



**TOWN COUNCIL INFORMATIONAL
WORK SESSION AGENDA
April 7, 2026
Starting at 6:00 PM**

I. Call to Order and Roll Call

II. Pledge of Allegiance

III. Informational discussion on the following:

1. Budget Discussions

- General Fund
- Mitigation Fund
- Water Reclamation and Treatment Plant Fund

2. Election Board Briefing – Randy Getman

- Election Board Appointment – A. Flores

3. SHA Updates

4. Rail Trail Expansion – Concept Plans

5. Home Occupations Discussion

6. Right of Way / Easement Discussion

IV. Adjournment

8200 BAYSIDE ROAD, P.O. BOX 400 CHESAPEAKE BEACH, MARYLAND 20732

(410) 257-2230

(301) 855-8398



Town of Chesapeake Beach

FY27 Budget – Work Session 1

General Fund, Mitigation Fund, Treatment Plant

GENERAL FUND

FY27 BUDGET

- **Revenues**

- Real Estate Taxes – Rate Set at Current Rate of .2977/\$100 of assessed value. Resulting in \$82,325 in additional tax revenue.
- Admission and Amusement Tax – Increased to \$2,100,000. This is a \$404,000 increase over FY26 Budget.
- 6% Increase in Income Tax Revenue over FY26 Projected income of \$1,875,432.
- Interest on Savings estimated at \$487,500. Based on 3.25% return on \$15M.
- Total Budget is \$29,026,918 consisting of General Fund Revenue of \$9,128,779, Fund Balance for Water Park \$16,900,000, Bond Bill Grants \$1,100,000, Reserve Funds to balance the budget \$1,898,139.
- A new account has been added to show Rental License Fees separately.

GENERAL FUND

FY27 BUDGET

- **Expenditures**

- Salaries have been adjusted to reflect cost of living and merit adjustments. Some reallocation of costs among funds and departments to reflect current work loads.
- New line items have been added to track seasonal staff for Bayfront Park and Kellam's Field events.
- Sheriff Department services increased to \$1,454,145 from \$1,416,080.
- Grants to local organizations include \$50,000 to Calvert Health to go towards the new birthing center has been added.
- Special Events have increased due to new events added as well as increased costs for ongoing events.

GENERAL FUND

FY27 BUDGET

- **Expenditures**

- Trash removal cost estimated to increase up to 8% per contract.
- Capital Projects are budgeted at \$3,867,000 for projects to be funded under the five-year capital projects budget.
- Total Expenditures for the year are budgeted at \$29,026,918. Included in this amount are \$18,000,000 for the Water Park project.
- \$1,898,139 of surplus funds are used to balance the budget.
- A new line item for a police satellite office has been added. \$30,000.
- Debt Service for water park bond payments has been added. \$500,000.

FY27 Budget								
General Fund								
		FY23 Actuals	FY24 Actuals	FY25 Actuals	FY26 BUDGET	FY26 to 2/28/26	FY27 Budget	NOTES
LOCAL REVENUES								
100-410000	Real Estate Taxes	2,856,312	2,868,609	3,082,861	3,124,511	2,986,490	3,201,344	CYTR of .290 results in \$3,119,018. Assessed Value \$1,075,358,969. FY2026 Rate .2977 generates \$3,201,344 increase \$82,325 over CYTR
100-410100	Admission & Amusement Tax	1,946,700	1,891,340	1,909,424	1,695,373	1,048,152	2,100,000	FY26 Projected \$2,108,302 based on first two quarters.
100-410105	State A&A Tax Distributions	300,000	300,000	300,000	300,000	300,000	300,000	Grant awarded through State
100-410115	Hotel Tax	124,843	88,759	103,678	100,000	54,274	100,000	Projected FY26 is \$95,000. 3 year avg is close to \$105,760. Budget \$100,000.
100-410120	Operating Property Tax	67,053	70,228	76,746	80,583	82,482	88,256	Verizon & BGE - based on SDAT assessment.
100-410125	Penalties & Interest - Tax	15,826	11,773	6,194	12,693	16,416	11,264	Based on Average of FY23 to FY26 Actual Collected
100-410135	Traders License - County	3,103	3,787	3,642	3,180	36	3,511	Based on Average of FY23 to FY25 Actual Collected
100-410140	Permits, Fines & Penalties	31,770	48,725	68,104	47,600	36,815	20,000	Based on Average of FY24 to FY25 Actual Collected and FY26 Estimated(Building Permits)
100-410141	Rental Licenses						40,000	Rental Permits Only. Previously Under Permits, Fines and Penalties
100-410145	Interest on Savings & Investments	434,408	754,821	936,065	700,000	577,546	487,500	Assumes 3.25% on Reserves, Rainy Day and
100-410150	Sale of Veterans Park Bricks	100	400	600	-	-	-	
100-410165	Tower Site Rental	121,526			-	-	-	MOVED TO UF
100-410170	Cable Franchise Fee	110,311	128,324	89,695	90,000	41,395	76,167	Estimated for FY26 \$82,790. Est Decrease at 8%. Budget \$76,167.
100-410175	Speed Cameras	41,456	60,685	15,720	20,520	12,764	69,000	Estimate under new agreement that we will nt 60% of revenue. \$115,000 x 60%= \$69,000.
100-410180	Ramp Fees	19,135			-	-	-	Change in fee cost
100-410230	Miscellaneous Income	138,769	21,652	36,577	12,041	121	12,655	Average of FY24 and FY25 YTD (Animal Licenses, Past Years Insurance Claims)
100-410240	Gain on Sale	-	14,000					
FEDERAL & STATE REVENUES								
100-420100	State Income Taxes	1,359,072	1,400,444	1,683,048	1,669,831	1,192,729	1,987,958	FY26 Estimated \$1,875,432. 3 year avg. increase 6%. Project 6% increase for FY27
100-420105	Highway User Revenues	425,278	466,007	524,506	603,389	159,770	579,765	Per SHA Dec 2026
100-420110	State Aid Police Protection	65,613	42,599	52,940	53,300	25,180	50,360	Based on FY26 Quarterly of \$12,590
100-420150	Federal Grants - ARPA	1,374,761	1,338,977	1,148,826				
OTHER REVENUE SOURCES								
100-430130	Transfer In -GF Fund Balance for WP	-	-	-	12,000,000		16,900,000	
100-430135	Transfer In -GF Fund Balance	-	-	-	3,662,055		1,898,139	
100-430160	State Bond Bill - Water Park	-	-	-	1,100,000		1,100,000	
100-430170	General Obligation Bonds - Water Park	-	-	-	5,900,000			Revenue FY26; Surplus for FY27
100-432200	Miscellaneous Grants	98,337	109,950		1,110,000	151,500		No Grants for FY27
100-490000	Scrap Metal	468	3,773	3,497	750	552	1,000	Miscellaneous Scrap Metal Revenue
	TOTAL REVENUES:	9,534,841	9,624,854	10,042,124	32,285,826	6,686,223	29,026,918	
SALARIES, TAXES & BENEFITS								
100-6000-602000	Salaries and Wages Office Staff	521,140	428,940	605,324	424,089	282,034	484,419	PER SCHEDULE
100-6000-602050	Payroll Taxes - Office	42,037	32,113	33,692	33,079	26,368	37,058	7.65% of salaries
100-6000-602100	Medical and Life Insurance - Office	107,922	73,107	50,330	84,818	55,172	96,884	20% of salaries
100-6000-602300	Retirement - Office	88,264	74,019	81,873	76,336	41,232	87,195	18% of salaries
100-6000-602400	Continuing Education - Office	50,881	37,096	22,609	44,000	1,005	30,000	Average of FY24 and FY25

CONTRACTED SERVICES & FEES								
100-6000-620400	Audit	26,000	26,000	7,187	8,000	7,875	8,500	FY26 Audit Cost \$34,000. Divided between 4 funds. \$8,500 EACH
100-6000-620600	Legal Counsel	130,248	131,038	152,463	130,000	44,290	120,000	Estimated FY27 Cost for Town Attny. \$56K, BofA \$18K, Lobbyist \$25K Total \$99,000. Budget \$120,000
100-6000-620800	SDAT Fees	23,116	11,558	11,558	11,558		11,558	Constant Throughout the Years
100-6000-621100	Software Maintenance Agreement	44,666	29,178	23,132	42,550	11,952	40,000	Tyler \$29,000, Comcate \$8,535, Zendesk \$1,900.
100-6000-621200	Planning & Zoning	93,198	43,747	35,988	55,000	30,688	64,000	\$64k - Planner - Emerald Creek (40 hrs monthly\$160) increased from m30 to 40 hrs per month.
100-6000-621400	Engineering	63,905	51,813	39,972	110,000	36,415	60,000	Messick Group - Projects Costs budgeted and costed to projects
100-6000-621600	IT Support	22,476	24,171	34,930	46,000	28,343	30,000	Facchina Strategic Planning, Inc. - No new IT Projects - CCTV in Capital
100-6000-622500	Town Hall - Building Maintenance	38,987	21,981	39,557	40,000	32,913	45,000	TH Cleaning - \$19k. HVAC maintenance biannually - \$4K, BOSS, Guardian, misc. repairs/maintenance to building, property taxes
100-6000-623300	Printing & Publications	-	4,372	3,314	18,000	2,549	6,000	Legal Publications
100-6000-623400	Library Rent - Grant	41,983	38,189					Eliminated after completion
100-6000-623900	Bank & Credit Card Fees	3,240	1,847	5,545	67,000	3,248	7,000	Bank Fees and Merchant Fees -
100-6000-624500	Web Maintenance	620	2,559	4,216	3,700	5,935	6,528	CivicPlus - Town Website -\$5,935 Plus 10%
100-6000-624700	Document Imaging	2,862	625	694	3,000	479	700	\$500 annual plus \$174 monthly - ShoreScan Split between 4 funds
100-6000-624800	Health Department - Rent	-		11,450		11,539	15,000	\$935/month x 12 = \$11,220. Utilities and increase \$3,780. total \$15,000
OTHER								
100-6000-631001	Board of Elections	-	-	24,409	-	570		No Election til FY29
100-6000-631210	Legislative Education & Travel	23,292	29,274	26,861	29,500	10,158	30,000	
100-6000-631220	Dues & Subscriptions	9,212	10,219	10,282	15,000	9,211	10,600	\$7,600 MML and \$3,000 other
100-6000-631300	Grants to Local Organizations	16,537	15,629	10,500	17,500	1,122	76,000	See Grants List. Includes \$50,000 to Calvert Health. Waiting on info from Sam.
100-6000-631305	Senator M. Miller Scholarship Fund	-	5,000	5,000	5,000	5,000	5,000	
100-6000-632000	Miscellaneous Expense	(769)	156		5,000	19	1,000	
100-6000-632300	Office Expense	44,191	29,818	25,766	41,793	25,273	48,500	Now includes General Code \$2,500. Jotform
100-6000-634101	Stipends - Council	18,049	18,098	18,345	30,000	19,077	30,000	Increase Council Stipend to \$5,000/Yr. Each
100-6000-634102	Stipends - Mayor	18,050	18,141	18,069	18,000	11,769	18,000	
100-6000-634200	Recreation Reserve Fund	-						Park - grant expense in capital
100-6000-634250	Climate Change Reserve Fund	-						
100-6000-634500	Town Hall Telephone	7,777	9,545	11,749	12,000	10,399	16,000	\$3k - Verizon & \$4k reimbursements, \$9,000 Comcast
100-6000-635000	Town Hall Utilities	25,615	27,329	26,249	30,000	17,296	30,000	\$13.5k BGE, \$7k Suburban (propane), \$6k Comcast, Other \$3,000
100-6000-636101	Special Events	117,145	156,166	174,665	195,400	153,466	233,570	Per Schedule
100-6000-636201	Economic Development	16,264	16,317	18,498	25,000	11,715	20,000	Included Calendars for FY26.
100-6000-636203	Economic Development Merchandise	-						
100-6000-637030	Rental Inspection Services	16,754	20,432	25,460	30,000	16,754	40,000	Increase in rental permits - increase in revenue to balance
100-6000-780000	Insurance	75,703	37,011	46,175	80,000	44,324	50,000	Includes LGIT, Treasurers Bond, Chesapeake Employers, 10% Increase from FY26
100-6000-790000	Unspent - ARPA Funds	-	661,282	100,000	2,379,702		-	Total Spent in prior years. Any surplus is now intown surplus.
100-6000-825000	Grant - Utility Fund				527,360		-	Council Action to reduce utility bills to customers
100-6000-800000	Uncollectable Debt	1,600,000	-					

