



March 11, 2008 Work Session Mayor and Council Town of Ocean City

Attendance: Mayor Rick Meehan, Council President Joe Mitrecic, Council Secretary Nancy Howard, Council Members Jim Hall, Mary Knight, Lloyd Martin and Margaret Pillas, City Solicitor Guy Ayres, City Manager Dennis Dare, Assistant to City Manager Kathy Mathias, Finance Administrator Martha Bennett, Public Works Maintenance Superintendent Bruce Gibbs, Public Works Water Superintendent Charlie Felin, City Engineer Terry McGean, Special Events Director John Sullivan, Parks and Recreation Director Tom Shuster, City Clerk Carol Jacobs, Deputy City Clerk Kelly Allmond, Members of the Press and Interested Parties. Present for a portion of the meeting was Council Member Jay Hancock.

Council President Joe Mitrecic opened this Work Session at 11:58 p.m.; then, **Council Secretary Nancy Howard moved to convene into closed session to discuss legal, contractual and personnel matters; seconded by Council Member Jim Hall. The vote was unanimous.**

The open session reconvened at 1:04 p.m.:

1. Council President Joe Mitrecic reported that matters discussed in the closed session were: (1) the appointment, employment, assignment, removal or resignation of appointees, employees or officials over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals; (2) to consult with counsel to obtain legal advice; (3) to consult with Staff, consultants or other individuals about pending or potential litigations; (4) to comply with a specific constitutional, statutory or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter; and, (5) to discuss a matter directly related to a negotiation strategy or the contents of a bid or proposal if public discussion or disclosure adversely impacts the public body's ability to competitively bid or make proposals. Persons present were: Mayor Rick Meehan, Council President Joe Mitrecic, Council Secretary Nancy Howard, Council Members Jim Hall, Jay Hancock, Mary Knight, Lloyd Martin and Margaret Pillas, City Solicitor Guy Ayres, City Manager Dennis Dare, Assistant to City Manager Kathy Mathias, Finance Administrator Martha Bennett and Bill Early of Clifton Gunderson (External Auditors).
2. In accordance with the Town's Employee Recognition Policy, Public Works Water Superintendent Charlie Felin introduced Wastewater Employees Jim Baker and Mike Showell.

3. Bid Openings:

A. Request for Proposal for the Northside Park Automatic Teller Machine.
No Proposals were received.

B. Convention Center Lobby Carpet*
(Staff Estimate: \$137,000; *Bid Bond Required)

Bidders	Total Bid
Carpet Experts, Inc. Capitol Heights, Maryland	\$166,000.00
Contract Carpet Systems Beltsville, Maryland	\$123,311.00
CB Flooring Columbia, Maryland	\$145,385.00
Carpets By the Ocean Bishopville, Maryland	\$87,500.00
Royal Plus Ocean City, Maryland	\$146,075.00
Value Carpet One Salisbury, Maryland	\$122,314.00
OC Floor Gallery Ocean City, Maryland	\$121,412.23

Council Member Lloyd Martin moved to acknowledge the apparent lowest bid from Carpets by the Ocean; seconded by Council Member Jim Hall. The vote was unanimous.

4. Architect David Quillin and Electric/Mechanical Engineer David Vandervossoen presented an “environmentally-friendly” design for the Caroline Street Comfort Station. City Engineer Terry McGean advised that this design was approved by the Department of Natural Resources. Special Events Director John Sullivan and Public Works Maintenance Superintendent Bruce Gibbs said that this design is most conducive to hosting theatrical entertainment with less maintenance staff set-up. **Council Secretary Nancy Howard moved to proceed with the concept of this structure; seconded by Council Member Jay Hancock. The vote was unanimous.**

5. City Clerk Carol Jacobs, accompanied by Board of Elections Chair Mary Adeline Bradford, presented the Express Poll Solution, which is a system that electronically verifies voter data on (Municipal) Election Day. Ms. Jacobs explained that poll workers will enter voter information into portable tablet-sized touch screen units (leased from Premier Election Solutions for a total cost of \$4,920.00 which includes six (6) units, training and technical support on election day). The system will automatically update the State’s Registration System and print an encoded voter card. She advised that the City will continue using the traditional (but effective) Shoupe Voting Machines. **Council Member Margaret Pillas moved to approve the use of the Express Poll Solution for municipal elections; seconded by Council Secretary Nancy Howard. The vote was unanimous.**

