COMMISSIONER MEETINGS
2ND AND 4TH TUESDAY OF EACH MONTH
(410) 226-5122

101 Market Street
P.O. Box 339
Oxford, Maryland 21654

Commissioners of Oxford

The Commissioners of Oxford will hold a regular meeting in person at

101 Market Street on November 24, 2026, at 6 PM

All are welcome to join the meeting in person or view the meeting virtually at the following link:
https://townhallstreams.com/towns/oxford_md

COMMISSIONERS OF OXFORD ~ November 24, 2026, AGENDA

REGULAR MEETING – 6 PM
- Pledge of Allegiance

ANNOUNCEMENT FROM COMMISSIONERS
- Commissioner's Comments/Announcements

MANAGEMENT
- Town Managers Report, Holly Wahl

ORDINANCES AND RESOLUTIONS

Introduce and vote on Resolution # 2606 a resolution of Commissioners of Oxford amending the annual boat slip fees.

Introduce Ordinance #2607 an ordinance of the Town of Oxford the General Fund budget for the fiscal year beginning July 1, 2025, and ending June 30, 2026, to reconcile expenses and ratify over expenditures. **Set public for December 9, 2026, at 6 PM**.

Introduce Ordinance #2608 an ordinance of the Town of Oxford the Stormwater Shoreline Protection budget for the fiscal year beginning July 1, 2025, and ending June 30, 2026, to reconcile expenses and ratify over expenditures. **Set public for December 9, 2026, at 6:03 PM**.

Introduce Ordinance # 2609 an ordinance of the Town of Oxford the Utility Fund budget for the fiscal year beginning July 1, 2025, and ending June 30, 2026, to reconcile expenses and ratify over expenditures. **Set public for December 9, 2026, at 6:05 PM**.

UNFINISHED BUSINESS

NEW BUSINESS

1) Commissioners' consideration of authorizing the Commission President to send a letter on behalf of the Commissioners to the Honorable Elizabeth L. Gunn related to the Robert Morris Inn.
2) Commissioners to consider filling the one (1) vacancy on the Ethics Commission.

3) Commissioners to consider moving the December 7th Commissioners meeting to December 9th.
4) Commissioners to consider authorizing an amended agreement to reduce the number of dwelling unit service charges when units are confirmed to be abandoned by the homeowner that requires homeowner recordation.
5) Commissioners to consider authorizing an off-street parking agreement with the Oxford Inn.
6) Commissioners to consider authorizing safety and counter height accessibility improvements to Town Hall in the amount of $13,295 from the FY26 General Fund budget "Public Safety" category. Total funds budgeted are $325,460, with actual expenses to date, $51,542.10. All work to be constructed by P.E Moore & Sons.
7) Commissioners to consider a request from the Historic District Commission to allocate $35,000 in additional funds to the sidewalk installation on the Strand to install a brick like appearance to the new sidewalk installation.

WORK SESSION

COMMISSIONERS COMMENTS

LETTERS RECEIVED

- **"Leaf and Limb Collection"** Sean Clements – November 9, 2026
- **"Private Billing Review, Pending Exterior Leak Sewer Abatement, and Commercial Hospitality Rate Discussion – Account #18 (CID 291) Bill #378970 (Due 11/23/2026" –** Ben Gibson Sandaway Suites & Beach – November 17, 2026.

PUBLIC COMMENTS

Public comments are encouraged in person (*3-minute limit*), and they can be emailed to **oxfordclerk@oxfordmd.gov** on the Friday prior to the Town meeting by noon, mailed or dropped off at the Town Office prior to the Town meeting. Only comments submitted that are requested for inclusion in the meeting agenda packet will be included. Comments received after the deadline will be included in the following meeting agenda packet.

