

AGENDA
MAYOR AND CITY COUNCIL – REGULAR SESSION
MONDAY, DECEMBER 15, 2008 – 6:00 P.M.

1. CALL TO ORDER
2. PRAYER AND PLEDGE
3. REPORT FROM CITY MANAGER ON UPCOMING WORK SESSION
4. APPROVAL OF MINUTES

Regular Session #23 – dated December 1, 2008

5. ITEMS PRESENTED BY THE MAYOR AND CITY COUNCIL

- A. Proclamation Honoring Fran Meyer
- B. Discussion of Upcoming Legislative Session and Tax Differential with Senator Stoltzfus, Delegate Conway and Delegate Mathias

6. SPECIAL EVENT PERMIT REQUESTS

- A. Ocean City Air Show 2009
Presented by: John Sullivan, Special Events Director and Bryan Lilley
- B. Boardwalkin' for Pets – Saturday, April 25, 2009
Presented by: John Sullivan, Special Events Director and Kristy Haley, Worcester County Humane Society
- C. Council of Baltimore Ravens Roosts Annual Convention and Parade – May 28 – 31, 2009 and Date Hold for 2010
Presented by: John Sullivan, Special Events Director and Sue Draper, Council of Baltimore Ravens Roosts

7. PUBLIC HEARINGS

8. UNFINISHED BUSINESS

- A. Discussion of Legislative Committee Assignments
- B. Discussion of Recommendation for Renovations to Convention Center
Presented by: Terence McGean, City Engineer and Mike Noah, Tourism Director
- C. Report on Tourism Commission Meeting of November 6, 2008
Presented by: Council Member Margaret Pillas

9. NEW BUSINESS

10. REPORTS AND RECOMMENDATIONS FROM THE DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT
11. APPOINTMENTS TO BOARDS, COMMISSIONS AND OTHER CITY ORGANIZATIONS
12. ITEMS REFERRED TO AND PRESENTATIONS FROM THE CITY SOLICITOR
 - A. Second Reading – Ordinance 2008-22 Creating Post-employment Benefits Trust
 - B. First Reading – Ordinance to Amend Chapter 10, Entitled Buildings and Regulations (adopts and updates changes from various international building and fire codes)
 - C. First Reading – Ordinance to Amend Chapter 38, Entitled Floods (changes areas defined as critical area and requires HVAC equipment to be elevated per FEMA Flood Requirements)
13. ITEMS REFERRED TO AND PRESENTATIONS FROM THE CITY MANAGER
 - A. Recommendation of 2009 Vehicle Purchases
 - B. Recommendation of Bid Award for Medical Supplies
14. COMMENTS FROM CITIZENS – 5 MINUTE TIME LIMIT
15. COMMENTS FROM THE MAYOR AND CITY COUNCIL



**REGULAR SESSION -MAYOR AND CITY COUNCIL
MONDAY, DECEMBER 15, 2008**

**3 – REPORT FROM CITY MANAGER ON UPCOMING
WORK SESSION**



**REGULAR SESSION -MAYOR AND CITY COUNCIL
MONDAY, DECEMBER 15, 2008**

4 – APPROVAL OF MINUTES

Regular Session #23 – dated December 1, 2008



**REGULAR SESSION -MAYOR AND CITY COUNCIL
MONDAY, DECEMBER 15, 2008**

**5 – ITEMS PRESENTED BY THE MAYOR AND CITY
COUNCIL**

A. Proclamation Honoring Fran Meyer



**REGULAR SESSION -MAYOR AND CITY COUNCIL
MONDAY, DECEMBER 15, 2008**

**5 – ITEMS PRESENTED BY THE MAYOR AND CITY
COUNCIL**

- B. Discussion of Upcoming Legislative Session and Tax
Differential with Senator Stoltzfus, Delegate Conway
And Delegate Mathias**

A Bill to amend Article 23A, §44A(b)(2)

(2) The purpose of the authority granted under paragraph (1) of this subsection is to provide financing, refinancing, or reimbursement for the cost of the design, construction, establishment, extension, alteration, or acquisition of adequate storm drainage systems, sewers, water systems, roads, bridges, culverts, tunnels, streets, sidewalks, lighting, parking, parks and recreation facilities, libraries, schools, SHORELINES, WATERWAYS, and other infrastructure improvements as necessary, whether situated within the special taxing district or the municipal corporation or outside of the municipal corporation if notification is given to the governmental unit having jurisdiction over the infrastructure improvement and if the infrastructure improvement is reasonably related to other infrastructure improvements within the special taxing district, for the development and utilization of the land, each with respect to any defined geographic region within the municipal corporation.



**REGULAR SESSION -MAYOR AND CITY COUNCIL
MONDAY, DECEMBER 15, 2008**

6 – SPECIAL EVENT PERMIT REQUESTS

A. Ocean City Air Show 2009

**Presented by: John Sullivan, Special Events Director
And Bryan Lilley**

**The PLAN
for
OCEAN CITY AIR SHOW 2009 (OCAS)
OCEAN CITY, MARYLAND**

1. Concept:

The Town of Ocean City, Maryland and OC Air Show, LLC (OCLLC) shall participate in the planning, coordination, execution, funding, and revenue for Ocean City Air Show on Saturday and Sunday, June 13 and 14, 2009. The Air Show shall focus on patriotism and civil support through a flying exhibition of our aviation heritage, aerobatics and modern aeronautical technology demonstrations. OCLLC shall feature a jet demonstration team as its primary attraction. Additional air-based demonstrations and flybys shall act as prelude to the primary attraction. Show related displays and ground exhibits shall provide hands-on public interaction and supporting information related to the military, aeronautics and certain sponsors.

2. Dates:

- Aircraft Aerial Rehearsal on Friday, June 12, 2009.
- Air Show on Saturday and Sunday, June 13 and 14, 2009.
- Show related Displays Friday, June 12 thru Sunday, June 15, 2009.

3. Times:

- Aircraft Rehearsal from 12 noon to 4:00 p.m.
- Air Show from 12 noon to 4:00 p.m.
- Show related displays from 10:00 a.m. to 8:00 p.m.

4. Locations:

- The aircraft rehearsal, flybys and aerobatic show shall be conducted a minimum of 500' from the crowd line in a controlled box with show center to be approximately east of the 17th Street Holiday Inn Suites. Safe zone between aircraft and crowd line increases based on the speed of aircraft with a maximum viewing distance equaling 1,500 feet between crowd line and centerline of the aircraft.

- Show displays and exhibits shall take place on 14th Street through 17th Street between Baltimore Avenue and the boardwalk and on the north third of the Inlet Parking Lot (actual footprint requirements to be determined). In addition, air show sponsors will set up to sell their Air Show Related Products on the east most 80’ of 12th through 14th Streets and 18th through 20th Streets (subject to written approval from the property owners on either side of these streets).
- The aeronautical demonstration team, non-military demonstration performers and non-fixed wing demonstrators shall be based at the Town’s airport in west Ocean City. Allocation of team and performer placement is based on runway type and length limitations are subject to change as feature act and supporting acts are confirmed. Military demonstration teams may be based at Wallops Flight Facility due to longer runway and specialty equipment requirements.

5. Responsibilities:

A. OC Air Show, LLC is requested to fulfill the following responsibilities:

- Comply with MOU between TOC and OCLLC.
- Recruit air show participants.
- Secure USCG water event permit.
- \$5,000,000.00 in liability insurance with Town of Ocean City listed as “also insured.”
- Secure tent Rental Company for tents on the beach.
- Recruit and secure sponsors.
- Secure beer and wine permits.
- Secure FAA approval.
- Plan, Coordinate and Execute the Air Show including:
 - List of participants.
 - Pre-flight briefings.
 - Air traffic control.
 - Recruit, coordinate and supervise the air show ocean box security.
- Recruit show related military displays.
- Secure all hotels for all show performers.
- Coordination of Security for commercial area at Show Center.

- Set up and control VIP site.
- Set up Air Show Center.

B. Town of Ocean City is requested to fulfill the following responsibilities:

Ocean City Special Events Division is requested to provide:

- Assistance procuring local needs and managing local efforts of event.
- Assistance in naming and organizing an advisory committee of key civic leaders.
- Provide mailing and shipping addresses for advanced exhibit/materials mailing/shipments prior to event setup.
- Provide one 12' x 24' billboard and one 24' x 40' from May 5 to June 14, 2009. Funding to produce this billboard vinyl will come from the Town's initial \$50,000.00 investment.
- Provide two banners promoting the event (Route 90 and Baltimore Avenue). Funding to produce these two banners will come from the Town's initial \$50,000.00 investment.
- Print 500 each posters. Funding to print these posters will come from the Town's initial \$50,000.00 investment.

Ocean City Public Relations / Tourism Bureau is requested to provide:

- Town Public Relations (PR) representative named as a contact on press releases
- Assistance with follow up calls to media when press releases are distributed.
- Sharing of media lists and contact info with OCAS PR team.
- Assistance in identifying and coordinating interviews, media flights and press events.
- Clipping service and monitoring reports with the OCAS
- A designated spokesperson for all OCAS Related media opportunities.
- Promote the event on the Town's electronic signs.

Ocean City Police Department is requested to provide:

- Crowd control and security during the event and sub-events.
- Police Escort for Jet Demonstration Team Personnel to and from Ocean City Airport

- Traffic management.
- Emergency response.
- Security of aircraft at OC Airport from June 11 through June 14, 2009.

Ocean City Volunteer Fire Company is requested to provide:

- Crew and equipment at Ocean City Airport during air show launch and recovery.
- Crew and equipment staged at north and south boundaries of air box.
- Dive Team deployed on USCG vessels during practice and show.

Ocean City Beach Patrol is requested to provide:

- Crew and equipment on the beach to manage the crowd and provide life safety needs/provisions during event days.
- Crew and equipment to secure ocean-side access to public-restricted Show Center location during set-up, event and dismantle days.

Public Works is requested to provide:

- Site fencing.
- Maintenance of the beach.
- Trash barrels and maintenance of them inside the VIP area.
- Barricades to close the beach side of 14th through 17th Streets to be used for event displays/exhibits.
- Assistance with placement and power tie-in of audio system and auxiliary lighting.
- Electricity for exhibit portion of inlet parking lot, show center, including street based exhibit areas.
- Parking.
- Install and remove two pole banners on lampposts along boardwalk between 7th and 25th Streets from April 1 to June 14, 2009. Banners and brackets are to be provided by OC Air Show, LLC.
- Provide and block off the first 80' of additional streets from 12th to 14th and 18th to 20th Streets subject to the written approval of landowners on those respective streets.

Transportation is requested to provide:

- Maximized bus and trolley support to move the crowds before and after public event days.

- Boardwalk trams to move the public to Air Show Center, inlet parking lot, and other areas adjacent to boardwalk featured as part of event.
- Establish an Air Show Express Shuttle from the South Convention Center lot to Air Show Center and return.

Airport is requested to provide:

- Free tie down for air show performers.
- Fueling for air show participants up to 2,000 gallons. Funding for this fuel will come from the Town’s initial \$50,000.00 investment.
- Open house for public to see aircraft while at Ocean City.
- Performer and crew access and parking.
- Hangar space (if available) to fulfill needs of performers based on individual requirements.

Fire Marshal is requested to provide:

- A Department point of contact for the air show.
- Special requirements for conduct of an air show.
- Participation in the emergency response planning.

6. Logistics:

- OC Air Show, LLC is to purchase marker floats/buoys for identifying the air box.
- Supplies, TBD.
- Fuel, as specified in MOU.
- Services as specified.
- Equipment and Vehicle Rental provided by OC Air Show, LLC.
- All hotel rooms provided by OC Air Show, LLC.

7. Budgets:

OC Air Show, LLC shall provide all funding beyond the Town’s seed funds identified in the Air Show 2009 Budget and Memorandum of Understanding.

Town of Ocean City: \$50,000.00 as determined by the Mayor and City Council and support in kind as identified in this document.

8. Insurance:

- As specified in the Air Show Memorandum of Understanding
- Report all accidents and incidents to the Town’s Risk Manager.

9. TABS

- A – Map of Air Show Center
- B - Aerial Photo of Air Show Box
- C – Communications Plan
- D – Emergency Weather Plan
- E – Parking Plan
- F – Air Show Sequence
- G – Map of Displays and Exhibits
- H – Media Plan
- I – Advertising Plan
- J – Electrical Support Plan
- K – Portable Toilet Plan
- L – Time Line for Tasks
- M – Milestones for Decisions
- N – Emergency Response Plan

As of December 9, 2008

Ocean City Air Show 2009 (OCAS)

TIMELINE

This Timeline identifies the Tasks to be accomplished, the Date of completion and the Agency tasked to complete the task.

<u>TASKS</u>	<u>DATE</u>	<u>AGENCY</u>
Return seed funds to the TOC	June 30, 2009	OC Air Show, LLC.
Pay all outstanding invoices	June 30, 2009	OC Air Show, LLC.
Remove ground displays	June 15, 2009	OC Air Show, LLC.
Reopen 14 th to 17 th Streets	June 14, 2009	TOC/PW – Maint
Remove fencing around VIP area	June 14, 2009	TOC/PW – Maint
Clear VIP area of all items	June 14, 2009	OC Air Show, LLC.
Remove Lamppost banners	June 14, 2009	TOC/PW – Maint.
Return beach to normal condition	June 14, 2009	TOC/PW – Maint.
Remove Public Address System	June 14, 2009	OC Air Show, LLC.
Conduct air show/air operations	June 12 and 13	OC Air Show, LLC.
Conduct Media Day	June 12, 2009	OC Air Show, LLC/TOC Airport
Conduct Party and Parachute Demo	June 12, 2009	OC Air Show, LLC.
Put Air Box in place and maintain	June 12 - 14, 2009	OC Air Show, LLC.
Establish control of beach	June 12 – 14, 2009	TOC/OCBP
Conduct traffic control	June 12 – 14, 2009	TOC/OCPD
Provide security for Show Operations	June 12 – 14, 2009	TOC/OCPD
Secure Aircraft at OXB	June 11 – 14, 2009	TOC/OCPD
Install fencing around VIP area	June 11, 2009	TOC/PW – Maint.
Prepare Event Program	June 1, 2009	OC Air Show, LLC.
Install banners on lampposts	TBD	TOC/PW – Maint.
Install Public Address System	TBD	OC Air Show, LLC.

