as outlined in the YSP.

VI. NEXT STEPS:

Provide ongoing transparency with details on expenses, and revenues publicly viewable as a part of the Youth Sports Provider (YSP) Agreement.

Exhibit A "Youth Sports Provider" (YSP) 2023 Executed Agreement

For more information click [here](#).

VII. AGREED UPON PARTNERSHIP MOVING FORWARD:

A meeting was held with a Beach Buccaneers representative on May 16th at the Chesapeake Beach Town Hall.

During the meeting the following plan was determined:

- 1) Both parties are seeking to benefit local youth in the Town of Chesapeake Beach and Calvert County.
- 2) Both parties are committed to fostering a positive environment where local youth and the general community of the Town of Chesapeake Beach will thrive.
- 3) Both parties are committed to transparency and acknowledge that the Youth Sports Agreement (YSP) executed annually provides the guidelines for transparency. The Town agrees to seek to understand limitations of local youth providers while also prioritizing transparency to ensure that policies are effective.
- 4) Both parties recognize that prior accounting practices of the team are unacceptable.
- 5) Both parties acknowledge that new accounting practices have been determined for the team and continue to be improved upon.
- 6) Both parties acknowledge that providing the Town and public with ongoing information related to revenue, expenses and needs will only build more public support of the teams efforts.
- 7) Both parties agree to a working group to foster partnership moving forward and Town Council meeting reporting (when possible) to keep the community updated on the team.



TOWN OF CHESAPEAKE BEACH

YOUTH SPORTS PROVIDER (YSP) AGREEMENT

I. PURPOSE

The purpose of this agreement is to set forth procedures for the organization and administration of youth sports activities in athletic facilities operated and maintained by the Town of Chesapeake Beach (TOCB) for organizations requiring field/facility use after TOCB programs have been scheduled. The procedures specified herein will establish the standards to be used in governing those systems. Through their use, continuity can be maintained between each youth sports program thereby allowing a comprehensive and equitable delivery of organized youth sports that meet the needs of Town residents.

II. PRE-QUALIFICATIONS

The citizens of the Town of Chesapeake Beach spend in excess of \$150,000 annually on the Kellam's field to ensure that it is playable for youth sports activities; therefore, the Town administration has a responsibility to ensure that all activities on the taxpayer funded field are for public interest and public use. Any indication that activities are not for public use will disqualify any team from complimentary use of Kellam's field. A fee will apply to any approved youth sporting team that will compensate town taxpayers for the full cost incurred for the use. To be considered a YSP and receive complimentary use of Kellam's field, an organization must be a Maryland registered entity, registered in Calvert County and an Internal Revenue Service and State of Maryland Secretary of State registered not-for-profit or nonprofit. Organizations wishing to use TOCB operated and maintained facilities for the purpose of providing youth sports programs must provide the following documents and meet the criteria addressed below.

- Proof that the entity is registered in Maryland with its principal place of business being in Calvert County, Maryland Business Express and the Maryland Secretary of State (SOS) registry.
- Documentation from the Internal Revenue Service indicating not-for-profit or nonprofit status.
- Certificate of General Liability Insurance naming the Town of Chesapeake Beach, Maryland as Certificate Holder and additionally insured with a minimum \$1,000,000 per occurrence. Accident insurance must be available to all sports participants by approved YSP.
- The YSP's governing Board of Directors shall consist of fifty-one percent (51%) of Calvert County residents with the majority of the executive officers (for example: president, vice-president, secretary, treasurer, etc.) residents of the Town of Chesapeake Beach. Documentation: List of Board of Directors including names, addresses and contact information.
- Provide proof to the Town that 50% of its participants utilizing facilities as their "home" facility are Town residents.



- Provide proof to TOCB that at least 75% of youth participants are registered to participate in volunteer-based recreational sports programming. Documentation: YSP to provide rosters and list of all programs under YSP's umbrella.
- Articles of incorporation / organization and YSP by-laws.
 - YSP's shall operate programs under the guidance of the National Standards for Youth Sports (National Alliance for Youth Sports) focusing on the following core areas:
 - Child Centered Policies and Philosophies
 - Volunteers
 - Parents
 - Safe Playing Environment
 - Ensure that registration is open to all Town and Calvert County residents and has a mandatory play policy for all participants.
 - Must not have exclusion provisions based on race, gender, gender identity, sexual orientation, religion, etc. for League participation.
 - Provide YSP's behavioral guidelines, enforcement plan and code of conduct for players, coaches, board members, volunteers and parents.
 - Must have in its by-laws, policy pertaining to the health and wellness of its membership which may include:
 - Coaches Certification and Standards
 - Health and Nutrition
 - Tobacco Free staff, volunteers and sidelines.
- Signed and notarized annual affidavit (ATTACHMENT A) that complies with Maryland, Calvert County and TOCB guidelines governing the YSP's procedure in screening all persons over age 16 affiliated with the YSP that will have contact with minors or serves as a Board of Directors for the YSP. Background screenings will be conducted by the YSP sport's governing body or sanctioned provider at the YSP's expense. This is to include, but is not limited to, that all coaches and volunteers are not listed as a Sexual Offender / Predator on the Maryland Sexual Offender Registry website at <http://www.dpscs.state.md.us/sorSearch/> and the United States Department of Justice National Sexual Offender website at www.nsopw.gov. If YSP utilizes TOCB as sanctioned provider, all coaches and volunteers providing services under the YSP Agreement must provide the YSP representative to TOCB their name and birthdate to conduct the screening.
 - Additionally, the YSP will not authorize any individual to serve as a youth activity volunteer or as a member of the Board of Directors that refuses to consent to a background check.
 - Any person convicted of a crime as specified in the Calvert County disqualifiers, shall be prohibited from participation as a volunteer in leagues or programs using TOCB facilities. See ATTACHMENT B for recognized disqualifiers.



- YSP must maintain documentation regarding their member's qualification status as required by the Town of Chesapeake Beach.
- Comply with all Federal and State of Maryland laws as it relates to youth sports programs.
- All coaches, board of directors and volunteers providing services under the YSP Agreement must inform the YSP representative of any arrests or pending charges that may act as a disqualifier within forty-eight (48) hours of the arrest or notice of pending charge. The YSP representative must inform TOCB within forty-eight (48) hours of their action regarding the individual in question.
- Board Members, Staff, Coaches and Trainers may not receive monetary compensation unless the following conditions apply and/or are addressed and approved by the TOCB Administrator on a case-by-case basis; proof for which to be provided by the YSP to the TOCB Administrator:
 - Parent Organization requirements.
 - Referee Assigner.
 - Program operation of competitive / travel teams with paid staff that are complementary to the recreation program (field usage fees may apply.)
 - Clinics, tournaments, training sessions with paid staff (field usage fees may apply and a separate permit is required for clinics and tournaments.)

III. APPROVAL PROCESS AND FACILITY REQUEST PROCEDURES

TOCB will notify the requesting organization of receipt of their documentation and inform the organization of any missing or incomplete information. Submission of required information does not guarantee facility usage. Facility usage is based on several factors including, but not limited to, historical usage, facility availability and fiscal transparency of the team to its members and to the Town. To ensure the needs of all Town residents are met, TOCB will use the following priorities in the issuance of facility space at Town-owned facilities.

1. Town operated or contracted programs.
2. County, Calvert County Board of Education /Calvert County Public School needs.
3. Youth Sports Providers (recreational sports programs) with approved YSP Agreement.
4. Youth organizations offering recreational sports without a YSP Agreement*

Once BOE/CCPS facility needs are met, TOCB will use the following priorities in the issuance of facility space.

*Subject to fee schedule for facility usage.



Priorities may be subject to change and are subject to any inter-local agreements, management plans or memorandums of understand concerning any facility.

The Town reserves the right to withdraw YSP status or a permit granted to an organization at any time in their sole discretion without notice as the Town sees fit for any reason whatsoever. YSPs are also required to monitor their coaches and teams to ensure that payment for coaches, trainers or private instruction does not occur at County maintained or operated facilities. Notification shall be provided to TOCB of any such activity.

TOCB schedules, maintains and monitors the use of Kellam's Field and its pavilion areas. TOCB has the sole and exclusive right to assign facilities for play or practice to any group as it pertains to this Agreement. Facility assignments shall rest solely with the TOCB Administrator or designee. Practices or games scheduled prior to approval of this agreement are subject to the prevailing usage rates and a separate facility usage permit. The TOCB Administrator or designee may, at any time, change the facility assignment if necessary. YSPs do not have the authority to assign their facility assignment to another organization. All attempts of YSP shall fall under final decision and authority of TOCB, which has full and final authority over all disputes and any issues of YSP.

It is advised that YSPs do not take registration beyond the amount of space TOCB is able to provide. Registration should be based on the previous year's assignments. Facility availability is expected by:

To best serve all YSP organizations, **the following is required at least two (2) weeks prior to the start of each program's season or first practice date.**

- Player rosters include at least player initials (full name not required) and Town, County, State of residence.
- Full practice and game schedules.
- Full list of coach's names.
- Field specifications as needed per age/grade division to include:
 - Special marking or lines.
 - Field Size.
 - Goal Requirements.
 - Any Other Special Needs.

Failure to provide may risk facility availability.

The TOCB Administrator or designee must approve all practice and game schedules provided by the YSP. Block scheduling will not be considered. In order to accommodate maintenance and improvement projects, the TOCB Administrator or designee may change the practice and game schedule of a YSP. Downtime for maintenance, repairs and turf rejuvenation is a programmed element of TOCB. TOCB



must be notified of schedule changes a minimum of one (1) week prior to the requested date change unless the change pertains to weather or other closure by TOCB.

IV. RESPONSIBILITIES

Communication

For the purpose of eliminating confusion or duplication of services, each YSP shall designate up to two (2) individuals from the Board of Directors of the YSP, one individual to serve as the main point of contact and the second to serve as an alternative point of contact. All communication with TOCB must be made through these designated representatives. YSP members such as coaches or parents requesting facilities must go through their respective YSP representatives. Attempts to schedule facilities by persons other than the designated YSP representative(s) will be declined.

Financial

- To ensure all organizations providing YSP services with Town resources are acting in a fiscally responsible manner, YSPs shall make available to TOCB upon request the organization's tax returns, distributed 1099 forms and financial statements, including fees, expenses and costs associated with the YSP's programs. The YSP shall implement best practices for appropriate accounting controls and verify those controls to the Town at any time requested. All financial information submitted to TOCB will constitute a public record as defined by Maryland law. YSPs shall provide requested information no later than thirty (30) days after the request is made in writing to YSP representative(s). If requested documentation is not received by said date, subsequent facility use will be charged at the prevailing rate until an audit can be completed.
- All funds received shall be recorded and viewable in the team's bank account.
- TOCB, at its own expense, may audit YSP operations from a financial and management perspective at any time during the term of this Agreement. The YSP's accounting records shall be made available for audit and inspection by TOCB.
- YSP must provide view only access to all bank accounts, bank reconciliations and associated receipts, or hard copies mailed to the Town directly from the bank at the Town's request.
- To operate the concession stand, the YSP must provide a list of dates that the YSP is requesting to operate the concession stand for approval by the Town. A list of materials being sold and full details of the accounting practices for sales and cash drawer procedures must be supplied to the Town for approval. No cash collection shall take place at the Town owned field without the Town having a full knowledge of the procedures for these activities.
- The YSP must provide scholarship / financial assistance as a component of their league structure. Scholarships should be tracked and made available to the Town upon request.



- YSP's with complimentary competitive and travel programs that have paid trainers or coaches included within the YSP Agreement outside of pre-approved circumstances listed under section "PRE-QUALIFICATIONS" must remit appropriate fees as shown on the prevailing TOCB fee schedule. These programs are not eligible for no-cost facility usage. A payment plan may be utilized and must be paid in full for each year, annually or risk Agreement termination or forfeiture of future agreements.
- YSP's may not charge admission fees to practices or games covered under this Agreement. YSP must notify the Town of any fundraising efforts at the field and provide a full tracking of funds received and deposited into the team account.

Maintenance

YSP is responsible for removing all trash from the field area at the close of each use and placed in the provided dumpster.

As it pertains to this Agreement, facility maintenance falls under the jurisdiction of TOCB. Only individuals approved by the TOCB Administrator and or its designee are permitted to maintain fields. Labor, materials and lights will be provided by TOCB at no cost to the YSP utilizing the facility so long as the YSP meets the criteria in the pre-qualifications of the Agreement and the Agreement is not in breach.

TOCB provides maintenance services and reserves the right to assess a maintenance surcharge to the YSP to reimburse the cost of direct expenditures incurred due to maintenance services being provided after regular maintenance hours as provided in a schedule annually to YSP or to repair facilities damaged by YSP. This may include regular staff time, overtime, materials and utilities as determined by the TOCB Administrator or designee.

Teams shall maintain the field areas while in use ensuring all trash is off the field and bleachers and in trash receptacles. Trash receptacles should be dumped in the dumpster upon leaving the field.

Reporting of Accidents/Incidents

In the event of an accident/incident, a YSP representative on-site must contact the TOCB representative immediately to ensure that the issue is documented and reported appropriately.



Storage

TOCB is under no obligation to provide storage at Town facilities, however, if permitted and utilized, the YSP and their representatives shall hereby release the Town of Chesapeake Beach from all liability for the loss of or damage to merchandise, goods, equipment or any other property whatsoever due to fire, theft, weather or any other reason arising from its operation under this Agreement. Proof of insurance covering stored equipment Town owned or managed property must be provided prior to the storage of any equipment. Coverage must name the Town of Chesapeake Beach as Certificate Holder and additionally insured. A separate Agreement for storage may be required.

Weather Related Closures

TOCB reserves the right to delay, postpone or cancel any game, practice or other activity leading up to or during the event due to inclement weather or any other factors which might impair the safety of the participants or spectators or damage facilities. Upon determination of non-playability, TOCB will announce field conditions on the TOCB website www.chesapeakebeachmd.gov, Monday through Friday after 3:00 p.m. and times as needed on evenings and weekends. It is the YSP's responsibility to monitor all announcements and/or changes and relay that information to the YSP membership. TOCB will not be held fiscally responsible for sports officials or visiting teams/organizations that fail to be notified of facility closures. TOCB reserves the right to cancel any game, practice or event in progress due to deteriorating field conditions.

Use of Logos

YSP shall not use the TOCB logo without prior written permission from the TOCB Administrator or designee. Mention of TOCB as a sponsor or co-sponsor must be pre-approved by the TOCB Administrator.

Concession Agreement

YSPs that wish to operate concessions or vending must submit a written request to the TOCB Administrator or designee, sixty (60) days prior to the start date of operations. If written permission is granted, the YSP must obtain the proper Health Department documents and/or licenses in order to operate on Town property. Financial measures in section IV must be in compliance.



V. EQUIPMENT, SIGNS AND IMPROVEMENTS

Only Town maintenance equipment is permitted at Town managed facilities (e.g. tractors, golf carts, utility vehicles, mat drags). Field alterations are prohibited, and any costs incurred in field restoration, due to unauthorized field alterations, will be charged to the YSP.

Requests for improvements and/or repairs to facilities must have prior written approval from the TOCB Administrator. YSPs will have one week from notification to remove unauthorized improvements or repair improvements not maintained or it will be removed by TOCB and all related costs charged to the YSP.

Park Signage

YSP is able to promote its organization through approved signage subject to approval by the TOCB Administrator. The following restrictions apply:

- Only Town approved park signs will be placed at the field or surrounding areas.
- Permanent placement of signs is prohibited.
- Posting of approved signage is limited to 14 days.
- Signage must be removed by the YSP within 24 hours of the approved *end* date.
- Signs that are not removed by the deadline will be removed by TOCB and disposed of.
- YSP will forfeit its privilege of posting signs for a period of 18 months if not removed by the end date.
- Placement of signs may not be scheduled any earlier than 3 months prior to the approved start date of program or activity.
- Signs not to exceed 4' X 8'.
- Placement of signs: Signs must be placed as approved by TOCB.
- Signage that displays alcohol or tobacco branding or sponsorship is prohibited.

Scoreboards and Sponsorship Signage

Only the name of the YSP and the *original name* of the business or businesses that donated funds to purchase the scoreboard may appear on the scoreboard on a permanent basis. If the YSP would like to recognize other sponsors during their activity permission must be granted by the Town prior to the placement of signs. See “park signage”.

VI. GENERAL RULES

1. Alcoholic beverages are strictly prohibited.



2. Smoke and vaping are strictly prohibited.
3. Once facility availability has been allocated, the YSP must provide TOCB with confirmations two (2) weeks prior to the first date of play.
4. All persons entering any TOCB operated facility are subject to the policies therein. When necessary, law enforcement may be called to enforce policies.
5. Parking is restricted to designated parking areas only. Parking of any vehicle is not allowed on athletic fields.
6. Trash must be removed from the facility upon leaving and placed in the dumpster.
7. Assigned, and approved by the Town Administrator, point of contact must be present at all times the field is in use.

VII. FEES

Any violation of the responsibility of the team will be charged a rate equal to the cost to make the repair or correction plus a \$50 administrative fee per occurrence.

VIII. TERMINATION

Failure to adhere to any provision within this Agreement by the YSP or YSP member may result in termination for any reason at the sole discretion of TOCB, at any time.

IX. SOVERIEGN IMMUNITY

By entering into this Agreement, Town of Chesapeake Beach and its “employees,” as defined in the Local Government Tort Claims Act, §§5-301, *et seq.* of the *Courts and Judicial Proceedings Article*, do not waive sovereign immunity, do not waive: any defenses; any limitations of liability as may be provided for by law; or any provision of the Local Government Tort Claims Act.

X. THIRD PARTY BENEFICIARY

It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of this Agreement to create in the public or any member thereof, third party beneficiary status in connection with the performance of the obligations herein without the written consent of the Town and notwithstanding its concurrence in or approval of the award of any contract or subcontract or the solicitation thereof in fulfilling the obligations of the Agreement. The parties are independent for the status of each and this agreement does not create a partnership or any affiliation including joint venture.



XI. NO INDIVIDUAL LIABILITY

No elected official, appointed official, employee, servant, agent or law enforcement officer shall be held personally liable under this Agreement and any extension or renewals thereof because of its enforcement or attempted enforcement provided they are acting within the course and scope of their employment or governmental duties and responsibilities.

XII. SUFFICIENT APPROPRIATIONS

TOCB's financial obligations, if any, under this Agreement are contingent upon sufficient appropriations and authorization being made by TOCB for the performance of this Agreement. TOCB's decision as to whether sufficient appropriations are available shall be accepted by the other party or parties to this Agreement and shall be final.

XIII. SEVERABILITY

In the event any portion of this agreement is found to be unconstitutional, illegal, null or void, by a court of competent jurisdiction, it is the intent of TOCB to sever only the invalid portion or provision, and that the remainder of the agreement shall be enforceable and valid, unless deletion of the invalid portion would defeat the clear purpose of this Agreement, or unless deletion of the valid portion would produce a result inconsistent with the purpose and intent of TOCB in entering into this Agreement.

XIV. INDEMNIFICATION

Each party to this Agreement shall indemnify and hold the other harmless against any claim of liability or loss from personal injury or property damage resulting from or arising out of the negligence or willful misconduct of the indemnifying party, its employees, contractors or agents, except to the extent such claims or damages may be due to or caused by the negligence or willful misconduct of the other party, or its employees, contractors or agents.

XV. CHOICE OF LAW

This Agreement shall be governed by the internal laws of Maryland, without giving effect to its choice of law provisions, and any action brought by or between the parties shall vest jurisdiction and venue exclusively in the Courts located in Calvert County, Maryland.



XVI. ENTIRE AGREEMENT

The parties hereto agree that the above writing constitutes the entire agreement between them concerning this matter and that there are no understanding, promises or arrangements binding either part hereto that have not been written herein. The parties further agree that this Agreement can be amended only by written agreement signed by the parties hereto.



TOWN OF CHESAPEAKE BEACH

YOUTH SPORTS PROVIDER AGREEMENT

PERMIT NUMBER: BB 2023

IN WITNESS WHEREOF, the parties hereto have made and executed the Agreement on the respective dates under each signature and will expire five (5) years from the date of last signature.

TOWN

WITNESS:

Sharon L. Humm
Signature

Sharon L. Humm
Print Name

For: Town of Chesapeake Beach

By: Holly Wahl
Holly Wahl, TOCB Town Administrator

3rd day of April, 2023.

YOUTH SPORTS PROVIDER

WITNESS:

Jamie Wyatt
Signature

Jamie Wyatt
Print Name

For: Beach Buccaneers

By: Jason Cabbage
Jason Cabbage, President

28th day of March, 2023.

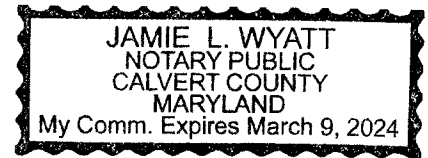
Team Point of Contact Name: Jason Cabbage

Position with the Team: President

Phone Number: 703 898 6127

Email: JBC 0701 @ YAHOO.COM

Address: [Redacted] Huntingtown
20639





ATTACHMENT A
Town of Chesapeake Beach
Youth Sports Provider Agreement

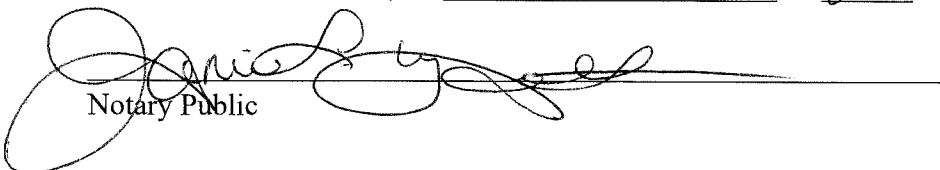
Annual Affidavit of Background Check Compliance
for Calendar Year 2023

Organization Name Beach Buccaneers

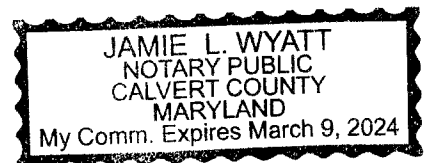
_____ (enter YSP name) will comply with the terms and responsibilities listed below:

- Maryland, Calvert County and TOCB guidelines govern the YSP’s procedure in screening all persons over age 16 affiliated with the YSP that will have contact with minors. Background screenings will be conducted by the YSP sport’s governing body or sanctioned provider at the YSP’s expense.
- This is to include that all coaches and volunteers are not listed as a Sexual Offender / Predator on the Maryland Sexual Offender Registry website at <http://www.dpscs.state.md.us/sorSearch/> and the United States Department of Justice National Sexual Offender website at www.nsopw.gov. All coaches and volunteers providing services under the YSP Agreement must provide the League President their name and birthdate to conduct the screening.
 - Additionally, the YSP will not authorize any individual to serve as a youth activity volunteer that refuses to consent to a background check.
 - Any person convicted of a crime as specified in the Calvert County disqualifiers (included as Attachment B), shall be prohibited from participation as a volunteer in leagues or programs using TOCB facilities.
 - YSP must maintain documentation regarding their member’s qualification status as provided by TOCB. TOCB will only maintain documentation per TOCB documentation retention schedule.
 - Comply with all Federal and State of Maryland laws as it relates to youth sports programs. TOCB will advise YSP of any youth sports-related legislation once passed and signed into law.

Sworn before me this day of 28th of March, 2023



 Notary Public





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/15/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER SADLER & COMPANY, INC. P.O. BOX 5866 COLUMBIA, SOUTH CAROLINA 29250-5866	CONTACT NAME: Sports Dept		
	PHONE (A/C, No. Ext): 800-622-7370 FAX (A/C, No): 803-256-4017		
	E-MAIL ADDRESS: amateur@sadlersports.com		
	PRODUCER CUSTOMER ID#:		
INSURED Beach Buccaneers youth club beach buccaneers 3230 TOBACCO LANE CHESAPEAKE BEACH, MD 20732 Application ID: 359180 A Member of the Sports, Leisure & Entertainment RPG	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: NATIONWIDE INSURANCE COMPANY		23787
	INSURER B:		
	INSURER C:		
	INSURER D:		

COVERAGES	CERTIFICATE NUMBER	REVISION NUMBER
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THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSD LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/ DD/ YYYY)	POLICY EXP (MM/ DD/ YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> <input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	X		6B RPG0000007788000	05:28:14 PM ET 06/19/2022	12:01AM ET 06/19/2023	EACH OCCURRENCE \$1,000,000 DAMAGE TO PREMISES RENTED TO YOU (Fire Legal Liability) \$1,000,000 MEDICAL EXPENSES (other than participants) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE (other than Products- completed Operations) \$5,000,000 PRODUCTS- COMP/ OP AGG \$1,000,000 LEGAL LIAB TO PARTICIPANTS \$1,000,000 PROFESSIONAL LIABILITY \$1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS (not provided while in Hawaii) <input checked="" type="checkbox"/> NON- OWNED AUTOS (not provided while in Hawaii)			6B RPG0000007788000	05:28:14 PM ET 06/19/2022	12:01AM ET 06/19/2023	COMBINED SINGLE LIMIT (Ea Accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS- MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION						EACH OCCURRENCE AGGREGATE
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER / MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT
A	MEDICAL PAYMENTS TO PARTICIPANTS			6B RPG0000007788000	05:28:14 PM ET 06/19/2022	12:01AM ET 06/19/2023	EXCESS MEDICAL \$25,000 AD&D NONE DEDUCTIBLE \$100

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

RE: COVERED SPORTS Basketball 12 & Under, Basketball 13-15, Football (Flag & Touch) 12 & Under, Football (Tackle & Contact) 12 & Under, Football (Tackle & Contact) 13-15, Football (Flag & Touch) 13-15,

The certificate holder is added as an additional insured, but only with respect to the liability arising out of the operations of the insured above.
 High Risk Concussion Sports - For Deck/ Floor/ Field/ Street Hockey, Roller Hockey (quad), Cheerleading (age 19 & under); Lacrosse (age 19 & under); Tackle and contact football (age 19 & under); Soccer (age 19 & under); Water Hockey (age 19 & under); Wrestling (age 19 & under); and Umpire/ Referee Associations for the above High Risk Concussion Sports. Limited Coverage for "Brain Injury" endorsement applies - Brain Injury Limit: \$1,000,000 occurrence/ \$1,000,000 aggregate; Brain Injury Loss Adjustment Expense Limit: \$1,000,000 occurrence/ \$1,000,000 aggregate. "Brain Injury" means concussion, chronic traumatic encephalopathy, or any other injury to the brain and any symptoms, conditions, disorders and diseases, including death, resulting therefrom but only if such injury occurs as a result of specific events occurring during the policy period.

CERTIFICATE HOLDER	CANCELLATION
RELATIONSHIP: Property Owner/ Lessor chesapeake beach town hall 8200 bayside road chesapeake beach, MD 20732	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 

Coverage is only extended to U.S. events and activities

** NOTICE TO TEXAS INSUREDS: The insurer for the purchasing group may not be subject to all the insurance laws and regulations of the State of Texas.

ACORD 25 (2014/01)

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ISO | Commercial General Liability Forms | 07/01/04

POLICY NUMBER: 6B RPG0000007788000

INSURED: Beach Buccaneers youth club

COMMERCIAL GENERAL LIABILITY

CG 20 26 04 13

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

1. Name of Additional Insured Person(s) or Organizations(s):
chesapeake beach town hall 8200 bayside road chesapeake beach, MD 20732
(Information required to complete this Schedule, if not shown above, will be shown in the Declarations.)

A. Section II - Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- 1. In the performance of your ongoing operations; or
- 2. In connection with your premises owned by or rented to you.

However:

- 1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
- 2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III - Limits Of Insurance**:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

- 1. Required by the contract or agreement; or
- 2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

Date Added: 06/19/2022 05:28:14 PM

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2023 Beach Buccaneers Board

President:

Jason Cabbage



Vice President:

Dallas Disney



Treasurer:

Kristen Gibbons



Secretary:

Cara Moody



Football Commissioner:

Chris Franklin



Cheer Commissioner:

Jamie Wyatt



Basketball Commissioner:

Dave Gaines



Football Equipment Manager:

Brian Moody




Special Events:

Billy LaPorte




By-Law Parliamentarian:

Steven Jones



Spirit Wear:

Leah Smith



Assistant Football Commissioner: VACANT

Ways and Means Chairperson: VACANT

Lacrosse Commissioner: VACANT



**TOWN COUNCIL MEETING
AGENDA
MAY 18, 2023**

- I. Call to order and roll call.
- II. Pledge of Allegiance.
- III. Approval of the agenda.
- IV. Public Comment on any item on the agenda.
- V. Public Comment.
 1. Gary Coldsmith
 2. Bobby Abner
- VI. Approval of the minutes of the April 20, 2023 Town Council Meeting.