FUTURE COMMISSIONER'S MEETINGS

- December 7, 2026, Commissioners regular meeting (NOTE this is rescheduled from the December 8th meeting, which may be amended to December 9, 2026, pending Commissioners approval)
- December 22, 2026, Commissioners regular meeting

UPCOMING TOWN CLOSINGS

- November 26, 2026, Thanksgiving Day
- November 27, 2026, American Indian Heritage Day
- December 23, 2026, to January 4, 2027

ADJOURNMENT

The Commissioners of Oxford are governed by the Oxford Charter and are guided by Robert's Rules of Order. The Charter provides that all meetings of the Commissioners shall be open to the public, and the rules of the Commissioners shall provide that residents of the Town shall have a

reasonable opportunity to be heard at any meeting in regard to any municipal question. Public Comment is included on all Commissioner regular meeting agendas and affords the public the opportunity to have a voice, and the Commissioners an opportunity to listen. Public Comment is not a Debate. It is not a question-and-answer session or discussion. If, after a public comment, a Commissioner wishes to clarify a matter, they may do so. With that in mind, the Commissioners thank the public for their interest, welcomes the public to speak, and requests that anyone who would like to speak please state your name and address for the record.

Town Managers Report

Holly Wahl, Ph.D., MBA, ICMA-CM

November 24, 2026

Commissioner's Meeting

I. Upcoming Commissioner Meeting Planning:

As a reminder, the draft Commissioners meeting calendar is viewable view a live file linked **here**.

II. Administrative Updates:

1. **MDE confirmation of funding for stormwater improvements**: **Exciting News for the Town!** The Town has received confirmation of **$300,000 in funding from the Maryland Department of the Environment (MDE)** to complete much-needed stormwater improvements at the Strand. Work will begin immediately to address persistent standing water issues and implement stormwater treatment measures to manage runoff from the Strand roadway.

   These improvements will help enhance drainage, reduce flooding concerns, improve water quality, and protect the surrounding environment.

2. **Public Works grant funding from Maryland Rural Water Association:** The Town is pleased to announce confirmation of $10,000 in funding from the Maryland Rural Water Association in support of the Town's Public Works Apprenticeship Program, which was initiated in 2025 to provide additional training, professional development, and advancement opportunities for Public Works employees.

3. **Notice of Demand letter from the University of Maryland Finance Center UMFC regarding the Strand:** The Town received a demand letter from the University of Maryland Finance Center (UMFC) requesting payment of $81,530.28 for monitoring services associated with the Strand Project. UMFC provided a purported agreement dated June 25, 2024, executed by the former

Town Manager that expired on December 30, 2025, with a contract value of $100,000.

The Town's preliminary review identified several concerns regarding the validity and enforceability of the agreement. Additionally, Town records do not establish that the required monitoring services and associated work products were completed and delivered within the contractual period of performance. No authorized extension of the agreement has been identified.
The Town is preparing a formal response disputing the demand. Pending further review, the Town does not acknowledge any obligation to pay the disputed amount and reserves all applicable legal rights and defenses.

4. **Beach safety concerns:** A meeting was held with Dr. Fahmi of the Talbot County Health Department on November 16, 2026, to review concerns related to the rocky substrate material installed on the Strand public beach. It was discussed that the improvements created a wetland area, which is not conducive for public beach access. There is concern that the rocky substrate installed has created conditions that decrease safety for swimmers with oysters shown to be attached in areas where members of the public may unknowingly cut themselves. Dr Fahmi discussed supporting the Town to determine what measures should be taken for safe swim access considering these changed conditions. The discussion included netted safe swim areas that could be confirmed to be clear of the rocky substrate and potentially sharp natural growth, removal of the rocky substrate, and additional signage provided by the Health Department.

5. **Capital Connections for water and sewer:** The Town is currently reviewing 20 commercial accounts and 4 residential accounts that were identified by a January 2026 internal audit as accessing additional water and sewer capacity than paid by capital connection fees. A total of 66 commercial units and 4 residential units equivalent dwelling units (EDUs) are unaccounted for.

6. **Traffic Study for Speed Camera Implementation:** The traffic study for the speed camera installation on Oxford Rd. is in progress. Results are expected in December.