OC Airshow Timeline continued

Provide 1 each billboard	May 5 – June 14, 2009	TOC/Special Events
Provide 2 each 3' x 20' banners	May 5 – June 14, 2009	TOC/Special Events.
Brief M&CC	Every 60 days	OC Air Show, LLC.
Prepare Emergency Evacuation Plan	April 15, 2009	OCPD/OCBP
Contract tents for VIP area	March 15, 2009	OC Air Show, LLC.
Contract Air Boss and Narrator	March 15, 2009	OC Air Show, LLC.
Purchase Insurance	March 15, 2009	TOC/OC Air Show, LLC
Emergency Operations Response Plan	March 15, 2009	TOC/Emergency
Finalize Air Show Plan	February 1, 2009	OC Air Show, LLC
Finalize Air Show Timeline	February 1, 2009	TOC/Special Events
Print 500 ea posters	February 15, 2009	TOC/Special Events
Issue PR updating anchor performers	February 28, 2009	TOC/OC Air Show, LLC.
Confirm military performers	January 29, 2009	OC Air Show, LLC.
Confirm civilian performers	January 29, 2009	OC Air Show, LLC.
Coordinate with MSP/Sheriff	January 29, 2009	TOC/Airport Mgr.
Advertise VIP Shuttle	January, 29, 2009	TOC/OC Air Show, LLC
Issue PR w/ anchor performers	January 29, 2009	TOC/OC Air Show, LLC.
Contract Regional Advertising	January 29, 2009	OC Air Show, LLC.
Issue PR updating performer list	January 29, 2009	TOC/OC Air Show, LLC
Approve MOU	December 15, 2009	TOC/Mayor and City Council
Finalize MOU	December 15, 2009	TOC/Special Events

As of December 9, 2008

Town of Ocean City
Ocean City Air Show 2009
BUDGET

Advertising

- Event Poster \$500.00
- Event Billboard \$2,000.00
- Event Rack Card \$1,500.00

Contracted Services

- Parachute Team Fee \$6,000.00
- Military Demo Team Fee \$12,000.00
- Sound System \$10,000.00
- Air Boss Fee \$3,000.00

Logistics

- Aircraft Fuel \$10,000.00
- Smoke Oil \$5,000.00

Total **\$50,000.00**

As of December 8, 2008



**REGULAR SESSION -MAYOR AND CITY COUNCIL
MONDAY, DECEMBER 15, 2008**

6 – SPECIAL EVENT PERMIT REQUESTS

- B. Boardwalkin' for Pets – Saturday, April 25, 2009
Presented by: John Sullivan, Special Events Director
And Kristy Haley, Worcester County/Ocean City
Humane Society**

April

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18 2009 Half Marathon and 5 K Run
19	20	21	22	23	24	25 Boardwalkin' for Pets TENTATIVE
26	27 Jesus At The Beach Date Hold TENTATIVE	28 Jesus At The Beach Date Hold TENTATIVE	29 Jesus At The Beach Date Hold TENTATIVE	30	31	

2009

Ocean City Special Events – Private Events

Name of Event: “Boardwalkin for Pets”

New Event

Date of Event: April 25, 2009

Day of Event: Saturday

Date Application Received: September 9, 2009

Application Fee Paid: YES/\$15

Date Insurance Certificate Received: N/A

Beach Franchisee Notified: N/A

Date Routed: September 2008

Date Returned from All Departments:

Things to Note:

- Walk on the Boardwalk with pets from 9a.m. to noon.
- Set up will be 7:15 a.m. on April 25, 2009. Clean up will be following the event from 12:00p.m. to 1 p.m.
- 315 Participants are expected.
- Registration will be held in the Inlet in front of Harrison Harbor Watch restaurants. Between Harbor Watch and the Museum will include tables chairs, give-aways, DJ and DJ equipment.
- Participants will walk to either 12th Street or 27th Street and receive a stamp. Refreshments will be provided at the rest areas, and then walkers return to the Inlet. .
- Rest areas will be set up on the Boardwalk at 12th and 27th Streets. These sites will include tables, chairs and refreshments.
- All dogs are required to be leashed and current on vaccines. All walkers are given refuse bags.
- Proceeds benefit the Worcester County Humane Society.

Comments from Department Representatives:

- Public Works comments were that they provided tables, chairs and parking permits as well as a small amount of labor. Request organizer contacts our office prior to event for requested permits.
- Police will have the “On-Duty” shift and Animal Control monitor the event.
- EMS, Beach Patrol, Recreation and Parks, Tourism and the Fire Marshal have no concerns
- Transportation notes that the Boardwalk Trams will be running 1000 hours to 1800 hours.

Date on Council Agenda: December 15, 2008

Date Applicant Notified of Meeting:

Event Approved or Denied:

Date Fees Received:

Amount:

Date Permit Issued:

Other:

SPECIAL EVENT APPLICATION – 2008

Town of Ocean City, Maryland

NON-REFUNDABLE APPLICATION FEE: \$35.00

RETURN APPLICATION TO:

Special Events Coordinator, Private Events
Town of Ocean City
Recreation and Parks/Special Events
200 125th Street
Ocean City, MD 21842

This is an application for use and is not a permit of use. No guarantee of availability or use is made or implied by the acceptance of the application and fee.

This application should be completed and forwarded to the Ocean City Public Relations Department at least 90 days prior to the requested event for City Council consideration. Any misrepresentation in this application or deviation from the final agreed upon route and/or method of operation described herein may result in the immediate revocation of the permit. Applicant’s attention is directed to the accompanying information packet, entitled “Special Event Guidelines.”

All questions on the application must be fully answered. “Same as last year” or similar comment is not an acceptable response. If a question does not apply, please write “N/A” in that space. The application will be returned if the information is incomplete. Please type or print the information clearly. You may attach additional sheets as necessary.

A \$35 application fee must accompany this document.
The minimum fee for City property usage is \$100 per day

1. TITLE OF EVENT: “Board Walkin for Pets”

2. DATE (S) OF EVENT: Saturday April 25, 2009

3. STARTING & ENDING TIMES OF EVENT: 9 AM to Noon

4. PROJECTED SET-UP DATE (S) & TIMES: _____
7:15 AM on April 25, 2009

5. PROJECTED CLEAN-UP DATE (S) & TIMES: _____
12 PM to 1 PM on April 25, 2009

6. LOCATION (Describe area in which event shall be contained; be specific as to how much area will be used, etc.): Boardwalk, Registration area-Inlet area, in front of
Harrison’s Harbor Watch. Rest area #1-12th St. & Boardwalk; Rest Area #2-27th St. &
Boardwalk.

7. APPLICANT'S NAME Kristy Haley

8. ORGANIZATION REPRESENTING: Worcester County/Ocean City Human Society

9. MAILING ADDRESS: PO Box 22, Bishopville, MD 21813

10. WORK PHONE # 410-213-0146 HOME PHONE # 410-352-3665

fax: 410-352-3665 e-mail: kristy2608@mchsi.com

11. IF ORGANIZATION IS NONPROFIT, LIST NONPROFIT CLASSIFICATION AND IDENTIFICATION NUMBER
Fed Tax ID-10-52-1122738

12. ON-SITE EVENT COORDINATOR: Kristy Haley

13. OCEAN CITY/LOCAL ADDRESS OF COORDINATOR: PO Box 22, Bishopville, MD 21813

14. COORDINATOR'S CONTACT NUMBERS:
HOME: 410-352-3665 WORK: 410-213-0146
LOCAL: 410-352-3665 CELL: 443-614-4453
E-MAIL ADDRESS: Kristy2608@mchsi.com
OTHER: _____

15. FULLY DESCRIBE THE EVENT AND ALL PROPOSED ACTIVITIES: _____
Event participants and their dogs will register for the walk at the Inlet. The registration
Tables & DJ will be set up in the area between Harrison's Harbor Watch and the museum.
~~The participants will walk either to 12th St. and back or to 27th St. and back. The walkers~~
The walkers will receive a stamp at each rest area. Free refreshments will be provided at
~~each rest area. Upon the walkers return to the Inlet they will receive information about~~
Prizes.

*if more space is needed, please attach additional pages to the back of this application.

16. WHERE WILL EVENT HEADQUARTERS BE LOCATED? _____
On the Boardwalk near the Inlet. In front of the shark.

17. VEHICULAR ACCESS TO THE BEACH IS CONTROLLED. DO YOU REQUIRE SUCH ACCESS? _____ IF SO, WHERE? _____
No

18. FULLY DESCRIBE THE UNLOADING AND LOADING OF SUPPLIES, EQUIPMENT, ETC. IN SUPPORT OF YOUR EVENT. Include location, process, etc. Inlet-tables, chairs, give-a-ways, refreshments, DJ equipment, will be taken in/out by hand. 12th & 27th St. and boardwalk-tables, chairs and refreshments will be taken in/out by hand.

19. WILL YOU SET UP A JUDGING AREA, PA SYSTEM, TENTS, SCAFFOLDING, ETC? IF SO, PLEASE ILLUSTRATE ON REQUIRED DIAGRAM AND DESCRIBE HERE: DJ equipment-speakers & microphone.

20. DESCRIBE THE CROWD CONTROL PROCEDURES YOU INTEND TO EMPLOY: All dogs are required to be leashed and current on vaccines.

21. DESCRIBE ANY SPECIAL PARKING/TRAFFIC NEEDS OR CONSIDERATIONS: _____
We request free parking passes for volunteers.

22. HAVE ARRANGEMENTS BEEN MADE FOR MEDICAL ASSISTANCE? _____ IF SO, WHAT TYPE? _____
No

23. WHAT IS YOUR RAIN POLICY? Rain or Shine

24. WHAT PROVISIONS WILL BE MADE FOR COLLECTION AND DISPOSING OF SOLID WASTES, INCLUDING TRASH, GARBAGE AND RECYCLABLES?
Each walker will be given refuse bags and extra bags will be available at rest areas.

25. WHAT PROVISIONS WILL BE MADE FOR PARTICIPANT "COMFORT" (TOILETS, HAND WASHING, ETC.)?
The public facilities will be used on the walk.

26. DESCRIBE CONCESSIONS/SALE ITEMS REQUESTED: None

27. DESCRIBE ALL PRODUCT SAMPLING REQUESTED: (SPECIFIC SIZES & QUANTITIES): None

28. WILL REVENUE BE GENERATED FROM PARTICIPANT FEES, CONCESSIONS, SPONSORSHIPS OR ANY OTHER SOURCE? IF SO, WHOM WILL THE PROCEEDS BENEFIT? Yes, Worcester Co. Humane
Society
29. DESCRIBE EVENT PRIZES/AWARDS: _____
Prizes will be awarded to those who raise the most money. Give-a-ways will be handed
Out to walkers at the registration area. Prizes are donated by local businesses.

30. WILL YOU BE OFFERING A RAFFLE AT YOUR EVENT? No
IF SO, PLEASE FORWARD A COPY OF YOUR APPROVED PERMIT TO THE SPECIAL EVENTS MODERATOR.

31. DO YOU EXPECT TO SERVE/SELL/DISTRIBUTE ALCOHOLIC BEVERAGES AT YOUR EVENT? _____ IF SO, PLEASE DESCRIBE INTENT (include Beverage type, quantities, drink sizes, location, etc.): No

PLEASE FORWARD A COPY OF THE APPROVED "ONE DAY ALCOHOL PERMIT", IF REQUIRED, TO THE SPECIAL EVENTS MODERATOR.

32. EXPECTED NUMBER OF PARTICIPANTS: 315

33. EXPECTED NUMBER OF SPECTATORS: 0

34. IF YOUR EVENT TAKES PLACE ON THE BEACH, YOU MUST NOTIFY THE APPROPRIATE BEACH FRANCHISE OWNER OF THE INTENDED EVENT. HAVE YOU DONE SO? _____ WHO DID YOU CONTACT? _____
N/A

35. WHAT ASSISTANCE AND SUPPLIES WILL YOU BE REQUESTING FROM TOWN PERSONNEL (Be aware that additional charges may be assess and that Applicants must take full responsibility for the protection and security of borrowed/ rented city property): _____

We request 9 tables (7 at the Inlet, 1 at 12th St, 1 at 27th St.); 10 chairs-(6 at Inlet, 2 at 12th St. and 2 at 27th St.)

We request the help of Public Works for the tables and chairs.

36. A STATE HIGHWAY PERMIT MUST BE OBTAINED FOR USE OF ANY STATE PROPERTY (ROADS, HIGHWAYS, ETC.) HAVE YOU ALREADY OBTAINED THIS PERMIT? N/A IF SO, PLEASE ATTACHED A COPY TO THE BACK OF THIS APPLICATION.
37. For parade organizers only: EXPECTED NUMBER OF OVERSIZED VEHICLES (LARGER THAN 12 FT TALL, 8 FT WIDE AND/OR 21 FT. LONG) TRAVELING THE PARADE ROUTE: N/A DESCRIBE: _____

38. LIST LOCATIONS AND DATES FOR PRIOR EVENTS HELD THE PAST FIVE (5) YEARS: Boardwalk-April 2008, 2007, 2006, 2005, 2004

39. LIST ALL SPONSORS ASSOCIATED WITH YOUR EVENT: _____
Not yet available.

40. LIST ADDITIONAL COMMENTS AND/OR REQUESTS NO COVERED IN THIS APPLICATION: _____
We request our event to be advertised on the Town's website and on the Convention Center marquis.

41. PLEASE ATTACH A DETAILED DIAGRAM OF EVENT LAYOUT. MAKE SURE YOU INCLUDE LOCATION OF HEADQUARTERS, PA SYSTEM, STAGOMG. CONCESSIONS, COURTS, BANDS, ETC. IS DIAGRAM INCLUDED WITH APPLICATION? YES XX NO _____

HOLD HARMLESS CLAUSE:

Permittee (organization/applicant) shall assume all risks incident to or in connection with the permitted activity and shall be solely responsible for damage or injury, of whatever kind or nature, to person or property, directly or indirectly arising out of or in connection with the permitted activity or the conduct of Permittee's operation. Permittee hereby expressly agrees to defend and save the Town of Ocean City, its officers, agents, employees and representatives harmless from any penalties for violation of any law, ordinance, or regulation affecting its activity and from any and all claims, suits, losses, damages, or injuries directly or indirectly arising out of or in connection with the permitted activity or conduct of its operation or resulting from the negligence or intentional acts or omissions of Permittee or its officers, agent and employees.

APPLICANT'S SIGNATURE Signature on File DATE 9/3/08

MANDATED CHANGES/CANCELLATION

Applicant understands that any event or event date can be changed or canceled at the direction of the Mayor and City Council if the approved event interferes with Public Works project(s) or any other necessary governmental function. Such action may be directed at any time.

APPLICANT'S SIGNATURE Signature on File DATE 9/3/08

SPECIAL EVENT APPLICATION COMPLIANCE REQUIREMENT

The applicant for a special event permit agrees to follow guidelines provided and submit a complete application including all required submission of materials.

The applicant agrees to take full responsibility for all city-owned property, whether borrowed, leased or rented, and understands that necessary replacement and/or repair fees maybe e assess should such property be in an unacceptable condition.

The applicant agrees to abide by all provisions of the permit granted by the Town and agrees to pay all fees and costs assigned to the permit. The applicant further agrees to comply with all conditions of the use permit which may be required by the Mayor and City council of the Town.

I have read and will copy with all special event application requirements.

APPLICANT'S SIGNATURE Signature on File DATE 9/3/08



**REGULAR SESSION -MAYOR AND CITY COUNCIL
MONDAY, DECEMBER 15, 2008**

- C. Council of Baltimore Ravens Roosts Annual Convention
And Parade – May 28-31, 2009 and Date Hold for 2010
Presented by: John Sullivan, Special Events Director and
Sue Draper, Council of Baltimore Ravens Roosts**

May

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
					1	2 Festivals of Music TENTATIVE
3	4	5	6	7	8	9
10	11	12	13	14 Cruisin Ocean City	15 Cruisin Ocean City	16 Cruisin Ocean City
17 Cruisin Ocean City	18	19	20	21	22	23
24	25	26	27	28 Raven's Convention TENTATIVE	29 Raven's Convention TENTATIVE	30 Raven's Convention and Parade TENTATIVE
31 Raven's Convention TENTATIVE						

2009

Ocean City Special Events – Private Events

Name of Event: Council of Baltimore Ravens Roosts Annual Convention and Parade New Event

Date of Event: May 30, 2009

Day of Event: Saturday

Date Application Received: October 22, 2008

Application Fee Paid: YES/\$15

Date Insurance Certificate Received: N/A

Beach Franchisee Notified: N/A

Date Routed: October 2008

Date Returned from All Departments: November 18, 2008

Things to Note:

- Parade is Saturday, May 30, 2009 from 10:00 a.m. to 12:00 p.m.
- Parade Route is 19th Street on Baltimore Avenue to 29th Street. The parade lineup will be east of Baltimore Avenue on 15th to 19th Streets.
- Line up for the parade begins at 8a.m. and the parade should be completed by 12:00 p.m.
- Event headquarters will be the Castle in the Sand from Thursday, May 28th through Sunday, May 31st.
- 1,000 Members are expected to participate with 4 to 5 thousand spectators.
- Request one reviewing stand, 2 folding tables, 10 chairs on 26th Street
- A second Reviewing Stand is requested at the Castle in the Sand from noon on May 28th through May 31st.
- There are special traffic requests for the police department.

Comments from Department Representatives:

- Public Works doesn't have any concerns since it appears to be the same as last year's event. This year's costs for Public Works are \$4191.
 - Police estimated costs are \$5775 – see attached comments.
 - EMS, Beach Patrol, Recreation and Parks, Tourism and Transportation have no concerns
 - Risk Management noted the organization must follow regulations for traffic control and a Holds Harmless Clause must be signed. Insurance Certificate must be submitted before event.
-

Date on Council Agenda: December 15, 2008

Date Applicant Notified of Meeting:

Event Approved or Denied:

Date Fees Received:

Amount:

Date Permit Issued:

Other:

SPECIAL EVENT APPLICATION – 2008

Town of Ocean City, Maryland

NON-REFUNDABLE APPLICATION FEE: \$35.00

RETURN APPLICATION TO:

Special Events Coordinator, Private Events
Town of Ocean City
Recreation and Parks/Special Events
200 125th Street
Ocean City, MD 21842

This is an application for use and is not a permit of use. No guarantee of availability or use is made or implied by the acceptance of the application and fee.