Approval of the minutes of the May 9, 2023 Special Town Meeting.

Approval of the minutes of the May 9, 2023 Informational Work Session.

Approval of the minutes of the May 9, 2023 Closed Session.
- VII. **Special Presentation** – Proclamation for Matt Weber
- VIII. **Petitions and Communications**
 - A. Town Administrator’s Report
 - B. Operations Manager Report
 - C. Public Works Administrators Report
 - D. Water Reclamation Treatment Plant Report



- E. Code Enforcement Report
- F. Town Treasurer's Report
- G. Town Engineer's Report
- H. Deputy's Report
- I. North Beach Volunteer Fire Department
- J. Mayor's Report

IX. Resolutions & Ordinances

- A. Vote on Ordinance O-23-11, an ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted General Fund Budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2023, to June 30, 2024, to transfer funds in the amount of Five Hundred and Fifty Thousand Dollars (\$550,000.00) from "Unspent Reimbursement – ARPA Funds" expenditure line item to "Transfer Out – Utility Fund" expenditure line item for usage of ARPA funds to offset Utility Fund budgeted expenses.
- B. Vote on Ordinance O-23-12, an ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted Water Reclamation Treatment Plant Fund budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2023, to June 30, 2024, to adjust anticipated contributions to revenue from third parties to offset decrease in utility costs as a result of an amended utility fund rate schedule.
- C. Vote on Ordinance O-23-13, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted General Fund Budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2022, to June 30, 2023, to recognize uncollectable debt expense related to forgiven General Fund loan to the Utility Fund for Capital Projects, in the amount of One Million and Six Hundred Thousand Dollars (\$1,600,000.00).
- D. Vote on Ordinance O-23-14, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted Utility Fund budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2022, to June 30, 2023, to recognize restricted loan proceeds from forgiven General Fund loan to the Utility Fund for Capital Projects, in the amount of One Million and Six Hundred Thousand Dollars (\$1,600,000.00).



- E. Vote on Ordinance O-23-15, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted Utility Fund budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2023, to June 30, 2024, to reallocate revenue funds with a net increase of Three Hundred and Fifty Thousand Dollars (\$350,000.00), offset by an increase in Capital Projects expense line item in the amount of Three Hundred and Fifty Thousand Dollars (\$350,000.00) for usage of forgiven loan proceeds restricted for Capital Expenses.

X. Report of Officers, Boards and Committees

- A. Planning & Zoning Commission – Cindy Greengold
- B. Board of Appeals – A hearing was held April 25, 2023 on Case #2023-1, Collin Wannop, 4010 27th Street.
- C. Chesapeake Beach Oyster Cultivation Society – Sue Alexander
- D. Climate Change Advisory Group – Larry Jaworski
- E. Economic Development Committee – Larry Jaworski
- F. Green Team – Valerie Beaudin
- G. Kellam’s Revitalization Committee – Greg Morris
- H. Twin Beaches Opioid Abuse Awareness Coalition – Keith Pardieck
- I. Walkable Community Advisory Group – Charles Fink

XI. Unfinished Business

XII. New Business

- 1. The Town Council to consider authorizing the Mayor to enter into a contract with GTH Masonry, Inc. for **\$28,890** to make emergency repairs to the overhang at the CBWRTP solids handling building. Costs would be paid from the FY23 Treatment



Plant Capital improvements line item with a budget amendment forthcoming. Costs will be shared with the CBWRTP Partners.

2. The Town Council to consider authorizing the Mayor to enter into a contract with Miller Energy in the amount of **\$12,850** for the installation of clarifier blanket sensors. Costs would be paid from the FY23 Treatment Plant Capital Improvement Line item and will be shared with the CBWRTP Partners.
3. The Town Council to consider authorizing the Mayor to enter into a contract with Windmill Farms in the amount of **\$18,350** to power wash, stain, seal, replace the remaining deteriorated lumbar and install a weather and splinter proof top cap on the RT 261 boardwalk. Costs will be incurred in the FY23 General Fund Capital Improvement line item for sidewalk repairs.
4. The Town Council to consider authorizing the Town Administrator to purchase the materials needed to make the repairs to the RT 261 boardwalk from Barrons in the amount of **\$21,617.53**. Costs will be incurred in the FY23 General Fund Capital Improvement line item for sidewalk repairs.
5. Youth Sports Agreement – Third Party Audit
6. Beach Buccaneers Youth Club, President’s remarks

XIII. Public Comment

XIV. Council Lightning Round

XV. Closed Session A motion to close the town meeting under the Statutory Authority of the Md. Annotated Code, pursuant to General Provisions Article, §3-305(b), subsection (3) “to consider the acquisition of real property for a public purpose and matters directly related thereto.”

XVI. Adjournment



**MINUTES OF THE
TOWN COUNCIL MEETING
APRIL 20, 2023**

I. Patrick J. Mahoney, Mayor, called the meeting to order at 7:00 p.m. In attendance were Dr. Valerie Beaudin, L. Charles Fink, Margaret P. Hartman, Gregory J. Morris, and Keith L. Pardieck, Council Members, Holly K. Wahl, Town Administrator, Sharon L. Humm, Town Clerk, Brittany Moran, Town Treasurer, Todd Pounds, Town Attorney, Carla Richard, Operations Manager, James Berry, Public Works Manager, Josh Stinnett, WRTP Manager, Wayne Newton, Town Engineer (in attendance remotely), Dennis Burger, Code Enforcement Officer, and Lieutenant Hollinger. Absent was Lawrence P. Jaworski, Council member.

II. Pledge of Allegiance. Chuck Ruttkay led the Pledge of Allegiance.

III. Approve the Agenda.

MOTION: Councilwoman Beaudin moved to approve the April 20, 2023 Town meeting agenda. Seconded by Councilwoman Hartman, all in favor.

IV. Public comment on any item on the agenda. None received.

V. Approval of the minutes of the March 16, 2023 Public Hearings.

MOTION: Councilwoman Beaudin moved to approve the minutes of the March 16, 2023 Public Hearings. Seconded by Councilman Pardieck, all in favor.

Approval of the minutes of the March 16, 2023 Town Council Meeting.

MOTION: Councilwoman Beaudin moved to approve the minutes of the March 16, 2023 Town Council meeting. Seconded by Councilwoman Hartman, all in favor.

Approval of the minutes of the April 11, 2023 Special Town Meeting and Public Hearings.

MOTION: Councilwoman Beaudin moved to approve the minutes of the April 11, 2023 Special Town meeting and Public Hearings. Seconded by Councilwoman Hartman, all in favor.

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Approval of the minutes of the April 11, 2023 Informational Work Session.

MOTION: Councilwoman Beaudin moved to approve the minutes of the April 11, 2023 Informational Work Session. Seconded by Councilwoman Hartman, all in favor.

Approval of the minutes of the April 11, 2023 Closed Session.

MOTION: Councilwoman Beaudin moved to approve the minutes of the April 11, 2023 Closed Session. Seconded by Councilwoman Hartman, all in favor.

VI. Petitions and Communications –

- A. Town Administrator’s Report** – Ms. Wahl submitted the attached written report. Ms. Wahl stated Pocket Park RFP details are being finalized and close to being released. She addressed Council questions on report items. Councilman Morris requested that the median at the Octagon on MD RT 260 be included in discussion with the SHA concerning safety there.
- B. Operations Manager Report** – Ms. Richard submitted the attached written report and was present to address Council.
- C. Public Works Report** – Mr. Berry submitted the attached written report and addressed questions from the Council on report items. Mr. Berry briefed the Council on the progress of the Richfield Station saddle replacement project.
- D. Water Reclamation Treatment Plant Report** – Mr. Stinnett submitted the attached written report and was present to address the Council on report items.
- E. Code Enforcement Report** – Mr. Burger submitted the attached written report and was present to address questions from the Council. Ms. Wahl stated that Mr. Burger has done an excellent job since taking over code enforcement.
- F. Town Treasurer’s Report** – Ms. Moran submitted the attached written report. The Council would like to see a breakdown of the usage of ARPA funding .
- G. Town Engineer Report** – Mr. Newton submitted the attached written report and was present to address the Council. Mr. Newton briefed the Council on the status of ongoing town projects.

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- H. Deputy's Report** – Sergeant Shrawder submitted the attached written report. Lieutenant Hollinger was present to address the Council. Councilwoman Beaudin commented she had been approached by several residents with concerns about teens congregating at the Tot Lot and the McDonalds parking lot being loud and obnoxious, swearing, etc. and if the deputies could keep an eye out it would be most appreciated.
- I. North Beach Volunteer Fire Department** – The attached written report was submitted.
- J. Mayor' Report** – The Mayor reported the Council has passed their seventh set of annual budgets and reduced property taxes for the seventh year in a row. Thank you, Council. Second, the legislators in Maryland just finished their session and for the most part, the Town, County, and State made out well. The State approved renaming the Fishing Creek bridge to the “Fallen Heroes Bridge.” The Mayor along with a number of others testified before the Senate panel on this. A group of friends and loved ones successfully petitioned the State to dedicate the bridge to former Mayor Gerald Donovan. The sign will read “Fallen Heroes Bridge dedicated to Mayor Gerald Wesley Donovan. An unveiling ceremony will take place soon and the entire town will be invited. Lastly, the Mayor commented he met with Michael Kent, President of the Calvert branch of the NAACP, to discuss a comment he made at the March 7th work session. The Mayor stated there was no malice on his part or any particular demographic group or groups targeted when he referred to non-town residents as “them people.” The Mayor sincerely apologized to any that were offended, to the citizenry in general, and promised to be mindful of words spoken.

VII. Resolutions & Ordinances:

- A.** Introduce Ordinance O-23-11, an ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted General Fund Budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2023, to June 30, 2024, to transfer funds in the amount of Five Hundred and Fifty Thousand Dollars (\$550,000.00) from “Unspent Reimbursement – ARPA Funds” expenditure line item to “Transfer Out – Utility Fund” expenditure line item for usage of ARPA funds to offset Utility Fund budgeted expenses. **A public hearing will be held at the May 18, 2023 Town Council meeting beginning at 6:50 pm.**
- B.** Introduce Ordinance O-23-12, an ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted Water Reclamation Treatment Plant Fund budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2023, to June 30, 2024, to adjust anticipated contributions to revenue from third parties to offset decrease in utility costs as a result of an amended utility fund rate schedule. **A public hearing will be held at the May 18, 2023 Town Council meeting beginning at 6:55 pm.**

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VIII. Report of Officers, Boards and Committees:

- A. Planning & Zoning Commission** – Ms. Greengold submitted the attached written report.
- B. Board of Appeals** – A hearing is scheduled for April 25, 2023.
- C. Chesapeake Beach Oyster Cultivation Society** – Ms. Alexander submitted the attached written report.
- D. Climate Change Advisory Committee** – Councilman Jaworski submitted the attached written report. Co-chair Pardieck commended Councilman Jaworski on the great work he is doing on the committee.
- E. Economic Development Committee** – Councilman Jaworski submitted the attached written report. Co-chair Morris commended Councilman Jaworski on the great job he has done with Economic Development.
- F. Green Team Committee** – Councilwoman Beaudin submitted the attached written report. She reported the Team will be holding a Town Cleanup event on April 22nd at 10 am and invites anyone available to come out and join the Team in the cleanup. With Spring upon us, Ms. Beaudin encouraged everyone to visit and enjoy the many different gardens around town. The Team’s next meeting is scheduled for April 26th at Town Hall.
- G. Kellam’s Revitalization Committee** – Councilman Morris did not have more to add to the information already provided in the Administrator’s and Engineer’s reports but would like to see some traction on presenting to the Council a cohesive plan on the vision for Kellam’s so as to start earmarking and putting together a plan to implement these improvements over time.
- H. Twin Beaches Opioid Abuse Awareness Coalition** – Councilman Pardieck reported the Coalition met on April 6th with discussion centered around the overdose awareness memorial sculpture project, “Their Lives Matter, Remembering and Spreading Hope”. He thanked Sandy Mattingly and Andrea McDonald Fingland for all the work done on this project thus far. A grant has been applied for and waiting response. Events coming up include the April 22nd prescription medication take back day, the 2023 Regional Stakeholders meeting April 28th , the May 17th Spring into Health Wellness Fair at Jefferson Patterson Park, and April 29th the Calvert Library in Prince Frederick will host Parenting Again-Resource Conference. Coalition’s next meeting is scheduled for May 4th .
- I. Walkable Community Advisory Group** – Councilman Fink noted, as mentioned in the Administrator and Public Works reports, there are a number of projects on hold as the Town works with the State and County. Of course, it is a little frustrating but doing the best we can to move things forward. On another note, Co-chair Hartman announced that she applied and has

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been accepted into the National Walking College run by the America Walks organization. This program centers on how to get governments moving on projects you want to do, how to enlist help, get funding, and how to involve your citizenry. And as an added bonus for the Town, the program will help with one of our projects. She looks forward to orientation which starts next week.

IX. Unfinished Business: None.

X. New Business:

1. Town Council to consider authorizing the Town Administrator to enter phase 1b of the Richfield Station saddle replacement project funding an additional \$150,000 for time and material costs. Funds for this Utility Fund project will come from American Rescue Plan Act (ARPA) funding.

MOTION: Councilman Morris moved to approve authorizing the Town Administrator to enter phase 1b of the R/F Station saddle replacement project. Seconded by Councilwoman Hartman, all in favor.

2. Town Council to consider authorizing the Mayor to enter into a contract with BOSS for \$17,379.70 for the installation of electronic access control and panic button installation from the FY23 Water Park Capital Improvement line item. This water park project will take place in lieu of the cabana installation previously approved by the Town Council.

MOTION: Councilman Pardieck moved to approve authorizing the Mayor to enter a contract with BOSS for the installation of electronic access control and panic button at the Water Park. Seconded by Councilwoman Beaudin, all in favor.

3. Town Council to consider authorizing the Mayor to upgrade the Chesapeake Beach Water Reclamation Treatment Plant (CBWRTP) network systems to continually monitor critical infrastructure. Project costs include (i) \$19,049.20 for the purchase of two new PowerEdge Servers from Facchina Strategic Planning, (ii) \$10,785.00 in software licensing from Rexel, and \$20,082.40 in service-related fees to IMACS for integration to SCADA. Total costs of the upgrade project equal \$49,916.60 from the FY23 CBWRTP budget.

MOTION: Councilwoman Beaudin moved to approve authorizing the Mayor to upgrade the CBWRTP network systems to include \$19,049.20 for the purchase of two new PowerEdge Servers from Facchina Strategic Planning, (ii) \$10,785.00 in software licensing from Rexel, and \$20,082.40

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in service-related fees to IMACS for integration to SCADA for a total cost of \$49,916.60. Seconded by Councilwoman Hartman, all in favor.

4. Town Council to consider authorizing the Mayor to enter into a contract to purchase a spare pump to ensure 24/7 redundancy at the CBWRTP for a total cost of \$31,075.00 from Sherwood Logan & Associates. Funds will be used from the FY23 CBWRTP budget.

MOTION: Councilwoman Beaudin moved to approve authorizing the Mayor to purchase a spare pump for the CBWRTP in the amount of \$31,075.00. Seconded by Councilman Pardieck, all in favor.

5. Town Council to consider authorizing the Mayor to enter into a contract with McCrone for Phase I of the Chesapeake Beach Water Reclamation Treatment Plant (CBWRTP) Headworks Design for \$106,033.50 out of the FY24 CBWRTP budget with work starting on the design after July 1, 2023.

MOTION: Councilwoman Beaudin moved to authorize the Mayor to enter a contract with McCrone for Phase I of the CBWRTP Headworks Design for \$106,033.50 from the FY24 CBWRTP budget. Seconded by Councilman Morris, all in favor.

XI. Public comment was received by:

1. Denise Plater 4023 15th Street, Chesapeake Beach expressed her concerns regarding comments made by the Mayor at the March Town Council work session related to the Bayfront Park resolution.

XII. Council Lightning Round:

1. Ms. Hartman commented Spring is finally here. She encouraged everyone to get out and walk or bike and enjoy the outdoor events before it gets too hot!
2. Mr. Pardieck thanked everyone for coming out, appreciated Ms. Plater's comment, understands her concerns, and is open to further discussion.
3. Mr. Morris too appreciated the public comment from Ms. Plater. There is power in speaking in public. It takes courage to publicly express your opinions and views and he too is open to discussion that could help him better serve his community as a whole. On another note, he likes Councilwoman Beaudin's suggestion of Council being provided a breakdown of the ARPA funds and how and where they are being used along with the other fund balances.

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4. Mr. Fink stated he believes in civility. He respects the rights of those who express their thoughts and opinions and appreciates comments made in this forum. He also wanted to convey that in his view, the group that sits here tonight work hard and do the best they can, doing what they feel is in the Town's best interest. On another note, he stated the event, "Ride to End Hunger" will be held this Saturday so be careful and watch out for riders.
5. Ms. Beaudin too appreciated Ms. Plater's comment, stating she heard, and listened, to what she had to say. Though an unfortunate incident, she apologized that it was not addressed sooner. Ms. Beaudin reminded everyone about the Town cleanup, the Team's next meeting, and the idea of a Kellam's presentation that is more holistic would be great and feels the town will benefit from that and the public comment associated with that.

XIV. Adjournment:

There being no further comments, the meeting adjourned at 8:30 pm on a motion by Councilman Morris. Seconded by Councilwoman Beaudin, all in favor.

Submitted by,

Sharon L. Humm
Town Clerk



**MINUTES OF THE
SPECIAL TOWN MEETING
MAY 9, 2023**

- I. Patrick J. Mahoney, Mayor, called the meeting to order at 5:55 p.m. In attendance were Dr. Valerie Beaudin, L. Charles Fink, Margaret P. Hartman, Lawrence P. Jaworski, Gregory J. Morris, and Keith L. Pardieck, Council members, Holly K. Wahl, Town Administrator, Sharon L. Humm, Town Clerk, Todd Pounds, Town Attorney, Brittany Moran, Town Treasurer, James Berry, Public Works Manager, and Josh Stinnett, Water Reclamation Treatment Plant Manager.
- II. **Pledge of Allegiance** – Randy Getman led the Pledge of Allegiance.
- III. **Resolutions and Ordinances**
 - A. Introduce Ordinance O-23-13, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted General Fund Budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2022, to June 30, 2023, to recognize uncollectable debt expense related to forgiven General Fund loan to the Utility Fund for Capital Projects, in the amount of One Million and Six Hundred Thousand Dollars (\$1,600,000.00). **A public hearing will be held at the May 18, 2023 Town meeting beginning at 6:55 pm.**
 - B. Introduce Ordinance O-23-14, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted Utility Fund budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2022, to June 30, 2023, to recognize restricted loan proceeds from forgiven General Fund loan to the Utility Fund for Capital Projects, in the amount of One Million and Six Hundred Thousand Dollars (\$1,600,000.00). **A public hearing will be held at the May 18, 2023 Town meeting beginning at 6:57 pm.**
 - C. Introduce Ordinance O-23-15, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted Utility Fund budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2023, to June 30, 2024, to reallocate revenue funds with a net increase of Three Hundred and Fifty Thousand Dollars (\$350,000.00), offset by an increase in Capital Projects expense line item in the amount of Three Hundred and Fifty Thousand Dollars (\$350,000.00) for usage of forgiven loan proceeds restricted for Capital Expenses. **A public hearing will be held at the May 18, 2023 Town meeting beginning at 6:59 pm.**

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VI. Adjournment:

There being no further comments the meeting adjourned at 6:00 p.m. on a motion by Councilwoman Beaudin. Seconded by Councilwoman Hartman, all in favor.

Submitted by,

Sharon L. Humm
Town Clerk



**MINUTES OF THE
TOWN COUNCIL INFORMATIONAL
WORK SESSION
MAY 9, 2023**

- I. Patrick J. Mahoney, Mayor, called the meeting to order at 6:00 p.m. In attendance were Dr. Valerie Beaudin, L. Charles Fink, Margaret P. Hartman, Lawrence P. Jaworski, Gregory J. Morris, and Keith L. Pardieck, Council members, Holly K. Wahl, Town Administrator, Sharon L. Humm, Town Clerk, Todd Pounds, Town Attorney, Brittany Moran, Town Treasurer, James Berry, Public Works Manager, Josh Stinnett, Water Reclamation Treatment Plant Manager, and Christopher Jakubiak, Planning Administrator (in attendance remotely).
- II. **Pledge of Allegiance** – The Mayor led the Pledge of Allegiance.
- III. **Informational discussion on the following:**
1. **Town Election Code “Chapter 22 Elections”** Randy Getman, Board of Elections Chairman presented to the Council a number of proposed amendments he is recommending to the election code. Mr. Getman was available to address the Council’s questions.
 2. **Planning & Zoning Design Standards for Townhouses** On March 22, 2023 the Planning Commission approved and adopted a set of Design Standards for Townhouses and presented them to the Town Council for consideration. Mr. Jakubiak was available remotely to give an overview and address questions and concerns from the Town Council.
 3. **Planning & Zoning Standards of Compatibility** On March 22, 2023 the Planning Commission also approved and adopted Standards of Compatibility and presented them to the Town Council for consideration. Mr. Jakubiak stated this is a new section being added to the code. He addressed questions and concerns from the Town Council.
 4. **Urban Forest Ordinance** - Ms. Wahl stated the Town, in coordination with the Green Team, is working to prepare an Urban Forest ordinance. The Council has been provided with a draft which sets standards for the protection of the urban forest of Chesapeake Beach. This ordinance will provide protection of trees in Town that does not currently exist and qualify the Town to become a Tree City USA. Staff are seeking feedback from the Council. Mr. Jakubiak addressed questions from the Council.
 5. **Trash can provision for Town Residents** – Ms. Wahl stated, as a result of numerous requests from town residents for trash containers, the Town’s current trash contractor Evergreen Disposal submitted a quote to provide trash containers to residents for a monthly fee of \$2.23 per household. Currently, the Town provides recycling containers for town residents and is budgeted in the General Fund.

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Evergreen Representative Larry Foster was present to address questions from the Council. Ms. Wahl stated this item is not in the budget.

6. **RT 261 Walkway Upgrades** - Ms. Wahl stated the RT 261 boardwalk walkway requires new decking boards and pilings in several areas that have deteriorated. Ms. Wahl presented the scope of work and total cost for the repairs. This project would come from the Town's FY23 General Fund Capital Improvement line item under sidewalks for a total cost of \$39,967.53. She addressed questions from the Council.
7. **CBWRTP Overhang Repair** – Ms. Wahl stated the Water Reclamation Treatment Plant needs an immediate repair to the overhang at the solids handling building. The railings installed in the concrete overhang are compromised, due to water infiltration, and the concrete has cracked off and fallen away creating a safety hazard. Ms. Wahl explained the scope of work and addressed Council's questions. It was noted this would be a shared cost with the Partners.
8. **CBWRTP Blanket Sensors** - Ms. Wahl stated the Plant is looking to replace the current clarifier blanket sensors. These sensors increase the staff's ability to monitor the blanket in the clarifiers to prevent overloading. The cost quoted by Neal Systems is \$12,850 and would come from the FY23 WRTP capital improvement line item and would be a shared cost with the Partners. Mr. Stinnett was available to address questions from the Council.
9. **American Rescue Plan Act (ARPA) Capital Project Review** - Ms. Wahl presented to the Town Council a presentation reviewing the ARPA funding and some of the projects that have been discussed. The presentation showed three levels of priority for projects defined, with a cost estimation. ARPA funds received were \$5,943,337. Ms. Wahl presented a list of projects that have been either approved through allocation or projects that are already underway which total \$4,575,000 leaving a balance of \$1,368,337 in ARPA funds.
10. **Town of Chesapeake Beach Reserve Funds** Ms. Moran presented to the Town Council some highlights from the April 5th memo that was distributed to Council. Ms. Moran reported the Town has two funds without adequate reserve funding which creates a significant liability to the General Fund. The water park fund is already at a deficit. The Utility fund currently has 1.3 million in reserves but current projections for FY23 (current budget) will be looking at a deficit, thus leaving no reserves for the FY24 budget. She presented a breakdown of the FY22 audited reserves and cash balances per fund. She addressed concerns and questions from the Council.
11. **Ordinance O-23-11**, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted General Fund Budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2023, to June 30, 2024, to transfer funds in the amount of Five Hundred and Fifty Thousand Dollars (\$550,000.00) from "Unspent Reimbursement – ARPA Funds" expenditure line item to "Transfer Out – Utility Fund" expenditure line item for usage of ARPA funds to offset Utility Fund budgeted expenses.

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Ms. Wahl stated that during the April 11, 2023 Special Town meeting an amended budget was introduced, and passed, that borrows \$550,000 in ARPA funds from the General Fund. In accordance with the Town Charter, C-724-Borrowing between Funds, the Town is required to identify terms and conditions of repayment. So, the following ordinances reflect that change of borrowing the \$550,000 in ARPA funds. Ms. Wahl read into the record the following three ordinances and gave a summary of each. Ms. Wahl and Ms. Moran addressed questions from the Council.

Ordinance O-23-13, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted General Fund Budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2022, to June 30, 2023, to recognize uncollectable debt expense related to forgiven General Fund loan to the Utility Fund for Capital Projects, in the amount of One Million and Six Hundred Thousand Dollars (\$1,600,000.00).

Ordinance O-23-14, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted Utility Fund budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2022, to June 30, 2023, to recognize restricted loan proceeds from forgiven General Fund loan to the Utility Fund for Capital Projects, in the amount of One Million and Six Hundred Thousand Dollars (\$1,600,000.00).

Ordinance O-23-15, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted Utility Fund budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2023, to June 30, 2024, to reallocate revenue funds with a net increase of Three Hundred and Fifty Thousand Dollars (\$350,000.00), offset by an increase in Capital Projects expense line item in the amount of Three Hundred and Fifty Thousand Dollars (\$350,000.00) for usage of forgiven loan proceeds restricted for Capital Expenses.

IV. Council Lightning Round –

1. Dr. Beaudin said she would be unavailable to attend next week's Town Council meeting as she will be out of town.
2. Mr. Fink wanted to thank Mr. Jakubiak and the Planning Commission for the two documents presented earlier and fielding questions. Mr. Fink expressed his view regarding some of the points raised by Ms. Moran concerning the reserves. He agrees that COVID did play a part to some extent in the short fall in revenues. At the time, the Town did what they felt was appropriate to ease through COVID, and now if some adjustments need to be made, we will make them.
3. Mr. Jaworski commented that this week was Business Appreciate week and the Calvert County Economic Development toured local businesses across the county.

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4. Mr. Morris wanted to piggyback Councilman Fink's comments on COVID and how it has affected everything it seems, in one way or another. But one thing COVID has not affected is the way this town has operated in the last twenty years. On another note, he wanted to recognize that a number of Beach Bucs are present tonight. With emails and social media comments that were sent out questioning the Town's support he just wanted to say that the Town is committed to having youth sports here in Town and that it is very important to us. He trusts that these issues will be worked out. Go Bucs.
5. Mr. Pardieck thanked the Administration for all the solid work set before the Council tonight, a lot of information to go through. He thanked the folks for coming out tonight and staying until the end.
6. Ms. Hartman wanted to follow up on Councilman Morris's comments in that the Town's support for the Bucs can be seen in the planned repairs and improvements to the Kellam's Field to make it better. She is pleased with the needed infrastructure projects planned to be done with ARPA funds.

- V. **Closed Session** Councilwoman Beaudin moved to close the work session at 8:37 pm under the Statutory Authority of the Md. Annotated Code, pursuant to General Provisions Article, §3-305(b), subsection (7) "to consult with Counsel to obtain legal advice." Seconded by Councilman Jaworski, all in favor.

The Mayor re-opened the work session at 9:20 pm and called for a motion to adjourn.

VI. **Adjournment:**

There being no further comments the meeting adjourned at 9:20 p.m. on a motion by Councilman Pardieck. Seconded by Councilwoman Hartman, all in favor.

Submitted by,

Sharon L. Humm
Town Clerk

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Town Administrators Report – May 2023

I. UPCOMING REQUESTS FOR PROPOSALS:

Safe Routes to School (SRTS) 100% design phase and construction drawing RFP: The RFP was sent to the SHA-MDOT for approval. The Town is awaiting approval from the State to release the RFP.