7. **Utility bills are issued under the new FY27 utility rates.** All meters are upgraded and the live My360 system is accessible to view usage, set alerts to inform citizens about their utility usage to promote water conservation. As a reminder, the Town is currently at over 90% water capacity. The Town is not permitted to access additional water. Some of the areas we see increase usage are:
    - Accounts using irrigation (approximately 2,000 gallons every other day).
    - Toilets that are running continuously (can use 150,000 gallons usage a month).
    - Water line breaks (create a significant increased exposure of water loss).
    - Accounts with multiple units on one meter will reach the escalating tiers sooner, resulting in higher bills. To prevent this occurrence, additional units should be connected via separate service lines with consumption metered separately. This installation to connect additional units of service off of a master meter is a private property expense and not a Town expense.

Please log in, check your utility account, and monitor your usage.

8. **Delmarva LED Lighting conversion status/update:**

In 2025, the Town held several meetings to discuss converting the Town's light posts managed by Delmarva power to LED.

The key points to this transition are:

- **The orange-colored High-Pressure Sodium (HPS) streetlights are phased out**. This means that when a light goes out or in need of repair Delmarva replaced each post with an LED lamp head, one by one, leaving inconsistencies in the Town. This presented conditions where there could be a street that could have High Pressure Sodium lights, with a few random LED along the same street.
- Alternatives would involve the Town canceling services with Delmarva for managed streetlights and purchasing our own lights, and light poles. The discussion on the costs to accomplish such a program "in-house" with the Town managing and maintaining the poles was determined to be cost prohibitive.

- To maintain streetlights using a light head compatible with the warmest LED available, the 3000-light shown as the third to the left is the warmest light available to the Town.

Figure 1: 3000 LED lighting



- All lights in Town will be replaced with the lighting that is available in the 3000 hues.
- The Town Manager has received concerns from citizens that the lighting is too bright and has forwarded concerns to Delmarva.

9. **Leaf & Limb Collection:**

To participate, **residents** should:

- Place resident collected materials at the curb no more than 48 hours before collection.
- Residents are prohibited from placing contractors collected materials for Town collection. **All contractors must remove their own debris – there are no exceptions. Residents are responsible for notifying contractors. Violations shall be considered municipal infractions punishable by a fine of $50/day in accordance with Town policy**.
- Grass clippings, plant clippings and tree branches must be trimmed to no more than four (4) feet in length and eight (8) inches in diameter and placed in reusable bags or containers.
- **Place items in reusable bags or containers at the curb.** Grass clippings, plant clippings and tree branches must be trimmed to no more than four (4) feet in

length and eight (8) inches in diameter and placed in reusable bags or containers no more than 48 hours prior to collection. Reusable 80-gallon bags for residents' purchase are available **here**. Alternatively, residents may also use existing containers instead of purchasing bags if they do not exceed 50 gallons and have a lid to prevent water build up in the container.

- No more than (3) three bags or containers, per household, per collection.
- Town policies have not permitted commercial use of leaf and limb collection; therefore, no commercial leaf and limb will be collected.



III. **Capital Projects:**

Table 2: Capital Project Dashboard

Project	Stage	Funded	Next Milestone
US Post Office Repairs	Open and operational Received LGIT approval for coverage to install the flood shields on November 6, 2026.	Yes, Insurance Reimbursement	Install final flood shields on the US Postal service doors with no impact on operations.
Test Well (USDA)	Contractor reported on October 2 that they were successful in reaching the total depth of the borehole with their geophysical log at approximately 900-930 feet. The test identifies which depths appear capable of producing water. This does not mean the test well itself is complete or successful as a water-producing well—only that they successfully obtained geophysical logging data down to the total borehole depth.	Yes, Utility Fund Debt	Constructing the well over the next couple of weeks. Once the well is constructed the water quality testing will begin with a 6-week time frame for sample results and analysis.
SCADA system (USDA): public works monitoring of Town water	Two sealed proposals were received on August 17th. Proposals reviewed with the Engineer and USDA as they exceed the project budget:	Yes, Utility Fund Debt	RFP released on November 16, 2026. RFP sent to over 100 contractors through eMaryland Marketplace