This application should be completed and forwarded to the Ocean City Public Relations Department at least 90 days prior to the requested event for City Council consideration. Any misrepresentation in this application or deviation from the final agreed upon route and/or method of operation described herein may result in the immediate revocation of the permit. Applicant's attention is directed to the accompanying information packet, entitled "Special Event Guidelines."

All questions on the application must be fully answered. "Same as last year" or similar comment is not an acceptable response. If a question does not apply, please write "N/A" in that space. The application will be returned if the information is incomplete. Please type or print the information clearly. You may attach additional sheets as necessary.

A \$35 application fee must accompany this document.
The minimum fee for City property usage is \$100 per day

1. TITLE OF EVENT: Council of Baltimore Ravens Roosts Annual Convention & Parade
2. DATE (S) OF EVENT: May 28, 29, 30 and 31, 2009
3. STARTING & ENDING TIMES OF EVENT: Parade, Saturday, May 30, 2009
Line up t 8:00 am, parade starts at 10:00 AM, Completion by 12:00
4. PROJECTED SET-UP DATE (S) & TIMES: _____
May 30, 2009 at 8:00 AM
5. PROJECTED CLEAN-UP DATE (S) & TIMES: At the conclusion of the parade
6. LOCATION (Describe area in which event shall be contained; be specific as to how much area will be used, etc.): Parade, northbound Baltimore Ave. from 15th St. to 19th St; 15th, 16th, 17th, 18th, 19th Sts. East of Baltimore Ave. to be used for parade lineup.
Parade to start at 19th St. and Baltimore Ave. and proceed north on Baltimore to 29th St.. Judging area to be at 26th St. and Baltimore. All other activities: beach area In front of the Castle in the Sand Hotel, 3701 Atlantic Ave. and also on the parking Lot of the Castle in the sand.

7. APPLICANT'S NAME Sue Draper
8. ORGANIZATION REPRESENTING: The Council of Baltimore Ravens Roosts
9. MAILING ADDRESS: Sue Draper, Council of Baltimore Ravens Roosts, 107 Litton Dale Lane, Pasadena, MD 21122
10. WORK PHONE # 410-544-4119 HOME PHONE # 410-544-1962
e-mail: sdraper65@comcast.net
11. IF ORGANIZATION IS NONPROFIT, LIST NONPROFIT CLASSIFICATION AND IDENTIFICATION NUMBER N/A
12. ON-SITE EVENT COORDINATOR: Sue Draper
13. OCEAN CITY/LOCAL ADDRESS OF COORDINATOR: Castle in the Sand Hotel, 3701 Atlantic Ave, Ocean City, MD 21842
14. COORDINATOR'S CONTACT NUMBERS:
HOME: 410-544-1962 WORK: _____
LOCAL: _____ CELL: 443-618-5130
E-MAIL ADDRESS: Sdraper65@comcast.net
OTHER: _____
15. FULLY DESCRIBE THE EVENT AND ALL PROPOSED ACTIVITIES: _____
Thurs. 5/28-Welcome Social-Castle in the Sand; Friday 5/29-scavenger hunt, Tug of war contest, karaoke contest, players forum, cookout-Castle in the Sand Hotel, miniature golf @ Old Pro Golf; Sat. 5/30: Parade- Parade line-up on 15th, 16th, 17th, 18, 19th St. east of Baltimore Ave and on northbound Baltimore Ave. starting at 8:00 AM Parade to start at 10 AM at 19th St. and Baltimore Ave. and travel north on Baltimore Ave. to 29th St. Judging and Reviewing Stand to be at 26th and Baltimore. Parade to Include marching bands, floats, pom-pom units, ravens players and dignitaries. Saturday 5/30-Volleyball, horseshoes, charity dunk tank and bullroast at Castle in the Sand Hotel beginning at 1:00 PM. Awards Ceremony at 8:00 PM at the Castle in the Sand Hotel. Sunday 5/31-President's meeting at 12:00 Noon-Castle in the Sand.

*if more space is needed, please attach additional pages to the back of this application.

16. WHERE WILL EVENT HEADQUARTERS BE LOCATED? _____
Castle in the Sand Hotel, 3701 Atlantic Ave., Ocean City, MD 21842

17. VEHICULAR ACCESS TO THE BEACH IS CONTROLLED. DO YOU REQUIRE SUCH ACCESS? _____ IF SO, WHERE? _____
No, N/A

18. FULLY DESCRIBE THE UNLOADING AND LOADING OF SUPPLIES, EQUIPMENT, ETC. IN SUPPORT OF YOUR EVENT. Include location, process, etc. N/A

19. WILL YOU SET UP A JUDGING AREA, PA SYSTEM, TENTS, SCAFFOLDING, ETC? IF SO, PLEASE ILLUSTRATE ON REQUIRED DIAGRAM AND DESCRIBE HERE: 1-Reviewing stand to be located on northbound Baltimore Ave at 26th St. request PA system, 2 folding tables and 10 chairs: these are needed for the parade. On Saturday 5/30/09. A 2nd reviewing stand for awards presentation at the Castle in the Sand. This stand is needed from noon 5/28-Saturday 5/31/09

20. DESCRIBE THE CROWD CONTROL PROCEDURES YOU INTEND TO EMPLOY: N/A

21. DESCRIBE ANY SPECIAL PARKING/TRAFFIC NEEDS OR CONSIDERATIONS: Blocking or previously mentioned streets beginning at 8 AM Saturday, 5/30 for parade line-up. Streets to remain closed until the completion of the Parade. Request for southbound Baltimore Ave. traffic to be restricted from 25th St. to 27th St. during the parade for safety issues. Request that 37th St. be closed east of Atlantic Ave. from 12:00, 5/27 until 12:00, 5/31 for awards ceremony & various events events at Castle in the Sand

22. HAVE ARRANGEMENTS BEEN MADE FOR MEDICAL ASSISTANCE? _____ IF SO, WHAT TYPE? _____
N/A

23. WHAT IS YOUR RAIN POLICY? Cancellation of the parade.

24. WHAT PROVISIONS WILL BE MADE FOR COLLECTION AND DISPOSING OF SOLID WASTES, INCLUDING TRASH, GARBAGE AND RECYCLABLES?
N/A

25. WHAT PROVISIONS WILL BE MADE FOR PARTICIPANT "COMFORT" (TOILETS, HAND WASHING, ETC.)?
N/A

26. DESCRIBE CONCESSIONS/SALE ITEMS REQUESTED:
N/A

27. DESCRIBE ALL PRODUCT SAMPLING REQUESTED: (SPECIFIC SIZES & QUANTITIES): N/A

28. WILL REVENUE BE GENERATED FROM PARTICIPANT FEES, CONCESSIONS, SPONSORSHIPS OR ANY OTHER SOURCE? IF SO, WHOM WILL THE PROCEEDS BENEFIT? No: N/A
29. DESCRIBE EVENT PRIZES/AWARDS: Trophies

30. WILL YOU BE OFFERING A RAFFLE AT YOUR EVENT? No
IF SO, PLEASE FORWARD A COPY OF YOUR APPROVED PERMIT TO THE SPECIAL EVENTS MODERATOR.

31. DO YOU EXPECT TO SERVE/SELL/DISTRIBUTE ALCOHOLIC BEVERAGES AT YOUR EVENT? _____ IF SO, PLEASE DESCRIBE INTENT (include Beverage type, quantities, drink sizes, location, etc.): Yes.

Draft beer to be served to registered members of the Convention only at events being Held at the Castle in the Sand.

PLEASE FORWARD A COPY OF THE APPROVED "ONE DAY ALCOHOL PERMIT", IF REQUIRED, TO THE SPECIAL EVENTS MODERATOR.

32. EXPECTED NUMBER OF PARTICIPANTS: 1,000 members

33. EXPECTED NUMBER OF SPECTATORS: 4 to 5 thousand at parade

34. IF YOUR EVENT TAKES PLACE ON THE BEACH, YOU MUST NOTIFY THE APPROPRIATE BEACH FRANCHISE OWNER OF THE INTENDED EVENT. HAVE YOU DONE SO? _____ WHO DID YOU CONTACT? _____

Yes, Castle in the Sand Hotel

35. WHAT ASSISTANCE AND SUPPLIES WILL YOU BE REQUESTING FROM TOWN PERSONNEL (Be aware that additional charges may be assess and that Applicants must take full responsibility for the protection and security of borrowed/ rented city property): _____

Blocking of streets and traffic control for the parade

Setting up reviewing stand and PA for the parade

Blocking of streets at end of parade route for band bus parking

Help with crowd control on parade route.

Blocking of 37th St. as requested and setting up reviewing stand at the Castle in the Sand

36. A STATE HIGHWAY PERMIT MUST BE OBTAINED FOR USE OF ANY STATE PROPERTY (ROADS, HIGHWAYS, ETC.) HAVE YOU ALREADY OBTAINED THIS PERMIT? N/A IF SO, PLEASE ATTACHED A COPY TO THE BACK OF THIS APPLICATION.
37. For parade organizers only: EXPECTED NUMBER OF OVERSIZED VEHICLES (LARGER THAN 12 FT TALL, 8 FT WIDE AND/OR 21 FT. LONG) TRAVELING THE PARADE ROUTE: 2-3 max. DESCRIBE: Flat bed tractor trailers carrying floats.
-
-
-
-
38. LIST LOCATIONS AND DATES FOR PRIOR EVENTS HELD THE PAST FIVE (5) YEARS: Convention has been held in the same place. The annual convention is Held each year on the weekend following the federal observance of Memorial Day.
-
-
-
39. LIST ALL SPONSORS ASSOCIATED WITH YOUR EVENT: N/A
-
-
40. LIST ADDITIONAL COMMENTS AND/OR REQUESTS NO COVERED IN THIS APPLICATION: N/A
-
-
-
41. PLEASE ATTACH A DETAILED DIAGRAM OF EVENT LAYOUT. MAKE SURE YOU INCLUDE LOCATION OF HEADQUARTERS, PA SYSTEM, STAGOMG. CONCESSIONS, COURTS, BANDS, ETC. IS DIAGRAM INCLUDED WITH APPLICATION? YES XXX NO NO

HOLD HARMLESS CLAUSE:

Permittee (organization/applicant) shall assume all risks incident to or in connection with the permitted activity and shall be solely responsible for damage or injury, of whatever kind or nature, to person or property, directly or indirectly arising out of or in connection with the permitted activity or the conduct of Permittee's operation. Permittee hereby expressly agrees to defend and save the Town of Ocean City, its officers, agents, employees and representatives harmless from any penalties for violation of any law, ordinance, or regulation affecting its activity and from any and all claims, suits, losses, damages, or injuries directly or indirectly arising out of or in connection with the permitted activity or conduct of its operation or resulting from the negligence or intentional acts or omissions of Permittee or its officers, agent and employees.

APPLICANT'S SIGNATURE Signature on File _____ DATE _____

MANDATED CHANGES/CANCELLATION

Applicant understands that any event or event date can be changed or canceled at the direction of the Mayor and City Council if the approved event interferes with Public Works project(s) or any other necessary governmental function. Such action may be directed at any time.

APPLICANT'S SIGNATURE Signature on File _____ DATE _____

SPECIAL EVENT APPLICATION COMPLIANCE REQUIREMENT

The applicant for a special event permit agrees to follow guidelines provided and submit a complete application including all required submission of materials.

The applicant agrees to take full responsibility for all city-owned property, whether borrowed, leased or rented, and understands that necessary replacement and/or repair fees maybe e assess should such property be in an unacceptable condition.

The applicant agrees to abide by all provisions of the permit granted by the Town and agrees to pay all fees and costs assigned to the permit. The applicant further agrees to comply with all conditions of the use permit which may be required by the Mayor and City council of the Town.

I have read and will copy with all special event application requirements.

APPLICANT'S SIGNATURE Signature on File _____ DATE _____

REQUEST FOR PRIVATE EVENT DATE

Town of Ocean City, Maryland

NON-REFUNDABLE APPLICATION FEE: \$15.00

RETURN APPLICATION TO:

Special Events Coordinator, Private Events,
Town of Ocean City, Recreation & Parks/Special Events
200 125th Street, Ocean City, Maryland 21842

This is an application for DATE APPROVAL and is NOT AN APPLICATION FOR SPECIAL EVENT, nor a permit of use. No guarantee of availability or use is made or implied by the acceptance of the application and fee.

The Mayor and Council will only grant consideration of date approvals to events that have been held previously and successfully in Ocean City.

This application must be completed and forwarded to the Private Events Coordinator no sooner than two (2) years prior to the requested event for City Council consideration. An official Special Events Application must be completed and submitted within the designated one (1) year time frame for event approval to be granted.

Any event date can be changed or canceled at the direction of the Mayor and City Council if the approved event interferes with Public Works project(s) or any other governmental function.

1. Title of Previous Event in Ocean City: Council of Baltimore Ravens Roosts Annual Convention & Parade
2. Year Previous Event was held: 200, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008
3. Title of upcoming event: 46th Annual Convention and Parade
4. Requested date(s) of event: June 3, 4, 5, & 6th, 2010
5. Requested times of event: Parade on Saturday, June 5, 2010
6. Hours of which permit is desired (include set-up and clean up): 8:00 AM to 5:00 PM Saturday, June 5, 2010
7. Location (Describe area in which event shall be contained; be specific as to how much area will be used, etc.): Ocean blocks 15th thru 19th Sts. and Baltimore Ave. for lineup of parade. Parade to start at 19th St. and travel north on Baltimore to 29th St.
8. Applicant's name and organization representing: Sue Draper, Council of Baltimore Ravens Roosts.
9. Mailing Address: 107 Litton Dale Lane, Pasadena, MD 21122
10. Work Phone: 443-618-5130 Home Phone: 410-544-1962 E-Mail: sdraper65@comcast.net
11. If organization is non-profit, list non-profit classification and identification number: N/A

APPLICANT'S SIGNATURE: Signature on File **DATE** 10/17/08



**REGULAR SESSION -MAYOR AND CITY COUNCIL
MONDAY, DECEMBER 15, 2008**

8 – UNFINISHED BUSINESS

A. Discussion of Legislative Committee Assignments

**MAYOR AND CITY COUNCIL
LEGISLATIVE COMMITTEES
EFFECTIVE 12/9/2008**

POLICE COMISSION

Mayor Rick Meehan

NOISE BOARD LIAISON

Alternate – _____

BEACH MEDIATION/SURFING LIAISON

TRI-COUNTY COUNCIL

Alternate – _____

AMERICANS WITH DISABILITIES

RECREATION AND PARKS COMMITTEE

MUSEUM COMMITTEE

TOURISM COMMITTEE

Mayor Ex-officio

PENSION COMMITTEE

Mayor Rick Meehan

Council President Joe Mitrecic

HUMANE SOCIETY COMMITTEE

RISK RETENTION COMMITTEE

Alternate – _____

COASTAL RESOURCES

LEGISLATIVE COMMITTEE

MARYLAND COASTAL BAYS
FOUNDATION BOARD OF
DIRECTORS

**MAYOR AND CITY COUNCIL
LEGISLATIVE COMMITTEES
EFFECTIVE 10/31/06**

POLICE COMISSION

Mayor Rick Meehan
Council President Joe Mitrecic
Council Member Lloyd Martin
Council Member Jay Hancock

NOISE BOARD LIAISON

Council Member Jay Hancock
Alternate – Council Member Margaret Pillas

BEACH MEDIATION/SURFING LIAISON

Council Member Jim Hall

TRI-COUNTY COUNCIL

Mayor Rick Meehan
Alternate – Council Secretary Howard

AMERICANS WITH DISABILITIES

Council Secretary Nancy Howard

RECREATION AND PARKS COMMITTEE

Council President Joe Mitrecic
Council Member Lloyd Martin
Council Member Jim Hall

MUSEUM COMMITTEE

Council Secretary Nancy Howard

TOURISM COMMITTEE

Mayor Ex-officio
Council Secretary Nancy Howard
Council Member Mary Knight
Council Member Margaret Pillas

PENSION COMMITTEE

Mayor Rick Meehan
Council President Joe Mitrecic

HUMANE SOCIETY COMMITTEE

Mayor Rick Meehan
Council Member Jim Hall
Council Secretary Nancy Howard

RISK RETENTION COMMITTEE

Council Member Jay Hancock
Alternate – Council Member Jim Hall

COASTAL RESOURCES

LEGISLATIVE COMMITTEE
Council Member Mary Knight
Council Member Jay Hancock

MARYLAND COASTAL BAYS
FOUNDATION BOARD OF
DIRECTORS

Council Member Jay Hancock

**TOWN OF OCEAN CITY
OCEAN CITY, MARYLAND**

POLICY AND PROCEDURE MANUAL

PPM 900-8

SECTION: Legislative

**SUBJECT: Pension Trustee
Membership**

The Pension Trustees shall consist of the following members:

1. Mayor
2. Council President
3. City Solicitor
4. General Employee Representative
5. Public Safety Employee Representative
6. Three (3) citizens from the community at large

These members may vote on pension matters and participate in discussion relating to pension issues. In addition, the City Manger, City Clerk and Human Resources Director shall attend the meetings in an Ad Hoc capacity.