Pocket Parks RFP: The Pocket Park RFP is set to be released on May 16th, 2023, for (i) the Kellam’s northern connection, (ii) a waterfront park at 8323 Bayside Rd, and (iii) 7515 B street.

Miller Loveless Park at Kellam’s Field: The Town Council will be presented with proposals for tot lot equipment and a low impact park concept in the coming months. The proposals will include the site work necessary to address stormwater issues at the location.

II. WALKABILITY & COORDINATION WITH SHA:

Project	Summary
Safe Routes to School (SRTS)	The Town Council authorized the execution of the Safe Routes to School SRTS Memorandum of Understanding (MOU) to complete the 100% design and construction drawings for the sidewalk project extending sidewalks from Beach Elementary School to "F" street along Old Bayside Rd and South along RT 261 to Chesapeake Village Boulevard. The MOU provides that the State funds 80% of the design cost and the Town funds 20% of the design cost with the State determining the breakdown in costs.
Safe Walkway along RT 261 near the NBVFD	The Town Council authorized the Town Engineer to complete a feasibility study of this walkway for submission to the State in coordination of a new safe crossing connecting Chesapeake Beach and North Beach in a currently unsafe area. The feasibility study is the first step in starting the conversation with the State on the project. The Town completed the same study to initiate the SRTS project currently in the 100% design phase with SHA MDOT.
Safety at existing intersections on State Highways in Town	The Town Administration has contacted SHA MDOT to coordinate a meeting to discuss safety concerns at several intersections of Town to include Rt 261 and Rt260 and Rt260 and Mears Ave. Residents are asked to continue to use caution in these areas to maintain visibility of these high pedestrian areas. SHA confirmed that their traffic engineer visited the



Town Administrators Report – May 2023

	intersections and has insight to share. <i>Meeting Pending with Kellie Boulware of District 5's SHA office – date not set yet.</i>
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III. SUSTAINABILITY:

a. Dogwoods planned for the Kellam's parking lot area. The new trees will provide green space and shade in the Kellam's parking area.

b. Energy Audit

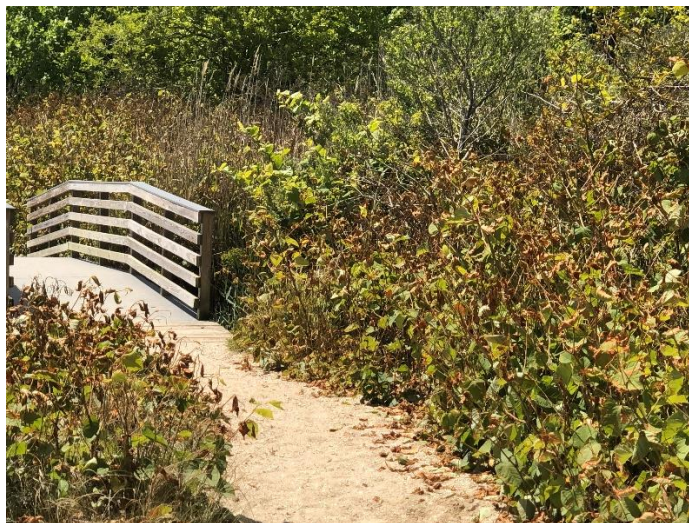
The Town is currently engaged with students at the University of MD who are assisting the Town in conducting an energy audit. The Town has listed all assets to calculate the Town's carbon footprint and determine ways the Town can improve efficiency.

c. Sustainable Maryland Designation

The Town is currently working to renew its Sustainable Maryland Designation in coordination with the Green team. Applications and plans are due in June of 2023.

d. Japanese Knotweed Removal

In coordination with the Green team the Town has contracted Windmill Farms to start the eradication of the Japanese Knotweed with environmentally friendly products.



Pictured above the starting of the process for eradication of Japanese Knotweed



Town Administrators Report – May 2023

IV. FEDERAL DREDGE WORK STATUS:

It is estimated by the US Army Corps of Engineers that 27,000 cubic yards of material was removed from the Fishing Creek Channel. A post dredge survey was completed and has been requested by the Town. Jetty wall work has now mobilized in the channel.

To view the Army Corps of Engineers Federal Dredge Plans, please click [here](#).

To view the Army Corps of Engineers Federal Dredge Specifications, please click [here](#).

V. INFRASTRUCTURE PROJECTS:

The Town continues to assess short term and long-term infrastructure projects.

VI. AMERICAN RESCUE PLAN ACT (ARPA) Funding:

To view the recent presentation of priority projects as reviewed by the Town Council please click [here](#).

VII. CHESAPEAKE BEACH WATER RECLAMATION TREATMENT PLANT (CBWRTP) PARTNER COORDINATION:

The Town held a meeting with the CBWRTP partners in April to discuss flows. Concerns continue related to Infiltration and Inflow (I&I) and conversations are focused on what each partner is seeing and doing to mitigate I&I coming to the CBWRTP.

VIII. TOWN ASSETS:

- **Kellam's Field:** Town staff are working at the field for open access for residents and working during weekend youth games. the Town continues to work through the permitting process with the Maryland Department of Environment (MDE) and Calvert County Government to install approximately 430' of 18" HDPE storm drain across the ball field. This will include the installation of a concrete precast storm drain inlet on the receiving south end. A rip rap channel will be discharging into a small sediment pond on the North end. Plans are underway to adjust the fence to convert the baseball diamond into open green space. This work will be completed at the same time as the storm drain to minimize interruption and repeat work related to the fence re-alignment. The Town sent a draft MOU to the County to provide that the Town will maintain the storm drain in order to obtain County approval to move forward with the work. The MOU will be before the Town Council once the County Attorney and County Public Works leadership agree to the terms requested by the Town to move forward. *Pending County Approval of the MOU.*



Town Administrators Report – May 2023

- **Bayfront Park:** Town staff are working the Beach monitoring access. Upgrades have been made this year to add additional hand washing stations for residents accessing the beach. Bayfront Park remains closed to the general public and open to Town residents, NBVFD, and the Twin Beach Deputies.

IX. GRANTS:

1. **The Town was awarded capital improvement funding from the State of Maryland for the Chesapeake Beach Water Park**, total funding is \$600,000 effective July 1, 2023. Funding will be used to improve the aging infrastructure of the park, focusing on the above-the-water line features. Paperwork on this grant has not been received yet but will be before the Town Council once received.
2. **Pocket Park funding for \$150,000 with \$0 match for three pocket parks.** Grant funding from the Maryland Department of Natural Resources Local Parks and Playgrounds Infrastructure will be used to install three new pocket parks in Town. Thank you to the Board of County Commissioners for their support of these projects.
2. **Parks and Playgrounds Infrastructure Grant for the Kellam's Tot Lot at \$150,000 with \$0 match:** The Town continues to work through the scope of work to renovate the Miller-Loveless Park at Kellam's field. Funding is received from the Maryland Department of Natural Resources Local Parks and Playgrounds Infrastructure Improvements and a Maryland Capital bond through the support of Senate President Emeritus Thomas V. Mike Miller, Jr. Improvements include addressing stormwater, new children's play area equipment and new senior playground equipment. Thank you to the Board of County Commissioners for their support of these projects.
3. **Safe Routes to School SRTS 100% design:** The Town continues to work towards starting the work for the 100% design and construction drawings for the SRTS grant to build sidewalks from Beach Elementary School to Chesapeake Village and a portion of Old Bayside Rd. The Town Engineer and Town Administrator attended a meeting with SHA on May 2nd where the MBE / DBE goal of 28% was assigned to the project, this gets us another step closer to getting final approval on the RFP for release.
4. **Coastal Resiliency Grant:** The Town held a public meeting to engage citizens on the impacts of coastal resiliency at the NBVFD on February 6th at 6:00 PM, February 27th at 6:00 PM and May 11, 2023 at the Chesapeake Beach Town Hall. For information on the Committee's work and to view updated flood [mapping](#) please visit the Town's website [here](#). Further meetings are coming soon! Please sign up for Town notices to stay informed of the meetings.

Figure 1: Coastal resiliency public meetings



Town Administrators Report – May 2023



Image of the February 26, 2023, Public engagement Coastal resiliency work session

- 5. CREAT Coastal Resiliency Technical Assistance:** The Town hosted the EPA on January 11th starting with a site tour at the Chesapeake Beach Water Reclamation Treatment Plant and ending at Town Hall with a work session that included the City of Crisfield and City of Cambridge. The Town has further participated in several working sessions with the EPA and partnering municipalities to understand the fiscal risks of flooding in the Town. The EPA is providing free technical assistance to the Town to establish financial modeling for coastal resiliency projects. As a part of the project, the Town is focusing on the cost of inundation at the Treatment plant from flow from the Town and partnering jurisdictions of the Town of North Beach, Calvert County and Anne Arundel County. The Town expects to participate in a panel discussion in the coming months which will provide the opportunity for the Town to present the Towns highlighted project of building an additional access road to the plant for consideration of grant funding for the project.

The Town of Chesapeake Beach will join the City of Crisfield and the City of Cambridge for a summer workshop where Town staff will be able to highlight our need for adaptive measures to potential funders. More details to follow on this.

A summary of the Town's reviewed current adaptive measures and potential adaptive measures, are:



Town Administrators Report – May 2023

Current Adaptive Measures – Chesapeake Beach

- Alternate Wastewater/Stormwater Capabilities: Off-site storage for high-flow events to divert flow during peak infiltration and inundation (I&I) events.
- Back-Up Power: Alternate on-site back-up power supply.
- Infrastructure Inspection: Conduct inspections of infrastructure to assess failure risk under projected climate conditions.
- Sea Level Rise & Storm Surge Models: Model sea level rise and storm surge to inform protection of critical infrastructure.
- Wetlands for Flood Protection: Maintain natural wetlands for additional flood protection.

Potential Adaptive Measures – Chesapeake Beach

- Additional Access Road to Facility: Construct additional access road to the facility at higher elevations to ensure site accessibility during flooding events.
- Flow Isolation: Mitigate high flow rates by installing physical control measures.
- Stakeholder/Partner Engagement: Develop relationships and shared decision-making tools with stakeholders/partners to improve response to I&I and high-flow events.
- Weather Forecast Monitoring: Integrate weather forecast monitoring into system operations.

V. TOWN PERMIT ACTIVITY:

<i>Permit #</i>	<i>Address</i>	<i>Improvement</i>
2023-20	8413 Wesley Stinnett Blvd	Rev to approved permit
2023-22	3318 Cannoncade Ct	Shed
2023-24	4007 16th St.	Install 15 helical piles
2023-25	3807 27th St.	Remove tree
2023-25	7401 B St.	After the fact deck w/stairs
2023-25	3907 27th St.	Remove 3 trees
2023-26	8133 Harrison Blvd.	Deck
2023-27	7685 Old Bayside Rd.	After the fact deck
2023-28	7242 CVB	Patio
2023-29	7900 Old Bayside Rd.	Remove/antennas
2023-30	3814 28th St.	After the fact Fence
2023-31	3600 11th St.	Roof



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2023-32	7481 Cavalcade Dr.	After the fact Fence
n/a	4007 Windward Key Ct	Remove non load bearing wall Kitchen
2023-30	3814 28th St.	After the fact Fence
2023-33	7800 F St	Repairs to roof due to tree damage
2023-35	8051 Windward Key	Extend Deck



TOWN EVENTS:

Stars and Stripes Ceremony

The Stars and Stripes festival is a annual festival sponsored by the Town of Chesapeake Beach. The Town strives to educate the public and youth as to the meaning of Memorial Day through this weekend long Memorial Day outreach. Every year brings a new theme for the event and new additions to increase awareness of those that made the ultimate sacrifice for our Country, our Citizens, and our Freedom.

For more information visit the [Town Event Site](#) and the [Town Event FB Page](#)

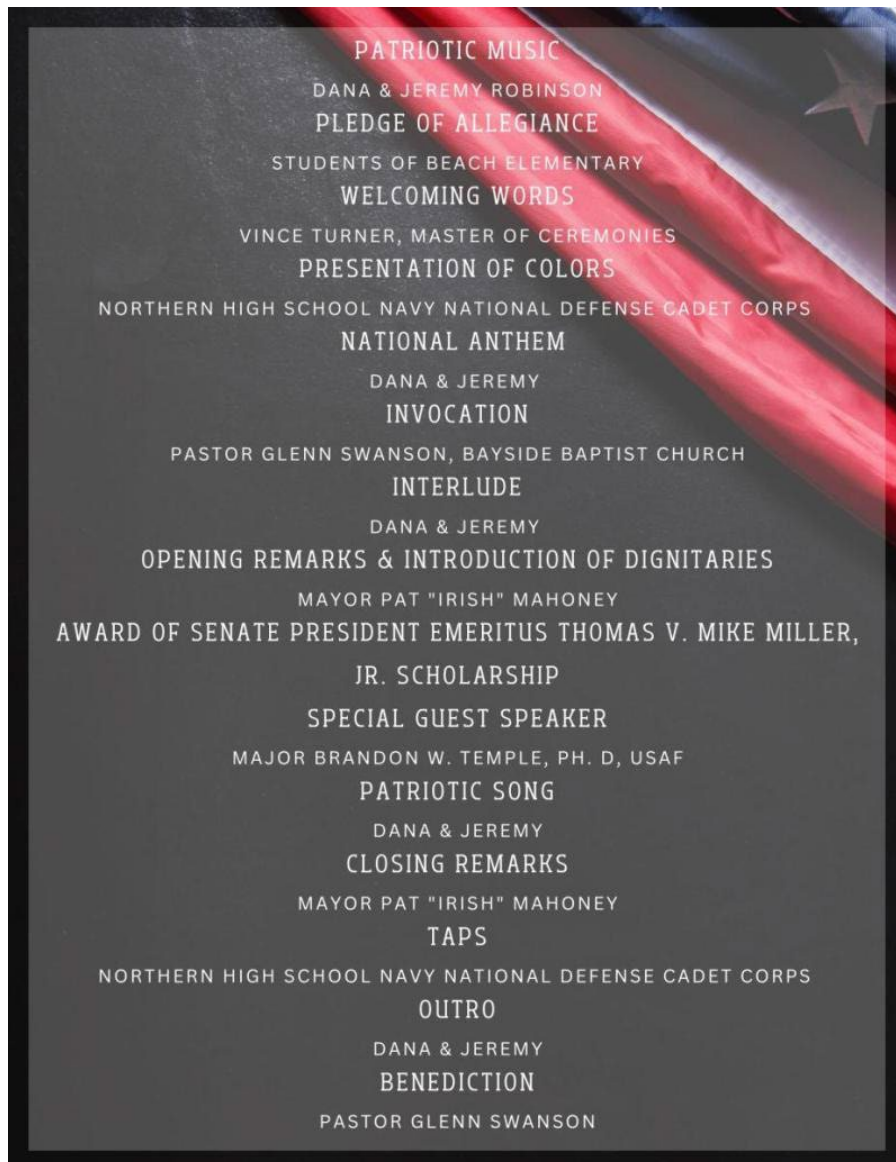
STARS AND STRIPES 2023 CEREMONY
 Saturday, May 27, 2023
 10am - Veteran's Memorial Park

SPECIAL GUEST SPEAKER: MAJOR BRANDON W. TEMPLE, PH.D

Brandon Temple, Ph.D. is an Air Force Special Warfare Officer currently serving as a legislative liaison to the U.S. House of Representatives. Prior to this assignment, Brandon was a Defense Legislative Fellow in the office of Congressman Matt Gaetz of Florida where he served as National Security Advisor. Brandon has 23 years of military service with 10 overseas deployments, including five combat rotations in Iraq and two in Afghanistan. He completed his doctoral degree at the University of Southern Mississippi in International Development with a focus in Security Studies and Political Science. He is the Chairman of the Calvert County Veterans Affairs Commission and a representative of Maryland to the National Association of Counties Veterans and Military Committee. He lives in Huntingtown with his wife Kristyn, their son Aidan and daughter Harper. Their oldest son, Gavin, recently graduated from the University of Central Missouri.



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Stars and Stripes Family Fun Night

**TOWN RESIDENT
STARS & STRIPES
FAMILY FUN NIGHT**

FOREVER IN OUR HEARTS

SATURDAY, MAY 27, 2023 | 6:30-8:30PM
THE CHESAPEAKE BEACH WATER PARK
TOWN RESIDENTS ONLY - FREE ADMISSION

Let's come together as a town to
celebrate and remember those who have
sacrificed so that we can be free.

FOOD | LIVE MUSIC | SWIMMING

RESERVATION REQUIRED

→

E-TICKET MUST BE PRESENTED AT THE GATE FOR ENTRY
RESIDENCY VERIFIED
ALL CHESAPEAKE BEACH WATER PARK RULES APPLY
FREE FOOD AVAILABLE WHILE SUPPLIES LAST
CAPACITY LIMITATIONS APPLY
EVENT INFORMATION AVAILABLE THROUGH QR CODED

EVENT PAID FOR BY






PARKS & RECREATION:

Bayfront Park and Kellam’s Field

Our Park Patrol staff started weekend shifts at Bayfront Park and Kellam’s Field. Both recreational areas are open, weather permitting.

9 Days Until Opening Day!!!

All tickets, swim lessons, rentals, and passes now on [sale!](#)

Memorial Weekend Active-Duty Military Passes

MEMORIAL WEEKEND
WITH THE
CHESAPEAKE BEACH WATER PARK
REMEMBER & HONOR

50
FREE PASSES
(Sat, Sun, & Mon)
reserved for
Active Duty Military
& their families!
(Military ID required at entry)

Scan Here to
Reserve Your Tickets

chesapeakebeachwaterpark.com



Chesapeake Beach Water Park Rates

2023 Season Rates #cbwp2023

The [Chesapeake Beach Water Park](#) recently released the 2023 season rates* for day passes, season passes, birthday parties, swim lessons, rentals, and our new family passes!

What is factored into the Park rates?

Capacity: During COVID-19, the Town lowered the capacity of the Park by over 70% and prioritized Town and County residents during a challenging time. The Town of Chesapeake Beach Town Council made this decision knowing that the revenues were unsustainable; however, the health and wellness of the community were more important. A lower capacity limit at the Park prompted many guests to commend the Town for the decision bringing many guests back to the Park that had not been there in years due to the overcrowding. The lower capacity notably decreased safety incidences, with Park management recognizing the benefit of a significant decrease in injuries and zero serious injuries occurring. The Town of Chesapeake Beach acknowledges that maintaining a decreased capacity increases the cost per guest; however, returning the Park to an overcrowded legal capacity of 1,000+ guests at a time will not provide the *safety* and Park experience our guests and employees deserve and appreciate.

Costs: For the 2023 season, the Park faces unavoidable and substantial price increases due to our current economic environment. Costs include maintaining the aging infrastructure of the Park, increased utility costs and increased chemical costs.

Local Employment: The 2023 rates provide the employment of 150+ local employees. The Town is proud to say that we employ some of the best employees our local community has to offer. We have ensured our staff receive competitive wages to increase retention and attract top talent, to increase overall employee and customer satisfaction. Our staff is the *heart of the Park* and have been working year-round to prepare the Park for the ultimate guest experience!

Who owns the Chesapeake Beach Water Park?

The Chesapeake Beach Water Park is a municipally owned Park owned by the residents of the Town of Chesapeake Beach. For this reason user fees must cover Park costs. As a municipal enterprise fund, all revenues received are used for the Park and are not transferred for municipal operation. When guests are not



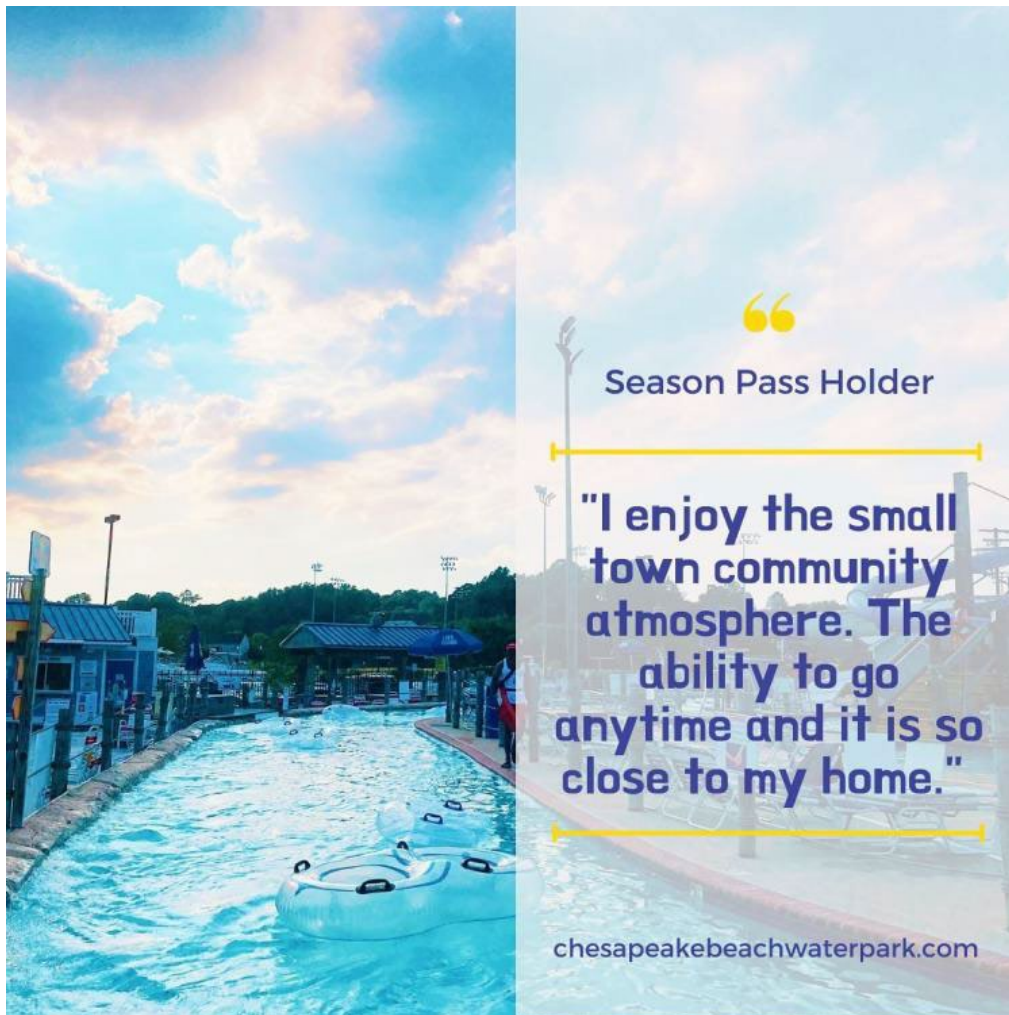
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covering the cost of service, it creates a liability for Town residents to cover the expenses of the Water Park through their general property taxes.

Check out our season pass options for the best value! We hope you will join us for the 2023 season at the Chesapeake Beach Water Park in the beautiful Town of Chesapeake Beach.

**Due to the ever-changing economic environment as well as necessary operational decisions, park rates are always subject to change.*





Public Works Administrator's Report

To: Mayor & Town Council

From: James Berry

Subject: Public Works Report

Date: May 18, 2023

Water leak- We repaired 3 water line lateral leaks last month, 1st street, Richfield Lane and Bay View Hills Drive.

Wet wells- We are currently replacing floats at E street pump station and the transducer failed at Valley View wet well.

Water meter/MXU- We have received some meters and our making change outs when possible. Last month we changed out approximately 50 meters.

Flushing- is complete for now.

Ball fields – We plan to move forward with the LED upgrade ASAP. This order is due to arrive in June. The field has been treated and fertilized for the Bermuda grass.

Railway Trail – We will continue with cleaning up and grass cutting. If you see trash, especially broken glass on the trail please call Town Hall.

Water Park – Public Works has worked along with Water park staff only when needed as the park goes through all its inspections.

PW Trainings- There will be an OSHA 30 training for staff that need it in September. We have our quarterly safety training next month.

The Heritage – I have done a final walk through, and the Town will be meeting with the developer soon for partial bond release and turnover. Nothing new to report.

Emergency calls – We received 6 emergency calls and responded to 2 for water leaks, one in Richfield Station and one in Bay View Hills.

Richfield Station Saddle replacement update.

At the time of this report, we have replaced 44 saddles that were completely deteriorated. We have also replaced 2 valve mega lug rings, 1 bonnet top, one complete blow off and three laterals. Public works documents every location and condition with notes and pictures. I am saving every failed component for record. If the Town waited for these areas to completely fail, which would not have been long, the cost to the utility fund would have been \$490,000.00+. This would have also involved many more unplanned shut offs, overtime, wasted soil and much larger patches on the road. Most of all a planned replacement is much safer than an emergency response after a water main has failed.

What Public Works have learned:

We had a water main failure on Harbor Road in April due to a storm drain line settling on a water main. While repairing this failure I exposed a saddle we repaired 4 years ago (2019) at the same location due to the saddle rotting away. At that time 4 years ago, I was suspected of electrolysis causing the failure, so I placed anodes on the saddle. I wanted to check the condition of that saddle and those anodes four years later to see their condition since we are working in this same location. The saddle showed no signs of deterioration or failure, but the anodes did. I feel this confirms my theory of electrolysis causing damage to underground water line infrastructure.

In Richfield Station we have the same thing happening in some areas. I am working with BGE and a private company for a second opinion to confirm my theory. BGE will temporarily take underground power offline in two different locations as we test copper laterals to understand exactly what is happening.

As we dig up and expose failed saddles in Richfield station, we can see firsthand their condition. Most are at 90% complete failure. (See pictures) About one out of five that we dig down to fails before we even expose it due to its complete deterioration.

You may ask what we are doing differently when replacing this infrastructure to give it its full life. We are installing stainless steel saddles and we are adding anodes at each location both on the lateral copper pipe and the stainless-steel saddle. When I exposed the saddle on harbor Rd, I weighed the anodes and compared that to the original weight. In four years' time, 6 ounces of anode had deteriorated. This is an ounce and a half a year. Currently we are adding 14 pounds of anodes to each location we repair. This should give a 100 plus year life to the newly installed infrastructure. My plan is to prove this underground electric voltage leak and rectify that, as that is the only real cure to this problem as I understand it.

I wanted to share some pictures with the public as I feel they say a lot. I also wanted to acknowledge the citizens in Richfield station as they are very patient with our crews on site. This has not been a fun process for anyone. The good news is we will not be back in the middle of the night for those areas because of a water main break. The Town will be patching all the holes and, in some locations, make a complete mill and overlay of the road.

I would be glad to answer any questions.

Thanks,

Jay Berry

View Images
here





To: Mayor & Town Council

From: Josh Stinnett

Subject: Water Reclamation Plant Report

Date: May 18, 2023

WRTP Staff performed scheduled regular preventative maintenance checks and services as scheduled through the asset management program, which generated work orders for routine, scheduled, predictive, and corrective repairs for equipment based on readings, pressures, or time in service for equipment in the plant.

WRTP Staff performed routine preventive maintenance for seasonal inspection, cleaning, and lubrication of the Plant building exhaust fans and fan motors. Quarterly operation of the Plant backup basin blower, Aeration Blower #3, running the blower for one day and observing operation and output. Quarterly lubrication and inspection of all Plant davit cranes. Semi-annual lubrication of all roller and motor bearings for the Belt Filter Press. Routine cleaning of the clarifier weirs and channels has been increased as the weather has warmed, and algae growth has increased. Routine safety inspections were conducted for the Plant eyewash stations and on-site monthly fire extinguisher inspections.

WRTP Staff performed predictive maintenance for lubrication of Aeration Blower #2 blower bearing, Influent Channel Bar Screen motor bearings, RAS pump #2 pump bearings, and oil change for Digester Blower #1 based on hourly runtime since last service.

WRTP Staff performed routine monthly inspections of the Denitrification Filter cells as per the O&M manual. This involved observation of the filter units during a backwash cycle, to assess the sequence of events and timing for the process to ensure that the program is operating properly. Observations were made during this cycle to ensure that there were no “dirty spots” that may indicate that the filter was not being cleaned properly during backwash, or “hot spots” where the media appears to be boiling which may indicate upset gravel or short-circuiting of the media. Staff also observed the filter as it was drained to identify if the media was level, if there were any cavities or cracks in the media bed, and that no heavy layers of mud or other indication of insubstantial cleaning were observed. This could be caused by the excessive application of chemicals or algae accumulation.