PUBLIC SAFETY								
100-6450-645500	Police - Deputy in Residence	1,385,892	1,336,414	1,410,953	1,416,080		1,454,145	Per Sheriff's Office Estimate
100-6450-645800	Police - Other Costs						30,000	Satellite Office Rent and Furnish. Rent \$1,900 x 12= \$22,800 Furnish \$7,200
100-6450-646500	North Beach VFD	50,000	50,000	50,000	50,000	50,000	50,000	
PUBLIC WORKS - SALARIES, TAXES & BENEFITS								
100-6450-602050	Payroll Taxes - Recreation Operations	2,568	2,905	2,672	9,676	2,335		Moved to separate budget items uner Recreation Dept.
100-6500-602000	Salaries and Wages - PW	519,994	503,510	351,814	447,633	260,027	605,081	PER SCHEDULE
100-6500-602010	Recreation Operations - Salaries	73,049	66,782	123,218	124,057	82,230		Moved to separate budget items uner Recreation Dept.
100-6500-602050	FICA - PW	42,168	41,158	30,784	34,915	29,356	46,289	7.65% of salaries
100-6500-602100	Medical and Life Insurance PW	98,407	91,517	26,045	125,772	69,419	133,118	22% of salaries
100-6500-602300	Retirement - PW	79,084	74,162	58,807	85,754	45,635	90,762	15% of salaries
100-6500-602400	Continuing Education - PW	11,960	6,627	6,643	8,500	340	7,000	Moved to UF, plus code enforcement MML
PUBLIC WORKS - SUPPLIES								
100-6500-665200	Gasoline & Tolls	27,651	18,113	15,327	20,000	10,469	27,000	Split with UF. Citgo \$20,800, So. MD \$3,000, Increase in gas price \$3,200
100-6500-665400	Equipment Repair & Maintenance	36,489	29,888	28,568	40,000	28,090	37,000	\$31K Average FY23-FY25. Creeping higher this year.
100-6500-665600	Supplies	9,277	10,212	8,110	12,000	6,252	12,000	
PUBLIC WORKS - CONTRACTED SERVICES & FEES								
100-6500-671000	Fishing Creek Dredging	-					-	Federal redge done in FY23. Shold be good for 10 years
100-6500-672000	Holiday Lights	97,247	79,669	93,764	190,000	137,163	175,000	Wires and Windmill Farms \$130K. New displays \$35K. Misc \$10K
100-6500-673000	Road Repairs & Maintenance	5,767						Moved to capital - HUR funds
100-6500-674000	Trash Removal Service	570,600	585,900	595,637	632,000	471,959	681,475	Increase in Evergreen Contract possible 8% increase. Currently \$630,996.
100-6500-674100	Trash Removal - Cans - Including Kellam's						35,000	New services to pickup trash from cans at Kellams and throught the town. Windmill Farms proposal.
100-6500-675000	Recycle Bins	9,982	5,650	30,192	-			Evergreen is supplying bins form no on. Town should not need to purchase any more.
100-6500-676000	Street Sweeping	-	8,100	8,100	8,100	4,725	8,100	Landscaping Contract - 12 times annually - REDUCED TO QUARTERLY
PUBLIC WORKS - OTHER								
100-6500-684900	PW - Miscellaneous Expense	-	154	-	1,000		-	Not needed. Can be expensed in other accounts
100-6500-685200	Property Maintenance - General	55,643	46,869	48,495	60,000	69,825	70,000	FY26 had additional \$15K one time cost.
100-6500-685220	Property Maintenance - Landscaping	191,034	173,675	201,758	190,000	80,559	190,000	FY27 is 4th year of 5 year contract. \$188,470/year Windmill Farms.
100-6500-685240	Property Maintenance - Tree Trimming	28,845	18,725	32,085	50,000	35,162	105,000	Per Jay. \$75K Green Team/Arborist Work, \$30K Regular Maintenance
100-6500-685500	Recreation Operations General	125,625	84,194	160,247	130,000	81,295	124,000	General Maintenance of Fields and other. Add \$9,855 for Landscape Adds. Windmill Farms, Jotform 50% of \$12K, \$3K Osprey Camera, Moved \$10K to Special Events and \$15K to Seasonal Salaries
100-6500-686000	Snow & Ice Removal	2,312	22,515	67,475	50,000	110,144	70,000	FY26 was unusual year. Reverted back to FY25 level
100-6500-686100	Storm Drain Inspection & Maintenance	14,024		12,367	20,000	290	12,000	Not much usage in FY26
100-6500-686500	Street Lights	49,293	54,348	55,713	60,000	37,177	63,000	5% Increase
100-6500-687000	Telephone	6,912	7,633	3,419	10,000	2,227	7,000	\$300/month
100-6500-687500	Utilities	13,446	13,531	14,220	16,500	12,115	16,000	\$8,205 S. Maryland, \$6,900 Comcast & BGE

RECREATION - SALARIES, TAXES & BENEFITS								
100-6500-602010	Recreation Operations - Salaries						139,911	PER SCHEDULE
100-6500-602011	Recreation Operations - Seasonal Wages - Kellams						47,750	
100-6450-646000	Recreation Operations - Seasonal Bayfront Park	37,679	36,798	34,891	42,000	27,747	53,463	Based on 3 year average and increasing wages by 15%
100-6500-602050	FICA - REC						18,446	7.65% of Salaries
100-6500-602110	Medical and Life Insurance - REC						30,781	22% of salaries
100-6500-602310	Retirement - REC						20,987	15% of salaries
100-6500-602410	Continuing Education REC						10,000	Continuing Education for Recreation Employees
SUBCOMMITTEES								
100-6000-637010	Opioid Awareness Committee	1,421	2,635	4,831	5,000	317	5,000	No Request. Leave Same as FY26
100-6000-637020	Green Team	5,326	6,560	4,793	8,000	1,231	8,000	No Request. Leave Same as FY26
100-6000-637040	Walkability Committee						10,000	New Line item per committee request
100-6500-684300	CBOCS Oyster Program	6,900	6,029	5,762	8,100	5,178	8,100	Per Committee Request
DEBT SERVICE								
100-8000-810000	Debt Service - Water Park Bonds						500,000	Semi-annual Debt Service on Water Park Bonds 15 years beginning FY27 - FY42
CAPITAL EXPENDITURES								
100-7100-726110	Capital Expenditures - Water Park				19,000,000	213,483	18,000,000	Projected Balance of Contract at 7/1/26
100-7100-725100	Saddle Replacements						500,000	Saddle Replacements per Jay
100-7100-725000	Capital Expenditures	795,107	538,484	1,007,331	4,792,353	1,021,140	3,867,000	
TOTAL EXPENDITURES:		7,643,068	6,009,525	6,199,886	32,285,826	3,854,080	29,026,918	
SURPLUS/DEFICIT:		1,891,773	3,615,329	3,842,238	0	2,832,142	0	
								(0)

State of Maryland

Department of Assessments and Taxation

February 14, 2026

2026 Constant Yield Tax Rate Certification

Taxing authority: **Chesapeake Beach
in Calvert County**

1	1-Jul-2025	Gross assessable real property base	\$	1,048,973,700
2	1-Jul-2025	Homestead Tax Credit	-	<u>1,268,596</u>
3	1-Jul-2025	Net assessable real property base		1,047,705,104
4	1-Jul-2025	Actual local tax rate (per \$100)	X	<u>0.2977</u>
5	1-Jul-2025	Potential revenue	\$	3,119,018
6	1-Jul-2026	Estimated assessable base	\$	1,077,762,331
7	1-Jan-2026	Half year new construction	-	0
8	1-Jul-2026	Estimated full year new construction*	-	500,000
9	1-Jul-2026	Estimated abatements and deletions**	-	<u><u>1,903,362</u></u>
10	1-Jul-2026	Net assessable real property base	\$	1,075,358,969

11	1-Jul-2025	Potential revenue	\$	3,119,018
12	1-Jul-2026	Net assessable real property base	÷	1,075,358,969
13	1-Jul-2026	Constant yield tax rate ***	\$	<u><u>0.2900</u></u>

Certified by



Director

* Includes one-quarter year new construction where applicable.
**Actual + estimated as of July 1, 2026, including Homestead Tax Credit.
*** Constant yield tax rate included as a courtesy, along with the assessment data that SDAT is required to provide per Tax-Property Article § 2-205.
Form CYTR #1