§ C-413. Powers and duties of Mayor. (180)

The Chief of Police shall be appointed by a majority of votes of the Mayor and City Council with each Councilmember and the Mayor having one (1) vote. A commission consisting of four (4) members, one (1) of which shall be the Mayor, who is to be a permanent member of the commission and not subject to removal from the commission, and three (3) members taken from the membership of the City Council shall advise the administration of the Police Department, with all matters being resolved by a majority vote of the commission. The three (3) members of the commission taken from the membership of the City Council shall be appointed by the Mayor with the approval by the City Council members and shall serve at the pleasure of the City Council. The four-member commission shall be known as the "Ocean City Police Commission." The Mayor shall be the chief representative of the Town before all State, Federal and other local governmental bodies. The Mayor shall act as the City Manager of the Town during the pendency of any vacancy in the position of the City Manager and during such time shall be the chief administrative and financial officer of the Town. Upon confirmation by the Council, the Mayor shall appoint members to all city boards, commissions and committees. The powers and duties of the Mayor shall not be diminished without being submitted to a referendum of the voters.

(Res. No. 1976-15, 1-5-1976; Res. No. 1980-4, 11-3-1980; Res. No. 1981-10, 12-21-1981; Res. No. 1982-15, 11-15-1982; Res. No. 1984-3, 12-17-1984; Res. No. 1990-1, 9-3-1990; Res. No. 2007-1, 8-20-2007)

DIVISION 2.

TRAFFIC COMMISSION*

* **Cross References:** Boards, commissions, and committees, § 2-161 et seq.

Sec. 90-51. Creation.

There is hereby established a traffic commission which shall be the same body as is the Ocean City police commission, pursuant to section C-413 of the Charter of the Town of Ocean City.

(Code 1972, § 99-84)

Sec. 90-52. Powers.

The traffic commission shall have the power to:

- (1) Establish speed limit regulations and changes thereof as necessary from time to time.
- (2) Prescribe by regulation the use of specific streets by specific vehicles, or prohibit the use of specific streets by specific vehicles or prohibit certain pedestrian activities on said streets.
- (3) Establish by resolution the direction and flow of traffic.
- (4) Establish by regulation one-way streets.
- (5) Establish by regulation no parking zones, time limitations on parking in other zones, parking meter zones, times and prices, and loading and unloading zones.
- (6) Establish and authorize by regulation as necessary any temporary deviation from the commission's regulations.

(Code 1972, § 99-85)

Sec. 90-53. Procedure for establishment of traffic regulations.

The traffic commission shall exercise its powers only as specified in this section. Whenever any member of the commission deems it necessary to regulate traffic in any manner prescribed in section 90-52 hereof, he shall immediately notify and call a meeting of the other members of the commission. The commission shall meet and by majority vote determine the necessary regulation. Said regulation shall be made in writing in the regulation form prescribed in section 90-54 hereof. The commission shall then cause an appropriate sign or signs to be erected and prominently posted in the area affected by said regulation, which said sign or signs shall properly notify the public of the regulation. The commission shall then cause a copy of said regulation to be furnished the Police Department and the Mayor. The said regulation shall become effective upon the signs being posted and the aforesaid copies being delivered. Each member of the City Council and the City Solicitor shall be mailed a copy of said regulation. Regulations so established shall remain in effect until the next regular meeting of the Mayor and City Council and thereafter if ratified by a majority of the Council and agreed upon by the Mayor. In the event, however, that the Mayor and City Council fails to so ratify any such regulation, said regulation becomes immediately null and void and of no force and effect whatever. In the event that the Mayor and Council ratifies said regulation, the Chief of Police shall cause a copy of said regulation to be signed by the Mayor and president of the Council and attested by the Council's secretary, with the date of ratification affixed thereto. Temporary regulations

created by the commission shall include a termination date. Said temporary regulations shall automatically become null and void after said termination date.

(Code 1972, § 99-86)

Sec. 90-54. Form of regulations.

The regulations shall be in the form as follows:

TRAFFIC COMMISSION REGULATION NO. _____

Pursuant to the power and authority vested in the commission by §§ 90-52 and 90-53 of chapter 90 of the Code of the Town of Ocean City, the following regulation is hereby promulgated this _____ day of _____, _____:

(REGULATION)

TRAFFIC
COMMISSION
____ Mayor
____ Councilman
____ Councilman
____ Councilman

Ratified at the regular meeting of the Mayor and City Council held on _____.

Attest:
____ Mayor
____ Council
President
____ Council
Secretary

(Code 1972, § 99-87)

Sec. 90-55. Termination of regulations by Council.

The Council may, by majority vote concurred with by the Mayor, cause any regulation to be terminated prior to its ratification by so notifying the traffic commission. In such event, the traffic commission shall cause the immediate cessation of the enforcement of said regulation, and any signs erected pursuant to said regulation shall be immediately removed.

(Code 1972, § 99-88)

Sec. 90-56. Conflicts between regulations and ordinances.

As specified in section 90-31 hereof, the Council may at any time, by ordinance, regulate traffic. The power of the commission is subservient to the power of the Council to establish ordinances independent of the commission. If any conflict exists between a regulation of the commission prior to ratification and an ordinance of the Council, the ordinance of the Council shall be controlling. The ratification of any regulation by the Council shall give that regulation the same force and effect as an ordinance, and such ratified regulation shall supersede conflicting provisions of any ordinance adopted prior to the date of the regulation's ratification.

(Code 1972, § 99-89)

Secs. 90-57--90-70. Reserved.

DIVISION 3.

PARKING COMMISSION*

* **Cross References:** Boards, commissions and committees, § 2-161 et seq.

Sec. 90-71. Creation; membership.

There is hereby established a parking commission, which shall consist of the Mayor, three members of the City Council, who shall be appointed by the City Council and serve at the pleasure of the City Council, and the City Manager, who shall serve in an ex officio capacity. The commission members shall appoint one of their members to act as chairman to conduct meetings.

(Code 1972, § 99-101)

Sec. 90-72. Duties.

It shall be the duty of the parking commission to conduct or hold such meetings as the chairman shall direct or a majority of the members shall direct for the purpose of examination of, investigation of and discussion of all matters relating to traffic congestion caused by vehicle parking, on-street and off-street parking, municipal parking lots and related parking problems; and to advise and to make recommendations to the Mayor and City Council of Ocean City on such matters as follows:

- (1) Location and construction of parking lots and garages to be owned and operated by the Mayor and City Council or a parking revenue authority.
- (2) Financing for acquisition of property and for construction of parking lots and garages.
- (3) Review the operation of municipal parking facilities.
- (4) The establishment of parking meter zones, times and prices.
- (5) Such other parking-related matters which, in the opinion of the parking commission, warrant consideration and recommendation to the Mayor and City Council.

(Code 1972, § 99-102)

DIVISION 4.**RISK MANAGEMENT COMMITTEE****Sec. 2-231. Creation.**

The Ocean City risk management committee is hereby created.

(Code 1972, § 17-1)

Sec. 2-232. Membership.

The risk management committee shall consist of the following five persons, who shall serve by reason of their capacity with Ocean City or by reason of their appointment by the Mayor and City Council:

- (1) City councilmember (or the alternate councilmember) by appointment.
- (2) City Manager.
- (3) City Solicitor.
- (4) Resident of Ocean City by appointment.
- (5) Risk Manager.

(Code 1972, § 17-2)

Sec. 2-233. Term of members.

The committee members shall serve so long as they serve in their capacity with Ocean City or, if by appointment, at the pleasure of the Mayor and City Council.

(Code 1972, § 17-3)

Sec. 2-234. Duties.

The committee shall be responsible for recommending to the Mayor and City Council:

- (1) Employee and workplace regulations to improve safety for its employees and others and to reduce liabilities.
- (2) Those matters to be insured and, if insured, the levels of insurance coverage and those matters to be risk retained.
- (3) The settlement and/or defense of claims filed against the Mayor and City Council of Ocean City and its agents, servants, officers and employees.

(Code 1972, § 17-4)

Sec. 2-235. Determination of matters to be insured.

The Mayor and City Council shall, at least annually, determine those matters to be insured or partly insured and partly risk retained and the levels of insurance to be purchased.

(Code 1972, § 17-5)

Sec. 2-236. Determination of matters to be risk retained.

The Mayor and City Council shall, at least annually, determine those matters to be risk retained or partly risk retained and partly insured and the levels of risk retention and insurance to be purchased.

(Code 1972, § 17-6)

Sec. 2-237. Appropriations for insurance and risk retention.

(a) The Mayor and City Council shall, at least annually, appropriate sufficient funds to purchase insurance policies covering those matters to be insured.

(b) The Mayor and City Council shall, at least annually, based upon sound underwriting standards, actuarial and other criteria, appropriate funds to maintain a risk retention fund to pay claims and expenses associated with those matters to be risk retained.

(c) In the event that it is determined to retain the risk of workers' compensation claims, the Mayor and City Council shall establish a separate workers' compensation retention fund; and shall, at least annually, based upon sound underwriting standards, actuarial and other criteria, appropriate funds to maintain the separate fund to pay claims and expenses associated with workers' compensation claims as mandated by the workers' compensation commission of the State of Maryland.

(Code 1972, § 17-7)

Sec. 2-238. Immunities not waived.

Appropriation of money for any insurance policy or risk retention fund shall not be construed as a waiver of any immunities.



**REGULAR SESSION -MAYOR AND CITY COUNCIL
MONDAY, DECEMBER 15, 2008**

8 – UNFINISHED BUSINESS

**B. Discussion of Recommendation for Renovations to
Convention Center**

**Presented by: Terence McGean, City Engineer and
Mike Noah, Tourism Director**

MEMORANDUM

DATE: 12/2/08
TO: DENNIS DARE
CC: KATHY MATHIAS, MIKE NOAH
FROM: TERENCE J. MCGEAN, PE
RE: CONVENTION CENTER ECONOMIC AND MARKETING STUDY

Crossroads Consulting, the firm hired to conduct the Economic and Marketing Study for the Convention Center, presented their recommendations to City Staff and The Maryland Stadium Authority on Thursday October 30, 2008. The purpose of the study was to:

- ❑ Evaluate the existing economic impact of the Ocean City Convention Center to the State of Maryland and the Town of Ocean City.
- ❑ Analyze the current and potential market for the Convention Center.
- ❑ Based on the above research to make recommendations regarding operational improvements, capital improvements and possible expansion of the Convention Center to better address the needs of potential target markets.
- ❑ Estimate the costs and potential economic impacts of any recommended expansion.

By way of explanation, it is helpful to recall why this particular study was conducted. A similar study was performed by Economic Research Associates (ERA) prior to the original expansion project. That study recommended, among other things, that the Convention Center be expanded to include an additional 80,000 square feet of exhibit space. During the numerous discussions that followed the release of that study, it was decided to reduce the exhibit hall size to 50,000 square feet with the ability to add on the remaining 30,000 square feet in the future, should the building's economic performance warrant the additional space.

By the year 2000 it was clear that the expanded Convention Center was a success and the projections in the ERA Study had been met or exceeded. For instance, the ERA Study predicted that the expanded convention center would generate average annual event attendance of 126,400. By 1999 the Center was hosting over 250,000 attendees and has exceeded 400,000 since 2004. In addition, available days to book new events have become scarce and the Center has to turn away business.

In 2002, the City and Stadium Authority worked with the Authority's on-call Architect to examine the architectural feasibility and cost to add the additional exhibit space along with additional bay-front meeting rooms to the building. When presented to the Council and the Stadium Authority, both bodies questioned moving forward with such a significant project on the basis of a study that was over 10 years old. It was also apparent that much more additional data on current users of the

building was needed. Because of the unique nature of Ocean City, using typical national economic models for delegate spending, nights stayed etc will not accurately predict the true spending habits of our Convention Center attendees. For example, many more attendees in Ocean City will bring their family and stay additional days before or after the actual event to take advantage of the resort.

Therefore, the Convention Center staff conducted an extensive survey of all building attendees for an entire year and collected detailed information on lost business. The City and Stadium Authority then conducted a Request for Proposals to secure the services of a consultant to perform the Economic and Marketing Report. Crossroads Consulting was selected to perform the Study and began additional data collection, analysis and stakeholder interviews in January 2008. During the study, the concept of a Performing Arts Center located on the Convention Center Property was brought forward and the Consultant was tasked with a brief analysis of such a facility.

In June 2008, Crossroads completed the Market Analysis portion of the study. It suggested that while the Center has adequate meeting space, additional exhibit space was needed. However, the exhibit space should not be an addition to the existing hall but instead should be a separate space of equal or greater size than the existing exhibit hall such that simultaneous events could be held with minimal "mixing" of attendees. Although the current room is sub-dividable, many events are too large for the smaller subdivided space. In addition, the partition is not a very effective sound barrier and the shared entrance corridor makes it difficult to control access to the split hall. The study also noted the need for additional parking, and since any expansion would result in a net loss of surface parking, the study recommended construction of a parking garage as part of any expansion. Finally, the study identified other shortcomings of the existing building such as lack of internet connectivity, sub-prime exhibit space in Hall C, and confused use of the ballroom.

The consultant advised that the cost to construct a stand alone performing arts center would be prohibitive, but did recommend creating an auditorium within the convention center that could serve as both a performing arts center and host general sessions for conventions and tradeshow.

The consultant then prepared a number of different architectural concepts to show how the new exhibit hall, performing arts center, and parking garage could fit on the site. The Stadium Authority then brought in a construction management team to accurately estimate the cost of each alternative. The economic consultant then compared the cost of each alternative to the additional economic impact of the expansion to make her final recommendations. These recommendations were presented verbally during a meeting with the city and Stadium Authority staff.

The cost of the recommended expansion with the parking garage is estimated to be between \$60 to \$75 Million dollars. Although the expansion is economically feasible under some scenarios, it is not workable under others. The degree of uncertainty with both the study findings and the economy as a whole, lead the consultant and the staff to recommend against expansion in the near term. Instead, the consultant recommends a phased approach consisting of near term improvements and repairs, intermediate additions and finally expansion. City staff also recommended other improvements and repairs to the building to keep it up to date and increase energy efficiency.

In the near term, we are recommending moving forward with the following:

- ❑ Conversion of the west ballroom to a performing arts venue/auditorium including raised, fixed seating, new stage curtains, new stage lighting, and new sound system.
- ❑ Enclosing the existing exterior rear deck behind the stage for use as a banquet room/exhibit and meeting space with bay views. This will provide an attractive space to help sell the

building and replace much of the lost dining space once the West Ballroom is converted to an auditorium.

- ❑ Technology improvements through-out the building including creation of a business center, better wireless connectivity, an Audio/Visual system in the Boardroom, projection screens in the meeting rooms, and enhanced building graphics.
- ❑ Energy Efficiency improvements including replacement of the electric resistant heating system to gas fired boilers in the main exhibit hall, replacement of the kitchen water heater, and new lighting in Hall C.