WRTP Staff performed corrective maintenance to replace faulty UV bulbs (x2), ballast (x1), and Lamp Control Assembly (LCA) (x1) for UV Banks #1 and #2 as identified through the weekly UV Bank inspections. WRTP Staff repaired a “gumming” issue in the Polymer Pump #1 feed system. Debris had become lodged in the check valve for the polymer feed, which was allowing water to back feed into the polymer line, which resulted in the polymer turning into a viscous plug in the line. It is assumed that the debris may have been pumped into the tank during the delivery of the chemical. The tanks were inspected, and no further debris was visible.

WRTP Staff identified a failure of the RPZ (backflow device) for the Headworks building, located in the lower pump room. Attempts were made to resolve the issue, with no improvement. This water supply line is required for the wash water for the bar screen and seal water for the two sludge pumps. Due to this

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fact, the water could not be isolated for more than a few hours. As the RPZ was installed in a manner to not facilitate easy removal/replacement, the piping was cut to remove the unit. A new piece of copper pipe was soldered in place, to include unions to allow ease of installation of a replacement/rebuilt unit. An online search for a rebuild kit was successful, and a kit was ordered. This kit is expected to be received on or about May 10th. Once the kit is received, the unit will be rebuilt, reinstalled, and tested. Following satisfactory testing, backflow prevention will be restored to this water supply.

WRTP Staff performed troubleshooting of a seal fail alarm for Mudwell Pump #1. Work was performed to confirm the issue was with the pump, and not a faulty pump sensor monitor located in the panel in the Motor Control Center (MCC) room. Through the temporary replacement of the monitor from Mudwell Pump #2 panel installed into Mudwell Pump #1 panel, it was determined that the pump sensor monitor for #1 was not faulty. The pump was removed from the Mudwell and replaced with the on-hand spare recently received. Hills Electric was contacted for pick-up and repair.

The Plant Emergency Generator exercises weekly in a “loaded” capacity. Through this process, the Automatic Transfer Switch (ATS) changes the Plant’s electrical supply from BG&E power to power supplied by the generator. This results in frequent issues with devices in the Plant requiring them to be reset because of the momentary power loss experienced during this transfer, and the need for premature replacement of sensitive electrical components. A review of the **National Fire Protection Association (NFPA) 110 Standard for Emergency and Standby Power Systems 8.4.2** states that generators “...in service shall be exercised at least once monthly, for a minimum of 30 minutes...” under a loaded condition. For routine weekly maintenance checks, the generator must be exercised weekly. To reduce the impact of the power transfers, the WRTP Staff adjusted the Emergency Generator ATS to exercise weekly unloaded. The monthly loaded test will be executed by WRTP Staff manually at the ATS as part of the monthly checks.

WRTP Staff responded to the Plant after-hours on April 15th in response to SCADA alarm calls for power fluctuations. Staff assessed equipment in the Plant and reset components that had tripped because of the power fluctuation.

JDT Electric has begun work on the installation of a new CCTV camera, to be located at the main gate to the Plant. This camera will address deficiencies in our camera coverage where the Plant is unable to clearly identify vehicles coming through the main gate. The positioning of this camera will be in such a way as to allow visibility of the license plate and driver for vehicles entering through the gate. The camera will be mounted on a 6x6” pole with a vinyl sleeve located approximately 10’ inside the fencing of the Plant and immediately adjacent to the gate.

Johnston Construction was on site on May 1st to receive delivery of the components needed for the Clarifier/Filter Cover project. This consisted of the clarifier covers and associated hardware. Johnston Construction was on site on May 5th with a subcontractor to conduct scanning of the clarifier walls to identify post-tensioning cables. This was a requirement of the bid document to ensure no damage to the critical cables that hold the clarifier sections together.



A Pre-Construction meeting was held on May 4th for the Clarifier/Filter Cover project at the Plant. Tentative scheduling was established, and project expectations.

The Shellfish Protection Tank was utilized twice during this period. This was for the heavy rainfalls on April 28th for a total of .494 MG from 2.69" of rainfall, and April 30th for a total of .435 MG from .59" of rainfall.

No incidents were reported in the plant's Solids and Handling Operation. The present Solids Hauling Contract will expire on August 1, 2023, with options for renewal for two additional one-year periods.

The WRTP had no SSO spills or Filter Bypasses to report for this month's meeting.

Future Projects:

To complete working on setting up an inventory of priority spare parts. Continued training on maintenance of plant equipment. Conduct a review and update of Plant SOPs to fit with the appropriate procedures for use of equipment and processes for Plant operation. Additional work to refine some of the process control systems to make the Plant more energy efficient.



Rental Registration Summary Report

Report Criteria:

<i>Status</i>	<i>Assigned To</i>	<i>Census Tract</i>	<i>Violation</i>	<i>Initiation</i>	<i>Open Date Range</i>	<i>Follow up Date Range</i>	<i>Close Date Range</i>
All	All		All	All	From To	From To	From To

RR Totals

	<i>Total</i>	<i>Closed Cases</i>	<i>Open Cases</i>
Totals	421	57	364

RR Cases by Employee

<i>Employee</i>	<i>Total</i>	<i>Closed Cases</i>	<i>Open Cases</i>
Addicott, Fran	71	5	66
Burger, Dennis	2	0	2
Wahl, Holly	348	52	296
Totals	421	57	364

RR Cases by Violation

<i>Violation</i>	<i>Total Violations</i>	<i>Closed Violations</i>	<i>Open Violations</i>
Exterior	21	3	18
Interior	33	5	28
Totals	54	8	46



Code Enforcement Case Detail Report

Report Criteria:

Status	Priority	Violation Status	Assigned To	Violation	Property Type	CDBG Eligibility	Open Date Range	Follow up Date Range	Close Date Range	Initiation Type
All Closed	All	All	All	All	All	All	From To	From To	From 04/20/2023 To	

Report Details

Case#	eFM Case#	Status	Violation(s)	Priority	Street Number	Street Direction	Street Name	Street Type	Unit	Zip	APN	Initiation	Open Date	Follow Up Date	Assigned To
CE23-20		Zoning Permit Obtained	Zoning Permit Required - Closed	Medium	7481		Cavalcade	Dr		20732		Self-Initiated	04/24/2023	05/29/2023	Burger, Dennis
CE23-19		Closed: Voluntary Compliance	Property Maintenance - Sanitary Maintenance - Nuisance, Health or Fire Hazard - Closed Property Maintenance - Minimum Maintenance Requirements - Closed	Medium	3915		26TH	St		20732	0503048101	Self-Initiated	03/21/2023	04/25/2023	Burger, Dennis
CE23-18		Zoning Permit Obtained	Zoning Permit Required - Closed	Medium	7401		B	St		20732	0503070174	Self-Initiated	03/21/2023	04/25/2023	Burger, Dennis
CE23-15		Closed: Voluntary Compliance	Inoperable Vehicle - Closed	Medium	3910		29TH	St		20732	0503062511	Self-Initiated	03/20/2023	04/24/2023	Burger, Dennis
CE23-14		Closed: Voluntary Compliance	Inoperable Vehicle - Closed Property Maintenance - Minimum Maintenance Requirements - Closed	Medium	3806		28TH	St		20732	0503047881	Self-Initiated	03/20/2023	04/24/2023	Burger, Dennis
CE22-71		Closed: Court Order Abatement	Property Maintenance - Sanitary Maintenance - Grass - Closed Exterior Structure - Lack of minimum general maintenance - Closed	Medium	8421		F	St		20732	0503043541	Self-Initiated	09/01/2022	11/07/2022	Burger, Dennis
CE22-60		Closed: Voluntary Compliance	Failure to Obtain a Rental License - Closed	Medium	3917	E	CHESAPEAKE BEACH	Rd		20732	0503047458	Self-Initiated	07/19/2022	08/09/2022	Wahl, Holly
CE22-57		Closed: Voluntary Compliance	Sanitary Maintenance - Closed	Medium	8016		BAYSIDE	Rd		20732	0503153517	Self-Initiated	07/15/2022	07/22/2022	Wahl, Holly

Number of Cases: 8



Code Enforcement Case Detail Report

Report Criteria:

Status	Priority	Violation Status	Assigned To	Violation	Property Type	CDBG Eligibility	Open Date Range	Follow up Date Range	Close Date Range	Initiation Type
All Open	All	All	All	All	All	All	From 04/20/2023 To	From To	From To	

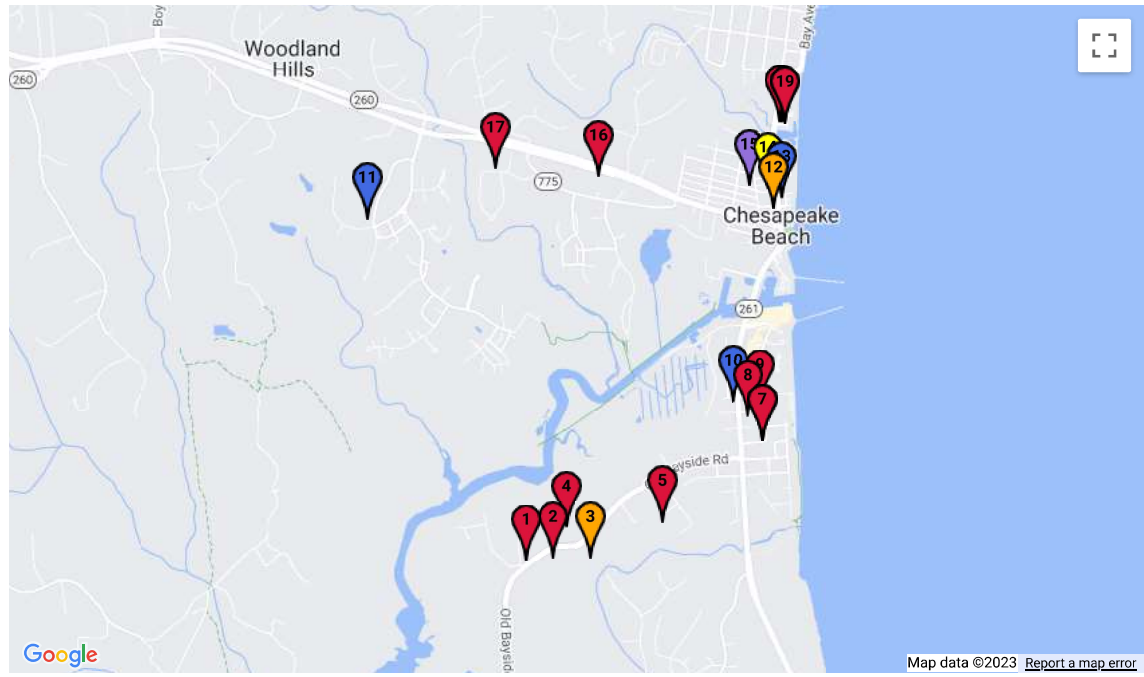
Report Details

Case#	eFM Case#	Status	Violation(s)	Priority	Street Number	Street Direction	Street Name	Street Type	Unit	Zip	APN	Initiation	Open Date	Follow Up Date	Assigned To
CE23-25		Notice of Violation Given	Failure to Obtain a Rental License - Open	Medium	8309		BAYSIDE	Rd		20732	0503042235	Self-Initiated	05/04/2023	06/30/2023	Burger, Dennis
CE23-24		Notice of Violation Given	Failure to Obtain a Rental License - Open	Medium	7524		C	St		20732	0503070557	Self-Initiated	05/04/2023	06/30/2023	Burger, Dennis
CE23-23		Notice of Violation Given	Failure to Obtain a Rental License - Open	Medium	7634		BAYSIDE	Rd		20732	0503049132	Self-Initiated	05/04/2023	06/30/2023	Burger, Dennis
CE23-22		Administrative Citation Issued	Operating a short term rental - Open	High	8320		BAYSIDE	Rd		20732	0503048284	Self-Initiated	05/03/2023	05/05/2023	Wahl, Holly
CE23-21		Notice of Violation Given	Property Maintenance - Sanitary Maintenance - Grass - Open Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open	Medium	2536		RICHFIELD			20732	0503158969	Self-Initiated	05/01/2023	05/22/2023	Burger, Dennis

Number of Cases: 5



SHOW CURRENT LOCATION



Enter search criteria (at least one)

Open Date: From:
Follow Up Date: From:
Case Assigned To: --Select--
Priority: Low Medium High
Violation: 110-15: Steep Slope Co 200-6 Violations and pe Constructing an Improv Exterior Structure - Lac
Status: Show All Open
Color Code By: Follow up date
 Save settings

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

Change map layers >>>

Case Number	Date	Location	Status	Violations
1. CE22-82	11/18/2022	7516 OLD BAYSIDE Rd CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	115-3 Dangerous Buildings - Failure to Comply, Exterior Structure - Lack of minimum general maintenance, Failure to maintain a building, structure or premises, Property Maintenance - Sanitary Maintenance - Nuisance, Health or Fire Hazard
2. CE22-66	07/27/2022	7603 OLD BAYSIDE Rd CHESAPEAKE BEACH, MD 20732	Administrative Citation Issued	Exterior Structure - Lack of minimum general maintenance, Property Maintenance - Minimum Maintenance Requirements
3. CE23-17	03/20/2023	7685 OLD BAYSIDE Rd CHESAPEAKE BEACH, MD 20732	Stop Work Order	Zoning Permit Required, Failure to Obtain a Rental License, Zoning Infraction
4. CE23-10	02/16/2023	7509 H ST CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Inoperable Vehicle
5. CE23-4	01/23/2023	3605 12TH St CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Failure to Obtain a Rental License
6. CE23-24	05/04/2023	7524 C St CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Failure to Obtain a Rental License
7. CE19-91	11/14/2019	7524 C St CHESAPEAKE BEACH, MD 20732	Inspection	Property Maintenance - Sanitary Maintenance - Vehicles, Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris, Sanitary Maintenance, Property Maintenance - Minimum Maintenance Requirements
8. CE23-3	01/23/2023	3907 16TH St CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Failure to Obtain a Rental License
9. CE22-81	11/16/2022	7626 C St CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	115-3 Dangerous Buildings - Failure to Comply, Failure to maintain a building, structure or premises, Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris, Property Maintenance - Sanitary Maintenance - Grass, Minimum Housing Standards - Broken or Defective Windows and Door Openings, Minimum Housing Standards - Condition of the Premises A (3), Exterior Structure - Lack of minimum general maintenance

10.	CE23-23	05/04/2023	7634 BAYSIDE Rd CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Failure to Obtain a Rental License
11.	CE23-21	05/01/2023	2536 RICHFIELD CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Property Maintenance - Sanitary Maintenance - Grass, Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris
12.	CE23-16	03/20/2023	3915 27TH St CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris
13.	CE23-25	05/04/2023	8309 BAYSIDE Rd CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Failure to Obtain a Rental License
14.	CE23-22	05/03/2023	8320 BAYSIDE Rd CHESAPEAKE BEACH, MD 20732	Administrative Citation Issued	Operating a short term rental
15.	CE23-7	02/06/2023	3814 28TH St CHESAPEAKE BEACH, MD 20732	Stop Work Order	Zoning Permit Required, Property Maintenance - Minimum Maintenance Requirements , Sanitary Maintenance
16.	CE22-51	06/15/2022	3325 E CHESAPEAKE BEACH Rd CHESAPEAKE BEACH, MD 20732	Administrative Citation Issued	Failure to Obtain a Rental License, Property Maintenance - Sanitary Maintenance - Nuisance, Health or Fire Hazard, Exterior Structure - Lack of minimum general maintenance, Failure to maintain a building, structure or premises, Sewer is Backed Up, Waste/Sewer Back Up, Property Maintenance - Minimum Maintenance Requirements , 115-3 Dangerous Buildings - Failure to Comply, Sewer/Water Manual Violation, Property Maintenance - Minimum Maintenance Requirements (B)
17.	CE22-80	11/07/2022	2952 HERITAGE Dr CHESAPEAKE BEACH, MD 20732	Awaiting Zoning Permit	110-15: Steep Slope Construction on or Adjacent to, Zoning Permit Required, 110-15: Steep Slope Construction on or Adjacent to
18.	CE22-19	03/07/2022	4024 SEA GATE CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Failure to maintain a building, structure or premises, Property Maintenance - Minimum Maintenance Requirements
19.	CE22-18	03/07/2022	4020 SEA GATE CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Failure to maintain a building, structure or premises, Property Maintenance - Minimum Maintenance Requirements
20.	CE22-16	03/07/2022	4012 SEA GATE CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Failure to maintain a building, structure or premises, Property Maintenance - Minimum Maintenance Requirements
21.	CE22-15	03/07/2022	4008 SEA GATE CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Failure to maintain a building, structure or premises, Property Maintenance - Minimum Maintenance Requirements
22.	CE22-14	03/07/2022	4004 SEA GATE CHESAPEAKE BEACH, MD 20732	Notice of Violation Given	Failure to maintain a building, structure or premises, Property Maintenance - Minimum Maintenance Requirements



Code Enforcement Case Detail Report

Report Criteria:

Status	Priority	Violation Status	Assigned To	Violation	Property Type	CDBG Eligibility	Open Date Range	Follow up Date Range	Close Date Range	Initiation Type
All Open	All	All	All	All	All	All	From To	From To	From To	

Report Details

Case#	eFM Case#	Status	Violation(s)	Priority	Street Number	Street Direction	Street Name	Street Type	Unit	Zip	APN	Initiation	Open Date	Follow Up Date	Assigned To
CE23-25		Notice of Violation Given	Failure to Obtain a Rental License - Open	Medium	8309		BAYSIDE	Rd		20732	0503042235	Self-Initiated	05/04/2023	06/30/2023	Burger, Dennis
CE23-24		Notice of Violation Given	Failure to Obtain a Rental License - Open	Medium	7524		C	St		20732	0503070557	Self-Initiated	05/04/2023	06/30/2023	Burger, Dennis
CE23-23		Notice of Violation Given	Failure to Obtain a Rental License - Open	Medium	7634		BAYSIDE	Rd		20732	0503049132	Self-Initiated	05/04/2023	06/30/2023	Burger, Dennis
CE23-22		Administrative Citation Issued	Operating a short term rental - Open	High	8320		BAYSIDE	Rd		20732	0503048284	Self-Initiated	05/03/2023	05/05/2023	Wahl, Holly
CE23-21		Notice of Violation Given	Property Maintenance - Sanitary Maintenance - Grass - Open Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open	Medium	2536		RICHFIELD			20732	0503158969	Self-Initiated	05/01/2023	05/22/2023	Burger, Dennis
CE23-17		Stop Work Order	Zoning Permit Required - Open Failure to Obtain a Rental License - Open Zoning Infraction - Open	Medium	7685		OLD BAYSIDE	Rd		20732	0503092224	Self-Initiated	03/20/2023	04/24/2023	Burger, Dennis
CE23-16		Notice of Violation Given	Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open	Medium	3915		27TH	St		20732	0503047873	Self-Initiated	03/20/2023	04/24/2023	Burger, Dennis
CE23-10		Notice of Violation Given	Inoperable Vehicle - Open	Medium	7509		H ST			20732	0503107574	Complaint	02/16/2023	03/20/2023	Burger, Dennis
CE23-7		Stop Work Order	Zoning Permit Required - Open Property Maintenance - Minimum Maintenance Requirements - Closed Sanitary Maintenance - Open	Medium	3814		28TH	St		20732	0503047466	Self-Initiated	02/06/2023		Burger, Dennis

CE23-4	Notice of Violation Given	Failure to Obtain a Rental License - Open	Medium	3605	12TH	St	20732	0503094979	Self-Initiated	01/23/2023	02/28/2023	Burger, Dennis
CE23-3	Notice of Violation Given	Failure to Obtain a Rental License - Open	Medium	3907	16TH	St	20732	0503049426	Self-Initiated	01/23/2023	02/28/2023	Burger, Dennis
CE22-82	Notice of Violation Given	115-3 Dangerous Buildings - Failure to Comply - Open Exterior Structure - Lack of minimum general maintenance - Open Failure to maintain a building, structure or premises - Open Property Maintenance - Sanitary Maintenance - Nuisance, Health or Fire Hazard - Open	Medium	7516	OLD BAYSIDE	Rd	20732	0503068625	Complaint	11/18/2022	12/30/2022	Burger, Dennis
CE22-81	Notice of Violation Given	115-3 Dangerous Buildings - Failure to Comply - Open Failure to maintain a building, structure or premises - Open Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open Property Maintenance - Sanitary Maintenance - Grass - Open Minimum Housing Standards - Broken or Defective Windows and Door Openings - Open Minimum Housing Standards - Condition of the Premises A (3) - Closed Exterior Structure - Lack of minimum general maintenance - Open	High	7626	C	St	20732	0503067939	Complaint	11/16/2022	03/01/2023	Burger, Dennis
CE22-80	Awaiting Zoning Permit	110-15: Steep Slope Construction on or Adjacent to - Closed Zoning Permit Required - Open 110-15:	High	2952	HERITAGE	Dr	20732	0503252666	Self-Initiated	11/07/2022	11/28/2022	Burger, Dennis

		Steep Slope Construction on or Adjacent to - Open											
CE22-66	Administrative Citation Issued	Exterior Structure - Lack of minimum general maintenance - Closed Property Maintenance - Minimum Maintenance Requirements - Open	Medium	7603		OLD BAYSIDE	Rd	20732	0503096408	Complaint	07/27/2022	11/14/2022	Burger, Dennis
CE22-51	Administrative Citation Issued	Failure to Obtain a Rental License - Open Property Maintenance - Sanitary Maintenance - Nuisance, Health or Fire Hazard - Open Exterior Structure - Lack of minimum general maintenance - Open Failure to maintain a building, structure or premises - Closed Sewer is Backed Up - Closed Waste/Sewer Back Up - Closed Property Maintenance - Minimum Maintenance Requirements - Closed 115-3 Dangerous Buildings - Failure to Comply - Open Sewer/Water Manual Violation - Open Property Maintenance - Minimum Maintenance Requirements (B) - Open	Medium	3325	E	CHESAPEAKE BEACH	Rd	20732	0503005402	Self-Initiated	06/15/2022	07/28/2022	Burger, Dennis
CE22-20	Notice of Violation Given	Failure to maintain a building, structure or premises - Open Property Maintenance - Minimum Maintenance Requirements - Open	Medium	4004-4024		SEA GATE		20732		Self-Initiated	03/07/2022	07/18/2022	Wahl, Holly
CE22-19	Notice of Violation Given	Failure to maintain a building, structure or premises - Open Property	Medium	4024		SEA GATE		20732	0503158535	Self-Initiated	03/07/2022	07/18/2022	Wahl, Holly

		Maintenance - Minimum Maintenance Requirements - Open										
CE22-18	Notice of Violation Given	Failure to maintain a building, structure or premises - Open Property Maintenance - Minimum Maintenance Requirements - Open	Medium 4020	SEA GATE		20732 0503158527	Self- Initiated	03/07/2022	07/18/2022	Wahl, Holly		
CE22-16	Notice of Violation Given	Failure to maintain a building, structure or premises - Open Property Maintenance - Minimum Maintenance Requirements - Open	Medium 4012	SEA GATE		20732 0503158497	Self- Initiated	03/07/2022	07/18/2022	Wahl, Holly		
CE22-15	Notice of Violation Given	Failure to maintain a building, structure or premises - Open Property Maintenance - Minimum Maintenance Requirements - Open	Medium 4008	SEA GATE		20732 0503158489	Self- Initiated	03/07/2022	07/18/2022	Wahl, Holly		
CE22-14	Notice of Violation Given	Failure to maintain a building, structure or premises - Open Property Maintenance - Minimum Maintenance Requirements - Open	Medium 4004	SEA GATE		20732 0503158462	Self- Initiated	03/07/2022	07/18/2022	Wahl, Holly		
CE19-91	Inspection	Property Maintenance - Sanitary Maintenance - Vehicles - Closed Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open Sanitary Maintenance - Open Property Maintenance - Minimum Maintenance Requirements - Open	Medium 7524	C	St	20732 0503070557	Self- Initiated	11/14/2019	07/22/2022	Wahl, Holly		

Number of Cases: 23



Town of Chesapeake Beach
Treasurer's Report
Town Council Meeting
May 2023

Current Activities:

- FY23 3rd quarter utility bills were sent to property owners on Friday, April 14th. Outstanding balances were due May 15th. Late bills have been issued.
- FY23 forecasting and year-end planning has begun. Preparation has started to ensure all transactions and schedules are completed before we close out the fiscal year and kickoff the annual audit.
- 2022 Annual ARPA Funds Reporting has been submitted.
 - ARPA funding was further discussed during the May 9th work session and additional information can be found here:
https://www.canva.com/design/DAFhIAz6djM/EewUguB6JtF-MScpSbD_Q/view?utm_content=DAFhIAz6djM&utm_campaign=designshare&utm_medium=link&utm_source=publishsharelink
 - \$1,975,000 of the \$5,943,337 awarded funds have been approved and allocated to General Fund and Utility Fund projects.
 - \$375,000 – General Fund
 - \$1,600,000 – Utility Fund.
- Additionally, Town reserves and cash balances were discussed in detail during the May 9th work session. A memo was sent to Town Council on April 5th covering the importance of structurally balanced funds, as well as current status of reserves. This memo is attached.

Upcoming:

- Revisiting policies for Town reserves and unrestricted/restricted funds at the close of FY23.
 - Policies will be analyzed to reflect the following:
 - Predictability of revenues and volatility of expenditures
 - Exposure to significant one-time outlays
 - Potential drain upon General Fund resources from other funds
 - Bonding and borrowed funds
 - Short term and long term commitments and assignments
 - Upcoming annual budget increases



To: Town Council
From: Brittany Moran, Town Treasurer

Subject: Reserves and Cash Balances

Date: April 5, 2023

I. OVERVIEW OF RESERVES

- As a local government, we are required to pass and implement a budget within each fund that is structurally balanced. A structurally balanced budget supports financial stability for current and future years. In order to achieve this balance, there is a requirement that recurring revenues offset expenditures.
 - Using reserves (if available) is only recommended for one-time costs with a plan to replenish the fund balance in the short term.
 - Current reserves are not at an adequate level to offset expenses or provide financial stability for the Town as a whole.
- Reserves mitigate financial risks, both in the short term and long term. When considering level of adequacy for fund balance the following need to be evaluated, per GFOA guidance and recommendations:
 - The *predictability of its revenues and the volatility of its expenditures* (i.e., higher levels of unrestricted fund balance may be needed if significant revenue sources are subject to unpredictable fluctuations or if operating expenditures are highly volatile);
 - **How this applies to the Town's revenues:** FY24 General Fund budget is comprised of the following revenue sources, which are unpredictable and subject to significant fluctuations:
 - 42% Intergovernmental (grants and other State/Federal funding)
 - 13% Admission & Amusement Tax
 - 8% State Income Tax – local share
 - Its perceived *exposure to significant one-time outlays* (e.g., disasters, immediate capital needs, state budget cuts);
 - **How this applies to the Town's revenues:** the Maryland Board of Revenue Estimates recently decreased revenue projections for FY23 and FY24, including revenue related to personal income tax by 1.8% and 2.2% respectively, – potential impacts on grant funding and income tax projections related to current economic position.
 - The *potential drain upon general fund resources from other funds*, as well as the availability of resources in other funds;
 - The potential *impact on the entity's bond ratings* and the corresponding increased cost of borrowed funds;
 - **How this applies to the Town:** The Town has two funds without adequate reserve funding which creates a significant liability to the General Fund and general taxpayers.
 - *Commitments and assignments* (i.e., higher levels of unrestricted fund balance are required to compensate for any portion of unrestricted fund balance already committed or assigned by the government for a specific purpose).



- The below required reserves by reporting entity (and the Rainy-Day Fund – restricted) are built to cover operating costs for 12 months in the General Fund and 12 months in the Utility Fund and Water Park Funds. This does not include ARPA projects or Treatment Plant reserve establishment, which are non-recurring and should not be factored into reserve requirement. Recommendations take into consideration the risk that the General Fund assumes for the current net position deficit in the Utility Fund and the Water Park Fund, as well as unpredictability of significant revenue sources in the current economic status.
- Additionally, the restricted balance in the Rainy-Day Fund should be maintained at 50% of budgeted operating expenditures in the General Fund. To achieve this balance for FY24 budget, a transfer of \$1,457,421 to the Rainy-Day Fund will be made, which therefore decreases the General Fund unassigned fund balance to \$10,485,305.
 - This transfer would result in a required reserve total deficit (General Fund, Utility Fund and Water Park Fund) of **\$3,925,416**.