**Capital Budget
General Fund
FY27 - FY31**

PROJECT	FUND	FY26	FY27	FY28	FY29	FY30	FY31
Asphalt Overlay & Road Repairs (HUR Funded)	GF	600,000	879,000	879,000	879,000	879,000	879,000
261 Connectivity Trail Connection Design	GF		608,000				
Railway Trail Extension Design	GF	300,000	150,000				
Railway Trail Extension Construction	GF		500,000	500,000	1,000,000		
Signs and Wayfaring Projects (WCAG)	GF	25,000	25,000				
Boardwalks, Sidewalks, Railway Trail Maintenance	GF	100,000	100,000	100,000	100,000	100,000	100,000
Miller - Loveless Park at Kellam's - Storm Drain	GF	120,000	-	-	-		
Coastal Resiliency	GF	-		250,000	250,000	250,000	
Stormwater Drainage Improvements	GF	100,000	100,000	100,000	100,000	100,000	100,000
Town Hall - Improvements (Chamber/Conf. Room/Lobby)	GF	210,000	85,000				
Town Hall - Other (Sidewalk/Flooring/Carpet/Other)	GF		60,000				
Property Improvements (Bldg behind town hall)	GF	50,000	50,000	-	-		
Truck Replacements	GF	70,000	70,000	-	70,000		
Replace RTV	GF	-	-	35,000	-		
Replace ToolCat	GF	-	90,000	-	-		
Town Garage - Office Renovation	GF	25,000	-	-	-		
Veteran's Park (Bricks FY27)	GF	75,000	50,000	-	-		
Kellam's Park Complex Design	GF		500,000				
Kellam's Park Complex - Construction	GF	1,445,000	500,000	2,500,000	2,000,000		
New Town Signage	GF	35,000					
Professional Fees to Manage Projects	GF	50,000					
Veteran's Park Upgrades (Lights/Speakers/Concrete FY27)	GF	90,000	50,000				
Kayak Launch Installation	GF	10,000	50,000				
Grant Match Projects and Acquisitions (ARPA Reserve Funded)	GF	1,202,353					
Opioid Awareness Sculpture	GF	35,000	-	-	-		
TOTAL CAPITAL		4,542,353	3,867,000	4,364,000	4,399,000	1,329,000	1,079,000



CHESAPEAKE BEACH FY26 SCHEDULE OF FEES, Effective July 1, 2026

FY27

PERMIT FEES		
Rental License Permit	\$	300.00
Rental Inspection "No Access" or Revisit Fee	\$	150.00
Grading, vegetation or tree removal permit	\$	50.00
Public Works Permit (Water / Sewer)	\$	325.00
Commercial building permit	\$	180.00
Residential building permit	\$	150.00
Misc. permit (misc. imp., fence, shed, deck, pool-under 150 sqft or less without electric)	\$	75.00
Home occupation permit	\$	100.00
After the fact permit fee	<i>200% of the fee otherwise imposed or \$300, whichever is greater</i>	
BOARD OF PORT WARDENS		
Permit Review	\$	250.00
TOWER PERMIT		
Tower permit review charge		900.00
ZONING FEES		
Official Administrative Interpretation	\$	400.00
Zoning Ordinance Interpretation	\$	75.00
Official Zoning Letter	\$	250.00
Property line adjustment	\$	250.00
Zoning Map Amendments	\$	500.00
Zoning Text Amendment	\$	1,200.00
Minor/ Administrative Revision(s) to Approved Site Plan-Category 1 Site Plans	\$	325.00
Minor/ Administrative Revision(s) to Approved Site Plan-Category 2 Site Plans	\$	100.00
Commercial Use & Occupancy Permit (no modifications)	\$	50.00
Commercial Use & Occupancy Permit (modifications)	\$	150.00
Zoning Site Inspection	\$	50.00
BOARD OF APPEALS		
Appeal of Administrative Decision/Interpretation to the Board of Appeals	\$	500.00
Variance (for single-family accessory structure, such as decks and sheds)	\$	250.00
Critical Area Variance (for single-family accessory structure, such as decks and sheds)	\$	500.00
SITE PLAN REVIEW		
<i>CATEGORY 1: All commercial and institutional developments, multifamily dwellings, senior housing projects, and attached dwelling units.</i>		
Base application fee	\$	960.00
<i>CATEGORY 2: Single family detached dwellings, bed and breakfast facilities, inns, boarding houses, accessory uses and rehabilitation projects with minor impact.</i>		
Base application fee	\$	480.00
<i>Plus:</i>		
New building with a gross floor area under 2,300 square feet	\$	2,400.00
New building with a gross floor area of 2,300 square feet to 10,000 square feet	\$	5,280.00
New building with a gross floor area of 10,000 square feet to 20,000 square feet	\$	5,808.00
New building with a gross floor area of 20,000 square feet	\$	8,712.00
Residential site plans with 10 or fewer units	\$	4,800.00
Residential site plans with more than 10 units	\$	9,000.00
CRITICAL AREA SITE PLAN		
Base application fee	\$	750.00
<i>Plus:</i>		
New building with a gross floor area under 2300 square feet	\$	2,640.00
New building with a gross floor area of 2,300 square feet to 10,000 square feet	\$	5,808.00
New building with a gross floor area of 10,000 square feet to 20,000 square feet	\$	6,388.80
New building with a gross floor area of 20,000 square feet	\$	9,585.20
Residential site plans with 10 or fewer units	\$	5,808.00
Residential site plans with more than 10 units	\$	8,712.00
PUBLIC WORKS AGREEMENTS		
Public Works Agreement (water/sewer)	\$	2,500.00
Public Works Agreement (all other including roads, grading, storm drains etc.)	\$	5% of construction cost estimate
Public Works Agreement - Time Extensions		1,000.00
APPLICATION OF EXTENSION OF APPROVED SITE PLAN		
Extension of approved Category 1 site plan	\$	550.00
Extension of approved Category 2 site plan	\$	200.00
CODE ENFORCEMENT		
Citation	\$	500.00
Site Inspection		\$50/inspection
PUBLIC BOAT RAMP FEES		
<i>Season Pass</i>		
Season Pass fee Chesapeake Beach municipal residents		-
Season Pass fee State of MD residents		-
Season Pass fee out of State of MD residents		-
<i>In/Out Ramp Fee</i>		
In / Out ramp fee Chesapeake Beach municipal residents		-
One way ramp fee Chesapeake Beach municipal residents		-
In/ Out ramp fee State of MD residents		-

One way ramp fee State of MD residents		
In / Out ramp fee out of State of MD residents		
One way ramp fee out of State of MD residents		
Parking		
Public parking of boat trailer while launched		
ADMINISTRATIVE		
Administrative fee (flat fee)	\$	50.00
Stop Work fee	\$	500.00
TRASH & RECYCLING BINS		
Bulk Item Excess Fee (per item)	\$	100.00
Recycle bin replacements	\$	75.00
TRIBUTE BRICKS		
Veterans' memorial brick	\$	200.00
PUBLIC RECORDS		
Copies	\$	
Fee for each copy made by photocopying machine within Town Hall	\$	0.25
Fee for each copy made otherwise shall be based on actual cost of reproduction		
Certification of copies		\$1/page
<i>Minimum fee. No charge will be made if the total fee is less than \$1</i>		
<i>Fees are based upon the persons needed to perform the activities, and the rates for such persons are per hour:</i>		
Town Hall staff and the custodian or the custodian's designees	\$	35.00
Town Administrator or Zoning Administrator	\$	150.00
Town Attorney	\$	250.00
Town Engineer	\$	150.00

*Excess of twice annually (3 items)

Special Events
FY27 DRAFT BUDGET

EVENT	DESCRIPTION	FY25 BUDGET	FY26 BUDGET	FY27 BUDGET	NOTES
Easter Egg-Stravaganza	Spring family event featuring age-based egg hunts, Easter Bunny photos, a petting zoo, and interactive activities for children and families.	5,000	5,000	5,000	
Shatter the Stigma 5k & Be Kind to Your Mind Health Fair	Community event combining a 5K run/walk with a health fair focused on mental health awareness, wellness resources, vendors, and outreach.	5,000	5,000	5,000	
Miller Town of Chesapeake Beach Public Service Scholarship	Memorial Day ceremony honoring service members followed by a family fun day featuring free food, games, live music, and community activities.	15,000	20,000	20,000	
Cars & Coffee- Car Show	Community car show events featuring local vehicles, enthusiasts, and a casual gathering atmosphere with coffee and social engagement.	-	-	1,200	Moved from Rec Ops
Summer Night Festivals	Seasonal evening events on the third Friday of each month from June through September featuring live music, food trucks, vendors, and family-friendly activities at Kellam's Field.	10,000	10,000	20,000	Increase cost for \$5,000 for each event. There is 4 scheduled festivals from June-September.
Outdoor Movie Nights	Free outdoor family movie screenings at Kellam's Field, including equipment, licensing, event setup, and complimentary snacks and drinks.	-	-	3,000	Moved from Rec Ops
Town Fireworks & Independence Day Celebration	Annual Independence Day celebration featuring a large-scale fireworks display over the bay, including contracted barges, captain services, event operations, and community entertainment.	85,400	85,400	95,000	Increased cost of fireworks per the contract. Additional funds added for expansion of the event for America 250
Kids Glow Dance Party	A free, family-friendly summer event held at Kellam's Field featuring a glow-in-the-dark dance experience with a live DJ, music, games, and glow-themed activities, with complimentary snacks and glow items to encourage participation in a fun, safe environment for youth and families. Funding supports entertainment, equipment, supplies, staffing, and event promotion to ensure a high-quality community experience.	-	-	2,000	Moved from Rec Ops
National Night Out	Community-building event in partnership with local law enforcement promoting safety, neighborhood engagement, and family activities.	-	-	1,000	Moved from Rec Ops
Uplift Calvert Wellness Festival	A new collaborative community event hosted by the Town and the Health Coalition Committee focused on promoting health, wellness, and active lifestyles. This festival will provide residents with access to local health resources, interactive wellness vendors, and educational outreach. Event features include a Ninja Warrior-style obstacle course competition, fitness and workout demonstrations, and hands-on classes centered around healthy living. Proceeds from the event will be donated through the American Legion to support local veterans services. Funding supports event setup, equipment rentals, instructors, marketing, and overall program delivery to create an engaging and impactful wellness experience for the community.	-	-	7,000	Per conversation with Town Administrator, add this to special events
Plan with a Grand- Grandparents' Day Bingo	Intergenerational event celebrating Grandparents' Day with multiple bingo games, prizes, and a catered snack and beverage service.	-	-	1,170	Moved from Rec Ops
Taste the Beaches	Community and economic development event connecting local businesses, vendors, and residents through food, live music, and family-friendly games, activities, and outreach.	25,000	25,000	25,000	
Paddle & Pathway Pick-Up	A collaborative community cleanup event held in partnership with Calvert County, engaging volunteers in environmental stewardship through shoreline paddling routes and pathway cleanups while promoting conservation, outdoor recreation, and community pride.	-	-	1,200	Moved from Rec Ops