Many of the above items will need to be completed in the near future to keep the building operating in an efficient and competitive manner . It would seem to make sense that we take advantage of the State's increase in the food tax borrowing limits to make these needed improvements.

The consultant also recommends that in the long term, we select one of the expansion alternates for additional design. Since we will need to hire an architect to design the Ballroom/Auditorium Conversion and Bayview room improvements, I would recommend setting aside a small amount of money to have this same architect prepare conceptual designs and renderings of the full expansion should the economy and future demand warrant it. At a minimum the architect will need to make sure that the near term improvements do not conflict with the ability to expand in the long term.

As we look towards the future and a better economy, we can discuss implementing the intermediate and long term expansion recommendations either in phases or as a single project if and when the Mayor and Council feel it is appropriate.

OCCC Short Term Enhancements (0-2 years)

Item	Estimate	Total	Note
Ballroom Modifications/Renovation			
Ballroom 1 to fixed seating	1,250,000		1,700 raised, fixed theater quality seats. original to building, electrical problems curtains are 20 years old
New Stage Lighting	150,000		
New Stage Curtains	40,000		
New sound system	98,000		
subtotal		1,538,000	
Energy Efficiency/Improvements			
Boilers at A/B Hall	500,000		Estimate using 2 packaged gas fired per penthouse. Save \$40k/yr Existing failing, energy savings energy savings
Kitchen Hot Water heater	35,000		
New lighting in C-Hall	25,000		
subtotal		560,000	
Enhanced Technology			
Business Center	300,000		From Heery Estimate 13 screens includes doc camera, big screen HD Monitor, podium
motorized screens in mtg rooms	27,300		
AV system in boardroom	20,000		
Enhanced wireless	25,000		
New Building Graphics	100,000		
subtotal		472,300	
Banquet Room		2,000,000	enclose deck behind stage, convert old kitchen to restrooms
Design fees and contingencies		400,000	
Total Proposed Short Term Improvements		4,970,300	

OCCC Intermediate Term Enhancements (2-5 years or as warranted)

Lower Hall Renovations	2,000,000	Renovate Hall C to high end meeting
Parking Garage	20,000,000	
Total Proposed Intermediate Enhancements	22,000,000	

OCCC Long Term Enhancements (5+ years or as warranted)

Expansion w/new exhibit hall	48,000,000	48,000,000
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**REGULAR SESSION -MAYOR AND CITY COUNCIL
MONDAY, DECEMBER 15, 2008**

8 – UNFINISHED BUSINESS

**C. Report on Tourism Commission Meeting of November
6, 2008**

Presented by: Council Member Margaret Pillas

OCEAN CITY TOURISM COMMISSION MEETING
NOVEMBER 6, 2008 – 3:00 PM
ROLAND E POWELL CONVENTION CENTER
ROOM 214

CALL TO ORDER

Margaret Pillas called the meeting to order. Members present included: Margaret Pillas, Mary Knight, Dr. Berger, Susan Jones, Melanie Pursel, Joe Mitrecic and Mayor Meehan. Staff present included: Dennis Dare, Deb Travers, Donna Abbott and Mike Noah. Guests present included: Ruth Waters representing the OC Chamber of Commerce, Councilman Joe Hall, Greg Shockley representing the Maryland Tourism Development Board, G. Hale Harrison representing OC Hotel-Motel-Restaurant Association, Bryan Russo representing The Dispatch and Christine Cullen representing Ocean City Today.

UPDATES

Department of Tourism: Written sales and public relations reports were distributed with agenda packet. Mike Noah stated the Town's promotional efforts will begin with the public relations program in 2009 and the advertising campaign (TV) will kick off in Spring 2009. Mike reported the Convention Center business is gain one, loose one however all prime dates are reserved. Discussion included the New Year's Eve Event not scheduled for December 31, 2008 (holiday is Wednesday). Typically weekend events are better attended. Suggestions for future New Year's Eve events included to market to senior citizen motorcoach groups or perhaps a 1st night outside event at Northside Park under the Winterfest of Lights. Deb Travers gave an update on the status of the grant from the State. Deb stated notification had been received from the State and the grant funds remain in tact at this time. Donna Abbott informed the Tourism Commission that MGH Advertising Agency won an award for the Town's press packets and the "end of the world" advertising campaign.

Department of Rec & Parks/Special Events: Written report distributed with agenda packet.

Worcester County Tourism: Written report distributed with agenda packet.

OC Chamber of Commerce: Written report distributed with agenda packet. Melanie Pursel reported the Chamber's Business After Hours was scheduled for Nov. 6, 2008 at The Embers. Melanie also encouraged participation from businesses and residences in the annual decorating contest. Participants are listed in a program distributed at Winterfest of Lights. Melanie stated the Chamber is partnering with the O C Air Show sponsors to assist in growing the event. Ruth Waters reported on Day at the Docks (Columbus Day Weekend 2008). The weather was excellent, attendance was good and plans are being made to expand the event next year.

Economic Development Council (EDC): Written report distributed with agenda packet. Dr. Berger added the EDC will be meeting every two months beginning December 2008 and that meeting will be held at the Princess Royale.

Hotel-Motel-Restaurant Association (HMRA): Written report distributed with agenda packet. Susan Jones distributed copies of HMRA's Winterfest of Lights brochure. Also distributed was a promotional calendar and occupancy report. The occupancy report was purchased from Smith Travel Reseach. Susan reported HMRA's co-op print schedule with an ad in "Great Vacation Getaways" and "America's Best Vacation Values" (newspaper inserts in Baltimore Sun, Washington Post, Philadelphia Inquirer and other newspapers in the northeast corridor). The print buy also includes ads in Better Homes & Gardens, Ladies Home Journal, Country Home, More, Mid West Living (Ohio), Guest Quest and See You There.

CLOSE MEETING

Motion by Joe Mitrecic, Seconded by Mary Knight to enter into closed session.
Unanimously carried.



**REGULAR SESSION -MAYOR AND CITY COUNCIL
MONDAY, DECEMBER 15, 2008**

**12 – ITEMS REFERRED TO AND PRESENTATIONS FROM
THE CITY SOLICITOR**

**A. Second Reading – Ordinance 2008-22 Creating Post-
Employment Trust**

ORDINANCE 2008-

AN ORDINANCE CREATING THE OCEAN CITY, MARYLAND OTHER POST-EMPLOYMENT BENEFITS TRUST; SETTING FORTH QUALIFICATIONS UNDER THE INTERNAL REVENUE CODE; DEFINING TERMS; CREATING A BOARD OF TRUSTEES TO ADMINISTER THE TRUST; PROVIDING THAT CERTAIN PURCHASES ARE EXEMPT FROM CERTAIN REQUIREMENTS; ALLOWING FOR CONTRIBUTIONS AND EXPENDITURES; AND GENERALLY RELATING TO OTHER POST-EMPLOYMENT BENEFITS IN OCEAN CITY, MARYLAND

WHEREFORE, the requirements of the Governmental Accounting Standards Board mandate that municipalities account for the liabilities assumed by the provision of post-employment benefits to its retirees; and

WHEREAS, the Mayor and City Council of Ocean City has determined that it is in the best interest of its citizens to periodically fund a trust account to be invested and reinvested to provide the post-employment benefits; and

WHEREAS, the Internal Revenue Code of 1986, as amended, provides that the income from such trusts is exempt from taxation if certain qualifications are met; and

WHEREAS, it is the intent of the Mayor and City Council of Ocean City to establish a post-employment trust to satisfy the requirements of the Governmental Accounting Standards Board and the Internal Revenue Service.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE MAYOR AND CITY COUNCIL OF OCEAN CITY THAT THE OCEAN CITY, MARYLAND OTHER POST-EMPLOYMENT BENEFITS TRUST BE, AND IT IS HEREBY, CREATED, AS FOLLOWS:

THE OCEAN CITY, MARYLAND OTHER POST-EMPLOYMENT BENEFITS TRUST

SECTION ONE. OCEAN CITY MARYLAND OTHER POST-EMPLOYMENT BENEFITS TRUST.

There is an Ocean City, Maryland Other Post-Employment Benefits Trust, as set forth herein.

SECTION TWO. SHORT TITLE.

The Ocean City, Maryland Other Post-Employment Benefits Trust may be referred to as "The OPEB Trust."

SECTION THREE. QUALIFICATION UNDER THE INTERNAL REVENUE CODE.

Ocean City is a political subdivision of the State of Maryland that is exempt from federal income tax under the Internal Revenue Code of 1986, as amended from time to time. Ocean City intends that contributions to the OPEB Trust will qualify as “contributions in relation to the actuarial required contribution” within the meaning of Governmental Standards Board Statement Number 45, and that the OPEB Trust will qualify as a “trust or equivalent arrangement” within the meaning of Governmental Accounting Standards Board Statement Numbers 43 and 45, with the result that the income of the OPEB Trust will be exempt from tax under Section 115(1) of the Internal Revenue Code.

SECTION FOUR. SUBJECT TO LAWS OF THE STATE OF MARYLAND; CONSTRUCTION OF TERMS; SEVERABILITY.

(A) The OPEB Trust shall be governed and construed in accordance with the laws of the State of Maryland.

(B) For all purposes of the OPEB Trust, where the context admits, the singular shall include the plural, and the plural shall include the singular, and references to persons shall include corporations, partnerships, estates, and trusts. Headings of articles, sections, subsections, and paragraphs are inserted only for convenience of reference and are not to be considered in the construction of the OPEB Trust.

(C) If any terms and conditions of the OPEB Trust are held to be invalid or unenforceable as a matter of law, the other terms and conditions of the OPEB Trust shall not be affected thereby and shall be construed to effectuate the purpose of the OPEB Trust.

SECTION FIVE. DEFINITIONS.

The following terms, as used herein, unless a different meaning is clearly implied by the context, shall have the following meanings:

(A) “Board” means the Board of Trustees created pursuant to Section Nine of the OPEB Trust.

(B) “Dependent” means any person who is either described in Section 152(A) of the Internal Revenue Code of 1986, as may be amended from time to time, or is defined as a dependent in a program sponsored by Ocean City.

(C) “Employee” means an individual who performs services for Ocean City and who has been designated as eligible to participate in and receive benefits under an Other Post-Employment Benefits Program.

(D) “Employer” means Mayor and City Council of Ocean City.

(E) "Ocean City" means Mayor and City Council of Ocean City.

(F) "OPEB Trust" means the Ocean City, Maryland Other Post-Employment Benefits Trust established by this Ordinance, as may be amended from time to time;

(G) "Other Post-Employment Benefits" means non-pension benefits paid on behalf of a former employee or a former employee's dependent after the employee's retirement from service with Ocean City.

(H) "Participant" means an employee of Ocean City who satisfies the requirements for participation in an Other Post-Employment Benefits Program sponsored by Ocean City.

(I) "Program" shall mean any schedule of benefits adopted by Ocean City to provide Other Post-Employment Benefits.

(J) "Trust Fund" shall mean the trust estate of the OPEB Trust which shall include:

- (1) All monies received by the Board as Employer contributions;
- (2) All interest and income from investments; and
- (3) Any other property received and held by the Board for the uses and purposes set forth in the OPEB Trust.

SECTION SIX. PURPOSE AND SCOPE OF TRUST.

(A) Standards on accounting and reporting. In Statements 43 and 45, the Governmental Accounting Standards Board set forth standards on accounting and reporting for Post-Employment Benefits (other than pensions) by governmental entities, which require that such entities report Other Post-Employment Benefits on a actuarial basis during an employee's employment rather than on a pay-as-you go basis during retirement.

(B) Scope. Ocean City provides Other Post-Employment Benefits for retirees of Ocean City, and has provided funding for such Other Post-Employment Benefits.

(C) Purpose; Interpretation. The OPEB Trust is established exclusively for the purpose of funding Other Post-Employment Benefits to which employees may be eligible under any program in accordance with the terms of Ocean City's Program. Nothing in the OPEB Trust shall be construed to define or grant to any employee any rights or privileges to any Other Post-Employment Benefits, or to any asset in the OPEB Trust. The rights and privileges of an employee, if any, shall be governed by the terms of the respective program which is provided by Ocean City. The OPEB Trust may be, but is not required to be, the sole source of funding for any program.

SECTION SEVEN. TRUST FUND.

The Trust Fund shall consist of all contributions paid or otherwise delivered to it, all investment income, and realized and unrealized gains and losses.

SECTION EIGHT. TRUST CONDITIONS.

(A) Trust Assets. The assets comprising the Trust Fund shall be irrevocable; shall be preserved, invested, and expended solely pursuant to and for the purposes stated in the OPEB Trust; and shall not be loaned, transferred, or used for any other purpose. The assets of the Trust Fund shall be expended solely to:

(1) Make payments for Other Post-Employment Benefits pursuant to and in accordance with the terms of any program; and

(2) Pay the costs associated with administering the Trust Fund.

(B) Claims. All assets, income, and distributions of the Trust Fund shall be protected against the claims of creditors of Ocean City, employees, participants, or their dependants, and shall not be subject to execution, attachment, prior assignment, garnishment, the operation of bankruptcy, insolvency laws, or other process, and any such assignment shall not be enforceable in any court for the benefit of any creditor or third person.

SECTION NINE. BOARD OF TRUSTEES.

(A) Voting Members Serving On The Board Of Trustees. Except to the extent that Ocean City is given or has retained any power and authority under the OPEB Trust, the general administration and responsibility for the proper operation of the OPEB Trust shall be governed by a Board of Trustees, whose members shall be the Trustees of Ocean City's Pension Plans.

(B) Compensation; Acceptance of Duties and Responsibilities. Each member of the Board, while holding their respective positions, shall:

- (1) Serve without compensation;
- (2) Be deemed to have accepted all duties and responsibilities imposed upon the Board under the OPEB Trust; and
- (3) Be deemed to have agreed to the faithful performance of the duties and responsibilities thereunder.

(C) Organization. The Board shall:

- (1) Adopt such formal organization and method of operation as the Board shall deem desirable for the conduct of the Board's affairs; and

(2) Act as a body and the individual members of the Board shall not have powers and duties as individuals, except as direct by the Board.

(D) Voting. A majority of the voting members of the Board shall constitute a quorum for the transaction of business at a meeting of the Board. Voting upon action taken by the Board shall be conducted by a majority vote of the voting members present.

SECTION TEN. POWERS AND DUTIES OF THE BOARD.

(A) General Authority. In addition to the powers granted by any other provisions of the OPEB Trust, the Board shall have the power and authority to take all action and to make all decisions necessary or appropriate in order to carry out the purposes and objective of the OPEB Trust including, but not limited to, the power, duty, and responsibility to:

(1) Establish an investment policy and guidelines which are appropriate for the Trust Fund and in conformity with the requirements of Article 95, Section 22(B)(2) of the Annotated Code of Maryland;

(2) Change the investment policy and guidelines as necessary;

(3) Contract for the provision of all or part of the services necessary for the management and operation of the OPEB Trust, including, but not limited to, investment management services;

(4) Contract with financial consultants, auditors, actuaries, attorneys, and other consultants as necessary to carry out its responsibilities under the provisions of the OPEB Trust;

(5) At the Board's sole discretion, contract with an actuary or other consultants for the benefits of Ocean City in determining the level of funding necessary by Ocean City to fund Other Post-Employment Benefits offered by any or all Other Post-Employment Benefit Programs;

(6) Prepare annual financial reports, including audited financial statements, as required by law, rule or regulation, following the close of each fiscal year relating to the activities of the OPEB Trust that shall:

- (i) Contain all information required by the Board; and
- (ii) Be prepared in accordance with the standards established by the Governmental Accounting Standards Board;

(7) Invest the assets of the Trust Fund in accordance with this subsection;

(8) Hold, purchase, sell, assign, transfer, or dispose of any securities or investments in which the assets of the Trust Fund have been invested, as well as the proceeds of the investments and any moneys belonging to the Trust Fund;

(9) Provided that assets of the Trust Fund are equal to or greater than the amounts requested, pay or reimburse the costs of Other Post-Employment Benefits which are provided or paid by Ocean City on a current basis;

(10) Manage the Trust Fund to provide a reserve to accumulate funds for future participants and dependents who may become covered by a program; and

(11) Authorize and contract with others for the investment of funds in an investment pool.