II. FY22 AUDITED RESERVES AND CASH BALANCES

Equity

Reporting Entity	Unassigned Fund Balance/Net Position
General Fund	11,942,726
Water Park Fund	(6,638)
Utility Fund	1,343,178
	13,279,266

Reserve Status

Reporting Entity	Required Reserve	FY22 - Surplus (Deficit)	FY24 - Budgeted Surplus (Deficit)
General Fund	8,020,976	3,921,750	3,921,750
Water Park Fund	1,591,375	(1,598,013)	(1,909,871)
Utility Fund	6,134,910	(4,791,732)	(5,738,404)
	15,747,261	(2,467,995)	(3,726,525)
<i>Rainy Day Fund</i>	3,999,138	(1,457,421)	(1,457,421)

Cash

Investment Account	Cash Balances
MLGIP - GF	3,940,499
MLGIP - MF	83,245
LFRF (ARPA)	2,973,980
MLGIP - UF	3,148,056
MLGIP - WP	1,784,878
Rainy Day Fund	2,541,717
	14,472,375
Checking Account	Cash Balances
General Fund	1,233,569
FCRF	700,599
Mitigation Fund	10,588
Water Park Fund	707,767
Utility Fund	1,454,580
Treatment Plant	256,801
	4,363,904



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Town of Chesapeake Beach

Engineer's Report 5-10-23

From: Messick Group, Inc (MGI)
Wayne A. Newton, P.E

Below is the monthly update of projects and upcoming action items to be completed by our office:

Fishing Creek Dredging:

Action: No change from last month. Jay is coordinating directly with the contractor to monitor progress. Messick to be in a support role as needed.

Richfield Station:

Action: No Change from last month. M&A attended a meeting on site with the owner, and his attorney, along with Holly Wahl, Todd Pounds and Jay Berry. This meeting was intended to address steps required to provide update sureties for the yet to be completed work as well as remedial work identified by the Town. The developer is completing cost estimates to update the sureties for Town review. Once those estimates are approved, the developer will provide updated sureties and will begin repairing the current deficiencies.

261 Sidewalks:

Action: Messick & Holly attended a phone call to set the MBE goal for the project. Waiting for additional approvals from SHA to proceed with the RFP. 100% design RFP prepared and sent to SHA for review. NEPA approval is complete. RFP for design services to be advertised once SHA approval is received. M&A updated the 30% design level cost estimate for current economic conditions and sent it to SHA for their uses in computing the required minority participation. Waiting for SHA authorization to proceed.

Heritage:

Action: No change from last month. M&A attended the final walkthrough with the developer and contractors on 1/30/23. A small punchlist of items was provided. Once the developer has those items complete, we will begin the project acceptance phase which will include an extended bonding period. This meeting was also attended by Calvert County who provided their list of items required to close out the County grading permit as well.

Kellams Field:

Action: The Town attorney is processing an MOU with Calvert County in reference to the maintenance responsibility of the Town prior to permit issuance. Messick prepared final bid documents for RFP release for the tot lot, pocket park and storm drain as a combined project. MDE is ready to issue the wetlands license and approval once the County issues the grading permit. Waiting for Calvert County approval.



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WWTP UV Protection RFP

Action: Johnston Construction Contract Awarded. Johnston submittals and shop drawings complete and approved. Messick attended the Pre-construction meeting on 5/4. Construction to start week of 5/10.

Flood Resiliency Plan

Action: M&A working on a Town storm drain map to be included in the final Coastal Resiliency Report. We also met with the task force to outline suggested infrastructure concerns and possible methods to address sea level rise issues. The upcoming task force and steering committee meetings will be used to refine concepts to address suggested improvements to address sea level rise.

Water Park

Action: M&A and Town staff met with Paddock Pools virtually to obtain their assistance with evaluation and suggested repairs to the above water structure. A site meeting is being coordinated with Paddock staff to discuss specifics. Scanning of the site to create a 3D model of the existing conditions completed and ready for design.

M&A exploring epoxy coating the above water features to address the cracking and degradation of the fiberglass features. Also exploring other vendors for the ultimate refurbishing of the water park.

Pocket Parks

Action: B Street Pocket Park plans and RFP documents are completed and out for bid. 29th Street park plans are complete and out for bid.

Water Reclamation Plant Headworks

Action: The Headworks Design RFP bids were received. M&A reviewed the one bid received and found it acceptable. We recommend approval of a phased award for the project. Beginning coordination with the selected consultant for the design phase.

Route 261 Pedestrian Path

Action: Messick completed the concept plan/layout for the pedestrian path/boardwalk. We are waiting for the final report from the State summarizing our 12/12 field walk and completing the cost estimate and summary narrative of the results of the study along with findings and recommendations. M&A is working on Route 261 Right of Way location to determine if private owned right of way is required to build the connection.

Old Bayside Water Tower

Messick performing intermittent settlement analysis of the tower footings. No apparent settlement identified to date.



CALVERT COUNTY SHERIFF'S OFFICE

TWIN BEACHES PATROL

Date: May 1, 2023
To: Sharon Humm
From: Sergeant Gary Shrawder
Re: Sheriff's Office Report-Chesapeake Beach

In April of 2023, the Sheriff's Office handled 209 calls for service in Chesapeake Beach. This is down from 278 calls in March of 2023.

Twin Beach deputies had 748 self-initiated (patrol checks = 675, follow-up investigations = 8, traffic stops = 65)

Twin Beach deputies received 209 calls for service by other means (citizens, alarm companies, etc)

Call Breakdown for the 209 calls, we handled:

- **Destruction of Property**

1. (4/13) Abner's- patron was intoxicated and yelling in parking lot and damaged a vehicle in parking lot- 1 arrested
2. (4/16) Rod N Reel- known suspect sprayed fire extinguisher on victim's vehicle- 1 arrested
3. (4/17) Delores Ct- unknown suspect(s) egged vehicles overnight- under investigation
4. (4/17) Sansbury Dr- unknown suspect(s) egged vehicles overnight- under investigation
5. (4/23) Lawrin Ct- unknown suspects egged vehicles overnight- under investigation

- **Disorderly**

1. (4/4) McDonald's- suspect yelling racial slurs in parking lot causing a disturbance- 1 arrested
2. (4/22) Abner's- patron left establishment intoxicated yelling in parking lot- 1 arrested

- **Assault**

1. (4/23) Bayside Rd- domestic related husband assaulted wife- 1 arrested
2. (4/1) Rod N Reel- domestic related female assaulted male while inside of establishment- 1 arrested

- **Fraud**

1. (4/14) Fortier Lookout St- suspect opened bank account in victim's name- under investigation

- **Narcotics Violations**

1. (4/5) G st- suspicious vehicle located found civil amount of cannabis- 2 arrested

- **Theft**

1. (4/21) Rod N Reel- victim left wallet unattended and suspect stole wallet- under investigation

- **Miscellaneous**

1. (4/10) Bayside Rd- Violation of Protective Order- female was in the presence of a male in violation of an order- 1 arrested
2. (4/21) Rod N Reel- DWI/DUI- patron left the establishment and was intoxicated. Found driving- 1 arrested
3. (4/25) Gordon Stinnett Ave.- Recovered Stolen Auto- license plate reader located a stolen vehicle. Vehicle found on Gordon Stinnett Ave. – 1 arrested
4. (4/30) Rt.260 & Cox Rd- vehicle was speeding westbound on Rt.260 & Cox Rd. vehicle chase ensued driver identified chase was canceled- 1 arrested

April 2023 Calls for Service Chesapeake Beach

Call Type	Month	Year	Call Type	Month	Year	Call Type	Month	Year
911 Hang Up	42	100	Firearms Complaint	2	2	Relay	0	4
Abandoned Vehicle	0	1	Fireworks Complaint	0	0	Robbery	0	0
Accident	7	25	Found Property	1	4	Search Warrant	1	1
Alarm	5	16	Fraud	1	6	Sexual Assault	0	0
Alcohol Violation	0	0	Harassment	5	6	Sex Offender Registry	0	0
Animal Complaint	5	6	Illegal Dumping	0	0	Special Assignment	5	11
Assault	0	2	Industrial Accident	0	0	Stalking	0	0
Assist Motorist	10	22	Indecent Exposure	0	0	Stolen Vehicle	0	0
Assist Other Dept	1	10	Intoxicated Person	0	0	Summons Service	5	13
Assist Sick/Injured	2	12	Kidnapping/Abduction	0	0	Suspicious Person	5	10
Attempt to Locate	9	31	Loitering	0	0	Suspicious Vehicle	4	10
Burglary	0	0	Lost Property	0	0	Tampering with MV	0	0
CDS Violation	0	0	Loud Party/ Music	1	4	Telephone Misuse	0	0
Check Welfare	6	20	Mental Subject	2	2	Theft	1	2
Conservor of Peace	0	2	Missing Person	0	1	Traffic Complaint	7	12
Destruction of Property	5	6	Neighborhood Dispute	0	1	Traffice Control	27	47
Death Investigation	0	1	Notification	0	1	Traffic Enforcement	7	13
Disorderly	13	29	Parking Complaint	6	16	Trespassing	1	7
Domestic	9	24	Person with Weapon	0	0	Unauthorized Use MV	0	0
Escort	0	0	Police Information	14	41	Unknown Problem	1	1
Eviction	0	1	Protective/Peace Order	0	2	Violation Protective Order	0	2
Fight	0	2	Prowler	0	0	Warrant Service	1	3
						Total Calls	209	530
	Month	Year		Month	Year		Month	Year
DUI Arrest	1	1	CDS Arrest	0	1	Other Arrest	9	20
Civil Marijuana Citations	2	4	Non Fatal Overdose	0	1	Fatal Overdose	0	0
Patrol Checks	675	2165	Traffic Stops	65	237	Follow Ups	8	15
<p>**** Notes ****</p> <p>Deputies assigned to the Twin Beach Patrol handled 106 calls outside of the Twin Beach Patrol Area in this month. (These calls include off duty responses, calls handled to and from work, special events, overtime assignments, special unit assignments, calls while working a shift, etc. The Computer Data System has no way of classifying the on shift or off shift status of an officer when handling a call for service.)</p>								

April 2023 Calls for Service North Beach

Call Type	Month	Year	Call Type	Month	Year	Call Type	Month	Year
911 Hang Up	22	53	Firearms Complaint	0	0	Relay	1	4
Abandoned Vehicle	0	0	Fireworks Complaint	0	0	Robbery	0	0
Accident	0	2	Found Property	3	3	Search Warrant	0	0
Alarm	3	8	Fraud	0	0	Sexual Assault	0	0
Alcohol Violation	0	0	Harassment	0	1	Sex Offender Registry	0	0
Animal Complaint	2	3	Illegal Dumping	2	3	Special Assignment	2	10
Assault	0	1	Industrial Accident	0	0	Stalking	0	0
Assist Motorist	2	11	Indecent Exposure	0	0	Stolen Vehicle	0	0
Assist Other Dept	0	0	Intoxicated Person	0	0	Summons Service	2	5
Assist Sick/Injured	5	10	Kidnapping/Abduction	0	0	Suspicious Person	0	4
Attempt to Locate	4	18	Loitering	0	0	Suspicious Vehicle	0	2
Burglary	0	1	Lost Property	0	0	Tampering with MV	0	0
CDS Violation	0	1	Loud Party/ Music	1	1	Telephone Misuse	0	0
Check Welfare	5	16	Mental Subject	0	2	Theft	0	0
Conservor of Peace	1	3	Missing Person	2	3	Traffic Complaint	0	1
Destruction of Property	3	6	Neighborhood Dispute	0	0	Traffice Control	1	1
Death Investigation	1	1	Notification	0	0	Traffic Enforcement	5	24
Disorderly	6	14	Parking Complaint	3	9	Trespassing	1	1
Domestic	6	16	Person with Weapon	0	0	Unauthorized Use MV	0	0
Escort	0	3	Police Information	0	8	Unknown Problem	0	0
Eviction	0	1	Protective/Peace Order	1	4	Violation Protective Order	0	0
Fight	0	0	Prowler	0	0	Warrant Service	0	2
						Total Calls	84	256
	Month	Year		Month	Year		Month	Year
DUI Arrest	0	1	CDS Arrest	0	1	Other Arrest	2	11
Civil Marijuana Citations	0	2	Non Fatal Overdose	0	0	Fatal Overdose	0	0
Patrol Checks	230	1024	Traffic Stops	24	92	Follow Ups	2	12
**** Notes ****								



April 2023

Fire = 43

AFA = 10

Brush = 2

EMS Assist = 14

Working Fire = 0

(Chimney, House, Barn, vehicle, ETC)

Hazmat = 0

Investigation = 3

MVA = 3

Helicopter Landing = 0

Service = 11

Water Rescue = 0

Fire Calls dispatched in the Town of Chesapeake Beach = 27

Fire Calls dispatched in the Town of NB = 16

March Fire Drill: Joint Engine and Truck Operations

Fundraising: Bingo

Community Events: NBVFD Awards Banquet



EMS = 94

Chest Pains = 11

Diabetic Emergency = 2

Fire Standby = 0

Motor Vehicle Accident = 3

Traumatic Injury (Non-MVA) = 20

Overdose = 0

Psychiatric = 2

Abdominal/GI = 9

Respiratory Distress = 21

Seizures = 1

Stroke (CVA) = 1

Unconscious Subject = 5

Other Non-Emergent = 19

EMS Calls dispatched in the Town of Chesapeake Beach = 65

EMS Calls dispatched in the Town of NB = 29

December EMS Drill: Advanced Life Support for Basic Life Support Providers (ALS for BLS)

Introduced _____
Passed _____
Effective _____

ORDINANCE NO. O-23-11

AN ORDINANCE OF THE TOWN COUNCIL OF CHESAPEAKE BEACH, MARYLAND, AMENDING THE ADOPTED GENERAL FUND BUDGET FOR THE TOWN OF CHESAPEAKE BEACH FOR THE FISCAL YEAR FROM JULY 1, 2023, TO JUNE 30, 2024, TO TRANSFER FUNDS IN THE AMOUNT OF FIVE HUNDRED AND FIFTY THOUSAND DOLLARS (\$550,000.00) FROM “UNSPENT REIMBURSEMENT – ARPA FUNDS” EXPENDITURE LINE ITEM TO “TRANSFER OUT – UTILITY FUND “EXPENDITURE LINE ITEM FOR USAGE OF ARPA FUNDS TO OFFSET UTILITY FUND BUDGETED EXPENSES.

WHEREAS, Chesapeake Beach (the “Town”) is a municipal corporation of the State of Maryland, organized and operating in accordance with Article XI-E of the Constitution of Maryland and Md. Code Ann., Local Government Article, Title 4; and

WHEREAS, pursuant to the Local Government Article of the Annotated Code of Maryland and to Section C-707 and Section C-808 of the Charter of Chesapeake Beach, Chesapeake Beach is empowered to establish an annual budget; and

WHEREAS, on or about March 16, 2023 following required advertisement and public hearing, the Town Council approved a budget ordinance for the Town’s General Fund for Fiscal Year 2024; and

WHEREAS, pursuant to § 5-205(b) of the Local Government Article a municipality may not expend funds not appropriated in its annual budget for the purpose for which they are to be spent; and

WHEREAS, pursuant to § 5-205(b) of the Local Government, a municipality may amend an adopted budget to expend funds not previously appropriated upon a 2/3 vote of the legislative

body; and

WHEREAS, on or about April 11, 2023, following required advertisement and public hearing, the Town Council approved a budget ordinance for the Town's Utility Fund for Fiscal Year 2024; and

WHEREAS, after the adoption of the General Fund budget for FY '24, the Town Council amended the Utility Fund budget to include a transfer in from the General Fund, and therefore requires additional amendments to the General Fund. In order to offset decreased revenue in the Utility Fund from a change in the Utility Rate Schedule, Town Council approved to utilize ARPA funding from the General Fund.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF CHESAPEAKE BEACH THAT:

Section 1. The annual budget for the General Fund of Chesapeake Beach for the Fiscal Year 2024 is hereby amended to reflect the transfer of five hundred and fifty thousand dollars from "Unspent Reimbursement – ARPA Funds" to "Transfer Out – Utility Fund" as shown on the attached Exhibit A.

Section 2. In all other respects the budget for the General Fund, as adopted on March 16, 2023, shall remain as adopted and in full force and effect, subject to prior duly enacted amendments, with respect to revenues and expenditures for the Fiscal Year 2024.

AS CERTIFIED by their signatures below, the members of the Town Council affirm that this Ordinance was introduced at the Town Council meeting held on April 20, 2023, that a public hearing was held on May 18, 2023, and that a vote was taken in accordance with Section C-309 of the Town Charter. The vote of the Council was tallied and _____ votes of approval and _____

votes of disapproval were cast. The resulting majority of at least 2/3 of the Council _____ (*approved/disapproved*) the passage of this Ordinance this 18th day of May, 2023. If signed by the Mayor below, the Mayor approves this Ordinance pursuant to Section C-310 of the Charter this ____ day of May 2023. This Ordinance shall become effective at the expiration of twenty (20) calendar days from the date of the Mayor's approval or seven (7) days after the last required publication, whichever is later, pursuant to Section C-309 of the Charter, currently published in Volume II of the Municipal Charters of Maryland.

CHESAPEAKE BEACH, MARYLAND

Patrick J. Mahoney, Mayor

Lawrence P. Jaworski, Council VP

Valerie L. Beaudin, Councilwoman

L. Charles Fink, Councilman

Margaret P. Hartman, Councilwoman

Gregory J. Morris, Councilman

Keith L. Pardieck, Councilman

FY24 Budget
General Fund
EXHIBIT A

		FY24 BUDGET
LOCAL REVENUES		
100-410000	Real Estate Taxes	2,747,047
100-410100	Admission & Amusement Tax	1,809,690
100-410105	State A&A Tax Distributions	300,000
100-410115	Hotel Tax	100,000
100-410120	Operating Property Tax	65,680
100-410125	Penalties & Interest - Tax	10,238
100-410135	Traders License - County	800
100-410140	Permits, Fines & Penalties	20,000
100-410145	Interest on Savings & Investments	31,818
100-410170	Cable Franchise Fee	110,000
100-410175	Speed Cameras	50,000
100-410230	Miscellaneous Income	2,000
FEDERAL & STATE REVENUES		
100-420100	State Income Taxes	1,137,582
100-420105	Highway User Revenues	462,808
100-420110	State Aid Police Protection	65,613
100-420150	Federal Grants	3,862,563
OTHER REVENUE SOURCES		
100-430130	Transfer In - GF Fund Balance	2,080,775
100-432200	Miscellaneous Grants	1,085,000
TOTAL REVENUES:		13,941,614
SALARIES, TAXES & BENEFITS		
100-6000-602000	Salaries and Wages	472,835
100-6000-602050	FICA Expense	36,881
100-6000-602100	Medical and Life Insurance	104,024
100-6000-602300	Retirement	85,110
100-6000-602400	Continuing Education	40,000
CONTRACTED SERVICES & FEES		
100-6000-620400	Audit	26,000
100-6000-620600	Legal Counsel	110,000
100-6000-620800	SDAT Fees	11,558
100-6000-621100	Software Maintenance Agreement	54,500
100-6000-621200	Planning & Zoning	100,000
100-6000-621400	Engineering	110,000
100-6000-621600	IT Support	30,000
100-6000-622500	Town Hall - Building Maintenance	40,000
100-6000-623300	Printing & Publications	15,000
100-6000-623400	Library Rent - Grant	43,460
100-6000-623900	Professional Fees	8,000
100-6000-624500	Web Maintenance	3,000
100-6000-624700	Document Imaging	3,000
OTHER		
100-6000-631210	Legislative Education & Travel	29,500

100-6000-631220	Dues & Subscriptions	15,000
100-6000-631300	Grants to Local Organizations	17,500
100-6000-631305	Senator M. Miller Scholarship Fund	5,000
100-6000-632000	Miscellaneous Expense	5,000
100-6000-632300	Office Expense	50,000
100-6000-634101	Stipends - Council	18,000
100-6000-634102	Stipends - Mayor	18,000
100-6000-634300	Transfer Out - to Utility Fund	550,000
100-6000-634500	Town Hall Telephone	10,000
100-6000-635000	Town Hall Utilities	31,000
100-6000-636101	Special Events	162,050
100-6000-636201	Economic Development Expenses	44,000
100-6000-637010	Opioid Awareness Committee	3,000
100-6000-637020	Green Team	7,000
100-6000-637030	Rental Inspection Services	20,000
100-6000-780000	Insurance	75,000
100-6000-790000	Unspent Reimbursement - ARPA Funds	5,393,338
100-6450-602050	FICA - Legislative	3,000
PUBLIC SAFETY		
100-6450-645500	Police - Deputy in Residence	1,476,574
100-6450-646000	Bayfront Park & Town Beautification	50,000
100-6450-646500	North Beach VFD	50,000
PUBLIC WORKS - SALARIES, TAXES & BENEFITS		
100-6500-602000	Salaries and Wages	560,140
100-6500-602010	Recreation Operations - Salaries	106,856
100-6500-602050	FICA - PW	49,358
100-6500-602100	Medical and Life Insurance	161,413
100-6500-602300	Retirement	86,709
100-6500-602400	Continuing Education	7,000
PUBLIC WORKS - SUPPLIES		
100-6500-665200	Gasoline & Tolls	40,000
100-6500-665400	Equipment Repair & Maintenance	40,000
100-6500-665600	Supplies	15,000
PUBLIC WORKS - CONTRACTED SERVICES & FEES		
100-6500-671000	Fishing Creek Dredging	750,000
100-6500-672000	Holiday Lights	110,000
100-6500-674000	Trash Removal Service	590,000
100-6500-675000	Recycle Bins	12,000
100-6500-676000	Street Sweeping	8,100
PUBLIC WORKS - OTHER		
100-6500-684300	CBOCS Oyster Program	6,900
100-6500-684900	PW - Miscellaneous Expense	2,000
100-6500-685200	Property Maintenance - General	71,000
100-6500-685220	Property Maintenance - Landscaping	190,000
100-6500-685240	Property Maintenance - Tree Trimming	30,000
100-6500-685500	Recreation Operations - General	125,000
100-6500-686000	Snow & Ice Removal	50,000
100-6500-686100	Storm Drain Inspection & Maintenance	20,000
100-6500-686500	Street Lights	60,000
100-6500-687000	Telephone	11,000

100-6500-687500	Utilities	8,000
CAPITAL EXPENDITURES		
100-7100-725000	Capital Expenditures	1,504,808
	TOTAL EXPENDITURES:	13,941,614
	SURPLUS/DEFICIT:	-

Introduced _____
Passed _____
Effective _____

ORDINANCE NO. O-23-12

AN ORDINANCE OF THE TOWN COUNCIL OF CHESAPEAKE BEACH, MARYLAND, AMENDING THE ADOPTED WATER RECLAMATION TREATMENT PLANT FUND BUDGET FOR THE TOWN OF CHESAPEAKE BEACH FOR THE FISCAL YEAR FROM JULY 1, 2023, TO JUNE 30, 2024, TO ADJUST ANTICIPATED CONTRIBUTIONS TO REVENUE FROM THIRD PARTIES TO OFFSET DECREASE IN UTILITY COSTS AS A RESULT OF AN AMENDED UTILITY FUND RATE SCHEDULE.

WHEREAS, Chesapeake Beach (the “Town”) is a municipal corporation of the State of Maryland, organized and operating in accordance with Article XI-E of the Constitution of Maryland and Md. Code Ann., Local Government Article, Title 4; and

WHEREAS, pursuant to the Local Government Article of the Annotated Code of Maryland and to Section C-707 and Section C-808 of the Charter of Chesapeake Beach, Chesapeake Beach is empowered to establish an annual budget; and

WHEREAS, on or about March 16, 2023 following required advertisement and public hearing, the Town Council approved a budget ordinance for the Town’s Water Reclamation Treatment Plant Fund for Fiscal Year 2024; and

WHEREAS, pursuant to § 5-205(b) of the Local Government Article a municipality may not expend funds not appropriated in its annual budget for the purpose for which they are to be spent; and

WHEREAS, pursuant to § 5-205(b) of the Local Government, a municipality may amend an adopted budget to expend funds not previously appropriated upon a 2/3 vote of the legislative

body; and

WHEREAS, after the adoption of the Water Reclamation Treatment Plant Fund budget for FY '24, the Town Council amended the Utility Rate Schedule in the Utility Fund budget, which therefore requires additional amendments to the Water Reclamation Treatment Plant Fund; and

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF CHESAPEAKE BEACH THAT:

Section 1. The annual budget for the Water Reclamation Treatment Plant Fund of Chesapeake Beach for the Fiscal Year 2024 is hereby amended to reflect a reduction in the “Utilities” expense line item in the amount of Twenty Three Thousand and Two Hundred Dollars (\$23,200.00) and a reduction in the “Transfer Out – TP Reserves” expense line item in the amount of Five Thousand and Eight Hundred Dollars (\$5,800), as shown on the attached Exhibit A and to show reduced contributions from the Town’s Treatment Plant partners proportional to their total contributions for fixed and variable costs in the total amount of Twenty Nine Thousand Dollars (\$29,000), as further shown on Exhibit A.

Section 2. In all other respects the budget for the Water Reclamation Treatment Plant Fund, as adopted on March 16, 2023 shall remain as adopted and in full force and effect, subject to prior duly enacted amendments, with respect to revenues and expenses for the Fiscal Year 2024.

AS CERTIFIED by their signatures below, the members of the Town Council affirm this Ordinance was introduced at the Town Council meeting held on the 20th day of April, 2023. A public hearing was conducted on the 18th day of May, 2023, and a vote was taken in accordance with Section C309 of the Town Charter. The vote of the Council was tallied and ____ votes of approval and ____ votes of disapproval were cast. The resulting 2/3 majority of the Council approved the passage of this Ordinance this ____ day of _____, 2023, to become effective on the ____ day of _____, 2013.

CHESAPEAKE BEACH, MARYLAND

Patrick J. Mahoney, Mayor

Lawrence P. Jaworski, Council VP

Valerie L. Beaudin, Councilwoman

L. Charles Fink, Councilman

Margaret P. Hartman, Councilwoman

Gregory J. Morris, Councilman

Keith L. Pardieck, Councilman

FY24 Budget
Treatment Plant Fund
 EXHIBIT A

		FY24 BUDGET
FIXED REVENUES		
300-430010	Anne Arundel - Fixed -10.44%	204,586
300-430020	Calvert County - Fixed - 21.81%	427,397
300-430030	Chesapeake Beach - Fixed - 49.66%	973,155
300-430040	North Beach - Fixed - 18.09%	354,498
VARIABLE REVENUES		
300-431010	Anne Arundel - Variable	119,976
300-431020	Calvert County / NB - Variable	369,926
300-431030	Chesapeake Beach - Variable	509,898
CAPITAL & OTHER REVENUE SOURCES		
300-432010	Capital - Anne Arundel	73,393
300-432020	Capital - Calvert County	153,324
300-432030	Capital - Chesapeake Beach	349,110
300-432040	Capital - North Beach	127,173
TOTAL REVENUES:		3,662,436
FIXED COST		
300-6975-601000	Salaries and Wages	496,425
300-6975-610500	Plant Benefits	334,795
300-6975-621000	Administration - TCB	75,929
300-6975-621401	Engineering & Professional Fees	52,000
300-6975-621500	Safety	16,000
300-6975-622000	Telephone	6,000
300-6975-623000	Lab Analysis & Supplies	80,000
300-6975-626000	Equipment Repairs & Maintenance	80,000
300-6975-628500	TP Office Expense	23,000
300-6975-780000	Insurance - Plant	63,000
VARIABLE COSTS		
300-6975-684601	Chemicals	315,000
300-6975-684701	Landfill Tipping Fees	295,000
300-6975-687501	Utilities	389,800
CAPITAL & OTHER		
300-6975-780000	Transfer Out - TP Reserves	732,487
300-6975-801000	Capital Projects	703,000
TOTAL EXPENSES:		3,662,436
SURPLUS/DEFICIT:		-

Introduced _____
Passed _____
Effective _____

ORDINANCE NO. O-23-13

AN ORDINANCE OF THE TOWN COUNCIL OF CHESAPEAKE BEACH, MARYLAND, AMENDING THE ADOPTED GENERAL FUND BUDGET FOR THE TOWN OF CHESAPEAKE BEACH FOR THE FISCAL YEAR FROM JULY 1, 2022, TO JUNE 30, 2023, TO RECOGNIZE UNCOLLECTABLE DEBT EXPENSE RELATED TO FORGIVEN GENERAL FUND LOAN TO THE UTILITY FUND FOR CAPITAL PROJECTS, IN THE AMOUNT OF ONE MILLION AND SIX HUNDRED THOUSAND DOLLARS (\$1,600,000.00).

