



January 11, 2011
Work Session
Mayor and Council
Town of Ocean City

In attendance: Mayor Rick Meehan, Council President James S. Hall, Council Secretary Lloyd Martin, Council Members Margaret Pillas, Mary Knight, Doug Cymek, Joe Hall and Brent Ashley, City Manager Dennis Dare, City Solicitor Guy Ayres, City Clerk Kathleen Mathias, Public Works Director Hal Adkins, Public Works Transportation Superintendent George Thornes, Ocean City Fire Chief Chris Larmore, Public Works Deputy Director Dick Malone, City Engineer Terry McGean, Members of the Press and Interested Parties.

Council President Jim Hall called this Regular Session to order at 12:00p.m., in the Council Chambers of City Hall, 301 Baltimore Avenue, Ocean City, Maryland 21842; then **Council Member Cymek moved to convene into closed session to: (1) consult with counsel to obtain legal advice; and, (2) 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; seconded by Council Member Knight. The vote was unanimous.**

1. **Council President Hall reopened the meeting at 1:00 p.m. and reported that legal and contractual matters were discussed in the closed session.** Persons present were: Mayor Rick Meehan, Council President James S. Hall, Council Secretary Lloyd Martin, Council Members Margaret Pillas, Mary Knight, Doug Cymek, Joe Hall and Brent Ashley, City Manager Dennis Dare, City Solicitor Guy Ayres, and City Clerk Kathleen Mathias. **Council Member Knight moved to accept Patrick McLaughlin's financial information for the Beach Photo Franchise; seconded by Council Secretary Martin. The vote was unanimous.**

Council Member Knight moved to end the closed session; seconded by Council Secretary Martin. The vote was unanimous.

2. **Bid Opening: South Transit Center Restoration* (*5% Bid Bond Required)**

Contractors	Lump Sum Bid
Cumberland USA	No Bid
Warwick Supply Company	\$23,000.00
Harkins Contracting	\$25,400.00
Pro Coat	\$17,324.00
Gary Bullard	\$23,276.00
Global Maintenance	\$18,542.00
Brooks Creek Construction	\$11,865.00
Sens Mechanical	\$22,260.00
Kade Construction	\$13,850.00
Mitrecic Building Contractor	\$20,344.40

Council Member Cymek moved to accept the apparent lowest bid from Brooks Creek Construction with remand to Staff for review; seconded by Council Member Pillas. The vote was unanimous.

Work Session dated January 11, 2011

3. **Report from Tourism Advisory Board [T.A.B.] - Presented by: Melanie Pursel, Chairman**

Council Member Ashley moved to accept the Tourism Advisory Board's newly formed Bylaws as presented, and, to accept all T.A.B. meeting minutes; seconded by Council Member Cymek. The vote was unanimous.

4. **Review and Approval of Sea For Yourself Agreement - Presented by: John Gehrig, Ocean City Chamber of Commerce**

John Gehrig presented the 2011 Sea For Yourself Guide, and, a draft letter of agreement that stipulates the Chamber's responsibilities for the ad sales, content, design, printing and distribution of the Guide's associated costs. Mr. Gehrig asked the Council to commit to a three year agreement under the specified terms (see Attachment A). **Council Member Joe Hall moved to accept the agreement for a period of two years, and, affirm the \$15,000.00 postage cost; seconded by Council Member Pillas. The vote was unanimous. Council Member Ashley asked the Chamber to consider postage costs when designing future guides.**

5. **Update on Fire Rescue Boat for Ocean City Fire Department - Presented by: Chief Chris Larmore**