(B) Transfer Agents. All of the Board's business shall be transacted, all of the assets of the Trust Fund shall be invested, any payments made, and all of the cash, securities, and other property of the Trust Fund shall be held in the name of the Board as Trustee or in such names or forms as may be authorized by the Board for the timely transaction of business in a manner consistent with recognized standards in the investment community.

(C) Fiduciary Standards. Members of the Board shall discharge their duties with respect to the OPEB Trust:

(1) Solely in the interest of participants and dependents;

(2) For the exclusive purpose of providing benefits to participants and dependents and defraying reasonable expenses of administering and operating the OPEB Trust;

(3) With the same care, skill, prudence, and diligence under the circumstances that a prudent person acting in a similar capacity and familiar with such matters would use in the conduct of an enterprise of a similar character and with similar goals; and

(4) In accordance with the terms and conditions governing the OPEB Trust.

(D) Liability. A member of the Board shall not incur any liability:

(1) For the administration of a program, for its validity or effect, or for the qualification of the OPEB Trust Under Section 115(1) of the Internal Revenue Code;

(2) By virtue of any contract, agreement, or other instrument made or executed by the member of on the member's behalf in the member's official capacity

with respect to the OPEB Trust;

(3) For any act or failure to act, or any mistake or judgment made in the member's official capacity with respect to the OPEB Trust, unless resulting from the member's gross negligence or willful misconduct; or

(4) For the neglect, omission, or wrongdoing of any other person involved with the OPEB Trust.

(E) Duty To Indemnify And Hold Harmless. The OPEB Trust shall indemnify and hold harmless each member of the Board from the effects and consequences of the member's acts, omissions, and conduct in the member's official capacity with respect to the OPEB Trust, except to the extent that such effects and consequences shall result from the member's own willful misconduct or gross negligence; provided, however, that any person who shall claim the right to any payment or damage as a result of the actions of any member in connection with the performance of the member's duties pertaining to the OPEB Trust shall:

(1) Be entitled to seek payment only from the OPEB Trust; and

(2) Have no other right, claim, or demand therefore against Ocean City.

(F) Ethics. The Board is subject to Chapter 2, Article VII, Subtitle 2 of the Code of the Town of Ocean City, Maryland. A Board member shall not:

(1) Have any personal interest in the gains or profits of any investment made by the Board; or

(2) Directly or indirectly in any manner, for a member or as an agent, use any gains or profits of any investment made by the Board except to make any necessary and current payments as are authorized by the Board.

(G) Purchasing. Chapter 2, Article V, Division 2 of the Code of the Town of Ocean City, Maryland shall not apply to the procurement of goods and services by the Board for the OPEB Trust.

SECTION ELEVEN. CONTRIBUTIONS TO THE TRUST.

Notwithstanding Section Ten (A)(5) hereof, it shall be the sole and exclusive responsibility of Ocean City to determine the level of contribution required to be made to the OPEB Trust for the purpose of financing Other Post-Employment Benefits made available to its respective Employees. Neither the OPEB Trust nor the Board shall be responsible for collecting or otherwise determining the level of contributions needed by Ocean City to finance any Other Post-Employment Benefits offered by Ocean City.

SECTION TWELVE. AMENDMENT OR TERMINATION OF OPEB TRUST.

(A) Amendments-authorized. Ocean City shall have the right at any time and from

time to time to amend, in whole or in part, any or all of the provisions of the OPEB Trust, including the right to approve, on a retroactive or prospective basis, any amendments that may be required to obtain or retain the continued exclusion of OPEB Trust income from federal taxation, and to amend and cancel any amendment for any such purpose.

(B) Prohibited Amendments. An amendment shall not be made to:

(1) Authorize any part of the Trust Fund to be used for purposes other than as stated in the OPEB Trust; or

(2) Except on termination of the OPEB Trust, cause or allow any part of the OPEB Trust to revert to or become the property of Ocean City.

(C) Termination. Ocean City reserves the right to terminate the OPEB Trust for any reason, at any time, and upon such termination, the assets of the Trust Fund:

(1) Shall be transferred:

(i) To one or more Trust Funds provided such Trust Funds are for the purpose of providing health and welfare benefits consistent with the purposes of the OPEB Trust; or

(ii) To another tax-exempt entity; and

(2) In any event, shall not be transferred to an entity that is not a state, a political subdivision of a state, or an entity the income of which is excluded from taxation under Section 115 of the Internal Revenue Code.

INTRODUCED at a meeting of the City Council of Ocean City, Maryland held on December 1, 2008.

ADOPTED AND PASSED by the required vote of the elected membership of the City Council and approved by the Mayor at its meeting held on December 15, 2008.

ATTEST:

CAROL JACOBS, Clerk

RICHARD W. MEEHAN, Mayor

Approved as to Form:

JOSEPH M. MITRECIC, President

GUY R. AYRES, III, City Solicitor

LLOYD MARTIN, Secretary



**REGULAR SESSION -MAYOR AND CITY COUNCIL
MONDAY, DECEMBER 15, 2008**

**12 – ITEMS REFERRED TO AND PRESENTATIONS FROM
THE CITY SOLICITOR**

- B. First Reading – Ordinance to Amend Chapter 10,
Entitled Buildings and Regulations (adopts and
updates changes from various international building
and fire codes)**

First Reading _____
Second Reading _____

ORDINANCE 2008-

AN ORDINANCE TO AMEND CHAPTER 10,
ENTITLED BUILDINGS AND BUILDING REGULATIONS,
OF THE CODE OF THE TOWN OF OCEAN CITY, MARYLAND

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE MAYOR AND CITY COUNCIL OF OCEAN CITY THAT CHAPTER 10, ENTITLED BUILDINGS AND AND BUILDING REGULATIONS, OF THE CODE OF THE TOWN OF OCEAN CITY, MARYLAND BE, AND THE SAME IS HEREBY AMENDED BY REPEALING AND REENACTING WITH AMENDMENT SECTION 10-51, SUBSECTIONS 10-52(5) AND (6), SECTION 10-71, ADDING A SUBSECTION TO SECTION 10-72, REPEALING SUBSECTION 1121 OF SECTION 10-91, REPEALING AND REENACTING WITH AMENDMENT SECTION 10-111, SECTION 10-131, SECTION 10-171, RENUMBERING SUBSECTION 103.6 TO 103.5, RENUMBERING SUBSECTION 304.15 TO 304.14, REPEALING AND REENACTING WITH AMENDMENT SECTION 10-151, SECTION 10-152, SECTION 10-162, SECTION 10-165, AND ADDING SUBSECTION 10-226(d)(3), AS FOLLOWS:

Sec. 10-51. Adopted.

Those certain documents, copies of which are on file in the office of the City Clerk, being marked and designated as the International Building Code, 2006 Edition, except for section 105.2, Appendix H section H 101.2 Appendix K, and chapters 27, 28 and 29 and with an addition to section 1013.3 that the bottom rail or curb of a guardrail will reject the passage of a two-inch-diameter sphere, thereof, be and it is hereby adopted as the building code of Ocean City, County of Worcester, State of Maryland, for the purpose of establishing rules and regulations for the construction, alteration, removal, demolition, equipment, use and occupancy, location and maintenance of buildings and structures, including permits and penalties, save and except such portions as may herein be deleted, modified or amended, and the same are hereby adopted and incorporated as fully as if set out at length herein, and the provisions thereof shall be controlling in the construction of all buildings and structures within the corporate limits of Ocean City.

Sec. 10-52. Amendments.

...

(5) Window requirements for all structures shall be in accordance with the International Building Code, except all windows and doors shall have design pressure rating both positive and negative of at least 35 in buildings with a mean roof height equal to or less than 29 feet in height. Any building with a

mean roof height of more than 29 feet in height shall be required to have a minimum design pressure rating of at least 45. In addition, all emergency egress or rescue windows from sleeping rooms must have a minimum net clear opening of five and seven-tenths square feet. The minimum net clear opening height dimension shall be 24 inches. The minimum net clear opening width dimension shall be 20 inches, except in accordance with the International Residential Code.

(6) Stair requirements.

A. Stair requirements for all new single family homes, duplex, and townhouses no more than 3 stories in height shall be in accordance with the International Residential Code 2006 Edition.

B. Exterior stair requirements for commercial and multi-family buildings requirements shall be in accordance with the Town of Ocean City Code Chapter 34.

C. Stairs located within dwelling units of multi-family buildings shall be in accordance with the International Building Code, 2006 Edition.

D. Means of egress requirements shall be in accordance with Chapter 34 and NFPA 101 Life Safety Code.

...

Sec. 10-71. Model Energy Code adopted.

The Model Energy Code, being particularly the International Energy Conservation Code, 2006 Edition save and except such portions as may herein be amended, of which not less than three copies have been and are now filed in the office of the City Clerk of Ocean City, is hereby adopted and incorporated as fully as if set forth at length herein, and from the date on which this division shall take effect, the provisions therein shall be controlling in establishing energy conservation in new building construction.

Sec. 10-72. Amendments to Model Energy Code.

...

503. Building Mechanical System.

Section 503 is excepted herefrom, and in lieu thereof, all mechanical systems must meet or exceed Maryland Mechanical Code.

...

Sec. 10-91. Adopted; amendments; additions.

...

1121. Guardrails (REPEALED)

...

Sec. 10-111. Adopted.

The International Existing Building Code, 2006 Edition except section 105.2, as the same may from time to time be amended by the Mayor and City Council of Ocean City, of which not fewer than three copies thereof have been and are now filed in the office of the City Clerk of Ocean City, is hereby adopted and incorporated as fully as if set forth at length herein; and from the date on which this section shall take effect, the provisions therein shall be controlling in establishing standards for required renovation and rehabilitation of existing buildings.

...

Sec. 10-131. Standard Code for the Elimination or Repair of Unsafe Buildings adopted; amendments.

The International Existing Building Code, 2006 Edition section 115 thereof, and the whole thereof, save and except such portions as may hereinafter be amended, of which not less than three copies have been and are now filed in the office of the City Clerk of Ocean City, is hereby adopted and incorporated as fully as if set forth at length herein, and from the date on which this section shall take effect, the provisions therein shall be controlling in the elimination or repair of unsafe buildings within the area of jurisdiction of Ocean City, Maryland, subject to the following amendments:

...

Sec. 10-141. Adopted; amendments.

A certain document three copies of which are on file in the office of the Chief Building Official of the Mayor and City Council of Ocean City, being marked and designated as "The International Property Maintenance Code, 2006 Edition," as published by the International Code Council is hereby adopted as the Property Maintenance Code of the Mayor and City Council of Ocean City, in the State of Maryland; for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of said Property Maintenance Code are hereby referred to, adopted, and made a part hereof, as if fully set out in this section, with the additions, insertions, deletions and changes, as hereinafter set forth:

...

103.5 Fees. The fees for activities and services performed by the department in carrying out its responsibilities under this code are as, from time to time, adopted by resolution of the Mayor and City Council of Ocean City.

...

304.14. Insect screens. During the period from January 1 to December 31, every door, window and other outside opening required for ventilation of habitable rooms, food preparation areas, food service areas, or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored, shall be supplied with approved tightly fitting screens of not less than 16 mesh per inch (16 mesh per 25 mm) and every swinging door shall have a self-closing device in good working condition.

Sec. 10-151. Adopted.

Those certain documents, copies of which are on file in the office of the City Clerk, being marked and designated as International Residential Code, 2006 Edition, except Chapter 12 thru 32, appendix E,N,O,P,Q as published by the International Code Council is hereby adopted as the building code of Ocean City for regulating the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of one- and two-family dwellings and townhouses not more than three stories in height in Ocean City, and providing for the issuance of permits and collection of fees therefor; and each and all of the regulations, provisions, conditions and terms of such International Residential Code, 2006 Edition, published by the International Code Council on file in the office of the City Clerk are hereby referred to, adopted and made a part hereof as if fully set out in this ordinance.

Sec. 10-152. Revisions, climatic and geographic design criteria.

- (a) Roof snow load -- 20 pounds per square foot
- (b) Wind -- 120 miles per hour
- (c) Seismic design category -- C
- (d) Weathering -- Severe
- (e) Frost line depth -- 18 inches
- (f) Termite -- Moderate to heavy
- (g) Decay -- Slight to moderate
- (h) Winter design temperature -- 15 degrees

(i) Flood hazards

1. Adoption of flood ordinance, July 2, 1973.
2. Current flood hazard map FIRM, February 4, 1988.
 - A. Panel 1,245207-0001-G, February 4, 1988.
 - B. Panel 2,245207-0002-F, March 4, 1986

...

Sec. 10-162. National Electrical Code adopted.

Except as may be provided otherwise in this article, the requirements of the National Electrical Code, 2005 Edition and NFPA 70, being the regulations of the National Fire Protection Association for electrical wiring and apparatus, shall be deemed to be the requirements imposed by this article, said National Electrical Code being hereby adopted by reference as the electrical code of Ocean City and being herein incorporated in its entirety by reference.

...

Sec. 10-165. Licensing requirements.

(a) An electrician's license, issued by Worcester County, Maryland, is required to perform electrical work.

...

Sec. 10-226. Variances.

...

(d) Exemptions . . .

...

- (3) Structures built for the containment of sprinkler systems and equipment to retrofit existing high-rise buildings, are hereby exempt from the minimum design requirements of section 10-228 provided that the structures are designed with break-a-way walls, flood vented in accordance with chapter 38 and all equipment elevated to a minimum of 3.0 feet above the

base flood elevation.

AND BE IT FURTHER ENACTED AND ORDAINED that the mandatory implementation of section 1609.1.2 of the International Building Code and section R301.2.1.2 of the International Residential Code are delayed until September 1, 2009 and shall apply to all new building construction and substantial improvements, except that wood panels must be utilized, where that option is available. Replacement of existing windows and doors in existing buildings must meet or exceed the minimum design pressure rating as described in 10-52(5) Amendments.

INTRODUCED at a meeting of the City Council of Ocean City, Maryland held on December 15, 2008.

ADOPTED AND PASSED by the required vote of the elected membership of the City Council and approved by the Mayor at its meeting held on January 5, 2009.

ATTEST:

CAROL JACOBS, Clerk

RICHARD W. MEEHAN, Mayor

Approved as to Form:

JOSEPH M. MITRECIC, President

GUY R. AYRES, III, City Solicitor

LLOYD MARTIN, Secretary



**REGULAR SESSION -MAYOR AND CITY COUNCIL
MONDAY, DECEMBER 15, 2008**

**12 – ITEMS REFERRED TO AND PRESENTATIONS FROM
THE CITY SOLICITOR**

- C. First Reading – Ordinance to Amend Chapter 38, Entitled Floods (changes areas defined as critical area and requires HVAC equipment to be elevated per FEMA Flood Requirements)**

ORDINANCE 2008-

AN ORDINANCE TO AMEND CHAPTER 38,
ENTITLED FLOODS, OF THE CODE OF
THE TOWN OF OCEAN CITY, MARYLAND

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE MAYOR AND CITY COUNCIL OF OCEAN CITY THAT CHAPTER 38, ENTITLED FLOODS, OF THE CODE OF THE TOWN OF OCEAN CITY, MARYLAND BE, AND THE SAME IS HEREBY, AMENDED BY REPEALING AND REENACTING WITH AMENDMENT THE DEFINITION OF CRITICAL AREA IN SUBSECTION 38-31(b) AND SUBSECTION 38-52(5), AS FOLLOWS:

Sec. 38-31. Definitions and rules of construction.

...

(b)

...

Critical area. For the purposes of this article, the following two areas:

(1) That area east of the easterly right-of-way line of Baltimore Avenue lying north of 26th Street and south of 33rd Street.

(2) That area lying east of a point 250 feet west of the beach replenishment project line, lying north of 33rd Street and south of the division line between the State of Maryland and the State of Delaware.

...

Sec. 38-52. Review of building permit applications.

...

(5) Be constructed with electrical, heating, ventilation, plumbing and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding. This requirement shall be mandatory for all replacement of any service facilities. All new and replaced Service facilities or equipment shall be elevated in accordance with Chapter

38-71 titled Minimum elevation requirements, with the exception that the bottom of all duct work shall be a minimum of one foot above FEMA Flood Elevation Requirement.

INTRODUCED at a meeting of the City Council of Ocean City, Maryland held on December 15, 2008.