WHEREAS, Chesapeake Beach (the “Town”) is a municipal corporation of the State of Maryland, organized and operating in accordance with Article XI-E of the Constitution of Maryland and Md. Code Ann., Local Government Article, Title 4; and

WHEREAS, pursuant to the Local Government Article of the Annotated Code of Maryland and to Section C-707 and Section C-808 of the Charter of Chesapeake Beach, Chesapeake Beach is empowered to establish an annual budget; and

WHEREAS, on or about March 17, 2022 following required advertisement and public hearing, the Town Council approved a budget ordinance for the Town’s General Fund for Fiscal Year 2023; and

WHEREAS, pursuant to § 5-205(b) of the Local Government Article a municipality may not expend funds not appropriated in its annual budget for the purpose for which they are to be spent; and

WHEREAS, pursuant to § 5-205(b) of the Local Government, a municipality may amend an adopted budget to expend funds not previously appropriated upon a 2/3 vote of the legislative

body; and

WHEREAS, pursuant to Section C-724 of the Charter of Chesapeake Beach, the Town is authorized to borrow money from one fund of the Town and to deliver the money so borrowed to another fund of the Town so long as the ordinance identifies the terms and conditions of repayment including any interest to be charged to the borrowing fund, and such borrowing is authorized even if repayment is to be made in different budget years; and

WHEREAS, after the adoption of the Utility Fund and General Fund budgets for Fiscal Year 2023, Town Council approved various Utility Fund capital projects, totaling one million and six hundred thousand dollars. Funding to be received from the General Fund by the Utility Fund in the form of a lump sum loan to be forgiven following establishment.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF CHESAPEAKE BEACH THAT:

Section 1. The annual budget for the General Fund of Chesapeake Beach for the Fiscal Year 2023 is hereby amended to reflect the transfer of one million and five hundred and forty three thousand and five hundred and twenty dollars (\$1,543,520) to “Transfer In – GF Fund Balance” revenue line item from Federal Grants revenue line item, offset by a transfer of one million and six hundred thousand dollars from “Unspent Reimbursement – ARPA Funds” expenditure line item to the “Uncollectable Debt” line item as shown on the attached Exhibit A.

Section 2. In all other respects the budget for the General Fund, as adopted on March 17, 2022, shall remain as adopted and in full force and effect, subject to prior duly enacted amendments, with respect to revenues and expenditures for the Fiscal Year 2023.

AS CERTIFIED by their signatures below, the members of the Town Council affirm that this Ordinance was introduced at the Special Town Council meeting held on May 9, 2023, that a public hearing was held on May 18, 2023, and that a vote was taken in accordance with Section C-309 of the Town Charter. The vote of the Council was tallied and _____ votes of approval and _____ votes of disapproval were cast. The resulting majority of at least 2/3 of the Council _____ (*approved/disapproved*) the passage of this Ordinance this 18th day of May, 2023. If signed by the Mayor below, the Mayor approves this Ordinance pursuant to Section C-310 of the Charter this _____ day of May 2023. This Ordinance shall become effective at the expiration of twenty (20) calendar days from the date of the Mayor's approval or seven (7) days after the last required publication, whichever is later, pursuant to Section C-309 of the Charter, currently published in Volume II of the Municipal Charters of Maryland.

CHESAPEAKE BEACH, MARYLAND

Patrick J. Mahoney, Mayor

Lawrence P. Jaworski, Council VP

Valerie L. Beaudin, Councilwoman

L. Charles Fink, Councilman

Margaret P. Hartman, Councilwoman

Gregory J. Morris, Councilman

Keith L. Pardieck, Councilman

FY23 Budget - Amended
 General Fund
 EXHIBIT A

		FY23		
		BUDGET	AMENDMENT	AMENDED BUDGET
LOCAL REVENUES				
100-410000	Real Estate Taxes	2,719,849		2,719,849
100-410100	Admission & Amusement Tax	1,729,285		1,729,285
100-410105	State A&A Tax Distributions	300,000		300,000
100-410115	Hotel Tax	100,000		100,000
100-410120	Operating Property Tax	64,614		64,614
100-410125	Penalties & Interest - Tax	3,000		3,000
100-410135	Traders License - County	800		800
100-410140	Permits, Fines & Penalties	50,000		50,000
100-410145	Interest on Savings & Investments	10,000		10,000
100-410165	Tower Site Rental	110,000		110,000
100-410170	Cable Franchise Fee	110,000		110,000
100-410175	Speed Cameras	90,000		90,000
100-410180	Ramp Fees	10,000		10,000
100-410230	Miscellaneous Income	5,000		5,000
FEDERAL & STATE REVENUES				
100-420100	State Income Taxes	1,200,000		1,200,000
100-420105	Highway User Revenues	370,852		370,852
100-420110	State Aid Police Protection	54,525		54,525
100-420150	Federal Grants	2,970,557	(1,543,520)	1,427,037
OTHER REVENUE SOURCES				
100-430130	Transfer In - GF Fund Balance	250,000	1,543,520	1,793,520
100-432200	Miscellaneous Grants	335,000		335,000
	TOTAL REVENUES:	10,483,482	-	10,483,482
SALARIES, TAXES & BENEFITS				
100-6000-602000	Salaries and Wages	544,388		544,388
100-6000-602050	FICA Expense	45,630		45,630
100-6000-602100	Medical and Life Insurance	158,548		158,548
100-6000-602300	Retirement	98,264		98,264
100-6000-602400	Continuing Education	40,000		40,000
CONTRACTED SERVICES & FEES				
100-6000-620400	Audit	26,000		26,000
100-6000-620600	Legal Counsel	80,000		80,000
100-6000-620800	SDAT Fees	11,558		11,558
100-6000-621100	Software Maintenance Agreement	65,000		65,000
100-6000-621200	Planning & Zoning	100,000		100,000
100-6000-621400	Engineering	110,000		110,000
100-6000-621600	IT Support	45,000		45,000
100-6000-622500	Town Hall - Building Maintenance	30,000		30,000
100-6000-623300	Printing & Publications	10,000		10,000
100-6000-623400	Library Rent - Grant	46,996		46,996
100-6000-623900	Professional Fees	11,000		11,000
100-6000-624500	Web Maintenance	5,000		5,000
100-6000-624700	Document Imaging	4,000		4,000
OTHER				
100-6000-631210	Legislative Education & Travel	29,500		29,500
100-6000-631220	Dues & Subscriptions	20,000		20,000
100-6000-631300	Grants to Local Organizations	17,500		17,500
100-6000-631305	Senator M. Miller Scholarship Fund	5,000		5,000
100-6000-632000	Miscellaneous Expense	5,000		5,000
100-6000-632300	Office Expense	60,000		60,000
100-6000-634101	Stipends - Council	18,000		18,000
100-6000-634102	Stipends - Mayor	18,000		18,000
100-6000-634200	Recreation Reserve Fund	100,000		100,000
100-6000-634250	Climate Change Reserve Fund	250,000		250,000
100-6000-634500	Town Hall Telephone	15,150		15,150
100-6000-635000	Town Hall Utilities	22,000		22,000
100-6000-636101	Special Events	140,100		140,100
100-6000-636201	Economic Development Expenses	44,000		44,000

100-6000-637010	Opioid Awareness Committee	3,000		3,000
100-6000-637020	Green Team	7,000		7,000
100-6000-637030	Rental Inspection Services	25,000		25,000
100-6000-780000	Insurance	75,000		75,000
100-6000-790000	Unspent Reimbursement - ARPA Funds	2,970,557	(1,600,000)	1,370,557
100-6000-800000	Uncollectable Debt	-	1,600,000	1,600,000
100-6450-602050	FICA - Legislative	3,000		3,000
PUBLIC SAFETY				
100-6450-645500	Police - Deputy in Residence	1,405,539		1,405,539
100-6450-646000	Bayfront Park & Town Beautification	60,500		60,500
100-6450-646500	North Beach VFD	50,000		50,000
PUBLIC WORKS - SALARIES, TAXES & BENEFITS				
100-6500-602000	Salaries and Wages	525,000		525,000
100-6500-602010	Recreation Operations - Salaries	82,000		82,000
100-6500-602050	FICA - PW	49,000		49,000
100-6500-602100	Medical and Life Insurance	170,000		170,000
100-6500-602300	Retirement	82,000		82,000
100-6500-602400	Continuing Education	10,000		10,000
PUBLIC WORKS - SUPPLIES				
100-6500-665200	Gasoline & Tolls	40,000		40,000
100-6500-665400	Equipment Repair & Maintenance	40,000		40,000
100-6500-665600	Supplies	15,000		15,000
PUBLIC WORKS - CONTRACTED SERVICES & FEES				
100-6500-672000	Holiday Lights	110,000		110,000
100-6500-673000	Road Repairs & Maintenance	20,000		20,000
100-6500-674000	Trash Removal Service	550,000		550,000
100-6500-675000	Recycle Bins	12,000		12,000
PUBLIC WORKS - OTHER				
100-6500-684300	CBOCS Oyster Program	6,900		6,900
100-6500-684900	PW - Miscellaneous Expense	2,000		2,000
100-6500-685200	Property Maintenance - General	65,000		65,000
100-6500-685220	Property Maintenance - Landscaping	150,000		150,000
100-6500-685240	Property Maintenance - Tree Trimming	20,000		20,000
100-6500-685500	Recreation Operations - General	125,000		125,000
100-6500-686000	Snow & Ice Removal	50,000		50,000
100-6500-686100	Storm Drain Inspection & Maintenance	20,000		20,000
100-6500-686500	Street Lights	63,000		63,000
100-6500-687000	Telephone	11,000		11,000
100-6500-687500	Utilities	8,000		8,000
CAPITAL EXPENDITURES				
100-7100-725000	Capital Expenditures	1,482,352		1,482,352
TOTAL EXPENDITURES:		10,483,482	-	10,483,482
SURPLUS/DEFICIT:		-	-	-

Introduced _____
Passed _____
Effective _____

ORDINANCE NO. O-23-14

AN ORDINANCE OF THE TOWN COUNCIL OF CHESAPEAKE BEACH, MARYLAND, AMENDING THE ADOPTED UTILITY FUND BUDGET FOR THE TOWN OF CHESAPEAKE BEACH FOR THE FISCAL YEAR FROM JULY 1, 2022, TO JUNE 30, 2023, TO RECOGNIZE RESTRICTED LOAN PROCEEDS FROM FORGIVEN GENERAL FUND LOAN TO THE UTILITY FUND FOR CAPITAL PROJECTS, IN THE AMOUNT OF ONE MILLION AND SIX HUNDRED THOUSAND DOLLARS (\$1,600,000.00).

WHEREAS, Chesapeake Beach (the “Town”) is a municipal corporation of the State of Maryland, organized and operating in accordance with Article XI-E of the Constitution of Maryland and Md. Code Ann., Local Government Article, Title 4; and

WHEREAS, pursuant to the Local Government Article of the Annotated Code of Maryland and to Section C-707 and Section C-808 of the Charter of Chesapeake Beach, Chesapeake Beach is empowered to establish an annual budget; and

WHEREAS, on or about May 19, 2022 following required advertisement and public hearing, the Town Council approved a budget ordinance for the Town’s Utility Fund for Fiscal Year 2023; and

WHEREAS, pursuant to § 5-205(b) of the Local Government Article a municipality may not expend funds not appropriated in its annual budget for the purpose for which they are to be spent; and

WHEREAS, pursuant to § 5-205(b) of the Local Government, a municipality may amend an adopted budget to expend funds not previously appropriated upon a 2/3 vote of the legislative body; and

WHEREAS, pursuant to Section C-724 of the Charter of Chesapeake Beach, the Town is authorized to borrow money from one fund of the Town and to deliver the money so borrowed to another fund of the Town so long as the ordinance identifies the terms and conditions of repayment including any interest to be charged to the borrowing fund, and such borrowing is authorized even if repayment is to be made in different budget years; and

WHEREAS, after the adoption of the Utility Fund and General Fund budgets for Fiscal Year 2023, Town Council approved various Utility Fund capital projects, totaling one million and six hundred thousand dollars. Funding to be received from the General Fund by the Utility Fund in the form of a lump sum loan to be forgiven following establishment. Four hundred thousand dollars is to be spent in Fiscal Year 2023 and remaining one million and two hundred thousand dollars to be transferred to restricted reserves for use in Fiscal Year 2024.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF CHESAPEAKE BEACH THAT:

Section 1. The annual budget for the Utility Fund of Chesapeake Beach for the Fiscal Year 2023 is hereby amended to reflect the increase to “Transfer In – General Fund” revenue line item in the amount of one million and six hundred thousand dollars, offset by the increase to “Transfer – UF Restricted” expense line item in the amount of one million and two hundred thousand dollars and the increase to “Capital Projects” expense line item in the amount of four hundred thousand dollars as shown on the attached Exhibit A.

Section 2. In all other respects the budget for the Utility Fund, as adopted on May 19, 2022, shall remain as adopted and in full force and effect, subject to prior duly enacted amendments, with respect to revenues and expenditures for the Fiscal Year 2023.

AS CERTIFIED by their signatures below, the members of the Town Council affirm that this Ordinance was introduced at the Special Town Council meeting held on May 9, 2023, that a public hearing was held on May 18, 2023, and that a vote was taken in accordance with Section C-309 of the Town Charter. The vote of the Council was tallied and _____ votes of approval and _____ votes of disapproval were cast. The resulting majority of at least 2/3 of the Council _____ (*approved/disapproved*) the passage of this Ordinance this 18th day of May, 2023. If signed by the Mayor below, the Mayor approves this Ordinance pursuant to Section C-310 of the Charter this _____ day of May 2023. This Ordinance shall become effective at the expiration of twenty (20) calendar days from the date of the Mayor's approval or seven (7) days after the last required publication, whichever is later, pursuant to Section C-309 of the Charter, currently published in Volume II of the Municipal Charters of Maryland.

CHESAPEAKE BEACH, MARYLAND

Patrick J. Mahoney, Mayor

Lawrence P. Jaworski, Council VP

Valerie L. Beaudin, Councilwoman

L. Charles Fink, Councilman

Margaret P. Hartman, Councilwoman

Gregory J. Morris, Councilman

Keith L. Pardieck, Councilman

FY23 Budget - Amended
Utility Fund
 EXHIBIT A

		FY23		
		BUDGET	AMENDMENT	AMENDED BUDGET
400-430130	Transfer In - General Fund	-	1,600,000	1,600,000
400-430140	Transfer In - Fund Reserves	425,184		425,184
400-440010	Sewer Usage Charge	783,480		783,480
400-440020	Sewer Miscellaneous Income	1,000		1,000
400-440040	Sewer Penalties & Interest	2,000		2,000
400-441010	Water Usage Charges	348,380		348,380
400-441020	Water Miscellaneous Income	2,000		2,000
400-441030	Water Penalties and Interest	2,000		2,000
400-450000	Investment Interest	1,500		1,500
400-460000	Fixed Fee	562,898		562,898
400-460050	Infrastructure Fees	18,000		18,000
400-460100	Sewer Capital Connection Fee	360,000		360,000
400-460200	Water Capital Connection Fee	120,000		120,000
	TOTAL REVENUE:	2,626,442	1,600,000	4,226,442
400-6850-662300	Meters - MXU's	43,000		43,000
400-6850-715100	Water Plant Repairs & Maintenance	30,000		30,000
400-6850-715500	Water Testing	13,000		13,000
400-6900-621400	Engineering & Professional Fees	6,000		6,000
400-6900-621501	Safety	7,500		7,500
400-6900-625300	Interest Expense	70,948		70,948
400-6900-626001	Pump Station Repair	50,000		50,000
400-6900-630500	Supplies	30,000		30,000
400-6900-631500	Postage	4,500		4,500
400-6900-632400	Miss Utility Fees	1,500		1,500
400-6900-632500	Line Repairs & Maintenance	95,000		95,000
400-6900-632800	Banking Fees	8,000		8,000
400-6900-670000	TPF Fixed / Capital Costs	946,010		946,010
400-6900-670100	TPF Variable	421,395		421,395
400-6900-687500	Utilities	70,000		70,000
400-6900-717600	Miscellaneous	500		500
400-6900-719300	Principal - 2014 - ENR	190,427		190,427
400-6900-748100	Principal - 2008 SRF Loan	287,098		287,098
400-6900-748300	Principal - ARRA Loan (2009)	36,562		36,562
400-6900-780000	Insurance	15,002		15,002
400-6900-801000	Capital Projects	-	400,000	400,000
400-6900-802000	Transfer - UF Restricted	-	1,200,000	1,200,000
400-6900-840500	Connection Fee Reimbursement	300,000		300,000
	TOTAL EXPENSE:	2,626,442	1,600,000	4,226,442
	SURPLUS/DEFICIT:	-	-	-

Introduced _____
Passed _____
Effective _____

ORDINANCE NO. O-23-15

AN ORDINANCE OF THE TOWN COUNCIL OF CHESAPEAKE BEACH, MARYLAND, AMENDING THE ADOPTED UTILITY FUND BUDGET FOR THE TOWN OF CHESAPEAKE BEACH FOR THE FISCAL YEAR FROM JULY 1, 2023, TO JUNE 30, 2024, TO REALLOCATE REVENUE FUNDS WITH A NET INCREASE OF THREE HUNDRED AND FIFTY THOUSAND DOLLARS (\$350,000.00), OFFSET BY AN INCREASE IN CAPITAL PROJECTS EXPENSE LINE ITEM IN THE AMOUNT OF THREE HUNDRED AND FIFTY THOUSAND DOLLARS (\$350,000.00) FOR USAGE OF FORGIVEN LOAN PROCEEDS RESTRICTED FOR CAPITAL EXPENSES.

WHEREAS, Chesapeake Beach (the “Town”) is a municipal corporation of the State of Maryland, organized and operating in accordance with Article XI-E of the Constitution of Maryland and Md. Code Ann., Local Government Article, Title 4; and

WHEREAS, pursuant to the Local Government Article of the Annotated Code of Maryland and to Section C-707 and Section C-808 of the Charter of Chesapeake Beach, Chesapeake Beach is empowered to establish an annual budget; and

WHEREAS, on or about April 11, 2023 following required advertisement and public hearing, the Town Council approved a budget ordinance for the Town’s Utility Fund for Fiscal Year 2024; and

WHEREAS, pursuant to § 5-205(b) of the Local Government Article a municipality may not expend funds not appropriated in its annual budget for the purpose for which they are to be spent; and

WHEREAS, pursuant to § 5-205(b) of the Local Government, a municipality may amend

an adopted budget to expend funds not previously appropriated upon a 2/3 vote of the legislative body; and

WHEREAS, pursuant to Section C-724 of the Charter of Chesapeake Beach, the Town is authorized to borrow money from one fund of the Town and to deliver the money so borrowed to another fund of the Town so long as the ordinance identifies the terms and conditions of repayment including any interest to be charged to the borrowing fund, and such borrowing is authorized even if repayment is to be made in different budget years; and

WHEREAS, on May 18, 2023 the Town Council amended the General Fund and Utility Fund budgets for Fiscal Year 2023 to establish and forgive a loan from the General Fund to the Utility Fund for various capital projects totaling one million and six hundred thousand dollars, and therefore requires additional amendments to the Utility Fund budget for Fiscal Year 2024 to recognize use of remaining restricted funds.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF CHESAPEAKE BEACH THAT:

Section 1. The annual budget for the Utility Fund of Chesapeake Beach for the Fiscal Year 2024 is hereby amended to reflect the decrease to “Transfer In – General Fund” revenue line item in the amount of five hundred and fifty thousand dollars, the decrease to “Transfer in – Fund Reserves” in the amount of three hundred thousand dollars, the addition of one million and two hundred thousand dollars in the “Transfer In – Fund Reserves – Restricted” revenue line item, offset by an increase to “Capital Projects” expense line item as shown on the attached Exhibit A.

Section 2. In all other respects the budget for the Utility Fund, as adopted on April 11, 2023, shall remain as adopted and in full force and effect, subject to prior duly enacted

amendments, with respect to revenues and expenditures for the Fiscal Year 2024.

AS CERTIFIED by their signatures below, the members of the Town Council affirm that this Ordinance was introduced at the Special Town Council meeting held on May 9, 2023 that a public hearing was held on May 18, 2023, and that a vote was taken in accordance with Section C-309 of the Town Charter. The vote of the Council was tallied and _____ votes of approval and _____ votes of disapproval were cast. The resulting majority of at least 2/3 of the Council _____ (*approved/disapproved*) the passage of this Ordinance this 18th day of May, 2023. If signed by the Mayor below, the Mayor approves this Ordinance pursuant to Section C-310 of the Charter this _____ day of May 2023. This Ordinance shall become effective at the expiration of twenty (20) calendar days from the date of the Mayor's approval or seven (7) days after the last required publication, whichever is later, pursuant to Section C-309 of the Charter, currently published in Volume II of the Municipal Charters of Maryland.

CHESAPEAKE BEACH, MARYLAND

Patrick J. Mahoney, Mayor

Lawrence P. Jaworski, Council VP

Valerie L. Beaudin, Councilwoman

L. Charles Fink, Councilman

Margaret P. Hartman, Councilwoman

Gregory J. Morris, Councilman

Keith L. Pardieck, Councilman

FY24 Budget - Amended
Utility Fund
 EXHIBIT A

REVENUES		
400-430140	Transfer In - Fund Reserves	206,776
400-430150	Transfer In - Fund Reserves - Restricted	1,200,000
400-440010	Sewer Usage Charges	750,000
400-440040	Sewer Penalties & Interest	20,000
400-441010	Water Usage Charges	300,000
400-441020	Miscellaneous Fees	50,000
400-441030	Water Penalties and Interest	16,000
400-450000	Investment Interest	10,000
400-460000	Fixed Fee	1,047,402
400-460050	Infrastructure Fees	18,000
400-460100	Sewer Capital Connection Fee	400,000
400-460200	Water Capital Connection Fee	200,000
400-461000	Tower Site Rental	130,504
	TOTAL REVENUES:	4,348,682
EXPENSES		
400-6850-601000	Salaries & Wages	176,989
400-6850-602400	Continuing Education	5,000
400-6850-610500	Taxes & Benefits	88,495
400-6850-662200	Meter Repairs & Maintenance	25,000
400-6850-715100	Water Plant Repairs & Maintenance	35,000
400-6850-715500	Water Testing	18,000
400-6900-621400	Engineering & Professional Fees	37,500
400-6900-621501	Safety	15,000
400-6900-625300	Interest & Administrative Expense - LT Debt	65,520
400-6900-626001	Pump Station Repair	50,000
400-6900-630500	Supplies	44,000
400-6900-631500	Postage	6,000
400-6900-632400	Miss Utility Fees	2,000
400-6900-632500	Line Repairs & Maintenance	75,000
400-6900-632800	Banking Fees	50,000
400-6900-670000	TPF Fixed / Capital Costs	1,322,265
400-6900-670100	TPF Variable	509,898
400-6900-687500	Utilities	86,000
400-6900-717600	Miscellaneous	500
400-6900-780000	Insurance	17,000
400-6975-801000	Capital Projects	1,200,000
DEBT SERVICE		
400-6900-719300	Principal - 2014 - ENR	192,331
400-6900-748100	Principal - 2008 SRF Loan	290,256
400-6900-748300	Principal - ARRA Loan (2009)	36,928
	TOTAL EXPENSES:	4,348,682
	SURPLUS/DEFICIT:	-



OFFICE OF THE PLANNING AND ZONING COMMISSION

To: Mayor and Town Council, Chesapeake Beach, MD

From: Cindy Greengold, Chair, Planning and Zoning Commission

Date: May 18, 2023

Re: Town Council Report

The Planning and Zoning Commission has continued its discussion of the Critical Area Regulations.

At this meeting, the Commission was reminded that even though the “model” ordinance may either be adopted as drafted, or merely used as a reference guide, that a local program may not be amended without the approval of the Critical Area Commission. Hence, it was decided that further determinations and changes should be withheld until a staff member from the Critical Area Commission could advise the Planning and Zoning Commission during its comprehensive review process.

This representative will hopefully address the Planning and Zoning Commission at the May 2023 meeting and assist in the final proposals for appropriate amendments to the Town’s Critical Area Program.

Chesapeake Beach Oyster Cultivation Society Report

May2023

Chesapeake Beach Town Council Meeting

The Calvert County 5th grade oyster studies program finished up in May with oyster reef ball builds. Over 400 students participated, 120 reef balls were built and 7 CBOCS members contributed over 150 volunteer hours.

No further CBOCS projects are currently planned for the summer. In August we will start organizing the fall 5th grade field trips to Fishing Creek.

Green Team Committee Meeting Minutes

April 26, 2023

The meeting was called to order at 6:30 pm

Attendees:

Valerie Beaudin

Madeleine Blake

Linda Draper

Sue Alexander

Upcoming Community Events

- May 9 – Town Council Work Session – to discuss Tree City Ordinance
- May 18 – Town Council Meeting – to vote on Tree City Ordinance
- Oct 7 - Paddle & Pickup

Bayfront Park

- No action

Pollinator Garden and 17th St. Project

- On-going maintenance of 17th street garden will be transferred to the town Landscaper. The Green Committee will continue to maintain the Pollinator Gardens.

Education and Outreach

- No action

Tree City USA

- The Town Council will be reviewing/discussing the Tree City Ordinance.
- Melanie and Sue met with Holly to discuss several outstanding issues:
 - o Ordinance and 5-year plan response
 - o Use of Tree City money to remove and replace invasives around town hall.
 - o Extending pollinator garden at 17th street
 - o Plant grasses at BFP to replace landscapers dump area.

Other Items

- Madeleine Blake did a ***Stellar*** job coordinating the Town Cleanup on April 22nd. 22 team members and town volunteers came out to support this effort. Fishing Creek Trail, the marsh near Sea Gate, Kellam's Field and Cox Road were given a thorough cleaning. She has volunteered to lead the effort again next year provided she has a supporting cast of team members.
 - o Recommendations for next year: Hang a large banner on the fence at Veterans Park to announce the event; Volunteers should formally check out at the end of the event so we can identify the location of full trash bags and ensure everyone came back safely.
 - o Date for next cleanup – April 20, 2024
- Invasives have been removed from the Town Hall. Replacement plants are coming soon.
- Recommendation that Trash Cans be placed on the Bayside Rd bridge bump out.
- Committee budget for 22-23 is \$6,100; Tree City Budget for Tree City is \$17,800; Committee budget for 23-24 is \$7,000.
- Future project includes updating GT website page.

Next Meeting Agenda

- Pull together dates for 2024 events to insert in the Town Calendar and give NECC advance notice for advertisement/registration.
- Review Idea Bank for future projects.

This meeting was adjourned at approximately 7:10 pm

The next meeting of the Green Team Committee will be at 6:30pm on Wednesday May 24th at the Town Hall



To: The Honorable Mayor and Town Council
Subject: CBWRTP Overhang
Date: May 11, 2023

From: Holly Wahl, Town Administrator

I. BACKGROUND:

The CBWRTP solids handling building installed during the Enhanced Nutrient Removal (ENR) process encountered spalling of the concrete at the edge of the overhang for the press room. During construction, the railings were installed in the concrete overhang by core drilling holes into the concrete to place the railing. Over time, water has infiltrated at the base of the railings and frozen causing the concrete to crack off and fall.

II. GOAL:

Ensure repair occurs with stability and ease of weathering on the solids handling building.

III. SCOPE OF WORK:

This project will require significant safety provisions which will require 1 week of set up and 1 week of constructing the new ledge.

- 1) Provide and erect shoring and scaffolding to underside of the concrete deck with two I-beams and plywood decking.
- 2) Provide and erect conventional scaffolding to and above the deck to be removed with guardrails and ladder.
- 3) Provide a forklift with trash hopper to place concrete debris in 20-yard can. Material will be recycled.
- 4) Provide and install #5 rebar dowels with HY-200 two-part epoxy at 12-inch centers. Form, place and finish new concrete sill with 12-inch C channel and rail for the full length.
- 5) Install a new sill with a C Channel across the edge of the cutoff face, repurpose the railing, and reinstall the railing
- 6) Provide all equipment, labor, and materials necessary for the project.