Project	Stage	Funded	Next Milestone
system to address currently no view of water outages, or issues	1) Global Data Specialists **$304,812** 2) Maverick Reagan **$455,825** The Town Manager and Public Works Superintendent met with USDA and requested to move forward with a simplified procurement process for small projects (< $350,000), simplifying the specifications and to lower costs to bring the project within budget. USDA was in support of this cost-saving alternative. Commissioners rejected the bids. Received approval from USDA on November 9th to release a revised scope of work per USDA's small project procurement guidelines to achieve cost savings.		and posted on the Town website. Sealed proposals are due to the Town by December 4, 2026, at 9 AM.
NOAA earmark funding	Federal accounts approved allowing direct draws of funds for expenses rather than the Town funding expenses to preserve cash flow. Draw #1 = $252,734 NOAA is ordering equipment Commissioner approval. Research Scientist accepted position starting in January of 2027.	Yes, federal funds	Delivery of equipment, staff spaces defined, and outreach schedule. Grants and Communication Specialist and Research Scientist begin work January 2027.

Project	Stage	Funded	Next Milestone
	Grants and communication specialist offer extended, expected to start by January 2027.		
Strand Stormwater Improvements	Project awarded to David A. Bramble, Inc., in the amount of $512,511 awarded MDE funding in the amount of $300,000.	MDE funds of $300,000 awarded, ARPA funds	Project completion by December 31, 2026.
Strand ADA Access	Project awarded to David A. Bramble, Inc., in the amount of $512,511 awarded MDE funding in the amount of $300,000.	ARPA funds – unallocated funds	Project completion by December 31, 2026.
Mill and Tilghman Stormwater Improvements	On site meetings and site visit held with citizens, and businesses, **click here** information from the session. Work is currently in progress with public works completing all work. Work will begin in the roadway starting November 30th while public works digs a trench in the roadway which will result in a one lane. Please avoid traveling on the roadway if unnecessary as the crews have to start and stop which each pass of vehicles.	Yes, grant funding	Complete project by December 31, 2026, for Engineer sign off.

Project	Stage	Funded	Next Milestone
NPW Pump and pneumatic tank bladder	An NPW (Non-Potable Water) pump and a hydropneumatic pressure tank work together to maintain water pressure for treatment plant operations (headworks, and belt press). The Town needs emergency replacement of NPW Pump and pneumatic tank bladder as it is failed and is no longer holding pressure. The NPW pump received several replacement parts and has now failed.	No, utility fund Expense	Bladder is $11,156 (not including installation), new pump is $5,371 (not including installation). Bringing proposals back to Commissioners on December 9th.
Treatment plant sensors, for analysis and compliance	Monitor levels at the treatment plant required by the Town's permit to remain in compliance, monitoring the residuals in the tank.	No, utility fund expense, seeking funds	Estimated cost is $26,000, currently seeking additional proposals and clarifying if proprietary, which may affect procurement options.
Bachelor's pump station upgrade	The Bachelor Point Pump Station requires new guide rail assemblies for both pumps to restore full operational capability and ensure system redundancy. The station has been operating with only one functional pump for several years, creating an increased risk of system	Yes, FY27 funding	Release RFP.