Halloween Family Fun Night	Family-friendly Halloween event featuring a pumpkin patch, crafts, games, treats, and interactive activities for all ages.	5,000	5,000	7,000	Increased cost due to increased participation-need for more supplies.
Light Up the Town and Christmas Market	Holiday kickoff event featuring tree lighting, seasonal vendors, Santa appearances, music, decorations, and festive activities for the community.	10,000	10,000	10,000	
Holiday Lights Tour	Seasonal shuttle experience transporting participants throughout Town to view decorated homes, businesses, and boats entered in the Brightest Beacon on the Bay contest, along with Town holiday light displays.	2,000	2,000	2,000	
Barbara 'Jo' Finch Brightest Beacon on the Bay Awards	Community recognition program awarding residents and businesses for outstanding holiday light displays.	1,000	1,000	1,000	
Town Employee & Volunteer Party	Cost of dinner, gathering, rentals, and entertainment in celebration of Town staff & volunteers.	-	-	10,000	Per conversation with Town Administrator, combine volunteer and staff line items to one.
Seasonal employee appreciation party	Cost of games, prizes, lunch, and entertainment in celebration of Town seasonal staff.	-	-	-	Per conversation with Town Administrator, add this to special events
Miscellaneous Events	Support for additional community programming, including pop-up events, supplies, marketing, and unplanned event needs.	17,000	17,000	17,000	Should uniform costs be a separate line item or should it be a part of Misc. average of \$500 for 2025
TOTAL				233,570	

Southern Maryland Art Convention	Donation Line Item
Celebrate Trails Day	Walkable Committee Line Item
George W. Owings, III Scholarship	Miller Donation Line Item

Grants to Local Organizations

FY27 Budget

Organization	FY26 Budget	FY27 Budget
Beach Elementary	5,000	5,000.00
Beach Bucs	5,000	5,000.00
Calvert Hospice	1,000	1,000.00
Calvert Family Advocate	1,000	1,000.00
Chesapeake Beach Railway Museum	1,500	5,000.00
Ladies of Charity	1,000	1,000.00
Twin Beach Players	1,000	1,000.00
Mayor Discretion	2,000	2,000.00
Chesapeake Health (Birthing Center)		50,000.00
Smartcon		5,000.00
		-
<i>Total</i>	17,500	76,000.00 *

*** Waiting on Final Allocation From Mayor**

Town Patrols - Chesapeake Beach and North Beach FY2027 Estimates

PERSONNEL COST

11 DEPUTY SHERIFFS (2 @100% CB) (est 5.5% Increase, includes 3% COLA, Avg 2.5% Step)	10001								
OVERTIME REGULAR	10010								
OVERTIME @ 1.5: OT is est @10% of regular salaries	10011								
HOLIDAY	10013								
NIGHT DIFFERENTIAL & CALL IN	10012								
4TH OF JULY OVERTIME (Accounted for in 65/35 split only)	10011								
TOTAL SALARIES									
BASE SALARY BENEFITS (.55)	20075								
OVERTIME BENEFITS (.12)									
TOTAL FRINGE									
UNIFORM allowance (\$730 each)	27680								
BULLET PROOF VEST (3 a year) - (\$2,721.00 Ea) Two to CB/NB split, One to CB 100%	27680								
AMMUNITION (\$450.00 Ea)	27870								
HEPATITUS B VACCINATIONS (\$131.25 Each)	27515								
MD VEHICLE LAW BOOKS - LEXIS NEXIS (\$159.43 Each)	20285								
TRAINING (\$1,575.00.00 Each)	20265								
FIRST AID KIT - ONE REPLACEMENT EACH YEAR	20215								
DIGITAL CAMERA	20215								
BODY CAMERA (\$111.00 per month)	27515								
EVDO WIRELESS CARD ANNUAL COST (\$44.00 per month)	27990								
TOTAL MISC.									

TOTAL COSTS RELATED TO PERSONNEL

VEHICLE COSTS

VEHICLE ACQUISITION--1 ReplacementVehicle CB/Remainder of Vehicle Add On/Associated Cc	31200								
VEHICLE SUPPLIES/REPAIRS (INCLUDING GASOLINE)	20290								
VEHICLE INSURANCE	20075								

TOTAL COSTS RELATED TO VEHICLE

TOTAL PERSONNEL AND VEHICLE COSTS

CHESAPEAKE BEACH (65% of Column A + 100% of Column B)									
TOTAL CHESAPEAKE BEACH									

NORTH BEACH (35% of Column A)

TOTAL NORTH BEACH									
Total Combined Estimate for FY2026									

* ANNUAL COSTS MAY BE ADJUSTED BASED ON FUTURE BUDGETARY DECISIONS MADE BY THE BOARD OF COUNTY COMMISSIONERS AND CHANGES IN ANCILLARY COSTS.

Vehicle Replacement: Beginning in FY 2015, two vehicles were added in each FY budget to allow for a 5 year rotation. Beginning in FY 2023, the vehicle rotation was adjusted to one vehicle per fiscal year.

Deputy Vehicle

\$ 65,000.00	Vehicle FY26
1,201.00	Vehicle Graphics
-	In-Car Camera
6,779.85	In-Car Computer
3,676.93	Console/Light Pa
8,812.00	Mobile Radios
1,258.95	Etix Printer/Scan
2,356.00	Truck Vault
901.00	Half Cage
<u>\$ 89,985.73</u>	

	Beach & North Beach Shared Deputy Costs (65%/35%)9	Chesapeake Beach w/One Additional Deputy (100%) 2 Deputies Total
	\$ 898,782	\$ 164,203
	2,678	489
	89,878	16,420
	25,807	4,715
	12,385	2,263
	5,775	-
	\$ 1,035,305	\$ 188,090
	\$ 494,330	\$ 90,312
	16,383	2,866
	\$ 510,713	\$ 93,178
	\$ 6,570	\$ 1,460
	5,442	2,721
	4,050	900
	1,181	263
	1,435	319
	14,175	3,150
	85	-
	300	-
	11,988	2664
	4,752	1,056
	\$ 49,978	\$ 12,532
	\$ 1,595,996	\$ 293,800
	32,121	89985.73
	5,670	7,138
		1,260
	\$ 37,791	\$ 98,384
	\$ 1,633,787	\$ 392,184
		\$ 1,454,145
		\$ 1,454,145
	\$ 571,825	
	\$ 571,825	
		\$ 2,025,971

MITIGATION FUND

FY27 BUDGET

- Total budget of \$5,009. Revenue consists of critical area grant and interest income.
- Expenditures include the cost for tree plantings and maintenance.

FY27 Budget
Mitigation Fund

		FY21		FY22	FY23	FY24	FY25	FY26	FY26 to	FY27
		BUDGET	ACTUALS	Actuals	ACTUALS	Actuals	Actuals	BUDGET	2/28/26	Budget
200-410145	Interest Income	1,000	92	100	2,879	4,492	4,507	3,500	2,459	3,009
200-430135	Prior Year Reserves	88,435	-	-	-	-	-	19,200		
200-435100	Critical Area Grant	1,900	-	2,000	2,000	2,000	2,000	2,000		2,000
TOTAL REVENUES:		91,335	92	2,100	4,879	6,492	6,507	24,700	2,459	5,009
200-6400-632800	Bank Service Charges	250	20	40	21	46	60	100	20	100
200-6400-634300	Trees & Plantings	-	-	-	14,314	12,272	7,865	24,600	2,800	4,909
TOTAL EXPENDITURES:		250	20	40	14,335	12,318	7,925	24,700	2,820	5,009
SURPLUS/DEFICIT:		91,085	72	2,060	(9,456)	(5,826)	(1,418)	-	(361)	-



Town of Chesapeake Beach

FY27 Budget – Work Session 1
CBWRTP

CBWRTP FUND

FY27 BUDGET

- *Revenues*
 - No change in partner allocations for fixed or variable costs
- *Expenses*
 - Engineering and Professional Fees. – Includes known contract services costs plus averaged costs from FY23 – FY26
 - Salary Costs increased based on apprenticeship program and new salary structure.
 - Safety – No expected changes
 - Lab Analysis & Supplies – Reduction in costs due to bidding out these services. \$66,000 reduction.
 - Equipment Repairs and Maintenance – Increased costs due to aging infrastructure.

CBWRTP FUND

FY27 BUDGET

- *Expenses – Continued*
 - Chemicals – reduced costs of \$90,000. Based on new contracts.
 - Landfill Tipping Fees – Expected to increase. \$30,000.
 - Capital Projects as shown on schedule.
 - Shared professional fees allocated to proper funds in FY27
 - Workers Compensation & general liability increase
 - Software maintenance contracts
 - Financial audits
 - Per interjurisdictional agreement, reserve account true up
 - 25% of annual budgeted expenses – allocated based on fixed rate