IV. TOTAL COSTS:

The total costs for this project are \$28,890.

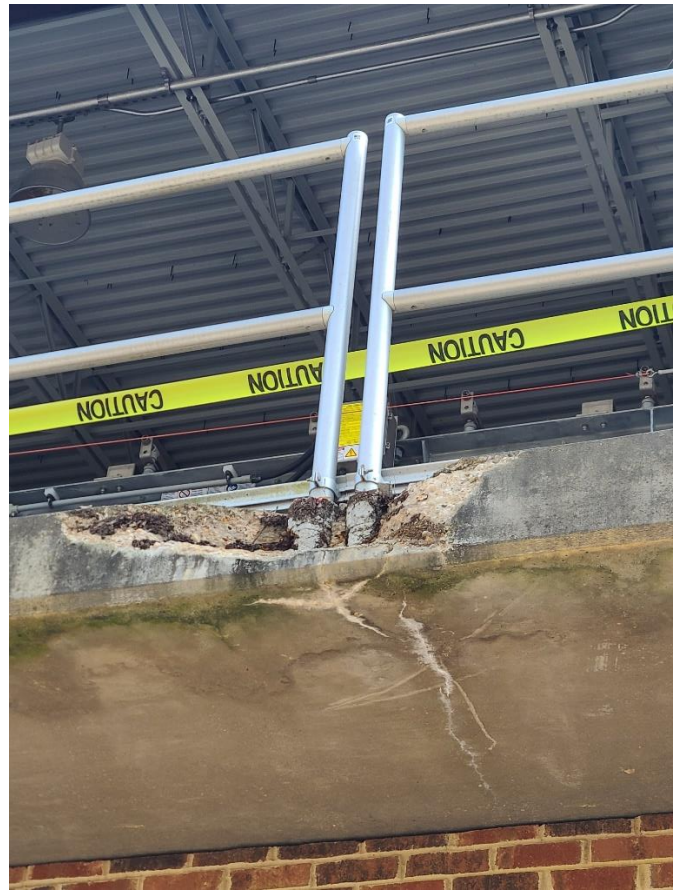


V. FISCAL IMPACT:

These costs are not budgeted; however, the repair is required. For this reason, staff requests that the Town Council authorize an emergency expense to make the repairs.

The Town Council to consider authorizing the Mayor to enter into a contract with GTH Masonry, Inc. for **\$28,890** to make emergency repairs to the overhang at the CBWRTP solids handling building. Costs would be paid from the FY23 Treatment Plant Capital improvements line item with a budget amendment forthcoming. Costs will be shared with the CBWRTP Partners.

Images of the damage requiring repair





To: The Honorable Mayor and Town Council
Subject: Clarifier blanket sensors
Date: May 10, 2023

From: Holly Wahl, Town Administrator

I. BACKGROUND:

The Chesapeake Beach Water Reclamation Treatment Plant requires clarifier blanket sensors to increase CBWRTP staff's ability to monitor the blanket in the clarifiers to prevent overloading of the clarifier. Overloading will result in sludge washout into the filter units.

II. GOAL:

Improve plant monitoring processes to ensure adherence to permit requirements.

III. DETAIL ON THE PROJECT:

Please see Exhibit A, memo from CBWRTP Superintendent Josh Stinnett for further information.

IV. TOTAL COSTS:

<u>ITEM</u>	<u>QTY</u>	<u>Description</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>
1	1	Pulsar Measurement Part No. 9201110200X4XX0P Sludge Finder 2 wall mount IP65 enclosure with integral keypad	\$2,810.00	\$2,810.00
3	2	Pulsar Measurement Part No. VT1003000000XNP VT10 w/ 30 meters of cable	\$4,355.00	\$8,710.00
4	2	Pulsar Measurement Part No. 9200A0001 Viper flexible transducer arm (for object avoid.)	\$665.00	\$1,330.00
5	1	Part No. SERVICE Service Start-Up Service Included	\$0.00	\$0.00

Total Cost = \$12,850.00

V. FISCAL IMPACT:

The Town Council to consider authorizing the Mayor to enter into a contract with Miller Energy in the amount of **\$12,850** for the installation of clarifier blanket sensors. Costs would be paid from the FY23 Treatment Plant Capital Improvement Line item and will be shared with the CBWRTP Partners.

SLUDGE FINDER 2

Reliable & continuous sludge blanket level measurement.

Two-Part System Purposely Designed for Sludge Blanket Level Measurement

The Sludge Finder 2 is a versatile, accurate, and reliable solution to the problem of accurately measuring interface levels in primary or secondary settlement tanks and Sequencing Batch Reactors (SBR) systems. Operating ultrasonically through a liquid, Sludge Finder 2 uses proven echo processing algorithms to identify the sludge interface level using state of the art digital echo processing technique found only in this unit.

The unique viper transducer is immersed in the liquid, emitting a high-frequency ultrasonic pulse down towards the sludge interface. The pulse reflects from the interface of the denser material back to the Viper transducer face. This echo is analyzed by the controller unit providing a depth reading and an analog output proportional to the height of the interface above the vessel bottom.

Multiple Tanks & Multiple Applications

Sludge Finder 2 will operate with one or two transducers, you can mix and match Sludge Transducers and Pulsar Measurement's main dB Transducer range to give astonishing versatility. Manage two clarifier's / thickeners, or one clarifier plus an ultrasonic level application from a sludge unit,



THE RIGHT METER FOR

- Primary & Secondary Settlement Tanks
- DAF Thickeners
- Gravity Thickeners
- Stationary & Traveling Bridges

providing flexible, economical control and a sludge connection point for system interface.

Sludge Finder 2 features a microprocessor and a multifunction display showing blanket level, complete echo profile, alarm points, tank depth, and multiple tank status.

Output Options

Sludge Finder 2 features 4-20mA isolated outputs for each channel, with an optional RS485 connection (Modbus RTU or Profibus). Six control relays are included (5A rated), assignable to any channel. An optional Radio Telemetry System may be fitted with a 500 m (1,640 ft) line of sight range. Up to 48 Nodes can be used using a 'Multihop' receiver installation.

The Hygienic Solution

Remote measurement with Sludge Finder 2 means you can put an end to tedious, time-consuming, potentially unhygienic, and hazardous manual measurements using gap switches or vacuum probes.

Self-Cleaning Transducer

Sludge Finder 2 is designed to be maintenance-free. Sludge Finder's Viper transducer is a single beam ultrasonic unit immersed just below the liquid surface. A wiper blade sweeps the transducer face, ensuring that it remains clean. The Viper transducer may be positioned up to 200 m (656.2 ft) from the control unit and has a measurement range of 300 mm to 10 m (11.8 in to 32.8 ft). Accuracy is 0.25% of the measured range. A tight 6-degree beam angle and sophisticated echo processing algorithms make sure that Sludge Finder 2 deals with difficult tanks and rotating equipment with ease.



Sludge settlement tanks at a Sewage Treatment Works.



Viper transducer doing it's job!

Easy Installation & Set Up

Sludge Finder 2 is simply installed and the transducer cable can be easily extended with twin pair screened cable. To program Sludge Finder 2, the operator enters operating parameters via a menu-driven operator interface and the Sludge Finder 2 automatically tracks to the blanket interface. Sludge Finder 2's operator interface consists of several screens that make setting up the unit straightforward and communicates information about the process quickly, clearly, and concisely.

Sludge Finder 2 allows a user to set up two interface points to display and to control the process via the echo profile returned from a single self-cleaning Viper transducer. One of the primary benefits is the ability to monitor sludge interface levels of differing densities.

The new feature could reveal a high level of flocculant spilling into the local watercourse, potentially causing pollution and a breach of consent at the same time as measuring and controlling the Return Activated Sludge (RAS) layer in the normal way.

The unit can output two isolated 4-20mA signals, one for each interface.

Technical Specifications

PHYSICAL

Controller Body Dimensions:	235 mm x 184 mm x 120 mm (9.3 in x 7.2 in x 4.7 in) Wall mount only.
Weight:	Nominal 1 kg (2.2 lb)
Enclosure Material/Description:	Polycarbonate, flame resistant to UL94-5V
Cable Entry Detail:	10 cable entry knock outs, 5 x M20 and 1 x M16 underside. 4 x PG11 at rear
Transducer Cable Extensions:	2 twisted pair 0.5 mm ² with overall screen
Maximum Separation:	200 m (656.2 ft)

ENVIRONMENTAL

IP Rating:	IP65/NEMA 4X
Max. & Min. Temperature (Electronics):	-20 °C to +50 °C (-4 °F to +122 °F)
Flammable Atmosphere Approval:	For installation in non-flammable area only. Most compatible transducers suitable for flammable atmospheres. See sensor / transducer datasheet or brochure.
CE Approval:	2014/30/EU & 2014/35/EU — EMC Directive. Standards applied: EN 61010-1:2010 / EN 61326-1:2013 / EN 55011 / EN 61000 (3-2 / 3-3 / 4-2 / 4-3 / 4-4 / 4-5 / 4-6 / 4-7 / 4-11)
ATEX Approval:	Controller must be within a safe area. See dB transducers for level sensor approvals

OUTPUTS

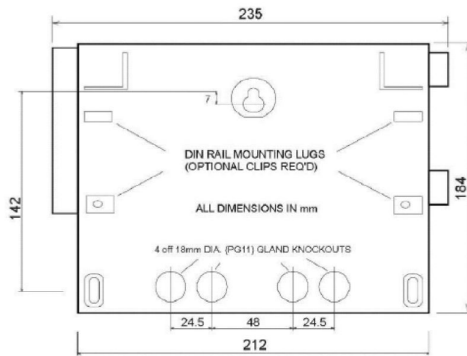
Analog Output:	2 off isolated (to 150 V floating) output of 4-20mA or 0-20mA into 1 kΩ (user programmable and adjustable) 0.1% resolution
Digital Output:	Half-duplex RS232
Volt Free Contacts, Number, and Rating :	6 form "C" (SPDT) rated at 5 A at 115 V AC
Display:	192 x 128 pixel illuminated graphical display showing a variety of screens including echo profile. Fully programmable display options, integral keypad with menu navigation keys.
Radio Modem (Optional):	4-20mA using wireless exempt frequencies. Maximum range 500 m (1,640 ft) line-of-sight
Communication Bus (Optional):	RS485 Modbus RTU/ASCII or Profibus DPV0 or DPV1 (slave device)

PROGRAMMING

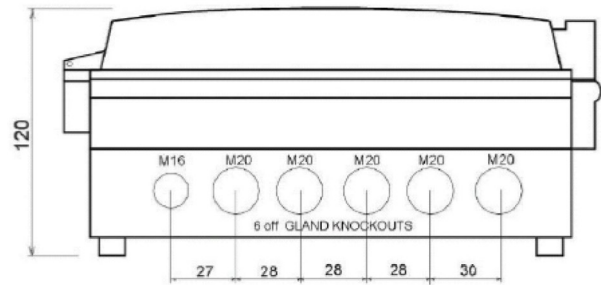
Onboard Programming:	By integral keypad
PC Programming:	Via RS232
Programming Security:	Via passcode (user selectable and adjustable)
Programmed Data Integrity:	Via non-volatile memory
PC Software:	Sludge Finder PC within PC Software Suite — compatible with XP (service pack 3), Windows 7/8/10

SUPPLY

Operating Voltage:	Universal 100-240 V AC 50/60 Hz, 22-28 V DC
Power Consumption:	20 W maximum power (typically 11 W)
Fuse:	2 A slow blow



Sludge Finder 2 Drawing Back



Sludge Finder 2 Cable Entry Drawing

Delivering the Measure of Possibility

Pulsar Measurement offers worldwide professional support for all of our products, and our network of global partners all offer full support and training. Our facilities in Malvern, UK and Largo, USA are home to technical support teams who are always available to answer your call or attend your site when required. Our global presence, with direct offices in the UK, USA, Canada, and Malaysia, allows us to create close relationships with our customers and provide service, support, training, and information throughout the lifetime of your product.

By taking a step forward in echo processing technology, Pulsar Measurement addresses applications previously thought to be beyond the scope of ultrasonic measurement. This technology improves signal processing at the transducer head which has made it possible to increase resistance to electrical noise, enabling the transducer to 'zone in' on the true echo.

For more information, please visit our website:

www.pulsarmeasurement.com



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Oceania
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United Kingdom
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pulsarmeasurement.com

SLUDGE FINDER 2

Technical Specifications:

Pulsar's Sludge Finder 2 is a controller and transducer system that provides reliable continuous sludge blanket level measurement. It is used in thousands of applications worldwide for detecting sludge blanket levels in primary, secondary, and tertiary settlement tanks either with stationary or travelling bridges, clarifiers, gravity thickeners, or sequencing batch reactor (SBR) systems.



PHYSICAL

Controller Body Dimensions: 235 mm x 184 mm x 120 mm (9.3 in x 7.2 in x 4.7 in) Wall mount only.

Weight: Nominal 1 kg (2.2 lb)

Enclosure Material/Description: Polycarbonate, flame resistant to UL94-5V

Cable Entry Detail: 10 cable entry knock outs, 5 x M20 and 1 x M16 underside. 4 x PG11 at rear

Transducer Cable Extensions: 2 twisted pair 0.5 mm² with overall screen

Maximum Separation: 200 m (656.2 ft)

ENVIRONMENTAL

IP Rating: IP65/NEMA 4X

Max. & Min. Temperature (Electronics): -20 °C to +50 °C (-4 °F to +122 °F)

Flammable Atmosphere Approval: For installation in non-flammable area only. Most compatible transducers suitable for flammable atmospheres. See sensor / transducer datasheet or brochure.

CE Approval: 2014/30/EU & 2014/35/EU — EMC Directive. Standards applied: EN 61010-1:2010 / EN 61326-1:2013 / EN 55011 / EN 61000 (3-2 / 3-3 / 4-2 / 4-3 / 4-4 / 4-5 / 4-6 / 4-7 / 4-11)

ATEX Approval: Controller must be within a safe area. See dB transducers for level sensor approvals

OUTPUTS

Analog Output: 2 off isolated (to 150 V floating) output of 4-20mA or 0-20mA into 1 kΩ (user programmable and adjustable) 0.1% resolution

Digital Output: Half-duplex RS232

Volt Free Contacts, Number, and Rating : 6 form "C" (SPDT) rated at 5 A at 115 V AC

Display: 192 x 128 pixel illuminated graphical display showing a variety of screens including echo profile. Fully programmable display options, integral keypad with menu navigation keys.

Radio Modem (Optional): 4-20mA using wireless exempt frequencies. Maximum range 500 m (1,640 ft) line-of-sight

Communication Bus (Optional): RS485 Modbus RTU/ASCII or Profibus DPV0 or DPV1 (slave device)

PROGRAMMING

Onboard Programming: By integral keypad

PC Programming: Via RS232

Programming Security: Via passcode (user selectable and adjustable)

Programmed Data Integrity:

Via non-volatile memory

PC Software:

Sludge Finder PC within PC Software Suite — compatible with XP (service pack 3), Windows 7/8/10

SUPPLY

Operating Voltage:

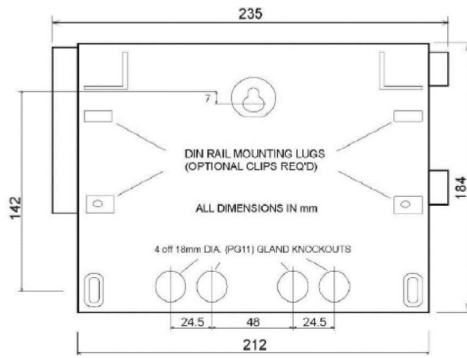
Universal 100-240 V AC 50/60 Hz, 22-28 V DC

Power Consumption:

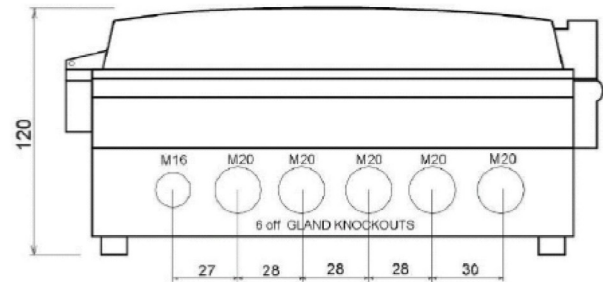
20 W maximum power (typically 11 W)

Fuse:

2 A slow blow



Sludge Finder 2 Drawing Back



Sludge Finder 2 Cable Entry Drawing

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pulsarmeasurement.com



3200 South Clinton Ave.
 South Plainfield , NJ 07080
 TEL: (908) 755-6700
 FAX: (908) 755-0312

QUOTATION SQ1039368

PAGE 1

DATE 5/4/2023

PROJECT REFERENCE Pulsar Sludge Finder
VALIDITY 30 Days
PAYMENT TERMS Net 30 On Approval
LEAD TIME 2 WEEKS -3 WEEKS
SHIPPING TERMS Ex Works; Shipping Point
ACCOUNT MANAGER Rob Davis
PREPARED BY Katryna Rokicki

Quotation For:

Town of Chesapeake Beach
P.O. Box 400
8200 Bayside Road
Chesapeake Beach, MD 20732
Attn: Josh Stinnett
Phone: 443-532-5958

ITEM	QTY	Description	UNIT PRICE	EXTENDED PRICE
1	2	Pulsar Measurement Part No. 9201110200X4XX0P Sludge Finder 2 wall mount IP65 enclosure with integral keypad	\$2,810.00	\$5,620.00
2	1	Pulsar Measurement Part No. VT10010000000XNP VT10 Viper (auto clean) Transducer 10m cable Option 1: If 10m of cable is needed	\$4,150.00	\$4,150.00
3	1	Pulsar Measurement Part No. VT10030000000XNP VT10 w/ 30 meters of cable Option 2: If 30m of cable is needed	\$4,355.00	\$4,355.00
4	2	Pulsar Measurement Part No. 9200A0001 Viper flexible transducer arm (for object avoid.)	\$665.00	\$1,330.00
5	1	Part No. SERVICE Service Start-Up Service Included	\$0.00	\$0.00

Total: \$15,455.00

General Terms:

- 1.) This proposal is subject to Miller Energy Standard Terms and Conditions.
- 2.) Product images are for reference purposes only.
- 3.) 3.75% Service Fee applied to all credit card payments.

Please address your Order as follows:

Miller Energy Inc.
 3200 South Clinton Ave.
 South Plainfield , NJ 07080

VIPER TRANSDUCER

Technical Specifications:

The Viper sludge transducer can be positioned up to 200 m (656.2 ft) from the controller and has a measurement range of 300 mm to 10 m (11.8 in to 32.8 ft) — accuracy is 0.25% of the measured range. A tight 6° beam angle makes confined or cluttered applications easy and the self-cleaning face removes the need for regular inspection and maintenance — meaning you can avoid that unhygienic and hazardous task you hate!



PHYSICAL

Sensor Body Dimensions: 78 mm D x 195 mm H (3.1 in x 7.7 in)

Weight: Nominal 1.5 kg (3.3 lb)

Enclosure Material/Description: Valox 357. Wiper blade — Stainless steel

Transducer Cable Extensions: 4-core screened

Maximum Separation: 200 m (656.2 ft)

Mounting Connection: 1" NPT or BSP

ENVIRONMENTAL

IP Rating: IP68

Max. & Min. Temperature (Electronics): -20 °C to +50 °C (-4 °F to +122 °F)

CE Approval: 2014/30/EU & 2014/35/EU — EMC Directive. Standards applied: EN 61010-1:2010 / EN 61326-1:2013 / EN 55011 / EN 61000 (3-2 / 3-3 / 4-2 / 4-3 / 4-4 / 4-5 / 4-6 / 4-7 / 4-11)

ATEX Approval: Viper transducer must be within a safe area

PERFORMANCE

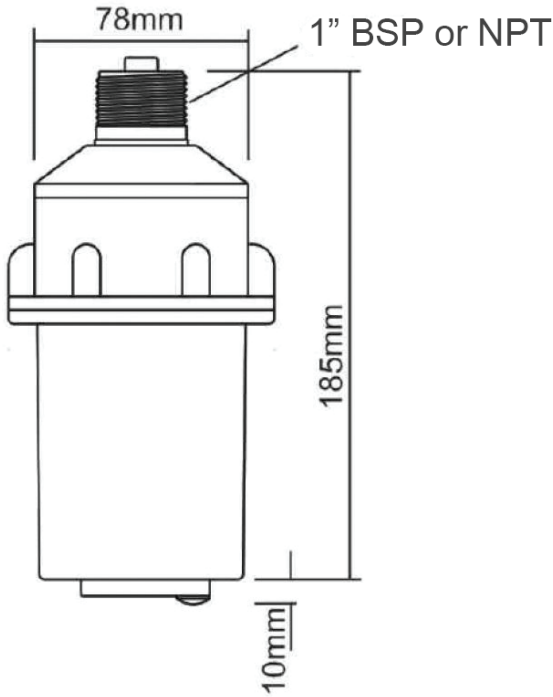
Accuracy: 0.25% of the measured range or 10 mm (0.4 in), whichever is greater

Resolution: 0.25% of the measured range or 10 mm (0.4 in), whichever is greater

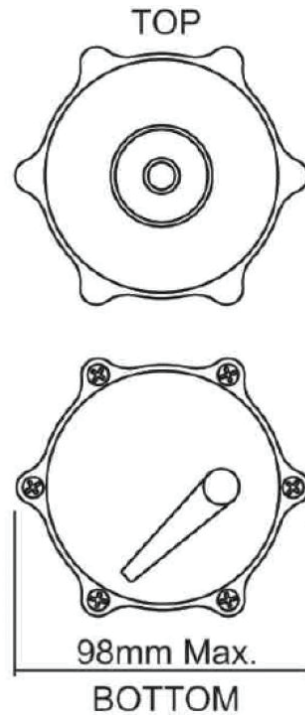
Max Range: 10 m (32.8 ft)

Min Range: 300 mm (11.8 in)

Minimum Sludge Density: 0.5% concentration



Viper Transducer Side Drawing



Viper Transducer Top and Bottom Drawing

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To: The Honorable Mayor and Town Council
Subject: RT 261 Walkway Upgrades
Date: May 10, 2023

From: Holly Wahl, Town Administrator

I. BACKGROUND:

The RT 261 boardwalk walkway on the west side running from north to south requires new decking boards and pilings in several areas that have deteriorated. The boardwalk has been repaired piece by piece over the years; however, it requires further improvement for the longevity and safety of the walkway.

II. GOAL:

Maintain a safe walkway that is used by many and provides access to several commercial, recreational, and residential areas.

III. SCOPE OF WORK:

The scope of work includes i) removal and replacement of the remaining deteriorated lumbar on the boardwalk, ii) replacement of the existing top cap railing with a composite material to prevent splintering and weathering, iii) power washing of the entire boardwalk for a consistent clean appearance of the boardwalk, rails and pickets, iv) stain and seal after the completion of power washing with Olympic brand water seal in a light oak stain.

IV. TOTAL COSTS:

Item	Vendor	Cost
Stain and Seal Boardwalk	Windmill Farms	\$2,200
Power washing Boardwalk	Windmill Farms	\$2,950
Labor to remove and replace all deteriorated lumbar	Windmill Farms	\$13,200
Materials	Barrons purchased directly by the Town	\$21,617.53
		\$39,967.53

V. FISCAL IMPACT:

The total funds of \$39,967.53 would come from the Town's general fund Capital Improvement line item under the sidewalk project category in FY23.

The Town Council to consider authorizing the Mayor to enter into a contract with Windmill Farms in the amount of **\$18,350** to power wash, stain, seal, replace the remaining deteriorated lumbar and install a weather and splinter proof top cap on the RT 261 boardwalk. Costs will be incurred in the FY23 General Fund Capital Improvement line item for sidewalk repairs.



The Town Council to consider authorizing the Town Administrator to purchase the materials needed to make the repairs to the RT 261 boardwalk from Barrons in the amount of **\$21,617.53**. Costs will be incurred in the FY23 General Fund Capital Improvement line item for sidewalk repairs.



To: The Honorable Mayor and Town Council
Subject: Youth Sports Agreement
Date: May 17, 2023

From: Holly Wahl, Town Administrator

I. BACKGROUND:

The Town of Chesapeake Beach owns, maintains, and staffs the Kellam's field complex. The Town permits nonprofit youth organizations to use the field through a Youth Sports Provider (YSP Agreement). *One organization is permitted to use the field, the Beach Buccaneers Youth Club.* The Town's YSP Agreement is modeled after the Calvert County YSP.

To be considered a YSP and receive complimentary use of Kellam's field, an organization must be a Maryland registered entity, registered with Calvert County and the Internal Revenue Service and State of Maryland Secretary of State as a not-for-profit or nonprofit.

The YSP requires that the organization act in a fiscally responsible manner and make available to TOCB financial information and statements including fees, expenses and costs associated with the YSP's program. The YSP must implement best practices for appropriate accounting controls and verify those controls to the Town at any time requested. Further, all financial information submitted to TOCB is considered public records as defined by Maryland law.

II. GOAL:

Provide quality youth recreational activities where revenues and expenses are accounted for to benefit Town citizens. Maintain a steadfast commitment to continue youth recreation on Kellam's field. Foster a sense of community at the center of Town.

III. COST TO TOWN CITIZENS:

The direct cost to the town taxpayer for the current youth sports recreational program at Kellam's is approximately \$174,840.00 a year. These costs are captured in the Town's General Fund under the line items "Recreation Operations", "Recreation Operation Salaries" and "Capital Expenditures". In addition, the Town expects approximately \$445,000.00 in planned capital improvements over the next year for the continued use of the ball field and upwards of \$3,000,000 in the capital improvements to address long range coastal resiliency projects at the Kellam's complex recreational facility.

IV. FISCAL RESPONSIBILITY:

The Town administration has a fiduciary responsibility to ensure that all activities utilizing Town taxpayer funds are a benefit to the citizens of the Town of Chesapeake Beach.

V. BEACH BUCS AUDIT TIMELINE PER THE YSP:

1. In October of 2021, the Town Administrator notified the Beach Buccaneers President that the team was not registered as a non-profit in violation of the YSP.



2. In December of 2021, the Town Administrator notified the Beach Buccaneers Board of Directors that the club's nonprofit status was inactive for (2) consecutive years (2019 and 2020). After this notice it was also identified that the Beach Buccaneers had not filed their taxes for (2) consecutive years. The Town requested a full account of transactions and records. Approximately one month's worth of banking transactions were made available, but the statements were altered.
3. In March of 2022, the Town initiated a third-party audit in accordance with the Youth Sports Agreement (YSP) due to the inability to capture transparent accounting information from the team or unadjusted bank statements. The third-party audit was not able to be effectively completed due to a lack of information being provided by the team over an 8-month period. Of the audit sample, 101 disbursements totaling \$94,723.04 were either missing documentation or provided insufficient documentation to support the transaction. Of the \$94,723.04, there were \$81,461.35 in transactions with no support or justification.
4. On January 4, 2023, the Town of Chesapeake Beach placed the Board of Directors of the Beach Buccaneers Youth Club on notice of significant concerns related to the mishandling of funds and required immediate action by the Board to ensure public assets are being used for public benefit via certified mail and regular mail to all Board of Directors home address. Certified mail was accepted by all Board of Directors, but was returned undelivered to the teams President and the teams Treasurer. A Town resident volunteer stepped up to assist with providing the documentation and served as the point of contact for the team.
5. In February 2023, the team responded to the January 4th letter with further documentation from the March 2022 audit; however, there remained several transactions with either no documentation or insufficient documentation that did not support the transactions. The Town responded that clarification on the remaining items were needed. Currently, *of the transactions tested from the March 2022 audit* (\$21,478.85) in transactions provide insufficient or no documentation to support the purchase. The team confirmed that no additional information was available for these transactions.
6. In March 2023, the Town was notified that the current President (Greg Disney) and Treasurer (Brittany Hynes) voluntarily stepped down and a current board member Jason Cubbage was elected as President.
7. Under new leadership, the Town received view of the teams bank statements.
8. As of May 16th, the Beach Buccaneers agreed to provide assurance of all proper accounting controls and processes for transactions (*revenue and expenses*).
9. There has been no interruption to children's youth activities at Kellam's field.
10. All facilities have remained open to youth players including restroom facilities during practice.
11. The Town has offered to the team leadership need based scholarship to players within the Town that are unable to cover registration costs.
12. The Town is currently investing in the concession stand with improvements; therefore, it is closed.