Chief Larmore gave a presentation on justification for purchasing a Fire/Rescue Boat (see Attachment B) funded, in part, by the Maryland Department of Natural Resources. Special Programs/Grants Coordinator Wayne Pryor explained that federal funding was not available for two reasons: (1) the public safety group did not support the allocation of locally designated Homeland Security funds and, (2) application for federal Port Security funding was declined. **Council Member Cymek moved to proceed with securing the Fire Rescue Boat, and, ask Mayor Meehan to issue a letter of request to Senator James Mathias (or the appropriate legislators) to re-district Ocean City to the Baltimore Sector rather than the Hampton Roads Sector (for future federal port protection grant opportunities); seconded by Council Member Pillas. The vote was unanimous.**

6. **Discussion of Small Wind Energy System Regulations - Presented by: Jesse Houston, Director of Planning and Community Development**

Planning and Community Development Director Jesse Houston presented the Planning Commission's recommendation to reconsider an ordinance regulating the placement of small wind energy systems (turbines) on waterfront properties. Also present for questions was Attorney Joe Moore. **Council Member Joe Hall moved to proceed with changing the ordinance to allow a conditional use process for small wind energy systems, and, adjust the setback regulations up to the building setback; seconded by Council Secretary Martin. The vote was 3-3 with Council Members Jim Hall, Brent Ashley and Margaret Pillas opposed, and, Council Member Knight abstained.** The motion failed.

7. **Discussion of Policy for Transit System Child Fares - Presented by: Hal Adkins, Public Works Director**

Council Member Joe Hall moved to formalize a policy allowing free bus fare to children accompanied by an adult and 42 inches and under in height; seconded by Council Member Knight. The vote was unanimous.

Work Session dated January 11, 2011

8. Request for Use of Forty-Foot Buses – Presented by Public Works Transportation Superintendent George Thornes

Council Secretary Martin moved to proceed with the Transportation Department’s annual request for the loan of forty-foot busses from the Maryland Department of Transportation; seconded by Council Member Knight. The vote was unanimous.

9. Discussion of Inlet Parking Lot Operation - Presented by: Richard Malone, Assistant Public Works Director

Public Works Deputy Director Dick Malone advised that the iParc system for collecting Inlet Parking Lot fares is aging. He said the software is no longer supported by the manufacturer, replacement parts are limited in availability, the credit card verification system needs to be upgraded, and, the ticket booths are in need of major repair and replacement. He presented several options including: installing a new system, installing cal machines, or continue with the current system with upgrades. **Council Member Cymek moved to continue with the current iParc system, and, to create and test a “Credit Card Only” lane for one year; seconded by Council Member Joe Hall. The vote was unanimous.**

10. Update on 1111 Edgewater Avenue - Presented by: Terence McGean, City Engineer

City Engineer McGean reviewed the history of approvals, permits and extensions granted to move the 1111 Edgewater Avenue project forward. He introduced the new property owner Dan Burt who said he plans to complete the project in 2012. Council President Hall asked Mr. McGean to return in three months for a progress report.

Also, City Engineer McGean presented Section 105.5, entitled “*Expiration,*” of the *International Building Code* regarding expiring building permits. **Council Member Ashley moved to make the following modifications: “105.5 Expiration Every permit issued shall become invalid unless the work on the site authorized by such permit is commenced within ~~180~~ [Insert 120] days after its issuance, or if the work authorized on the site by such permit is suspended or abandoned for a period of ~~180~~ [Insert 120] days after the time the work is commenced. The building official is authorized to grant, in writing, one or more extensions of time, for periods not more than ~~180~~ [Insert 120] days each. The extension shall be requested in writing and justifiable cause demonstrated.” seconded by Council Member Pillas. The vote was unanimous.** Then, the Council asked Mr. McGean to draft and present language that clarifies, overall, the code regarding abandoned construction sites.

11. Beach Photo Franchise Bid Award – Presented by: City Clerk Kathleen Mathias

Council Secretary Martin moved to award the sole bidder, Patrick McLaughlin of United Beach Photo, Inc., for both Beach Photography Franchises, each with the annual sum of \$880,000.00 and \$700,000.00; seconded by Council Member Cymek. The vote was unanimous.