FY27 Budget
Treatment Plant

		FY23 ACTUALS	FY24 ACTUAL	FY25 ACTUAL	FY26 BUDGET	FY26 to 2/28/26	FY27 BUDGET	NOTES
FIXED REVENUES								
300-430010	Anne Arundel - Fixed - 10.44%	108,125	189,088	112,797	206,875	91,965	153,619	
300-430020	Calvert County - Fixed - 21.81%	225,881	395,020	235,643	432,178	192,122	320,923	
300-430030	Chesapeake Beach - Fixed - 49.66%	514,317	899,435	527,968	984,042	574,061	730,722	
300-430040	North Beach - Fixed - 18.09%	210,172	327,643	195,451	358,464	159,353	266,185	
VARIABLE REVENUES								
300-431010	Anne Arundel - Variable - 12%	96,362	81,800	81,678	90,000	60,000	83,491	FY27 allocation based on flows - 12% - 12.05% FY23
300-431020	Calvert County / NB - Variable - 37%	287,759	252,218	251,840	277,500	185,000	257,431	FY27 allocation based on flows - 37% - 35.99% FY23
300-431030	Chesapeake Beach - Variable - 51%	413,732	347,651	347,131	382,500	255,000	354,838	FY27 allocation based on flows - 51% - 51.96% FY23
CAPITAL & OTHER REVENUE SOURCES								
300-432010	Capital - Anne Arundel	57,927	33,280	36,740	69,990	46,660	24,012	
300-432020	Capital - Calvert County	121,013	69,525	76,753	146,214	97,476	50,163	
300-432030	Capital - Chesapeake Beach	275,539	158,304	174,761	332,921	221,947	114,218	
300-432040	Capital - North Beach	100,373	57,667	63,661	121,275	80,850	41,607	
300-432110	Anne Arundel - Reserves					45,952	(6,360)	
300-432120	Calvert County - Reserves					95,997	(13,287)	
300-432130	Chesapeake Beach - Reserves					81,967	(30,254)	
300-432140	North Beach - Reserves					79,623	(11,021)	
300-439030	Grants - Chesapeake Beach	40,113	69,009	61,096	-	54,786	-	
300-490000	Interest & Penalties	-	6,314	3,624	-	1,529	-	This amount is estimated at \$19,477 based on earnings
	TOTAL REVENUES:	2,451,313	2,886,954	2,169,143	3,401,959	2,324,287	2,336,288	
FIXED COST								
300-6975-601000	Salaries and Wages	449,607	468,802	530,770	500,100	334,646	627,934	Per Salary Schedule
300-6975-610500	Plant Benefits & Taxes	232,489	246,513	197,328	255,050	171,685	313,967	50% of Salaries Zack - 28%/Treasurer and Samelia - 20% From Salary
300-6975-621000	Administration - TCB	37,636	74,649	94,383	78,984	44,955	83,249	Schedule
300-6975-621401	Engineering & Professional Fees	78,261	41,509	57,026	75,000	35,424	78,000	Schedule Provided by Josh
300-6975-621500	Safety	12,989	8,300	7,193	15,200	3,184	11,300	Schedule Provided by Josh
300-6975-622000	Telephone	3,776	5,333	5,929	6,000	5,210	6,000	\$600 Reimb., Comcast & Verizon
300-6975-623000	Lab Analysis & Supplies	60,786	64,347	60,701	160,000	39,493	94,000	Schedule Provided by Josh
300-6975-626000	Equipment Repairs & Maintenance	77,032	134,818	78,641	91,000	53,993	109,000	Schedule Provided by Josh
300-6975-628000	Equipment Purchases	24,914						MOVED TO CAPITAL
300-6975-628500	TP Office Expense	28,323	17,742	24,323	20,000	12,799	16,000	Schedule Provided by Josh
300-6975-780000	Insurance - Plant	69,460	85,693	104,190	120,000	95,418	132,000	Property insurance and general liability , W/Comp
VARIABLE COSTS								
300-6975-684601	Chemicals	248,761	185,479	178,158	270,000	100,513	180,000	Schedule Provided by Josh
300-6975-684701	Landfill Tipping Fees	244,556	262,933	243,342	240,000	139,383	270,000	Schedule Provided by Josh
300-6975-687501	Utilities	302,934	233,257	259,150	240,000	185,087	245,760	(BGE, Comcast, Water Bill From Town)

CAPITAL & OTHER

300-6975-790000	Transfer Out - TP Reserves	-	-		660,225			Establishment of reserves - per interjurisdictional
300-6975-801000	Capital Projects	40,512	47,501	49,603	670,400	179,466	(60,922)	agreement - 25% of budgeted expenses
300-6975-820000	Depreciation	101,136	143,049	201,438	-		230,000	Per capital schedule
TOTAL EXPENSES:		2,013,169	2,019,926	2,092,173	3,401,959	1,401,257	2,336,288	
SURPLUS/DEFICIT:		438,144	867,028	76,970	-	923,030	-	

**Capital Budget
Treatment Plant
FY27 - FY31**

PROJECT	FUND	FY26	FY27	FY28	FY29	FY30	FY31
Equipment Purchases	TP	80,000	80,000	80,000	80,000	80,000	80,000
Headworks Improvement Project (Possible Grant)	TP			1,600,000	1,600,000		
Upgrade Plant Site Lighting - LED	TP	45,000	-	-	-		
Build Inventory Spare Parts	TP	25,000	25,000	25,000	25,000	25,000	25,000
Clean SPT Tank	TP		-	-	-	100,000	
Flow Meter for SPT Decant	TP	17,000	-	-	-		
Flow Meter for SPT Influent	TP	5,200	-	-	-		
Replace Old Siemens Influent and SPT Control System with A & B	TP	215,000	-	-	-		
Repair Basin Mixers and Clean Basins (Lowest Priority)	TP		70,000		300,000		
Handrail Modifications	TP	40,000					
Aeration Basin Piping Paint	TP	120,000					
Aeration Basin Air Flow Gauges	TP	13,200					
Ladder Systems - SPT Entry	TP	-	-		-	50,000	
Upgrade CCTV System	TP	25,000					
Access Road	TP			65,000			
Filter Media Replacement	TP	-	-				1,000,000
Filter Media Chemical Cleaning	TP	85,000		90,000		90,000	
Repair Mixers - SPT	TP		50,000	-	-		
Improvements to Aeration Basin Control	TP				1,000,000		
Cleanout Aluminum Chloride Tank	TP		5,000				
VFD on Blower - Aeration Basins	TP	-		250,000	-		
TOTAL CAPITAL		670,400	230,000	2,110,000	3,005,000	345,000	1,105,000

READ AHEAD

7 April 2026

Town Council Work Session

From: Election Committee

To: Town Council Members

- Please review slides prior to 7 April Work Session.
- If you have question during your home review, don't wait, feel free to contact Randy Getman.
rgetman@chesapeakebeachmd.gov
- Election Committee will be present at work session to answer any additional questions in person.

Need Town Council Decisions

1. Choose Option:

- Town Run Election – Contractor Support
or
- County Run Election – on County Ballot

Committee Unanimous Recommendation

2. Add Multiple Election Days?

- Yes or No

Committee 50/50 Split

3. Assign Board of Elections to draft/propose changes to Town Charter/Code that reflect decisions.

What Went Wrong!

- 5 Sep 2024 State directed Counties (statewide) not to support Municipal Elections.
 - No Poll Books loaded with Town/State Registry.
 - No DS-200 Scanner & Tabulator.
 - No ability to print Voter Authority Cards (VACs)

Impact on Town Nov 2024 Election

- Voter lines remained long throughout Election Day
- Check-in laptops were the choke point
 - Replacement Laptops (4) not linked together like poll books
 - Unable to print (VACs). Voter & Judge filled in by hand
 - Processed ~135 voters per hour (~1min 45sec per voter). In 13-hour Election Day we processed 1693 voters and another 80 were sent to provisional table.
- Voter wait time varied, 40 to 70 minutes
- Unsure how many voters decided not to vote because of lines. Some left and came back (several times), some did not come back.
- Rented DS-200 Scanner & Tabulator from a contractor.

Summary of MD Election Law HB 322

Municipal Elections Administration

Signed by Governor on 4/22/2025

- Authorizes State Administrator to
 - Sign Memorandum of Understanding (MOU) with Municipality to support their Elections.
 - Lease Voting System and Other Equipment to Municipality in accordance with MOU
- Alters provisions for adding Municipal Offices/ Questions to County/State/Federal Ballot
 - Changes request deadline from 18 to 9 months before deadline to file certificate of candidacy for election
 - Adds certifying that Town deadlines and procedures for voter registration and voting are consistent with State and County

**Supports
Town Run
- MOU**

**Supports
County
Run**

Election Committee Actions

1. Reviewed Tasking and Initial Draft Options
2. Established Team Share Drive.
3. Conducted research to gather information.
4. Created “Request for Information” (RFI) file to track information.
5. Created Election Committee Values Ranking sheet.
6. Expanded RFI questions based on discussions.
7. Looked at other Municipalities.
8. Looked at North Beach.
9. Refined/Narrowed options based on RFI answers.
10. Created Pros and Cons for each Option.
11. Committee voted on Recommendations.
12. Provide Read Ahead Brief for future Town Council Work Session.

Supporting Information

Gathered through
Request for Information (RFI)
Process

Options

Town Run Election – Contractor Support

- Continue to hold our own Election by leasing equipment and support from contractor. Keep November Election Day.
 - **Option to Add Multiple Election Days**
 - Contractor's private Pollbooks linked together, use Registry .xlsx file from County, print VACs.
 - Contractor's Scanner and scannable paper ballots.

Town Run Election – MOU with State

- Continue to hold our own Election with State equipment support.
 - Sign MOU with State Administrator and lease equipment (pollbooks, linked, town/state registry, printer for VACs, scanner).
 - **Move our election outside 60-day prior to or after statewide election.**
 - Town procures our own ballots through contractor.

County Run Election

- Include Town Election on County Ballot
 - Candidates file with County. File State Disclosure.
 - Registered Voters can participate in County's Early Voting, Mail-in Ballot Voting, and Election Day Voting at their assigned precinct.
 - Same Day Registration available for Town residents.
 - Town Board of Elections has no control. Election is run by County.

Town Run Election – Contractor Support

PROs

- Contractor Pollbooks (Electec) with installed Town .xlsx registry linked together to prevent duplicate voting.
- Voter Authority Card (VAC) easily printed from pollbook for voter to review and sign.
- Town BOE maintains control
 - Candidate process, campaign finance, absentee process, provisional process, reporting results, recount process.
- Election time-line same
- Absentee Ballots received can be entered into pollbook to prevent duplicate votes. 1-day cutoff.
- Contractor support
 - Pollbooks, scanner, ballots, onsite technicians.

CONs

- Need qualified BOE Chair
 - Randy may step back
- County has 70% to our 41% voter turnout by adding Early voting and increased mail-in ballots.
 - Town could add multiple election days.
- Absentee Voters tracked separately in .xlsx file
 - Absentee ballots issued, absentee ballots received and election day votes are typed into a modified registry .xlsx file to prevent duplicate votes.
- No Access to entire state registry.
 - State registry would make it Easy to identify voter not within town limits and voters registered under a previous MD address.
- Require County assistance to canvas provisional applications.
 - Missing Same Day Registration from County election.

RFIs – Contractor Support - Town Run Election

Note: Multiple contractors (at least 3) may be capable of providing pollbooks that **meet our needs**. Committee focused on Electec because others involved in bidding process for County/State contracts. Maryland Municipal League (MML) identified Electec as a contractor that has supported at least 28 other Maryland Municipalities for their election needs in the past. North Beach is using Electec in November 2026 .