ADOPTED AND PASSED by the required vote of the elected membership of the City Council and approved by the Mayor at its meeting held on January 5, 2009.

ATTEST:

CAROL JACOBS, Clerk

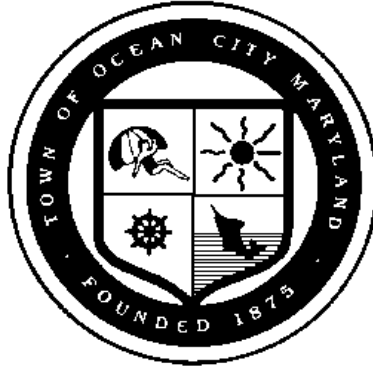
RICHARD W. MEEHAN, Mayor

Approved as to Form:

JOSEPH M. MITRECIC, President

GUY R. AYRES, III, City Solicitor

LLOYD MARTIN, Secretary



**REGULAR SESSION -MAYOR AND CITY COUNCIL
MONDAY, DECEMBER 15, 2008**

**13 – ITEMS REFERRED TO AND PRESENTATIONS FROM
THE CITY MANAGER**

A. Recommendation of 2009 Vehicle Purchases

INTERDEPARTMENTAL MEMO

TO: Dennis Dare, City Manager
FROM: Joe Sobczak, Purchasing Director
DATE: December 4, 2008
SUBJECT: Purchase of Vehicles

The State of Maryland has awarded their light duty vehicle contract that we can purchase our vehicles from. In an effort to reduce expenditures and purchase more fuel-efficient vehicles, department heads have made concessions on what is purchased versus what was approved to buy this fiscal year. It should be noted however, that the vehicles purchased must be able to perform the job that they are expected to do.

Based on this review, I am requesting authorization to purchase the following vehicles:

Police

2-Special Service Package Tahoes \$27,709 each \$ 55,418.00
Criswell Chevrolet, Gaithersburg, Maryland

Emergency Services

1-Special Service Package Tahoe \$ 27,709.00
Criswell Chevrolet, Gaithersburg, Maryland

Fire Marshal

1-Ford F-150 4x4 Extended Cab Pickup \$ 19,974.00
Hertrich Fleet Sales, Denton, Maryland

Recreation/Parks

1-Ford F-150 4x4 Pickup \$ 17,187.00
Hertrich Fleet Sales, Denton, Maryland

Wastewater

2-Dodge Avenger 4 door sedan \$15,656 each \$ 31,312.00
Hertrich Fleet Sales, Denton, Maryland

Water

1-3/4 Ton 2 WD Cab/Chassis Utility Body Truck \$ 22,944.00
Criswell Chevrolet, Gaithersburg, Maryland

1-Dodge Avenger 4 door sedan \$ 15,656.00
Hertrich Fleet Sales, Denton, Maryland

Summary of Purchase Request

	<u>Approved Budget</u>		<u>Requested</u>
Police/EMS – 3 Chevrolet Tahoes	\$ 97,000.00	Tahoe	\$ 83,127.00
Fire Marshal – 1 4x4 Pickup/Extended Cab	\$ 26,125.00	Same as approved	\$ 19,974.00
Park and Recreation – 1 4x4 Pickup	\$ 18,000.00	Same as approved	\$ 17,187.00
Wastewater – 2 WD ½ Ton Pickup	\$ 14,000.00	Dodge Avenger	\$ 15,656.00
Wastewater – 1 Ford Escape Hybrid	\$ 30,000.00	Dodge Avenger	\$ 15,656.00
Water – 1 ¾ Ton HD 4x4 Pickup	\$ 21,000.00	Dodge Avenger	\$ 15,656.00
Water – 1 ¾ Ton Crew Cab Utility Body	<u>\$ 32,000.00</u>	Standard Pickup	<u>\$ 22,944.00</u>
Totals	\$238,125.00		\$190,200.00
	<u>Savings \$47,925.00</u>		

Referencing the local search in Hal’s email, I compared the State prices to the MSRP and here is what I found:

	<u>MSRP</u>	<u>State Price</u>
Tahoe	\$41,035.00	\$27,709.00
Ford F-150	\$30,060.00	\$19,974.00
Dodge Avenger	\$20,505.00	\$15,656.00

I feel comfortable that we are getting the best discount available buying on the State of Maryland contract and recommend this award as noted.

From: Hal Adkins
To: Joe Sobczak
CC: Dennis Dare; Dick Malone; Jim Parsons; Kathy Yost; Pamela McMillan
Date: 11/26/2008 2:12 PM
Subject: FY 09 Equipment Trust Fund

Joe....as discussed....I spent about an hour today going over the FY09 Equipment Trust Fund allocations for both Water and Wastewater. In doing so I took the time and effort to review all the Blank Purchase Orders from the State for the current fiscal year. I reviewed there denoted cost, their projected MPG, which were flex fuels, hybrids, etc. I then consider the "vehicle juggle" within all the DPW Divisions. The end result is as follows:

Water:

Purchase of a Dodge Avenger for use by Perry Linz. (\$16,268.00, 21 city/30 hwy @ a 4 cyl)
Perry's current vehicle #411 will be transferred to the Meter Division.
The Meter Division Truck # 402 will be transferred to the Airport.
The Airport Truck #575 will then be sold at auction.

Purchase of a 1/2 Ton, 2 x 2, HD springs (please)full size pick up with Utility body and ladder/pipe rack for the Water Treatment Plant Division.
The Water Treatment Plant Division Van #400 will then be sold at auction.

Wastewater:

Purchase of a Dodge Avenger for use by the Assistant Superintendent (Kevin Lynch)
The current Assistant Superintendent Vehicle # 447 will go to the OCBP as planned.

Purchase of a Dodge Avenger for use by the Chief Plant Operator (Randy Bradford)
The current Chief Plant Operator Truck # 448 will be transferred to the WW Station Crews
The WW Station Crew Truck 427 will be transferred to the Transportation Department to replace the truck they sold at the recent auctionin anticipation of getting #427.

Sooo...In summary:

(03) Dodge Avenger 4 door sedans as noted above
(01) 1/2 Ton HD Springs, 2 x 2, full size pickup w/ Utility Body and Ladder Rack

Some additional comments:

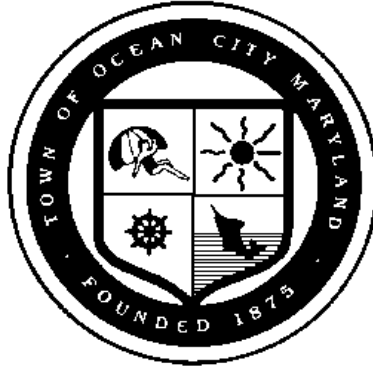
I took time to review the Consumer Reports Buying Guide concerning the Ford Focus. As I suspected...it rec'd the next to lowest rating possible for owner satisfaction and only a middle level grade for "predicted reliability. "

Also....I see that the current State Blank Purchase Orders are all dated for either September or October of 2008. One can only assume that the actual bidding occurred many months ago. Would it be wise to at least cold call someone like Barretts Chevy/Dodge and ask what it would cost to buy three of X Y and Z...so to speak....OR via the internet ask for new pricing from a series of Dealers ? I will leave that issue up to Dennis and you.

Thanks for the opportunity to input.

DD....I tried my best to balance all your concerns of cost, mpg, and perception.....foregoing the old process of "pass me down vehicles".

Hal



**REGULAR SESSION -MAYOR AND CITY COUNCIL
MONDAY, DECEMBER 15, 2008**

**13 – ITEMS REFERRED TO AND PRESENTATIONS FROM
THE CITY MANAGER**

B. Recommendation of Bid Award for Medical Supplies

INTERDEPARTMENTAL MEMO

TO: Dennis Dare, City Manager
FROM: Joe Sobczak, Purchasing Director
DATE: December 10, 2008
SUBJECT: Emergency Services Medical Supply Award

The Lt. Chris Shaffer and I have reviewed the bids for medical supplies and in all instances except for the following the low bidder does meet the bid specifications:

- Amerisochi, Mentor, Ohio, the following item bid does not meet the bid specifications in the bid package: 23
- Midwest Medical Supply, Earth City, Missouri, the following items bid do not meet the bid specifications in the bid package: 6, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123
- Elikort International, Towson, Maryland, the following item bid does not meet the bid specifications in the bid package: 35
- Resort Health Services, Baltimore, Maryland, the following items bid do not meet the bid specifications in the bid package: 9, 10, 11, 12, 13, 14, 25, 29, 30, 33, 34, 35, 49, 50, 58, 65, 126, 133, 134, 135, 136
- Southeastern Emergency, Wake Forest, North Carolina, the following items bid do not meet the bid specifications in the bid package: 57, 64, 65, 78, 128, 129, 130, 131

As a result of the above referenced specifications deviations; I recommend that the bid be awarded as follows:

- Allmed, Jefferson City, Missouri
Item #54, 87, 88, 135
- Bound Tree Medical, Dublin, Ohio
Item #37, 49, 52, 57, 58, 77, 128, 129, 130, 131
- Henry Schein, Inc./Matrix Medical, Irmo, South Carolina
Item #4, 5, 10, 11, 12, 13, 14, 19, 20, 23, 24, 28, 29, 30, 31, 33, 35, 36, 42, 43, 51, 61, 62, 64, 66, 74, 78, 103, 119, 120, 121, 122, 123, 124, 126, 127
- Medical Products Supply, Babylon, New York
Item #68, 69, 70, 71, 72, 73

- Midwest Medical Supply, Earth City, Missouri
Item #44, 50, 53, 65, 67, 75, 76, 132
- Moore Medical, Farmington, Connecticut
Item #1, 2, 7, 8, 16, 17, 18, 21, 22, 25, 32, 34, 38, 45, 46, 55, 56, 63, 81, 82, 83, 84,
85, 86, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 104, 105, 106, 107,
109, 110
- Southeastern Emergency, Wake Forest, North Carolina
Item #3, 6, 9, 15, 26, 27, 39, 40, 41, 47, 48, 59, 60, 79, 80, 108, 111, 112, 113, 114,
115, 116, 117, 118, 125, 133, 134, 136