Council President Hall reminded the forum that an open meeting is scheduled tomorrow (January 12, 2011) at 9:00 a.m. in the City Hall Council Chambers to discuss Employee Pensions.

Work Session dated January 11, 2011

Council Member Cymek reminded the forum that an open discussion on feral cats is scheduled tomorrow (January 12, 2011) at 3:00 p.m. on the 1st Floor Training Room in the Public Safety Building.

Council Member Knight moved to adjourn; seconded by Council Secretary Martin. The vote was unanimous.

August 18, 2010

Draft
Letter of Agreement
2011 Sea For Yourself Visitor Guide

THIS LETTER OF AGREEMENT is being entered into by and between the Mayor and City Council of Ocean City (hereinafter referred to as "the Town") and The Greater Ocean City Chamber of Commerce (hereinafter referred to as "the Chamber") and is effective September 1, 2010, upon execution by both parties. This Letter of Agreement shall hereinafter be referred to as "Letter" or "Letter of Agreement".

Purpose

The purpose of this Letter of Agreement is to guide and direct the parties respecting their affiliation and working relationship. Principal objectives for this Letter is to:

1. Define responsibilities
2. Define Town's commitment

Term

This Letter of Agreement shall commence on September 1, 2010. Thereafter, the term shall be extended for a period of three (3) years.

Responsibilities

The Chamber

- (A) The Chamber will be solely responsible for the ad sales, content, design, printing and distribution of the 2011 Sea For Yourself Visitor Guide and all associated costs.
- (B) The Chamber will supply The Town with a sufficient supply of Visitor Guides for distribution to visitors in the Visitor Center, first-class mailings and trade shows at no cost to the Town of Ocean City.
- (C) The Chamber may solicit advertisements from Ocean City CVB members.

The Town

- (A) The Town has agreed to purchase two-2 page spreads for 4 pages total in a special bordered section at \$15,000 per year for a three (3) year period.
- (B) The Town will mail the Guide via first class mail to all phone requests and on an as needed basis at The Town's expense.
- (C) The Town will supply the Chamber mailing address information for all other requests to be mailed via third-class mail. Chamber will handle fulfillment and charge The Town at cost for fulfillment services.
- (D) The Town agrees that in the event a decision is made to produce its own destination-marketing piece no advertising will be sold so as to not compete with the Chamber.
- (E) The Town agrees to provide an electronic copy of the 2010 Sea For Yourself Visitors Guide to the Chamber.
- (F) The Town will prominently include a Sea For Yourself Guide request form and a link to the digital online Sea For Yourself Guide on its website at www.ococean.com.

- (G) The Town will send all leads and requests for the Sea For Yourself Guide to the Chamber in electronic format. The Town will provide all information collected with email addresses optional.
- (H) The Town will indicate on the leads to the Chamber any special interest category the visitor may have selected (Golf, Weddings, etc.)
- (I) The Town will allow the Chamber to use the name "Sea For Yourself" is they so choose for the length of this agreement.

Resource Commitments

I

- (A) The Town has agreed to purchase two-2 page spreads for 4 pages total in a special bordered section at a cost of \$15,000 per year for a three (3) year period.
- (B) The Town will pay the Chamber for the Chamber's cost in fulfilling and shipping the third-class mail that The Town sends to the Chamber.
- (C) No other resources will be committed.

Implementation

This agreement is effective beginning with the production of the 2011 Sea For Yourself Visitor Guide.

Entire Understanding

This Letter of Agreement sets forth the entire arrangement between the parties and supersedes all prior oral and written understandings, representations, and discussions between the parties respecting the subject matter of this letter.

IN WITNESS WHEREOF, the parties have hereunto affixed their signatures on the dated indicated to signify their acceptance of this Letter of Agreement.