Zoom Call with Electec 03/02/2026 at 6pm (Recorded event)

- Pollbook (computer using Advocate software) that can be loaded with our Town registry based on excel file we get from County. As many as 10 computers can be networked together using ethernet cables (must be in same room). Synchronization almost instantly. Printer for each computer can print VACs (voter name & address & signature space). Absentee ballots issued can be added to pollbook registry up to the day prior.
- Hart Scanner/Tabulator and scannable ballots.
- Can provide onsite Election Day Assistance.
- Can support Multiple Election Days

Town Run Election – MOU With State

PROs

- Pollbooks with installed Town and entire State registry linked together to prevent duplicate voting. Scanner.
- Voter Authority Card (VAC) easily printed from pollbook for voter to review and sign.
- Access to entire state registry makes it Easy to identify voter not within town limits and voters registered under a previous MD address.
- Town BOE maintains control
 - Candidate process, campaign finance, absentee process, provisional process, reporting results, recount process

CONs

- Need qualified BOE Chair
 - Randy may step back
- **Must Change date of Town Election Day.**
 - Voter turnout for other Municipalities not voting same day as County was less than 12%.
- Absentee Voters tracked separately in .xlsx file
 - Absentee ballots issued, absentee ballots received and election day votes are typed into a modified registry .xlsx file to prevent duplicate votes.
- State does not provide onsite technicians or scannable ballots.
- Require County assistance to canvas provisional applications. Missing Same Day Registration from County election.

RFIs – MOU with State - Town Run Election

- What are terms of MOU to lease MD pollbooks? Don't really know all the details. For now, the best information we have is the state's updated "Appendix C – Municipal Election Questionnaire" and information from North Beach. Key points:
 - Sign MOU with State Administrator to Lease Equipment
 - **Move Town election outside 60-day prior to or after statewide election.**
 - State told North Beach:
 - No Pollbooks due to limited availability (NB inside 60-day window).
 - Scanner possible with MOU
 - Town must procure their own ballots
 - County to provide Registered Voter List via Excel file and/or paper copy.
 - No onsite election day assistance.
 - Examples of other municipalities not voting same day as county election:

Date	Town	Active Voters	Voted	Voter Turnout	County Elec Day
5/6/2025	City Havre De Grace	12,333	1,402	11.4%	No
5/6/2025	Town of Mount Airy	7,211	500	6.9%	No
11/4/2025	Town of Bel Air	8,159	925	11.3%	No
11/4/2025	City of Aberdeen	12,802	995	7.8%	No
5/5/2025	City of Taneytown	5,558	366	6.6%	No
11/5/2024	Town of Chesapeake Beach	4,663	1,914	41.0%	Yes

County Run Election

PROs

- Increased Voting Opportunity
 - Early Voting, Same Day Registration, Mail-in Ballot, Election Day at assigned precinct.
- Town Charter/Code may be able to dictate some requirements
 - Candidate qualifications
 - Campaign finance rules
 - No petition with signatures required.
- Town BOE may only be required for special elections and as backup if State does not approve our ballot on County Run Election.

CONs

- Required Changes Charter/Code:
 - Provide option to transfer authority to conduct town election to State/County
 - Deadlines and procedures consistent with State.
- Submit request to State 1st Monday in Nov prior year (7 Nov 2027). **Await approval. Not Guaranteed.**
- County controls pre, during and post election process.
- MD 5-703 says non-partisan candidates seek nomination by petition.
 - File intent by 5 July 2028
 - **Submit Certificate of Candidacy and petition with 250 signatures by 7 Aug 2028.**

Note: State email via County said Town Charter could dictate that petition was not needed because our election is non-partisan. **However, current MD law only excludes Board of Education (MD 5-703).**

 - Candidates file both State & Town disclosure.
- County wide Election results take time
 - Canvas Mail-in Ballots
 - Canvas Provisional
- To challenge a candidate's residency, a voter must submit petition to Circuit Court. MD 5-305.
- Town BOE will not have access to election records (absentee & provisional applications, voted ballots)

RFIs – Related to County Run Election

- To have town election go on county ballot, Town would submit request directly to state (by 7 Nov 2027).
- County Election. Candidates submit directly to county by 7 Aug 2028 (MD 5-703).
- County Election. Candidates submit financial disclosure to state. May also have to submit financial disclosure to Town Ethics.
- County Election. Town charter/code may be able to dictate some requirements (candidate qualifications, campaign finance, no petition with signatures required). Be aware, state could change this back in future.
- MD 5-703 requires non-partisan candidates (**only excludes Board of Education**) to seek nomination by petition which would require declaration of intent by 5 July 2028 and submit petition with 250 registered voter signatures by 7 Aug 2028. Email response from State via County said Town Charter could dictate that petition is not needed. This could change.
- Tenex won State/County election contract for pollbooks. County hopes to receive new pollbooks from Tenex for 2028 election. Received Tenex contact info.
- State/County has another contract out for bidding for a new Scanner/Tabulator.

Add Multiple Election Days

Committee's vote on this was a 50/50 Split

PROs

- Increased Voting Opportunity
- County Election had higher CB voter turnout. 70.1% County vs. 41% Town
- Early Voting & Mail-in increased turnout.
- Suggested adding:
 - Weekday(s), 2 pm to 8 pm
 - Saturday, 8 am to 2 pm

CONs

- Voting is a personal responsibility. Election Day plus absentee ballot option is sufficient.
- Increased Contractor cost ~\$4,210 for each 6-hour day added.
- County Early Voting adds 8 additional 13-hour voting days.
- 2 voting locations (Town Hall & NECC)

Town of Chesapeake Beach Voters Nov 2024

Voted in County Election

CB Voters	3270 of 4663	70.1%
Early Voting	1082	23.2%
Election Day	1421	30.5%
Mail-in	766	16.4%
Provisional	1	0.0%

Voted in Town Election

CB Voters	1914 of 4663	41.0%
Early Voting		
Election Day	1693	36.3%
Absentee Ballot	203	4.3%
Provisional	17	0.4%

Info on North Beach

Comments on North Beach

- NB Town Council voted for town run election with contractor support.
 - Running their own election is a tradition they want to keep.
 - They prefer to vote within town limits (NBVFD is in Chesapeake Beach).
 - Several Council Members had concerns whether only NB voters would get their ballot.
 - County's NBVFD precinct has NB voters & CB voters
 - They only had about 500 out of 1478 voters in last election.
- NB Town Council voted to add non-binding question on ballot. Do voters want Town or State run ballot for future elections?

Compare Contractor Support

North Beach Plan

- Use 2 e-Pollbooks w/printers
- Use 2 Voting Machines
- Use 100 Absentee Ballots
- 500 of 1478 voters in last election (34%).

Chesapeake Beach Plan

- Use at least 4 e-Pollbooks w/printers
- Use scannable paper ballots for election day and absentee voting
- Use Scanner
- 1914 of 4648 voters in last election (41%)

Note: Our Town Code 22-29 Ballots & 22-31 Voting Machines both require a voter-verifiable paper record for each voter.

Additional Information

Gathered through RFI Process

ELECTEC ELECTION SERVICES, INC.

10 Eagle Avenue, Suite 800, PO Box 791, Mt. Holly, NJ 08060

(800) 833-9912 Fax (609) 267-8072

ESTIMATE OF COST

TO:	DATE:	3/4/2026
Randy Getman	DATE OF ELECTION:	Tuesday 11/2028
Town of Chesapeake Beach	TIME OF ELECTION:	7am-8pm
200 Bayside Rd	TYPE OF ELECTION:	Election of Officers
Chesapeake Beach, MD 20732	TYPE OF MACHINE:	Paper Ballot/ Scanning on site
301-933-7488301-452-1496	LOCATION(S):	North East Community Center 4075 Gordon Summit Ave Chesapeake, MD 20736

BALLOT PREPARATION & PRINTING

	Quantity	Each	TOTAL
Election Data Entry, Develop Ballot Layout, Final Ballot Typesetting	1	\$1,575.00	\$1,575.00
Supply & Print Official Election Ballot <i>(8 1/2 " x 14", one page, two sided, front and back</i>	3,500	\$1.30	\$4,550.00
EPoll Book Rental on Election Day	4	\$700.00	\$2,800.00
EPoll Book Rental One Month Prior to Track Absentee Ballots	1	\$1,000.00	\$1,000.00

TABULATION BALLOT SCANNERS AND TECHNICIAN SERVICES

	Quantity	Each	TOTAL
Tabulation Ballot Scanner	2	\$1,300.00	\$2,600.00
Transportation	2	\$550.00	\$1,100.00
Fuel Surcharge	1		\$200.00
Election Technicians	1	\$1,350.00	\$1,350.00

TRAVEL & LODGING EXPENSE

	ESTIMATED COST
To Be Billed at Actual Cost	\$1,000.00

EARLY VOTING

Includes: 2 HART Scanners (Same Scanners Used For All Election Days) 4 EPoll Books(Same EPoll Books Used For All Election Days) Technician on Site up to Six Hours Per Day	\$4210.00 Per Early Vote Day	TBD
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TOTAL ESTIMATED COST (Early Voting & Travel & Lodging to Be Billed on Balance Inv	\$16,175.00
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**Electec
Cost Estimate
Paper Ballots**

ELECTEC ELECTION SERVICES, INC.