13. The Town continues to work with the Team to prepare to restart concession sales as outlined in the YSP.

VI. NEXT STEPS:

Provide ongoing transparency with details on expenses, and revenues publicly viewable as a part of the Youth Sports Provider (YSP) Agreement.

Exhibit A "Youth Sports Provider" (YSP) 2023 Executed Agreement

For more information click [here](#).

VII. AGREED UPON PARTNERSHIP MOVING FORWARD:

A meeting was held with a Beach Buccaneers representative on May 16th at the Chesapeake Beach Town Hall.

During the meeting the following plan was determined:

- 1) Both parties are seeking to benefit local youth in the Town of Chesapeake Beach and Calvert County.
- 2) Both parties are committed to fostering a positive environment where local youth and the general community of the Town of Chesapeake Beach will thrive.
- 3) Both parties are committed to transparency and acknowledge that the Youth Sports Agreement (YSP) executed annually provides the guidelines for transparency. The Town agrees to seek to understand limitations of local youth providers while also prioritizing transparency to ensure that policies are effective.
- 4) Both parties recognize that prior accounting practices of the team are unacceptable.
- 5) Both parties acknowledge that new accounting practices have been determined for the team and continue to be improved upon.
- 6) Both parties acknowledge that providing the Town and public with ongoing information related to revenue, expenses and needs will only build more public support of the teams efforts.
- 7) Both parties agree to a working group to foster partnership moving forward and Town Council meeting reporting (when possible) to keep the community updated on the team.



TOWN OF CHESAPEAKE BEACH

YOUTH SPORTS PROVIDER (YSP) AGREEMENT

I. PURPOSE

The purpose of this agreement is to set forth procedures for the organization and administration of youth sports activities in athletic facilities operated and maintained by the Town of Chesapeake Beach (TOCB) for organizations requiring field/facility use after TOCB programs have been scheduled. The procedures specified herein will establish the standards to be used in governing those systems. Through their use, continuity can be maintained between each youth sports program thereby allowing a comprehensive and equitable delivery of organized youth sports that meet the needs of Town residents.

II. PRE-QUALIFICATIONS

The citizens of the Town of Chesapeake Beach spend in excess of \$150,000 annually on the Kellam's field to ensure that it is playable for youth sports activities; therefore, the Town administration has a responsibility to ensure that all activities on the taxpayer funded field are for public interest and public use. Any indication that activities are not for public use will disqualify any team from complimentary use of Kellam's field. A fee will apply to any approved youth sporting team that will compensate town taxpayers for the full cost incurred for the use. To be considered a YSP and receive complimentary use of Kellam's field, an organization must be a Maryland registered entity, registered in Calvert County and an Internal Revenue Service and State of Maryland Secretary of State registered not-for-profit or nonprofit. Organizations wishing to use TOCB operated and maintained facilities for the purpose of providing youth sports programs must provide the following documents and meet the criteria addressed below.

- Proof that the entity is registered in Maryland with its principal place of business being in Calvert County, Maryland Business Express and the Maryland Secretary of State (SOS) registry.
- Documentation from the Internal Revenue Service indicating not-for-profit or nonprofit status.
- Certificate of General Liability Insurance naming the Town of Chesapeake Beach, Maryland as Certificate Holder and additionally insured with a minimum \$1,000,000 per occurrence. Accident insurance must be available to all sports participants by approved YSP.
- The YSP's governing Board of Directors shall consist of fifty-one percent (51%) of Calvert County residents with the majority of the executive officers (for example: president, vice-president, secretary, treasurer, etc.) residents of the Town of Chesapeake Beach. Documentation: List of Board of Directors including names, addresses and contact information.
- Provide proof to the Town that 50% of its participants utilizing facilities as their "home" facility are Town residents.



- Provide proof to TOCB that at least 75% of youth participants are registered to participate in volunteer-based recreational sports programming. Documentation: YSP to provide rosters and list of all programs under YSP's umbrella.
- Articles of incorporation / organization and YSP by-laws.
 - YSP's shall operate programs under the guidance of the National Standards for Youth Sports (National Alliance for Youth Sports) focusing on the following core areas:
 - Child Centered Policies and Philosophies
 - Volunteers
 - Parents
 - Safe Playing Environment
 - Ensure that registration is open to all Town and Calvert County residents and has a mandatory play policy for all participants.
 - Must not have exclusion provisions based on race, gender, gender identity, sexual orientation, religion, etc. for League participation.
 - Provide YSP's behavioral guidelines, enforcement plan and code of conduct for players, coaches, board members, volunteers and parents.
 - Must have in its by-laws, policy pertaining to the health and wellness of its membership which may include:
 - Coaches Certification and Standards
 - Health and Nutrition
 - Tobacco Free staff, volunteers and sidelines.
- Signed and notarized annual affidavit (ATTACHMENT A) that complies with Maryland, Calvert County and TOCB guidelines governing the YSP's procedure in screening all persons over age 16 affiliated with the YSP that will have contact with minors or serves as a Board of Directors for the YSP. Background screenings will be conducted by the YSP sport's governing body or sanctioned provider at the YSP's expense. This is to include, but is not limited to, that all coaches and volunteers are not listed as a Sexual Offender / Predator on the Maryland Sexual Offender Registry website at <http://www.dpscs.state.md.us/sorSearch/> and the United States Department of Justice National Sexual Offender website at www.nsopw.gov. If YSP utilizes TOCB as sanctioned provider, all coaches and volunteers providing services under the YSP Agreement must provide the YSP representative to TOCB their name and birthdate to conduct the screening.
 - Additionally, the YSP will not authorize any individual to serve as a youth activity volunteer or as a member of the Board of Directors that refuses to consent to a background check.
 - Any person convicted of a crime as specified in the Calvert County disqualifiers, shall be prohibited from participation as a volunteer in leagues or programs using TOCB facilities. See ATTACHMENT B for recognized disqualifiers.



- YSP must maintain documentation regarding their member's qualification status as required by the Town of Chesapeake Beach.
- Comply with all Federal and State of Maryland laws as it relates to youth sports programs.
- All coaches, board of directors and volunteers providing services under the YSP Agreement must inform the YSP representative of any arrests or pending charges that may act as a disqualifier within forty-eight (48) hours of the arrest or notice of pending charge. The YSP representative must inform TOCB within forty-eight (48) hours of their action regarding the individual in question.
- Board Members, Staff, Coaches and Trainers may not receive monetary compensation unless the following conditions apply and/or are addressed and approved by the TOCB Administrator on a case-by-case basis; proof for which to be provided by the YSP to the TOCB Administrator:
 - Parent Organization requirements.
 - Referee Assigner.
 - Program operation of competitive / travel teams with paid staff that are complementary to the recreation program (field usage fees may apply.)
 - Clinics, tournaments, training sessions with paid staff (field usage fees may apply and a separate permit is required for clinics and tournaments.)

III. APPROVAL PROCESS AND FACILITY REQUEST PROCEDURES

TOCB will notify the requesting organization of receipt of their documentation and inform the organization of any missing or incomplete information. Submission of required information does not guarantee facility usage. Facility usage is based on several factors including, but not limited to, historical usage, facility availability and fiscal transparency of the team to its members and to the Town. To ensure the needs of all Town residents are met, TOCB will use the following priorities in the issuance of facility space at Town-owned facilities.

1. Town operated or contracted programs.
2. County, Calvert County Board of Education /Calvert County Public School needs.
3. Youth Sports Providers (recreational sports programs) with approved YSP Agreement.
4. Youth organizations offering recreational sports without a YSP Agreement*

Once BOE/CCPS facility needs are met, TOCB will use the following priorities in the issuance of facility space.

*Subject to fee schedule for facility usage.



Priorities may be subject to change and are subject to any inter-local agreements, management plans or memorandums of understand concerning any facility.

The Town reserves the right to withdraw YSP status or a permit granted to an organization at any time in their sole discretion without notice as the Town sees fit for any reason whatsoever. YSPs are also required to monitor their coaches and teams to ensure that payment for coaches, trainers or private instruction does not occur at County maintained or operated facilities. Notification shall be provided to TOCB of any such activity.

TOCB schedules, maintains and monitors the use of Kellam's Field and its pavilion areas. TOCB has the sole and exclusive right to assign facilities for play or practice to any group as it pertains to this Agreement. Facility assignments shall rest solely with the TOCB Administrator or designee. Practices or games scheduled prior to approval of this agreement are subject to the prevailing usage rates and a separate facility usage permit. The TOCB Administrator or designee may, at any time, change the facility assignment if necessary. YSPs do not have the authority to assign their facility assignment to another organization. All attempts of YSP shall fall under final decision and authority of TOCB, which has full and final authority over all disputes and any issues of YSP.

It is advised that YSPs do not take registration beyond the amount of space TOCB is able to provide. Registration should be based on the previous year's assignments. Facility availability is expected by:

To best serve all YSP organizations, **the following is required at least two (2) weeks prior to the start of each program's season or first practice date.**

- Player rosters include at least player initials (full name not required) and Town, County, State of residence.
- Full practice and game schedules.
- Full list of coach's names.
- Field specifications as needed per age/grade division to include:
 - Special marking or lines.
 - Field Size.
 - Goal Requirements.
 - Any Other Special Needs.

Failure to provide may risk facility availability.

The TOCB Administrator or designee must approve all practice and game schedules provided by the YSP. Block scheduling will not be considered. In order to accommodate maintenance and improvement projects, the TOCB Administrator or designee may change the practice and game schedule of a YSP. Downtime for maintenance, repairs and turf rejuvenation is a programmed element of TOCB. TOCB



must be notified of schedule changes a minimum of one (1) week prior to the requested date change unless the change pertains to weather or other closure by TOCB.

IV. RESPONSIBILITIES

Communication

For the purpose of eliminating confusion or duplication of services, each YSP shall designate up to two (2) individuals from the Board of Directors of the YSP, one individual to serve as the main point of contact and the second to serve as an alternative point of contact. All communication with TOCB must be made through these designated representatives. YSP members such as coaches or parents requesting facilities must go through their respective YSP representatives. Attempts to schedule facilities by persons other than the designated YSP representative(s) will be declined.

Financial

- To ensure all organizations providing YSP services with Town resources are acting in a fiscally responsible manner, YSPs shall make available to TOCB upon request the organization's tax returns, distributed 1099 forms and financial statements, including fees, expenses and costs associated with the YSP's programs. The YSP shall implement best practices for appropriate accounting controls and verify those controls to the Town at any time requested. All financial information submitted to TOCB will constitute a public record as defined by Maryland law. YSPs shall provide requested information no later than thirty (30) days after the request is made in writing to YSP representative(s). If requested documentation is not received by said date, subsequent facility use will be charged at the prevailing rate until an audit can be completed.
- All funds received shall be recorded and viewable in the team's bank account.
- TOCB, at its own expense, may audit YSP operations from a financial and management perspective at any time during the term of this Agreement. The YSP's accounting records shall be made available for audit and inspection by TOCB.
- YSP must provide view only access to all bank accounts, bank reconciliations and associated receipts, or hard copies mailed to the Town directly from the bank at the Town's request.
- To operate the concession stand, the YSP must provide a list of dates that the YSP is requesting to operate the concession stand for approval by the Town. A list of materials being sold and full details of the accounting practices for sales and cash drawer procedures must be supplied to the Town for approval. No cash collection shall take place at the Town owned field without the Town having a full knowledge of the procedures for these activities.
- The YSP must provide scholarship / financial assistance as a component of their league structure. Scholarships should be tracked and made available to the Town upon request.



- YSP's with complimentary competitive and travel programs that have paid trainers or coaches included within the YSP Agreement outside of pre-approved circumstances listed under section "PRE-QUALIFICATIONS" must remit appropriate fees as shown on the prevailing TOCB fee schedule. These programs are not eligible for no-cost facility usage. A payment plan may be utilized and must be paid in full for each year, annually or risk Agreement termination or forfeiture of future agreements.
- YSP's may not charge admission fees to practices or games covered under this Agreement. YSP must notify the Town of any fundraising efforts at the field and provide a full tracking of funds received and deposited into the team account.

Maintenance

YSP is responsible for removing all trash from the field area at the close of each use and placed in the provided dumpster.

As it pertains to this Agreement, facility maintenance falls under the jurisdiction of TOCB. Only individuals approved by the TOCB Administrator and or its designee are permitted to maintain fields. Labor, materials and lights will be provided by TOCB at no cost to the YSP utilizing the facility so long as the YSP meets the criteria in the pre-qualifications of the Agreement and the Agreement is not in breach.

TOCB provides maintenance services and reserves the right to assess a maintenance surcharge to the YSP to reimburse the cost of direct expenditures incurred due to maintenance services being provided after regular maintenance hours as provided in a schedule annually to YSP or to repair facilities damaged by YSP. This may include regular staff time, overtime, materials and utilities as determined by the TOCB Administrator or designee.

Teams shall maintain the field areas while in use ensuring all trash is off the field and bleachers and in trash receptacles. Trash receptacles should be dumped in the dumpster upon leaving the field.

Reporting of Accidents/Incidents

In the event of an accident/incident, a YSP representative on-site must contact the TOCB representative immediately to ensure that the issue is documented and reported appropriately.



Storage

TOCB is under no obligation to provide storage at Town facilities, however, if permitted and utilized, the YSP and their representatives shall hereby release the Town of Chesapeake Beach from all liability for the loss of or damage to merchandise, goods, equipment or any other property whatsoever due to fire, theft, weather or any other reason arising from its operation under this Agreement. Proof of insurance covering stored equipment Town owned or managed property must be provided prior to the storage of any equipment. Coverage must name the Town of Chesapeake Beach as Certificate Holder and additionally insured. A separate Agreement for storage may be required.

Weather Related Closures

TOCB reserves the right to delay, postpone or cancel any game, practice or other activity leading up to or during the event due to inclement weather or any other factors which might impair the safety of the participants or spectators or damage facilities. Upon determination of non-playability, TOCB will announce field conditions on the TOCB website www.chesapeakebeachmd.gov, Monday through Friday after 3:00 p.m. and times as needed on evenings and weekends. It is the YSP's responsibility to monitor all announcements and/or changes and relay that information to the YSP membership.

TOCB will not be held fiscally responsible for sports officials or visiting teams/organizations that fail to be notified of facility closures. TOCB reserves the right to cancel any game, practice or event in progress due to deteriorating field conditions.

Use of Logos

YSP shall not use the TOCB logo without prior written permission from the TOCB Administrator or designee. Mention of TOCB as a sponsor or co-sponsor must be pre-approved by the TOCB Administrator.

Concession Agreement

YSPs that wish to operate concessions or vending must submit a written request to the TOCB Administrator or designee, sixty (60) days prior to the start date of operations. If written permission is granted, the YSP must obtain the proper Health Department documents and/or licenses in order to operate on Town property. Financial measures in section IV must be in compliance.



V. EQUIPMENT, SIGNS AND IMPROVEMENTS

Only Town maintenance equipment is permitted at Town managed facilities (e.g. tractors, golf carts, utility vehicles, mat drags). Field alterations are prohibited, and any costs incurred in field restoration, due to unauthorized field alterations, will be charged to the YSP.

Requests for improvements and/or repairs to facilities must have prior written approval from the TOCB Administrator. YSPs will have one week from notification to remove unauthorized improvements or repair improvements not maintained or it will be removed by TOCB and all related costs charged to the YSP.

Park Signage

YSP is able to promote its organization through approved signage subject to approval by the TOCB Administrator. The following restrictions apply:

- Only Town approved park signs will be placed at the field or surrounding areas.
- Permanent placement of signs is prohibited.
- Posting of approved signage is limited to 14 days.
- Signage must be removed by the YSP within 24 hours of the approved *end* date.
- Signs that are not removed by the deadline will be removed by TOCB and disposed of.
- YSP will forfeit its privilege of posting signs for a period of 18 months if not removed by the end date.
- Placement of signs may not be scheduled any earlier than 3 months prior to the approved start date of program or activity.
- Signs not to exceed 4' X 8'.
- Placement of signs: Signs must be placed as approved by TOCB.
- Signage that displays alcohol or tobacco branding or sponsorship is prohibited.

Scoreboards and Sponsorship Signage

Only the name of the YSP and the *original name* of the business or businesses that donated funds to purchase the scoreboard may appear on the scoreboard on a permanent basis. If the YSP would like to recognize other sponsors during their activity permission must be granted by the Town prior to the placement of signs. See “park signage”.

VI. GENERAL RULES

1. Alcoholic beverages are strictly prohibited.



2. Smoke and vaping are strictly prohibited.
3. Once facility availability has been allocated, the YSP must provide TOCB with confirmations two (2) weeks prior to the first date of play.
4. All persons entering any TOCB operated facility are subject to the policies therein. When necessary, law enforcement may be called to enforce policies.
5. Parking is restricted to designated parking areas only. Parking of any vehicle is not allowed on athletic fields.
6. Trash must be removed from the facility upon leaving and placed in the dumpster.
7. Assigned, and approved by the Town Administrator, point of contact must be present at all times the field is in use.

VII. FEES

Any violation of the responsibility of the team will be charged a rate equal to the cost to make the repair or correction plus a \$50 administrative fee per occurrence.

VIII. TERMINATION

Failure to adhere to any provision within this Agreement by the YSP or YSP member may result in termination for any reason at the sole discretion of TOCB, at any time.

IX. SOVERIEGN IMMUNITY

By entering into this Agreement, Town of Chesapeake Beach and its “employees,” as defined in the Local Government Tort Claims Act, §§5-301, *et seq.* of the *Courts and Judicial Proceedings Article*, do not waive sovereign immunity, do not waive: any defenses; any limitations of liability as may be provided for by law; or any provision of the Local Government Tort Claims Act.

X. THIRD PARTY BENEFICIARY

It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of this Agreement to create in the public or any member thereof, third party beneficiary status in connection with the performance of the obligations herein without the written consent of the Town and notwithstanding its concurrence in or approval of the award of any contract or subcontract or the solicitation thereof in fulfilling the obligations of the Agreement. The parties are independent for the status of each and this agreement does not create a partnership or any affiliation including joint venture.



XI. NO INDIVIDUAL LIABILITY

No elected official, appointed official, employee, servant, agent or law enforcement officer shall be held personally liable under this Agreement and any extension or renewals thereof because of its enforcement or attempted enforcement provided they are acting within the course and scope of their employment or governmental duties and responsibilities.

XII. SUFFICIENT APPROPRIATIONS

TOCB's financial obligations, if any, under this Agreement are contingent upon sufficient appropriations and authorization being made by TOCB for the performance of this Agreement. TOCB's decision as to whether sufficient appropriations are available shall be accepted by the other party or parties to this Agreement and shall be final.

XIII. SEVERABILITY

In the event any portion of this agreement is found to be unconstitutional, illegal, null or void, by a court of competent jurisdiction, it is the intent of TOCB to sever only the invalid portion or provision, and that the remainder of the agreement shall be enforceable and valid, unless deletion of the invalid portion would defeat the clear purpose of this Agreement, or unless deletion of the valid portion would produce a result inconsistent with the purpose and intent of TOCB in entering into this Agreement.

XIV. INDEMNIFICATION

Each party to this Agreement shall indemnify and hold the other harmless against any claim of liability or loss from personal injury or property damage resulting from or arising out of the negligence or willful misconduct of the indemnifying party, its employees, contractors or agents, except to the extent such claims or damages may be due to or caused by the negligence or willful misconduct of the other party, or its employees, contractors or agents.

XV. CHOICE OF LAW

This Agreement shall be governed by the internal laws of Maryland, without giving effect to its choice of law provisions, and any action brought by or between the parties shall vest jurisdiction and venue exclusively in the Courts located in Calvert County, Maryland.



XVI. ENTIRE AGREEMENT

The parties hereto agree that the above writing constitutes the entire agreement between them concerning this matter and that there are no understanding, promises or arrangements binding either part hereto that have not been written herein. The parties further agree that this Agreement can be amended only by written agreement signed by the parties hereto.



TOWN OF CHESAPEAKE BEACH

YOUTH SPORTS PROVIDER AGREEMENT

PERMIT NUMBER: BB 2023

IN WITNESS WHEREOF, the parties hereto have made and executed the Agreement on the respective dates under each signature and will expire five (5) years from the date of last signature.

TOWN

WITNESS:

For: Town of Chesapeake Beach

Sharon L. Humm
Signature

By: Holly Wahl
Holly Wahl, TOCB Town Administrator

Sharon L. Humm
Print Name

3rd day of April, 2023.

YOUTH SPORTS PROVIDER

WITNESS:

For: Beach Buccaneers

Jamie Wyatt
Signature

By: Jason Cabbage
Jason Cabbage, President

Jamie Wyatt
Print Name

28th day of March, 2023.

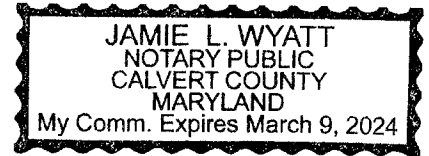
Team Point of Contact Name: Jason Cabbage

Position with the Team: President

Phone Number: 703 898 6127

Email: JBC 0701 @ YAHOO.COM

Address: [Redacted] Huntingtown
20639





ATTACHMENT A
Town of Chesapeake Beach
Youth Sports Provider Agreement

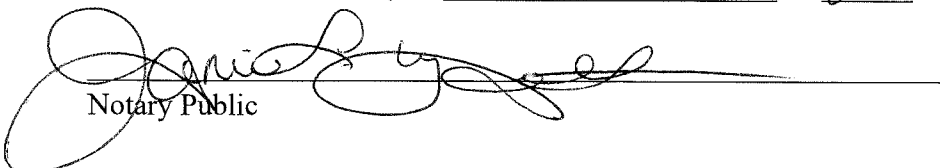
Annual Affidavit of Background Check Compliance
for Calendar Year 2023

Organization Name Beach Buccaneers

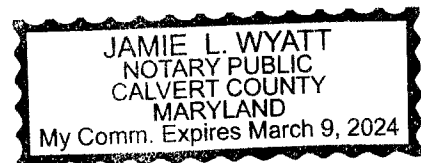
_____ (enter YSP name) will comply with the terms and responsibilities listed below:

- Maryland, Calvert County and TOCB guidelines govern the YSP’s procedure in screening all persons over age 16 affiliated with the YSP that will have contact with minors. Background screenings will be conducted by the YSP sport’s governing body or sanctioned provider at the YSP’s expense.
- This is to include that all coaches and volunteers are not listed as a Sexual Offender / Predator on the Maryland Sexual Offender Registry website at <http://www.dpscs.state.md.us/sorSearch/> and the United States Department of Justice National Sexual Offender website at www.nsopw.gov. All coaches and volunteers providing services under the YSP Agreement must provide the League President their name and birthdate to conduct the screening.
 - Additionally, the YSP will not authorize any individual to serve as a youth activity volunteer that refuses to consent to a background check.
 - Any person convicted of a crime as specified in the Calvert County disqualifiers (included as Attachment B), shall be prohibited from participation as a volunteer in leagues or programs using TOCB facilities.
 - YSP must maintain documentation regarding their member’s qualification status as provided by TOCB. TOCB will only maintain documentation per TOCB documentation retention schedule.
 - Comply with all Federal and State of Maryland laws as it relates to youth sports programs. TOCB will advise YSP of any youth sports-related legislation once passed and signed into law.

Sworn before me this day of 28th of March, 2023



 Notary Public





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/15/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER SADLER & COMPANY, INC. P.O. BOX 5866 COLUMBIA, SOUTH CAROLINA 29250-5866	CONTACT NAME: Sports Dept PHONE (A/ C, No. Ext): 800-622-7370 FAX (A/ C, No): 803-256-4017 E-MAIL ADDRESS: amateur@sadlersports.com PRODUCER CUSTOMER ID#:															
	<table border="1"> <thead> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: NATIONWIDE INSURANCE COMPANY</td> <td></td> <td>23787</td> </tr> <tr> <td>INSURER B:</td> <td></td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A: NATIONWIDE INSURANCE COMPANY		23787	INSURER B:			INSURER C:			INSURER D:	
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INSURER C:																
INSURER D:																
INSURED Beach Buccaneers youth club beach buccaneers 3230 TOBACCO LANE CHESAPEAKE BEACH, MD 20732 Application ID: 359180 A Member of the Sports, Leisure & Entertainment RPG																

COVERAGES CERTIFICATE NUMBER REVISION NUMBER

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSD LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/ DD/ YYYY)	POLICY EXP (MM/ DD/ YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> _____ <input type="checkbox"/> _____ GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	X		6B RPG0000007788000	05:28:14 PM ET 06/19/2022	12:01AM ET 06/19/2023	EACH OCCURRENCE \$1,000,000 DAMAGE TO PREMISES RENTED TO YOU (Fire Legal Liability) \$1,000,000 MEDICAL EXPENSES (other than participants) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE (other than Products- completed Operations) \$5,000,000 PRODUCTS- COMP/ OP AGG \$1,000,000 LEGAL LIAB TO PARTICIPANTS \$1,000,000 PROFESSIONAL LIABILITY \$1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS (not provided while in Hawaii) <input checked="" type="checkbox"/> NON- OWNED AUTOS (not provided while in Hawaii)			6B RPG0000007788000	05:28:14 PM ET 06/19/2022	12:01AM ET 06/19/2023	COMBINED SINGLE LIMIT (Ea Accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS- MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION						EACH OCCURRENCE AGGREGATE
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER / MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT
A	MEDICAL PAYMENTS TO PARTICIPANTS			6B RPG0000007788000	05:28:14 PM ET 06/19/2022	12:01AM ET 06/19/2023	EXCESS MEDICAL \$25,000 AD&D NONE DEDUCTIBLE \$100

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

RE: COVERED SPORTS Basketball 12 & Under, Basketball 13-15, Football (Flag & Touch) 12 & Under, Football (Tackle & Contact) 12 & Under, Football (Tackle & Contact) 13-15, Football (Flag & Touch) 13-15,

The certificate holder is added as an additional insured, but only with respect to the liability arising out of the operations of the insured above. High Risk Concussion Sports - For Deck/ Floor/ Field/ Street Hockey, Roller Hockey (quad), Cheerleading (age 19 & under); Lacrosse (age 19 & under); Tackle and contact football (age 19 & under), Soccer (age 19 & under), Water Hockey (age 19 & under), Wrestling (age 19 & under), and Umpire/ Referee Associations for the above High Risk Concussion Sports. Limited Coverage for "Brain Injury" endorsement applies- Brain Injury Limit: \$1,000,000 occurrence/ \$1,000,000 aggregate; Brain Injury Loss Adjustment Expense Limit: \$1,000,000 occurrence/ \$1,000,000 aggregate. "Brain Injury" means concussion, chronic traumatic encephalopathy, or any other injury to the brain and any symptoms, conditions, disorders and diseases, including death, resulting therefrom but only if such injury occurs as a result of specific events occurring during the policy period.

CERTIFICATE HOLDER	CANCELLATION
RELATIONSHIP: Property Owner/ Lessor chesapeake beach town hall 8200 bayside road chesapeake beach, MD 20732	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE

ISO | Commercial General Liability Forms | 07/01/04

POLICY NUMBER: 6B RPG0000007788000

INSURED: Beach Buccaneers youth club

COMMERCIAL GENERAL LIABILITY

CG 20 26 04 13

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

1. Name of Additional Insured Person(s) or Organizations(s):
chesapeake beach town hall 8200 bayside road chesapeake beach, MD 20732
(Information required to complete this Schedule, if not shown above, will be shown in the Declarations.)

A. Section II - Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- 1. In the performance of your ongoing operations; or
- 2. In connection with your premises owned by or rented to you.

However:

- 1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
- 2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III - Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

- 1. Required by the contract or agreement; or
- 2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

Date Added: 06/19/2022 05:28:14 PM

CG 20 26 04 13

2023 Beach Buccaneers Board

President:

Jason Cabbage



Vice President:

Dallas Disney



Treasurer:

Kristen Gibbons



Secretary:

Cara Moody



Football Commissioner:

Chris Franklin



Cheer Commissioner:

Jamie Wyatt



Basketball Commissioner:

Dave Gaines



Football Equipment Manager:

Brian Moody




Special Events:

Billy LaPorte




By-Law Parliamentarian:

Steven Jones



Spirit Wear:

Leah Smith



Assistant Football Commissioner: VACANT

Ways and Means Chairperson: VACANT

Lacrosse Commissioner: VACANT