Mayor and City Council for
the Town of Ocean City

Greater Ocean City Chamber of Commerce

By: _____

By: _____

Date: _____

Date: _____

Attest: _____

Attest: _____

OCFD Fire/Rescue Boat Justification



Ocean City Fire Department
January, 2011

OCFD Fire/Rescue Boat

- Risk Analysis
- Incident Statistics
- Current Available Resources
- CDI Marine Study
- Committee Recommendations
- Funding Information
- Future Direction

Marinas

Talbot Street Pier	7 Slips (60')	4000 Gas	8000 Diesel
White Marlin Marina	53 Slips (60')	4000 Gas	12,000 Diesel
Bahia Marina	30 Slips (48')	9000 Gas	8000 Diesel
Sunset Marina	200 Slips (75'-150') 400 Racked	20,000 Gas	32,000 Diesel
Harbor Island	130 Slips (25'-50')	4000 Gas	10,000 Diesel
Fisherman's Marina	42 Slips (60')	4000 Gas	6000 Diesel
OC Fishing Center	170 Slips (62')	7000 Gas	17,000 Diesel
Advanced Marina	8 Slips, 75 Racked	2000 Gas	--
Martha's Landing	48 Slips	--	--
TOTALS	688 Slips, 475 Racks	54,000 gal Gas	93,000 gal Diesel



Fisherman's Marina &
Commercial Harbor
West Ocean City

Marinas



Talbot Street & White Marlin Marinas



Sunset Marina



Harbor Island Marina & Limited Access Residential
(Predominantly NOT Sprinkler-Protected)

Waterfront Structure Information

- 2051 Waterfront Addresses within Town
 - 98% Residential
 - 22% Built before 1989 Sprinkler Legislation requiring 3 stories/3 units to be protected
 - Large % under 3 stories-unprotected by sprinklers (Increased likelihood of uncontrolled fire spread)



Waterfront Structure Information

- West Ocean City
 - 328 Residential Homes in Non-Hydrant Areas



Waterfront Structure Information



223 Total Building and House Fires Responded to by
OCFD (Feb 2006-July 2009)

16% were adjacent to the shoreline

Canal Information

2006 Town of OC Engineering Canal Study & Port Warden Requirements

- Average Depth (61 Canals Identified)
 - 4 At or Below 12” Average Depth
 - 15 At or Below 24” Average Depth
 - 33 At or Below 36” Average Depth
- Average Width
 - 33 ft bulkhead to bulkhead (not including docks/piers)
 - Docks/Piers must maintain 20 % of canal width
- Recommendation was to maintain fireboat under 30’ length and under 24” Draft to maintain maneuverability in canals

Incident Information

CFS: 2006-2010 Approximate
(Due to Conflicting Computer Programs)

Water Rescues/Searches: 111

-80% in Ocean

-19% in Bay

-1% direct to USCG Station Ocean City

Boat Accidents/Assist Stranded Boaters: 23

Oil/HazMat Spill on Water: 12

Boat Fires: 5

Marsh Fires: 2

Apparatus Responses:

Boat 1: 24

Boat 2: 10

Dive Team: 10

Current Resources

Boat 1

- 20 Ft Aluminum Jon Boat (1998)
- 6-Person Listed Capacity
(846 lbs - Less Equipment)
 - 250+ lbs: Pump/Fuel/Foam
 - Unknown additional for light bar & equipment
- 550 GPM Fire Flow
- 50 HP Outboard



Current Resources

Boat 2

- 16 Ft Aluminum Jon Boat (1998)
- 4-Person Listed Capacity
(564 lbs- Less Equipment)
- 15 HP Outboard



EMS Patient Care

- No Current OCFD Marine Resources capable of providing adequate patient care area or capacity for vessel crew, victims, and EMS crew (6+ Persons)
- Partner Agencies (MNRP & USCG) not outfitted/equipped for patient care



Firefighting Capability

- As of 2004, USCG no longer attempting to extinguish boat fires, due to limitations in manpower, equipment, and increased liability.
- MNRP: No firefighting capability
- Marine firefighting vessels require 500 GPM as minimum (per Chief Cropper and NFPA)



Dive Team Support Capability

- No Current OCFD Marine Resources maintain payload capacity for support of even preliminary dive operations
 - 3 Divers (Primary, Backup, 90%)
 - 2 Diver Tenders
 - 1 Vessel Operator
 - Minimum 3 sets of dive gear and PPE
- Partner Agencies (MNRP & USCG) are limited in support of safe diver egress/ingress into the vessel and deck area for tanks & equipment.