10 Eagle Avenue, Suite 800, PO Box 791, Mt. Holly, NJ 08060

(800) 833-9912 Fax (609) 267-8072

ESTIMATE OF COST

TO:	DATE:	3/4/2026
Randy Getman	DATE OF ELECTION:	11/1/2028
Town of Chesapeake Beach	TIME OF ELECTION:	7am-8pm
8200 Bayside Rd	TYPE OF ELECTION:	Town
	TYPE OF MACHINE:	Electronic
Chesapeake Beach, MD 20732		
Phone: 301-452-1496	LOCATION:	

VOTING MACHINES

	Quantity	Cost Per Machine	TOTAL
Ordered Machines -	6	\$950.00	\$5,700.00
Spare Machines**	1	\$950.00	\$0.00
<i>**No Charge Unless Used</i>			
Transportation	6	\$500.00	\$3,000.00
Fuel Surcharge 15%			\$450.00

TECHNICIAN SERVICES

Technician(s)		ESTIMATED COST
1		\$1,350.00

Epoll Books

Item	Quantity	Cost per Item	ESTIMATED COST
EPoll Books with Printers and Signature Pads for Authorization to Vote Slip	4	\$700.00	\$2,800.00
EPoll Book Rental One Month Prior to Track Absentee Ballots	1	\$1,000.00	\$1,000.00

TRAVEL & LODGING EXPENSE

	ESTIMATED COST
To Be Billed at Actual Cost	\$1,000.00

BALLOT PREPARATION & PRINTING

Item	QUANTITY	ESTIMATED COST
Election Data Entry, Develop Ballot Layout & Final Ballot Typesetting	1	
Pre-Election Prep, Test Election & Machine Programing	1	
Sample Ballots	2	
Machine Ballots	6	
Total Estimated Cost Ballot Preparation and Printing		\$850.00

TOTAL ESTIMATED COST (Travel & Lodging to Be Billed on Balance Invoice)	\$16,150.00
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This Estimate is Just a Guideline and Will Need to be Updated In 2028 to Get a More Accurate Cost

**Electec
Cost Estimate
Voting Machine**

RFIs – Multi Election Days Info

- Asked for excel file of Chesapeake Registered Voters that identifies those voters that actually voted in November 2024 County/State/Federal Election. Received CD with CB Registered Voters as of 1/16/2026. File identifies each voter that voted in 2024 Primary and General Elections.
- For Calvert's 2024 General Election, asked for the breakdown between early voting, election day voting, and mail-in voting. They provided a spread sheet, see excerpt below. They also provided a graph showing 2010 through 2024 election.

	Calvert		NBVD		NECC	
	Total Votes		03-001		03-002	
Early Voting Ballots Cast	23340	42.77%	566	31.98%	1007	31.88%
Election Day Ballots Cast	17163	31.45%	713	40.28%	1328	42.04%
Mail-in Ballots Cast	12520	22.94%	393	22.20%	704	22.28%
Provisional Ballots Cast	1552	2.84%	98	5.54%	120	3.80%
	54575	100.00%	1770	100.00%	3159	100.00%

Town of Chesapeake Voters by Precinct November 2024 Elections

Voted in County Election

3001 (NBVFD)	544 of 806	67.5%
Early	185	23.0%
Election Day	228	28.3%
Mail-in	131	16.2%

Voted in Town Election

3001 (NBVFD)	314 of 806	38.9%
Election Day	273	33.9%
Absentee Ballot	40	5.0%
Provisional	1	

Voted in County Election

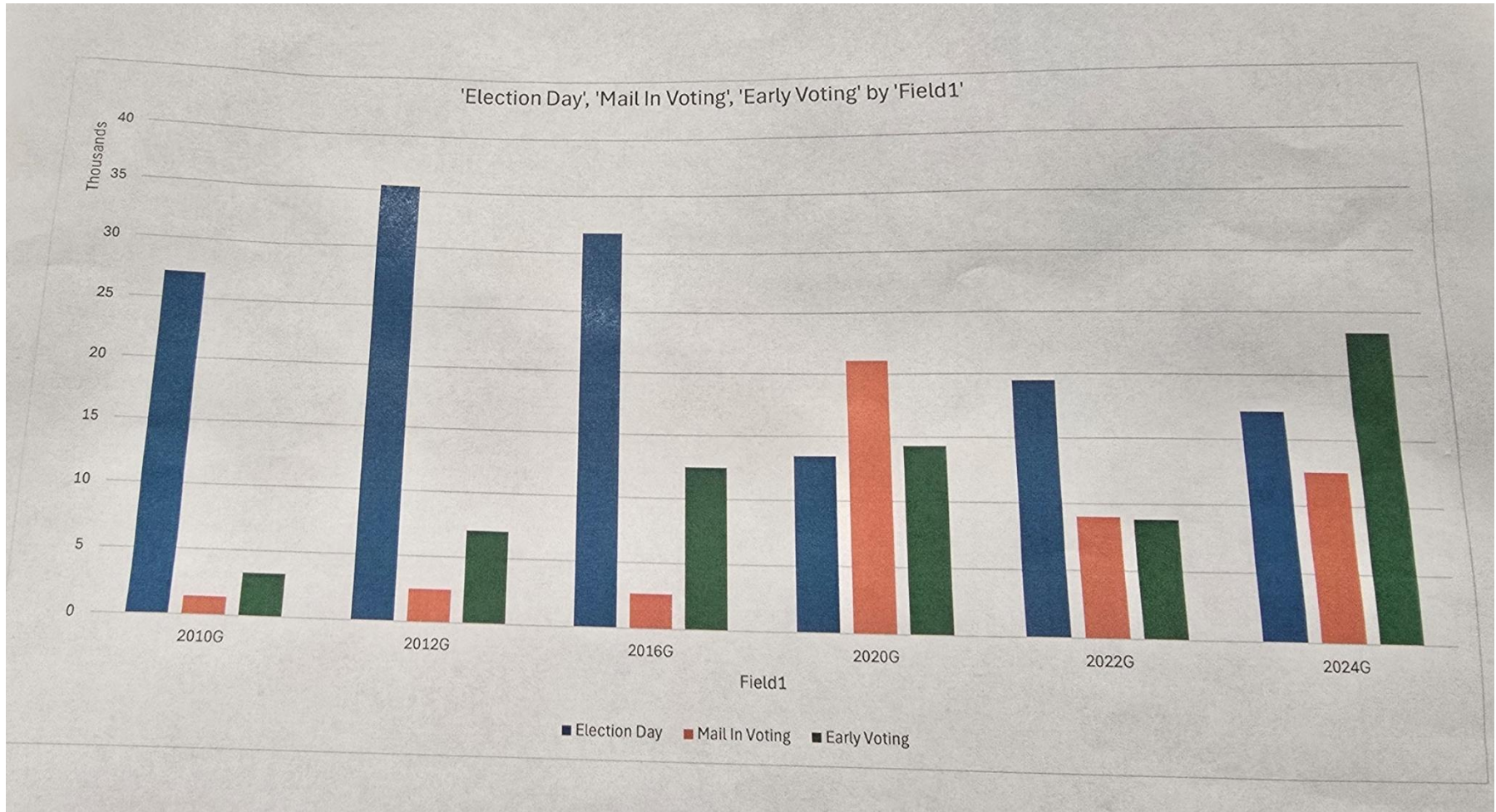
3002 (NECC)	2726 of 3857	70.7%
Early	897	23.3%
Election Day	1193	30.9%
Mail-in	635	16.5%
Provisional	1	0.0%

Voted in Town Election

3002 (NECC)	1600 of 3857	41.5%
Election Day	1420	36.8%
Absentee Ballot	163	4.2%
Provisional	17	0.5%

3270 of 4663 70.1%

1914 of 4663 41.0%



RFIs – Other Municipalities

- What are other Calvert municipalities doing for their elections? Town of Chesapeake Beach and North Beach are the only two municipalities in Calvert County. Our town has about 5000 registered voters, the town of North Beach has about 1500 registered voters.
- Talked with North Beach 1/5/2026. They had meeting with state and county. If going on County Ballot no MOU is required. Candidates apply to county. Candidates follow state financial disclosure laws. MOU with state required if renting equipment from state to hold their own election. Presenting options to NB Town Council during 1/8/26 work session. Memo posted on their web page. North Beach will let me know how January Town Council Meeting goes and then keep me informed throughout their election process.
- Attended NB Town Council Meeting 1/15/2026. Received Memo presented during meeting. Received NB cost estimate from Electec. NB Town Council voted to run election with contractor support. Voted to add non-binding question on ballot. "Do voters want Town or State run ballot for future elections."

RFIs – Other Municipalities

- Contacted Maryland Municipal League. Looking for information on how other municipalities are planning to hold their elections based on recent changes to state election laws for supporting municipal elections. Has the Maryland Municipal League coordinated and/or gathered information on how different municipalities have or plan to hold their elections based on these new laws? Also, Can you identify and provide contact info for municipalities that might be interested in sharing their approach to elections with my Town. Our next Town election is November 2028 and our options appear to be: Option 1: Go on State/County ballot. Option 2: MOU with State. Option 3: Contract Support. Option 4: Hard Copy of Town Registry. (See "MML RFI.pdf" for full email).

See "MML RFI Response.pdf" for full response and request.

For: Option 1 — If you're interested, I would speak with Hagerstown and/or Cumberland.

Option 2 — I'm not actually sure which, if any, jurisdictions are going this route yet. Frederick ran into issues around non-citizen voting. I have not heard from Ocean City, Rockville, or Havre de Grace on if they plan to utilize an MOU. Only Ocean City in this group would need to move their election date (the others don't coincide with state/federal). I'd reach out to SBE sooner than later if you're still interested.

Options 3/4 have some nuance — You can use a vendor with the pollbook/paper register provided by SBE, which seems to be the case for most members, or get them from a 3rd party (like Bowie). 28 of our members — big and small — use Electec to help with some aspect this.

- I suddenly remebered that Chapters 163 and 162 of the 2023 Legislative Session of the Maryland General Assembly require municipalities to provide SBE with certified results from municipal elections. You can look at what each municipality has posted since 2023 at the following link: https://elections.maryland.gov/voting/municipal_results.htm.

Take a look at all that you want. Suggest 2025 Mount Airy, 2025 Bel Air, 2025 Aberdeen, 2025 Chevy Chase, 2025 Taneytown, 2025 Havre De Grace, 2025 Laurel, 2023 Rockville, and 2024 Ocean City.

RFIs – Registry Related Info

- How MD keeps registry updated (See MD 3-501 thru 3-504). Before each election County sends sample ballot to each registered voter. If it comes back undeliverable they send a postcard. If no answer voter placed on inactive list. They repeat for 2 more elections, if no answer they remove voter from registry. This is one of multiple processes (obituary, courts, other states, etc...) going on to clean up registry.
- Can we establish our own Town registry? I believe the answer is no based on the following MD Election Laws: MD 3-403(a) A voter residing in a municipal corporation is considered to be registered for elections in that municipal corporation if the voter is included on the statewide voter registration list at an address within the municipal corporation. MD 3-403(g) This section may not be construed to prohibit a municipal corporation from administering and maintaining a supplemental list of those individuals who are not on the statewide voter registration list but who may otherwise be qualified to register to vote with the municipal corporation. We have a supplemental voter list, but only 1 voter remains on list. MD 3-101(f) A registered voter shall remain registered when the voter moves to another county in the State; and may not be required to register again unless the voter's registration is canceled in accordance with Subtitle 5 of this title.