Project	Stage	Funded	Next Milestone
	failure and service disruption. Replacing the guide rail assemblies will allow both pumps to operate as intended, providing the necessary redundancy to improve system reliability and maintain continuous operation.		
Methanol storage capacity upgrade	Identified the need for additional methanol storage capacity at the treatment plant	No, budget for FY28 utility fund budget	Pricing of the pump and determine if FY27 funds are available.
Lagoon Dredging at the Wastewater Treatment Plant	Capital Planning	No, budget for FY28 utility fund budget	Test material for disposal, planning for the expense through capital budget planning for the enterprise fund (estimated at $1-2M).
Infiltration and Inflow (I&I) at the WRTP	Review lines for infiltration through a scope of work to identify areas of intrusion to the treatment plant.	No	Identify and monitor I&I coming to the treatment plant, which includes stormwater / floodwater inflowing directly to the

Project	Stage	Funded	Next Milestone
			wastewater system.
Lead & Copper Line Inventory	Initial inventory submitted per regulatory requirements of known lines further exploration requiring exposing the lines required to submitted additional inventory of lead /copper.	No	Complete test pits to identify materials of line. Complete inventory. Submit to regulating agencies.
Strand Shoreline Beach Construction – Phase I	Pending Completion per Compliance requirements from the Army Corp of Engineers and the Maryland Department of Environment. Removed fencing and netting in coordination with Department of Natural Resources.	Yes, federal and state grant funding	Obtain final compliance approval from the US Army Corps, and Maryland Department of Environment - in process.
Floating Dock Installation	Planning - RFP	Yes	Identify a location and specification to install the floatable dock per grant requirements, release an RFP to obtain proposals.
Causeway Park Improvements	Planning practical application of funds	Yes	Identify improvements to the basketball court within the cost limitations ($40,000), and coordinate with OKC to identify field improvements.
Tilghman Public Pier Bulkhead Improvements	Planning	Yes	Release an RFP consistent with the terms of funding for improvements for public waterway access.

Project	Stage	Funded	Next Milestone
Banks Street Stormwater Improvements	Submitted a request for funding through the BRIC program	50% federal, 50% local match required, local match not currently funded	Funding required to: 1) raise and reconstruct the intersection of Banks and Wilson Streets by elevating the pavement and inlet rims along the southbound travel lane of Banks 2) replace the undersized storm drain on Banks Street with a larger 24-inch storm drain with a larger diameter 24-inch storm drain, and 3) mitigation and treatment

Table 3: Recently Completed capital projects:

Completed Project Name	Funding
Arsenic media replaced on October 27, 2026, with no interruption to residents' water service. The media was backwashed and chlorinated for 24 hours before being put into service.	FY27 Utility Fund capital projects (water)
U.S. Post Office fire damage mitigation substantially improving the building and bringing the building in compliance with fire, life safety and building codes.	Insurance Policy covered 100% of the fire related repairs
Market and Jefferson Stormwater Improvements	FY27 SMSP fund utilizing grant funds (ARPA)
Power protection upgrades at the treatment plant and town hall to prevent equipment failures	FY27 Utility Fund (sewer) and FY27 General Fund

Completed Project Name	Funding
Replacement of all water meters and upgrading to live utility reading software for residents to track usage, monitor leaks and conserve their use.	USDA loan

IV. **Permitting:**

Seeking to view active permits and permit violations in Town, please view the Town website under "**Permit Applications and Information**" for a list of active permits.







The Town is onboarding a new inspector for building, HVAC, electrical, and plumbing permits in Town. All inspections are now routed to First State Inspections. View more information related to permitting on our website under "**Permit Applications and Information**"

Permitting processes are in place to protect life, property, and public safety by ensuring that development complies with applicable laws and standards. These requirements help protect you and your neighbors from adverse impacts when making improvements. Table 3 provides a summary of permit violations and stop work orders.

Table 4 Stop work orders and violations

Adress	Issue Date	Violation / Status
104 W. Pier Street	7/31/2026	Capacity limits per permit are exceeded. Owner is seeking a Board of Appeals hearing stating an Administrative Error of Interpretation in applying

Adress	Issue Date	Violation / Status
		the permit. ***Pending a complete application submitted to Board of Appeals***.
314 N. Morris Street	1/6/2026	Condemnation due to IPMC 111 UNSAFE STRUCTURES AND EQUIPMENT. The Town issued an "emergency permit for temporary corrective action" to address "the chronic leaking conditions of the TPO roof identified in the report prepared by an Engineering firm in April of 2026. The Town received notice that these repairs would not occur due to the extensiveness of damage in the building.