CDI Marine Study (April 2008)

- Commissioned by OCVFC
- Purpose: Document the current waterborne fire/rescue responsibility and future needs of OCVFC
- Conducted By:
 - CDI Marine/Band Lavis Division Engineering Personnel
 - Retired Baltimore City FD: Deputy Chief
 - Naval Architect

CDI Marine Study (April 2008)

Shoreline Evaluation

- Shallow & Difficult Navigation due to changing sandbars (many areas < 12” Water)
- Heavy pleasure boat traffic in main channels during peak season
- Densely populated shoreline with many buildings within 50ft of shore
- Numerous marinas (OC & Worcester) highlight a large fire problem for commercial & recreational vessel fires

CDI Marine Study (April 2008)

Shoreline Evaluation

- Several marinas maintain large volume of dry-docked winter storage of vessels
- City owned & private chemical storage remains a risk for pollutant spill
- West OC has large opportunity for brush/marsh fires with limited access
- West OC has limited hydrant water supply for several areas

CDI Marine Study (April 2008)

Vessel Recommendations

- Length: 40-45 Feet
 - To simultaneously accommodate all equipment for all operations
 - EMS, Firefighting, HazMat, Dive
- Beam: Not less than 13 feet
- Draft: Under 18” at Full Load
- Height: 16 ft maximum
- Speed: 30 knots
- Hull Design: Focused on Shallow Water Capabilities, not offshore needs
- Aluminum Construction

CDI Marine Study (April 2008)

Recommendations

- Engine/Propulsion: Diesel Waterjet or Twin Outboards
- Towing Capability
- Diving Facilities (Open Deck & Water Access)
- Pump Capacity: Two 1500 gpm from waterjets
- Foam Capacity: 100 gallons
- Misc. Electrical, Crew Support, Appliances, EMS Equipment Recommendations

Fireboat Workgroup

- Meetings w/ MNRP & USCG
- Review of CDI Marine Report
- Evaluation of Current OCFD Marine Resources
- On-Site Review of Various Fireboat Manufacturers
 - MetalCraft Marine
 - Brunswick/Boston Whaler
 - Moore Boats

Fireboat Workgroup Recommendation

- Length: Under 30'
- Shallow Draft (Under 18" at Load)
- Dual Diesel-Powered Jet Drives
- 500 GPM Fire Pump (Min) w/ Thru-Hull Intake
 - Ability to simultaneously maneuver and pump
- Towing Capability
- Storage to support common operations, with open areas for specialized response:
 - Fire
 - Dive
 - EMS
 - HazMat
- EMS Patient Care Area
- Dive Door / Swim Platform & Tank Storage

Grant Information

MD Department of Natural Resources Waterway Improvement Grant

- \$150,000 Received (FY 09-11)
- Must be matched 50/50 with Ocean City
- Totals: \$300,000

Rough Cost Estimates

- Preliminary Cost Estimate
 - \$350,000 - 600,000

Future Direction

- ✓ Obtain Approval to develop & distribute RFP (Request for Proposal)
 - ✓ Fire Chiefs
 - ✓ Board of Directors
 - ✓ OCVFC Membership
 - City Manager/City Council
- Complete RFP Specifications
- Review Specifications with Fireboat Workgroup
- Forward RFP for DNR Approval
- Send RFP out to vendors
- Review Proposals Received & Select
- Place order for Vessel