6. Hobbit Restaurant Owner Tom Heiderman requested early occupancy for his restaurant (which is now located in the Rivendell Building). In a Memorandum to City Manager Dare, dated March 5, 2008, Zoning Administrator Blaine Smith issued the following statement:

Subject: Tom Heiderman, The Hobbit Restaurant/Rivendell

I performed a field inspection yesterday to see what progress is being made towards completion. Site work is nearly complete except for the following:

- 1. Exterior parking spaces need to be striped.*
- 2. Dumpsters need to be placed on site in designated areas.*
- 3. Landscape needs to be installed in accordance with approved landscape plan.*
- 4. Screening of HVAC units needs to be completed.*
- 5. 80th and 81st street improvements per POD ordinance needs to be completed.*
- 6. Signage for the on-site loading zone needs to be installed as required by POD ordinance.*
- 7. Any interim occupancy permit should be subject to final inspections for life safety including building, fire, plumbing, electrical, solid waste, health, etc.*
- 8. Any required performance bonds should be posted prior to occupancy, if needed.*

Mr. Heiderman explained that he will resolve all life safety issues before he opens; but, he said, there are items on this list that are out of his control (i.e. "80th and 81st Street improvements per POD ordinance..."). **Council Secretary Nancy Howard moved to approve early occupancy contingent upon the completion of the items controlled by Mr. Heiderman; seconded by Council Member Lloyd Martin.** Council Member Jim Hall suggested that Mr. Heiderman make this request again at the April 1, 2008 Work Session (anticipating completion of most of the listed items). **Council Secretary Nancy Howard withdrew her motion; Council Member Lloyd Martin withdrew his second.** Mr. Heiderman agreed to return in April to make his request again.

7. Parks and Recreation Director Tom Shuster, accompanied by Recreation Superintendent Kate Gaddis, presented their 2008 Summer Beach Activities Action Plan (See Attachment A). Director Shuster asked for the Council's approval to expend up to \$13,500 for equipment and staffing. **Council Member Lloyd Martin moved to approve this plan and expenditure; seconded by Council Member Margaret Pillas.** Council Secretary Nancy Howard requested that Parks and Recreation obtain approval from Hotel Owners within the immediate vicinity. **The motion and seconded were so amended. The vote was 6-0 with Council Member Jay Hancock absent.**

Council Member Lloyd Martin moved to adjourn at 3:05 p.m.; seconded by Council Secretary Nancy Howard. The vote was 6-0 with Council Member Jay Hancock absent.

Recreation & Parks Proposed Summer Beach Activities ACTION PLAN FOR 2008

Submitted by: Kate Gaddis, Recreation Superintendent

We have put together the following proposal in response to the recent survey presented at the Tourism Summit suggesting the need for more “value added” activities to be offered to summer vacationers in Ocean City. Dennis Dare and a group of staff members including the city engineer, convention center assistant director and public works superintendent have reviewed this proposal on December 4, 2007 and given their support.

Parents Night Out

Beach Activities/Movie Night

Monday & Friday Nights

June 30th through August 15th, 2008 (13 sessions excluding Friday, July 4)

7:00 p.m. – 10:00 p.m.

Located on the beach at 27th Street so we have access to electric and bathrooms

Children ages 5 to 12

Activities such as arts & crafts, games, sing alongs, etc. from 7 – 8:15 p.m.

8:30 to 10:00 p.m. – Movie on the beach.

Free to participants; Information/Liability form needs to be signed by parent or guardian

Family Beach Olympics

Tuesday Nights

July 1st – August 12th, 2008 (7 sessions)

6:30 p.m. – 8:30 p.m.

Located on the beach at 27th Street

Open to all families with children

Activities such as sandcastle contests, tug of war, relays, etc.

Free to participants. No forms would need to be filled out. Children would need to be accompanied by parents or guardians.

In order to conduct these activities in the safest manner staffing will be needed from the beach patrol (1 staff person Monday and Friday night). Additional security can be provided by the Police Department detailing one (1) Police Officer assigned to the Boardwalk sector on Monday and Friday nights to this program site on the beach. Site preparation needs may require some advance help from the Public Works department and the city electricians to provide adequate beach access, crowd control and adequate lighting.

Funds have been requested in the FY ‘08/09 Budget for the implementation of these events. An approximate amount of \$14,460 of direct expenses was included. In the most recent Budget Amendment, \$13,500 was allocated for the purchase of the Outdoor Movie/Cinema System. This item will need to be purchased out of this year’s budget in order to run the program this summer.

Current: March 5, 2008