V. Board of Appeals Notices

Active Board of Appeals Applications

Table 5 Active Board of Appeal Applications

Address	Applicant	Nature of Request	Hearing Date
104 W Pier Street	Doc's Sunset Grill	Application Here	**TBD**
210 E Pier Street, Unit A5	Caseworks, LLC/Mraz	Application Here	**Approved on October 29, 2026. Appeal of decision period in place for 30 days.**

VI. **Resiliency**:

Your reports matter, thank you!

Help us Track Flooding in Town by logging information in real time through the **MyCoast App** this information provides a direct connection to the State and funding sources related to mitigating flooding. Help us track concerns so we can prioritize improvements by downloading the MyCoast app and capturing images that are automatically recorded with the weather and tide conditions at the time of flooding.

VII. **Public Information Requests:**

Public Information Requests: The Town aims to transparently report information on an ongoing basis. The Town will provide answers to requests for additional public information based on public documents contained within the Town's records. A public landing page of Public Information Requests is available **here**.

Table 6 Public Information Requests

Date Received	Requestor	Topic	Status
9/16/2026	Ron Walker	Ref: Messick and Associates All invoices to the Town of Oxford from Messick and Associates From June 2025 to Current, Sept 16, 2026 To include but not limited to: Inv. 251836-03 Inv. 251836-04 Inv. 256836-08 Inv. 256836-10 Note: Previous Invoices received do not need to be included- Inv. 251836-05 Inv. 251836-06 Inv. 251836-07 Inv. 251836-09 Inv. 251836-11	CLOSED

Date Received	Requestor	Topic	Status
10/2/2026	Carl Finch	504 South Morris Street, Oxford, MD 21654 - Oxford Inn/Pope's o Records regarding hazardous materials usage/storage/incidents or known environmental concerns/contamination which may have affected the property, o Records regarding aboveground or underground storage tank (UST) systems, which are currently or historically located at the property. o Records of fire inspections at the subject property. o Record of septic systems installation and repairs at the subject property o Records of wells in connection with the subject property o Permit summary (date, type of permit, applicant/tenant) or available permits from construction to present. Upon review of a permit summary, we may request review of individual permits. o Construction date (current building, previous buildings if applicable) o List of tenants which have occupied the subject property o Permits of environmental concern (petroleum storage tanks, septic systems, oil/water separators) o Oldest and most recent site layout plan from the above-mentioned property if available o Erosion control plans on record for the subject property o Record of any Activity Use Limitations (AULs) in connection with the property. AULs are typically in place at sites which would prevent future uses of a property. o Subject property zoning and any current zoning violations.	Closed

Date Received	Requestor	Topic	Status
10/6/2026	Rebecca Ellison	Please send me the documents from the Bramble Contracting Bid for the Oxford Comprehensive Shoreline Resilience Project. Ref: Oxford Comprehensive Shoreline Resilience Project	Closed
10/12/2026	Malik Qalawee	Reference: 317 S Morris Street, Oxford, MD 21654 Partner Project Number: 26-620068.1 Partner Engineering and Science, a national Real Estate Due Diligence Firm, is preparing a Property Condition Report and an Environmental Site Assessment on the above-named developments for a financial services client. In accordance with rules and regulations of conventional Freedom of Information Act provisions, we are requesting the following information to include in our report. 1. We would like to request any records pertaining to open building / Fire safety / Zoning code violations against the property We appreciate your assistance with this information. Please email this information	Closed
10/15/2026	Matthew Bossick	Per Section 32.15 of the code "Mobile homes… are not permitted in any district". However, the code never defines "mobile home," and nothing allows or bans HUD-code homes by name. We are looking to install a Cross Mod Clayton Home on this lot and would like to know if there is a definition for mobile home the town is using to make the distinction as Cross Mods are HUD-code homes but are set on a permanent foundation and stem wall with no axle or chassis left underneath and it gets built with a garage and front porch to match the aesthetic of the street. It effectively looks no different from any other site built stick framed home. Please advise if this would be allowed here. The lot is 8,554 sf and 59.93 ft wide; R-2 requires 10,000 sf and 60 ft. The code's only exemption for undersized lots covers lots created before 6/20/1953, and this one comes	Closed