								Henry Schein		Medical Products	Midwest Medical		Resort	
	Brand*	Description	Allmed	Amerisochi	Bound Tree	Cole Medical	Elikort Int'l Med	Matrix Medical	Laerdal Med	Supply Inc.	Supply	Moore Medical	Health Services	Southeastern
1	Medical Action	7-10 Gallon Biohazard Bags	No Bid	\$71.50/case of 500	\$40.00/case of 500	\$55.32/case of 500	\$100.00/case of 500	\$44.51/case of 500	No Bid	No Bid	\$53.35/case of 500	\$39.00/case	\$100.00/case	\$24.99/case of 250
2	Kendall	Sterile 4x4 25 Pks of 2 Ply Cases/24 Per Case	\$63.12/case of 24	\$92.40/case of 24	\$65.76/case of 24	\$75.65/case of 24	No Bid	\$61.93/case of 24	No Bid	No Bid	\$64.02/case of 24	\$56.40/case	\$102.00/case	\$61.92/case of 24
3	Kendall	Sterile 5x9 16 Per Box	No Bid	\$41.60/box of 16	\$106.68/case ^h	\$107.42	No Bid	\$94.21/box of 16	No Bid	No Bid	\$104.70/box of 16	No Bid	\$105.00/box	\$8.35/box of 16
4	Kendall	Ammonia Inhalants 10 Per Box	No Bid	\$2.47/box of 10 ^p	No Bid	No Bid	No Bid	\$1.40/box of 10	No Bid	No Bid	\$1.81/box of 10	No Bid	\$350.00/box	No Bid
5	St.Joseph	81mg Chewable Aspirin	No Bid	No Bid	0.81/bottle	No Bid	No Bid	\$5.87/bottle	No Bid	No Bid	\$9.99/bottle	No Bid	\$45.00	No Bid
6	Dynarex	1 3/4" Butterfly Box 100 Sheer	No Bid	\$1.95/box of 100	\$1.83/box of 100	No Bid	No Bid	\$5.31/box of 100	No Bid	No Bid	\$1.35/box of 100	No Bid	\$85.00	\$1.37/box of 100
7	Johnson&Johnson	1"x3" Band Aids Sheer	No Bid	\$5.20/box of 100	\$3.64/box of 100	\$4.17/box of 100	\$10.74/box of 100	\$3.21/box of 100	No Bid	No Bid	\$3.55/box of 100	\$3.13/box	\$20.00	\$3.69/box of 100
8	Johnson&Johnson	2"x4 1/2 " Extra Large Band Aids	No Bid	\$9.10/box of 50	\$6.02/box of 50 ^l	\$6.89	No Bid	\$5.34/box of 50	No Bid	No Bid	\$5.87/box of 50	\$5.18/box	\$25.00	\$6.47/box of 50
9	Roehampton	Sterile Burn Sheets/12 Per Case	\$172.80/case	\$202.80/case	\$180.00/case	No Bid	No Bid	No Bid	No Bid	No Bid	\$184.32/case of 12	\$133.20/case	\$45.00	\$73.20/case of 12
10	Laerdal	Stiffneck Select Adult Collars	\$315.00/case of 50	\$386.75/case of 50	\$259.00/case of 50	No Bid	\$600.00/case of 50	\$248.51/case of 50	\$22.00/collar	No Bid	\$401.50/case of 50	\$260.00/case	\$80.00	\$5.60 each
11	Laerdal	Stiffneck Select Pediatric Collars	\$126.00/case of 20	\$386.75/case of 50	\$103.60/case of 20	No Bid	No Bid	\$99.41/case	\$22.00/collar	No Bid	\$160.60/case of 20	\$104.00/case	\$80.00	\$5.60 each
12	Cavicide	Cavicide Disinfectant Spray 24oz bottle	\$86.64/case of 12	\$109.20/case of 12	\$89.76/case of 12	\$84.07/case	\$150.00/case of 12	\$5.54	No Bid	No Bid	\$79.32/case	\$66.72/case	\$50.00	\$73.20/case of 12 ²
13	Rusch	37F Roll Pack Combi Tubes SA	No Bid	No Bid	\$175.32/box of 4	No Bid	No Bid	\$153.49/box of 4	No Bid	No Bid	\$160.00/box of 4 ⁿ	\$156.28/case	\$75.00	\$40.59/each
14	Rusch	41F Roll Pack Combi Tubes	\$196.08/case of 4	No Bid	\$175.32/box of 4	No Bid	No Bid	\$153.25/box of 4	No Bid	No Bid	\$160.00/box of 4	\$156.28/case	\$75.00	\$40.59/each
15	Kendall	LP 12 Trace Paper 2 per box	\$7.72/box of 2	\$93.60/box of 18	\$70.38/case of 18	\$99.57/case of 18	No Bid	\$15.08/box	No Bid	No Bid	\$7.82/box of 2	No Bid	\$55.00	\$11.05/box of 3
16	3M	Trace Prep Tape	No Bid	\$15.60/box of 6 rolls	\$14.50/box of 12	No Bid	\$30.00	13.27/box of 12	No Bid	No Bid	\$1.18	\$12.47/box of 12	\$55.00	\$14.14
17	Dey	Epi Pen 0.3mg Auto Injector	No Bid	No Bid	\$63.54	No Bid	\$120.00	\$56.11	No Bid	No Bid	\$66.02	\$55.00	\$85.00	\$62.50
18	Dey	Epi Pen JR 0.15mg Auto Injector	No Bid	No Bid	\$63.54	No Bid	\$120.00	\$56.22	No Bid	No Bid	\$66.02	\$55.00	\$85.00	\$62.50
19		7.5" Bandage Scissors	No Bid	\$2.25	\$1.41	No Bid	No Bid	\$1.17	No Bid	No Bid	\$1.82	\$2.00	\$45.00	\$1.62
20	Braun	250mL Sterile Water 24 Per Case	\$38.88/case of 24	\$39.00/case of 24 ^b	No Bid	No Bid	\$500.00/case of 24	\$23.53/case of 24	No Bid	No Bid	\$25.92 ⁿ	\$26.64/case	\$200.00	\$26.16/case of 24 ^{ba}
21	Kendall	P2 Sharps Shuttle	\$1.84	\$2.15	\$1.65	\$48.79/case of 24 ^l	No Bid	\$1.51	No Bid	No Bid	\$1.61	\$1.41	\$50.00	\$1.57
22	Kendall	Sharps Containers	\$81.20/case of 20	No Bid	\$66.20/case of 20	\$81.22/case of 20	\$135.00/case of 20	\$60.61/case of 20	No Bid	No Bid	\$3.23	\$57.00/case	\$80.00	\$3.45
23	Mabis	Spygmomanometers Regular Adult	\$27.46	\$8.06	No Bid	\$25.15 ^k	No Bid	\$13.86	No Bid	No Bid	\$23.78	No Bid	\$150.00	\$20.55
24	EMJ	Ring Cutters	\$4.68	\$6.18 ^r	\$14.94	No Bid	No Bid	\$4.10	No Bid	No Bid	\$7.01	\$5.11	\$50.00	\$4.49 ^{tb}
25	Bemis	1200cc Green Top Suction Canisters	\$151.20/case of 48	\$184.00/case of 48	\$157.92/case of 48	\$133.57/case of 48	\$270.00/case of 48	\$128.17/case of 48	No Bid	No Bid	\$2.45	\$103.20/case	\$85.00	\$2.65
26	Conmed	Yankauer Suction Tips	No Bid	\$58.00/case of 50	\$41.50/case of 50	No Bid	\$225.22/case of 50	\$90.63/case of 50	No Bid	No Bid	\$51.50/case of 50	No Bid	\$85.00	\$0.55 each
27	Conmed	Suction Tubing	No Bid	\$65.00/case of 50	No Bid	No Bid	\$190.26/case of 50	\$77.37/case of 50	No Bid	No Bid	\$49.50/case of 50	No Bid	\$85.00	\$0.95 each
28	Vilant	3 Pack Cherry Insta Glucose	\$10.35/pack of 3	\$13.70/pack of 3 ^d	No Bid	No Bid	No Bid	\$4.38	No Bid	No Bid	\$12.42/pack of 3 ^d	\$8.95/pack	\$300.00	\$9.79/pack of 3 ^{cc}
29	Oridion	Smart Capnoline 25 Per Box Pediatric	\$275.00/case of 25	\$390.00/box of 25	\$287.50/case of 25	No Bid	No Bid	\$232.76/case of 25	No Bid	No Bid	No Bid	No Bid	\$75.00	\$10.35/each
30	Oridion	Smart Capnoline 25 Per Box Adult	\$275.00/case of 25	\$390.00/box of 25	\$330.00/case of 25	No Bid	No Bid	\$280.26/case of 25	No Bid	No Bid	No Bid	No Bid	\$75.00	\$10.35/each
31	Gemco	Alcare Plus 5.4 oz Cans	No Bid	No Bid	\$6.76	No Bid	No Bid	120.49/case	No Bid	No Bid	\$133.12/case of 24	No Bid	\$85.00	\$6.45/each
32		Meconium Aspirators	\$4.21	\$5.80	\$4.38	No Bid	\$375.27/case of 40	\$3.79	No Bid	No Bid	\$5.02	\$3.76	\$65.00	\$4.15
33	3M	N-95 Masks Regular	\$19.40/box of 20	\$29.50/box of 20	\$20.28/box of 20	28.05/box of 20	\$43.26/box of 20	16.12/box	No Bid	No Bid	\$19.78/box of 20	\$17.44	\$15.00	\$19.05/box of 20
34	Nitrolingual	0.4 mg Nitro Spray 4.9gm 200 Metered Doses	No Bid	No Bid	\$145.00	No Bid	No Bid	\$165.03	No Bid	No Bid	\$110.81	\$90.00	\$45.00	\$108.00
35	Nellcor	Pediatric Oxygensor 24 Per Box	\$324.00/case of 24	\$490.00/box of 24	\$346.80/box of 24	No Bid	\$150.00/case of 150	\$298.33/box of 24	No Bid	No Bid	\$338.26/box of 24	\$329.04/box	\$50.00	\$13.95/each
36	Nellcor	Adult Oxygensor 24 Per Box	\$324.00/case of 24	\$490.00/box of 24	\$337.44/case of 24	No Bid	No Bid	\$298.33/box of 24	No Bid	No Bid	\$338.26/box of 24	\$329.04/box	\$250.00	\$13.95/each
37	Kendall	4" Kling Non Sterile 12 Per Bag 96 Per Case	\$45.84/case of 96	\$61.00/case of 96	\$31.84/case of 96	\$56.73/case of 96	\$110.00/case of 96	\$43.69/case of 96	No Bid	No Bid	\$46.54/case of 96	\$41.04/case	\$250.00	\$44.72/case of 96
38	Kendall	6" Kling Non Sterile 6 Per Bag 48 Per Case	\$36.56/case of 48	\$51.00/case of 48	\$39.39/case of 48	\$43.49/case of 48	\$77.50/case of 48	\$34.17/case of 48	No Bid	No Bid	\$34.63/case of 4	\$30.56/case	\$250.00	\$33.44/case of 48
39	3M	Transpore Tape 1" 12 Per Box	\$11.51/box of 12	\$16.00/box of 12	\$14.50/box of 12	\$11.03/box of 12	\$31.00/box of 12	\$10.96/box of 12	No Bid	No Bid	\$14.14/box of 12	\$12.47/box of 12	\$100.00	\$10.15/box of 12
40	3M	Transpore Tape 2" 6 Per Box	\$11.98/box of 6	\$16.00/box of 6	\$14.50/box of 12	\$11.95/box of 6	\$31.00/box of 6	\$11.06/box of 6	No Bid	No Bid	\$14.14/box of 6	\$12.47/box of 12	\$100.00	\$10.15/box of 6
41	3M	Tegaderm 100 Per Box 6x7 cm	\$28.62/box of 100	\$41.00/box of 100	\$30.63/box of 100	\$30.39/box of 100	\$93.00/box of 100	\$37.83/box of 100	No Bid	No Bid	\$43.04/box of 100	\$37.96/box	\$250.00	\$26.80/box
42	Kendall	Trauma Dressings	No Bid	\$185.00/case of 50	\$127.50/case of 50	\$142.95/case of 50	\$283.76/case of 50	\$111.51/case of 50	No Bid	No Bid	\$124.00/case of 50	No Bid	\$100.00	\$2.39/each
43		Triangular Bandages	\$2.32/count of 12	\$72.00/dozen	\$2.31/box of 12	No Bid	\$60.00/dozen	\$1.81/dozen	No Bid	No Bid	\$2.97	\$2.56/dozen	\$100.00	\$0.27/each
44		Magnum Trauma Shears Red	\$1.06	\$32.00/dozen	\$1.88	No Bid	No Bid	\$9.97	No Bid	No Bid	\$1.01	No Bid	\$150.00	\$1.13
45	Thomas	Adult Endotracheal Tube Holder	\$77.00/box of 25	\$101.00/box of 25	No Bid	No Bid	No Bid	\$71.01/box of 25	\$7.00/tube holder	No Bid	\$2.79/tube holder	\$25.30/box	\$100.00	\$2.74/each
46	Thomas	Pediatric Endotracheal Tube Holder	\$77.00/box of 25	\$101.00/box of 25	No Bid	No Bid	No Bid	\$71.01/box of 25	\$7.00/tube holder	No Bid	\$2.79/tube holder	\$25.30/box	\$100.00	\$2.74/each
47	Tyvek	Coverall w/Hood and Bootie Large	No Bid	No Bid	\$114.83/case of 25	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$100.00	\$3.90/each
48	Tyvek	Coverall w/Hood and Bootie Extra Large	No Bid	No Bid	\$114.83/case of 25	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$120.00	\$3.98/each
49	Kendall	Adult Quick Combo Pads 10 Per Box	\$241.90/case of 10	\$295.00/box of 10	\$177.60/box of 10	No Bid	No Bid	\$234.91/box of 10	No Bid	No Bid	\$201.20/box of 10	\$183.30/box	\$100.00	\$23.20/each
50	Ballard	Pediatric Quick Combo Pads 10 Per Box	No Bid	\$265.00/box of 10	\$193.80/box of 10	No Bid	No Bid	\$215.31/box of 10	No Bid	No Bid	\$182.30/box of 10	No Bid	\$100.00	\$18.24/each
51	3M	Surgical Clipper Blade Assembly 50 Per Box	\$214.00/box of 50	No Bid	\$223.50/case of 50	\$222.47/case of 50	\$438.27/box of 50	\$190.01/box of 50	No Bid	No Bid	\$217.92/box of 50	No Bid	\$200.00	\$207.00/box of 50
52	ADC	Adscope Stethoscope Black	\$28.25	\$50.00	\$21.74	\$29.22	\$60.00	\$25.03	No Bid	No Bid	\$23.30	No Bid	\$205.00	\$26.99
53	ADC	Cardiology Scope Burgundy	\$57.37	\$82.00	\$52.29	\$58.82	\$120.00	\$52.89	No Bid	No Bid	\$48.24	No Bid	\$205.00	\$56.20
54	DGR	Traditional Scope Black	\$51.60	\$84.00	\$53.75	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$150.00	\$58.95
55		Disposable Pen Light w/ Pupil Gauge 6 Per Pack	\$4.56/pack of 6	\$6.00/pack of 6	\$5.14/pack of 6	No Bid	No Bid	\$6.47/pack of 6	No Bid	No Bid	\$5.37/pack of 6	\$3.28/pack	\$200.00	\$4.08/pack of 6
56	Hudson	Adult NRB Mask With Vent	\$49.80/case of 50	\$68.50/case of 50	\$52.00/case of 50	No Bid	No Bid	\$73.51/case of 50	No Bid	No Bid	\$54.00/case	\$0.89/each	\$102.00	\$48.00/case of 50
57	Micromist	Pediatric NRB Mask With Vent	No Bid	\$68.50/case of 50	\$64.50/case of 50	No Bid	No Bid	\$2.13	No Bid	No Bid	\$71.59/case ^r	No Bid	\$100.00	\$52.00/case of 50 ^{sd}
58	Micromist	Infant NRB Mask With Vent	\$178.20/case of 50	\$300.00/case of 50	\$110.00/case of 50	No Bid	No Bid	\$198.01/case of 50	No Bid	No Bid	\$175.00/case	No Bid	\$100.00	\$117.50/case of 50 ^{sd}
59	Hudson	Pediatric Nasal Canula	No Bid	\$74.00/box of 50	\$54.00/case of 50	No Bid	No Bid	\$60.80/case of 50	No Bid	No Bid	\$61.36/case	No Bid	\$102.00	\$48.00/case of 50
60	Starline	Peroxide 16 oz Bottles	No Bid	\$9.70/case of 12	No Bid	21.67/case of 12	No Bid	\$6.85/case of 12	No Bid	No Bid	\$9.00/case of 12	No Bid	\$25.00	\$4.00/case of 10
61	Dynarex	Medium Alcohol Preps Medium 200 Per box	\$1.70/box of 200	\$2.00/box of 200	\$1.66/box of 200	No Bid	No Bid	\$1.33/box of 200	No Bid	No Bid	1.58/box of 200	No Bid	\$100.00	\$1.45/box of 200 ^{se}
62	PDI	Nail Polish Remover Pads 100 Per Box	No Bid	\$4.40/box of 100	\$2.86/box of 100	No Bid	No Bid	\$2.80/box of 100	No Bid	No Bid	\$3.11/box of 100	No Bid	\$100.00	\$3.06/box of 100
63	Laerdal	Speedblock Set	\$36.00	\$50.40	\$21.21	No Bid	No Bid	\$18.76	\$34.00/set	No Bid	\$35.64	\$18.25	\$200.00	\$19.92/each
64	MediTrace	Mini Foam 133 Pediatric Electrodes	\$110.00/case of 600	\$143.00/case of 10	\$100.00/case of 600	No Bid	No Bid	\$93.41/case	No Bid	No Bid	\$97.68/case	No Bid	\$105.00	\$9.45/box ^{td}
65	MediTrace	533 Adult 3 Pouch Case/600	\$115.00/case of 600	\$140.00/case of 10	\$108.80/case of 600	No Bid	No Bid	\$106.71/case of 600	No Bid	No Bid	\$106.09/case of 600	No Bid	\$100.00	\$102.00/case of 600 ^{td}
66	HypoGuard	Blood Glucose, Lancet, Manual, Green Top Hemolance150/bx	\$25.20/box of 150	No Bid	\$31.24/box of 150	No Bid	No Bid	\$8.74/box	No Bid	No Bid	\$21.76/box of 150	No Bid	\$250.00	\$21.00/box of 150
67	Bayer	Freestyle Flash Glucose Test Strips 100 Per Box	No Bid	\$31.25/box of 50 ^f	No Bid	No Bid	No Bid	\$106.95/box	No Bid	No Bid	\$24.39/box of 50 ^l	No Bid	\$250.00	\$62.29/box of 1

							Henry Schein		Medical Products	Midwest Medical		Resort		
	Brand*	Description	Allmed	Amerisochi	Bound Tree	Cole Medical	Elikort Int'l Med	Matrix Medical	Laerdal Med	Supply Inc.	Supply	Moore Medical	Health Services	Southeastern
	*No Substitutions	Note 1: Expiration date minimum one year from date of shipping	**Shipping included											
		^a Brand bid was Pocket not Kendall which was requested in bid												
		^b Brand bid was Baxter not Braun which was requested in bid												
		^c Brand bid was Magnum not EMI as was requested in bid												
		^d Brand bid was Paddock not Vilant as requested in bid												
		^e Bid Glucose Test Strips Contour												
		^f Brand bid GAM not KwikGold as requested in bid												
		^g Brand bid was Dynarex not Rusch as requested in bid												
		^h Case is 12 trays of 36 per tray												
		ⁱ Quoted 1.75" x 4" instead of 2" x 4 1/2"												
		^j Sold in case lots only												
		^k Brand bid was ADC not Mabis as requested in bid												
		^l Quoted 3/8" x 13/16" requested 1 3/4"												
		^m Quoted 28F Roll Pack Easy Tubes requested 37F												
		ⁿ Brand bid was Baxter not Braun as requested in bid												
		^o Requested cherry bid lemon												
		^p Brand bid was Hudson not Micromist as requested in bid												
		^q Bid Countour Glucose Test Strips no Freestyle Flash												
		^r Brand bid was Mabis not ADI as requested in bid												
		^s Brand bid was Morrison not KwikCold as requested in bid												
		^t Brand bid was Sunmed not Rusch as requested in bid												
		^u Brand bid was EMI not ADC as requested in bid												
		^v Bid same as item #46 Thomas Pediatric Endotracheal Tube Holder												
		^w Bid same as item #45 Thomas Adult Endotracheal Tube Holder												
		^x Brand bid was Dynarex not Rusch as requested in bid												
		^y Brand bid was Rusch not MV as requested in bid												
		^z Brand bid was Metrix not Cavicide as requested in bid												
		^{aa} Brand bid was Baxter not Braun as requested in bid												
		^{ab} Brand bid was Magnum not EMI as requested in bid												
		^{ac} Brand bid was Paddock not Vilant as requested in bid; flavor grape												
		^{ad} Brand bid was Hudson not Micromist as requested in bid												
		^{ae} Brand bid was Medline not Dynarex as requested in bid												
		^{af} Brand bid was Kendall not Meditrace as requested in bid												
		^{ag} Brand bid was Mabis not ADI as requested in bid												
		^{ah} Brand bid was Cardinal not KwikCold as requested in bid												
		^{ai} Brand bid was Magnum not ADC as requested in bid												
		^{aj} Brand bid was Kendall not Medtronic ERS as requested in bid												
		^{ak} Brand bid was Oridion not Capnoline as requested in bid												
		^{al} Brand bid was Sunmed not GreenLine as requested in bid												
		^{am} Brand bid was Welch Allyn not Suretemp as requested in bid												



**REGULAR SESSION -MAYOR AND CITY COUNCIL
MONDAY, DECEMBER 15, 2008**

14 – COMMENTS FROM CITIZENS – 5 MINUTE TIME LIMIT



**REGULAR SESSION -MAYOR AND CITY COUNCIL
MONDAY, DECEMBER 15, 2008**

15 – COMMENTS FROM THE MAYOR AND CITY COUNCIL