ORDINANCE O-26-7

AN ORDINANCE OF THE TOWN COUNCIL OF CHESAPEAKE BEACH AMENDING THE TOWN CODE, CHAPTER 290, “ZONING,” ARTICLE III, “ZONING DISTRICTS”, SECTION 290-10, “TABLE OF USES”, TO PERMIT CERTAIN HOME OCCUPATIONS AS A CONDITIONAL USE IN CERTAIN ZONES, TO AMEND ARTICLE III, SECTION 290-11, “CONDITIONS AND STANDARDS FOR CONDITIONAL AND SPECIAL EXCEPTION USES.”, TO REVISE THE STANDARDS APPLICATION TO THE CONDUCT OF HOME OCCUPATIONS; AND TO AMEND ARTICLE XI, “DEFINITIONS”, SECTION 290-43, “DEFINITIONS.” TO REVISE THE DEFINITION OF THE TERM “HOME OCCUPATION”

WHEREAS, Chesapeake Beach (the “Town”) is a municipal corporation of the State of Maryland, organized and operating in accordance with Article XI-E of the Constitution of Maryland; and

WHEREAS, pursuant to Md. Code Ann., Local Gov’t Art., § 5-213, the Town has the authority to provide reasonable zoning regulations subject to the referendum of the voters at regular or special elections; and

WHEREAS, the Town has implemented the foregoing powers in Section C-501(56) of the Town Charter, and pursuant thereto enacted Chapter 290, “Zoning”, of the Town Code, various provisions relating to home occupations; and

WHEREAS, at a meeting on December 17, 2025, the Town’s Planning Commission voted to recommend amendments to various sections of the Zoning Ordinance to revise certain provisions relating to home occupations; and

WHEREAS, the Town Council concurs with the Planning Commission’s recommendations and finds the recommended changes to be in the best interests of the Town and its residents; and

Section 1. NOW THEREFORE, BE IT ORDAINED AND ENACTED BY THE TOWN COUNCIL OF CHESAPEAKE BEACH, that Chapter 290, “Zoning,” Article III, “Zoning Districts”, Section 290-10, “Table of uses”, of the Town Code be and hereby is amended to read as follows:

§ 290-10. Table of Uses.

Table 1 lists the different uses and zoning districts in which they are permitted. If a use is not listed or does not fall within any of the general use categories, it is not a permitted use in any district. If a use is specifically listed in Table 1, it takes precedence over general use listings. The letters in Table 1 correspond to the following:

* * *

TABLE 1

Use	Zoning Districts											Conditions or Additional Use Regulations
	R-LD	R-MD	R-HD	RV-1	RV-2	RPC	NC	TC	PC	MC	RC	
			*		*				*			
60. Customary home occupation (1 employee)	<u>NP</u> <u>C</u>	<u>NP</u> <u>C</u>	<u>NP</u> <u>C</u>	<u>NP</u> <u>C</u>	<u>NP</u> <u>C</u>	<u>NP</u> <u>C</u>	C	C	C	C	NP	See § 290-11CC
			*		*				*			

Section 2. , BE IT FURTHER ORDAINED AND ENACTED BY THE TOWN COUNCIL OF CHESAPEAKE BEACH, that Chapter 290, “Zoning,” Article III, “Zoning Districts”, Section 290-11, “Conditions and standards for conditional and special exception uses.”, of the Town Code be and hereby us amended to read as follows:

§ 290-11. Conditions and standards for conditional and special exception uses.

The following conditions and specific standards apply to land uses designated C (conditional) SE (special exception) and SC (special exception with conditions) in Table 1. When applying for a zoning and occupancy permit, the applicable conditions shall be satisfied during the period of the use and occupancy.

A. Accessory dwellings: conditional use in the R-LD, R-MD, R-HD, RV-1, RV-2, RPC, NC and TC Districts, subject to the requirements of the district where located except as herein provided:

* * *

CC. Customary home occupation:

(1) Conditional use in the RV-2, NC, TC, PC and MC Districts, subject to the requirements of the district where located, except as herein provided THAT:

~~(1)(A)~~ (A) The occupation is conducted entirely within the dwelling AND/or accessory building and ~~is clearly secondary to the use of the dwelling for residential purposes.~~ AND HAS MINIMAL NEGATIVE IMPACT ON THE NEIGHBORHOOD WHERE THE BUSINESS IS LOCATED.;

~~(2) (B) The occupation~~ (2) (B) THE GROSS FLOOR AREA OF THE HOME OCCUPATION OVER ALL BUILDINGS ON THE PROPERTY uses no more than 30% of the principal dwelling floor

UNDERLINED SMALL CAPS : signify matter added to existing law
~~Strikethrough~~ : signifies matter deleted from existing law

area.;

~~(3)(C)~~ All ~~employed~~ EMPLOYEES are ~~family members~~ PERMANENT RESIDENTS residing in the dwelling, except that one full-time nonresident employee may be on the premises.;

~~(4)(D)~~ ~~No~~ THERE IS NO outside storage of equipment, materials or items to be repaired or sold ~~shall be permitted.~~;

~~(5)(E)~~ No article or commodity is offered for sale ~~or is publicly displayed~~ on the premises except those incidental to the services offered.;

~~(6)(F)~~ No ~~visible~~ display of products ~~may be shown so as to be~~ OR ADVERTISING IS visible from outside the dwelling, ~~and no advertising visible outside the premises shall be permitted,~~ other than the permitted home occupation announcement sign.;

~~(7)(G)~~ No exterior alterations, additions, or changes to the structure ~~shall be permitted in order~~ ARE MADE to accommodate or facilitate a THE home occupation.;

~~(8)(H)~~ Besides the required parking for the dwelling unit, AN additional parking SPACE located to the side or rear yard ~~shall be~~ IS provided as follows: ~~one space for each~~ ANY nonresident employed on the premises and OTHER PARKING COMPLIES WITH SECTION 290-20 OF ARTICLE V OF THIS CHAPTER ~~three additional spaces for a physician or dentist.~~;

~~(9)(I)~~ A ANY nameplate ~~not larger than two square feet~~ attached to the building IS NO LARGER THAN TWO SQUARE FEET and illuminated only by indirect lighting ~~is permitted.~~;

~~(10)~~ A ~~home occupation shall not be interpreted to include such uses as tourists' homes, animal hospitals, tearooms and restaurants.~~

~~(11)(J)~~ The establishment or operation of a home occupation ~~shall be~~ IS harmonious with the character of neighboring residential uses and ~~shall~~ DOES not create traffic (pedestrian or vehicular) or parking demands out of character with neighboring properties.;

~~(12)(K)~~ A zoning permit is obtained.

(2) CONDITIONAL USE IN THE RV-1, R-LD, R-MD, R-HD, AND RPC, SUBJECT TO THE REQUIREMENTS OF THE DISTRICT WHERE LOCATED, PROVIDED THAT:

- (a) THE OCCUPATION IS CONDUCTED ENTIRELY WITHIN THE DWELLING;
- (b) THE OCCUPATION USES NO MORE THAN 30% OF THE PRINCIPAL DWELLING FLOOR AREA.
- (c) ALL EMPLOYEES ARE PERMANENT RESIDENTS IN THE DWELLING;
- (d) THERE IS NO OUTSIDE STORAGE OF EQUIPMENT, MATERIALS, OR ITEMS TO BE REPAIRED OR SOLD;
- (e) NO ARTICLE OR COMMODITY IS OFFERED FOR SALE ON THE PREMISES;
- (f) NO DISPLAY OF PRODUCTS OR ADVERTISING IS VISIBLE FROM OUTSIDE THE DWELLING;
- (g) NO ON-SITE RETAIL SALES ARE CONDUCTED ON THE PREMISES; AND
- (h) THE ESTABLISHMENT OR OPERATION OF THE HOME OCCUPATION IS HARMONIOUS WITH THE CHARACTER OF NEIGHBORING RESIDENTIAL USES AND DOES NOT CREATE TRAFFIC (PEDESTRIAN OR VEHICULAR) OR PARKING DEMANDS OUT OF CHARACTER WITH NEIGHBORING PROPERTIES.

UNDERLINED SMALL CAPS

: signify matter added to existing law

~~Strikethrough~~

: signifies matter deleted from existing law

* * *

Section 3. , BE IT FURTHER ORDAINED AND ENACTED BY THE TOWN COUNCIL OF CHESAPEAKE BEACH, that Chapter 290, “Zoning,” Article XI, “Definitions”, Section 290-43, “Definitions.”, of the Town Code be and hereby us amended to read as follows:

§ 290-43. Terms Defined

As used in this chapter, the following terms shall have the meanings indicated:

ADULT BOOKSTORE

Any premises from which minors are excluded and in which the retail sale of books, magazines, newspapers, movie films, devices, slides, or other photographic or written reproductions is conducted as a principal use of the premises; or as an adjunct to some other business activity, but which constitutes the primary or a major attraction to the premises.

* * *

CUSTOMARY HOME OCCUPATION

~~An activity undertaken for gain or profit and carried on in a dwelling or building accessory to a dwelling, by permanent residents of the dwelling and up to one additional unrelated person. A customary home occupation is clearly secondary to the use of the dwelling as a residence.~~ A HOME OCCUPATION IS A BUSINESS OR COMMERCIAL ACTIVITY THAT A PERMANENT RESIDENT CONDUCTS WITHIN THE PERSON’S RESIDENCE AND WHICH USE IS SECONDARY TO THE PRIMARY USE AS A RESIDENCE.

* * *

AS CERTIFIED by their signatures below, the members of the Town Council affirm that this Ordinance was introduced at a meeting of the Town Council on ___ day of _____, 2026 and considered for adoption at the regular Town Council meeting on ___ day of _____, 2026. The vote of the Council was tallied and ___ votes of approval and ___ votes of disapproval were cast. The resulting majority of the Council approved the passage of this Ordinance on _____, 2026. If signed by the Mayor below, the Mayor approves this Ordinance pursuant to Section C-310 of the Charter on _____, 2026, and this Ordinance shall become effective twenty days following its signature by the Mayor.

UNDERLINED SMALL CAPS : signify matter added to existing law
~~Strikethrough~~ : signifies matter deleted from existing law

CHESAPEAKE BEACH, MARYLAND

Bruce A. Wahl, Mayor

Jamey Shuls, Council Vice-President

Eric Reinhardt, Councilmember

Jonathan Evans, Councilmember

Laura Blackwelder, Councilmember

Anthony Greene, Councilmember

Daniel Duvall, Councilmember

UNDERLINED SMALL CAPS

~~Strikethrough~~

: signify matter added to existing law
: signifies matter deleted from existing law