Date Received	Requestor	Topic	Status
		from a 1983 plat. Would I need a Board of Appeals variance to build on this lot? Is this lot in a Critical Area class? This decides how much of the lot I can cover, and the code doesn't say which class this lot is in. IDA (more developed): only the 40% zoning limit applies LDA (less developed): the limit is 25%	

To: The Honorable Commissioners of the Town of Oxford From: Holly Wahl, Town Manager

Subject: Boat slips – ensuring operations are consistent with Town policy

Date: November 20, 2026

I. **BACKGROUND**:

The Town of Oxford owns and maintains 43 boat slips for the benefit of local watermen and full-time residents of the Town of Oxford. Commissioners have long established priorities for issuing boat slip leases, which are as follows:

Boat Slip Requirements:

a. In order to encourage active participation in the Oxford Volunteer Fire Company, the first priority for the grant of a slip license shall be working watermen who hold a Tidewater Fisheries License, who derive their primary income from commercial fishing, oystering, clamming, and/or crabbing by the regular use of a vessel regularly moored in a Town owned slip, who are also active members in good standing with the Oxford Volunteer Fire Company.
b. Second priority will be full-time residents of the Town of Oxford who are active members in good standing with the Oxford Volunteer Fire Company.
c. Third priority will be working watermen who are full-time residents of Talbot County who hold a Tidewater Fisheries License who derive their primary income from commercial fishing, oystering, clamming, and/or crabbing by the regular use of a vessel regularly moored in a Town owned slip.
d. Fourth priority will be full-time residents of the Town of Oxford.

OPERATIONAL CONSIDERATIONS: A status update on operations:

- The Town has transitioned from fiscal year renewals to calendar year renewals to provide ease of lease issuance at the start of the year. Commissioners authorized a partial year lease to bring alignment with a calendar year term with the existing lease expiring December 31, 2026.
- Commissioners discussed reviewing rates and processes effective January 1, 2027. Commissioners reviewed comparison of rates with neighboring jurisdictions.
- Town staff brought forward concerns to Commissioners that many of the longstanding lease holders do not qualify for a slip under the Town's long-established policies.
- Town staff informed Commissioners that there is currently no budget for routine repairs and maintenance of the slips providing notice that future budgets must allocate funds for the improvements required.

RECOMMENDATIONS:

Operational Recommendations

1) It is recommended that Town operations maintain consistency with policies even for longstanding slip holders who do not meet Town requirements. To fully service watermen it is important that slips where those that do not meet Town requirements are not eligible to renew. Based on current information, that would open approximately eight (8) slips.

2) It is recommended that Commissioners consider a special rate for the watermen who are also active members of the Fire Department.

Exhibit A Recommended Rates

Slip Number	Recreational Rate	Waterman Rate	Oxford FD Rate
T01	$2,750.00	$600.00	$600.00
T02	$2,750.00	$600.00	$600.00
T03	$2,750.00	$600.00	$600.00
T04	$2,750.00	$600.00	$600.00
T05	$2,750.00	$600.00	$600.00
T06	$2,750.00	$600.00	$600.00
T07	$2,750.00	$600.00	$600.00
T08	$2,750.00	$600.00	$600.00
T09			
T10	$2,750.00	$600.00	$600.00
T11			
T12	$2,750.00	$600.00	$600.00
T13	$2,750.00	$600.00	$600.00
T14	$2,750.00	$600.00	$600.00
T15	$2,750.00	$600.00	$600.00
T16	$2,750.00	$600.00	$600.00
C01	$2,500.00	$500.00	$500.00
C02	$2,500.00	$500.00	$500.00
C03	$2,500.00	$500.00	$500.00
C04	$2,500.00	$500.00	$500.00
C05	$2,500.00	$500.00	$500.00

Slip Number	Recreational Rate	Waterman Rate	Oxford FD Rate
C06	$2,500.00	$500.00	$500.00
C07	$2,500.00	$500.00	$500.00
C08	$2,500.00	$500.00	$500.00
C09	$2,500.00	$500.00	$500.00
C10	$2,500.00	$500.00	$500.00
C11	$2,500.00	$500.00	$500.00
C12	$2,500.00	$500.00	$500.00
C13	$2,500.00	$500.00	$500.00
C14	$2,500.00	$500.00	$500.00
C15	$2,500.00	$500.00	$500.00
C16	$2,500.00	$500.00	$500.00
C17	$2,500.00	$500.00	$500.00
C18	$2,500.00	$500.00	$500.00
C19	$2,500.00	$500.00	$500.00
C20	$2,500.00	$500.00	$500.00
C21	$2,500.00	$500.00	$500.00
C22	$2,500.00	$500.00	$500.00
C23	$2,500.00	$500.00	$500.00
C24	$2,500.00	$500.00	$500.00
M1	$1,000.00	No Commercial	$600.00
M2	$1,000.00	No Commercial	$600.00
M3	$1,000.00	No Commercial	$600.00
M4	$1,000.00	No Commercial	$600.00

Figure 1: estimated slip revenue with changes

Estimated fees under this system based on existing eligible slip holders and eligible wait list applicants			
Ex Water	Tilgh Rate	9	$5,400.00
Ex Water	Caus. Rate	5	$2,500.00
New Water	Tilgh Rate	2	$1,200.00
New Water	Caus. Rate	6	$3,000.00
Ex Pleas.	Tilgh Rate	1	$2,750.00
Ex Pleas.	Caus. Rate	5	$12,500.00
Ex Pleas.	Mark. Rate	2	$2,000.00
New Pleas.	Tilgh Rate	1	$2,750.00
New Pleas.	Caus. Rate	8	$20,000.00
New Pleas.	Mark. Rate	2	$2,000.00
	Slip Assmts.	41	**$54,100.00**
	Tilghman	14	
	Causeway	24	
	Market	4	
	Total Slips	41	

Exhibit B: Oxford's Current 3% Escalation Boat Slip Annual Fees

	2020	2021	2022	2023	2024	2025	2026	2027
WATERMEN	**3%**	**3%**	**3%**	**3%**	**3%**	**3%**	**3%**	**3%**
Tilghman	$439.00	$452.17	$465.74	$479.71	$494.10	$508.93	$524.19	$539.92
Market								
Causeway	$327.39	$337.21	$347.33	$357.75	$368.48	$379.54	$390.92	$402.65

	2020	2021	2022	2023	2024	2025	2026	2027
PLEASURE	**3%**	**3%**	**3%**	**3%**	**3%**	**3%**	**3%**	**3%**
Tilghman	$968.53	$997.58	$1,027.51	$1,058.33	$1,090.08	$1,122.79	$1,156.47	$1,191.16
Market	$405.86	$418.03	$430.58	$443.49	$456.80	$470.50	$484.62	$499.15
Causeway	$811.72	$836.07	$861.15	$886.98	$913.59	$941.00	$969.23	$998.31

COMMISSIONERS OF OXFORD
RESOLUTION # 2606

A RESOLUTION SETTING NEW ANNUAL FEES FOR TOWN BOAT SLIPS , AMENDING THE TERM FOR ANNUAL LEASES TO JANUARY 1 TO DECEMBER 31, AND REPEALING AND REPLACING THE TOWN OF OXFORD BOAT SLIP LICENSE POLICY.

WHEREAS, the Town of Oxford maintains 43 Boat Slips for the benefit of local watermen and the citizens of the Town of Oxford; and,

WHEREAS, the Commissioners adopted Resolution 1206 to set annual fees; and

WHEREAS, the costs and expenses necessary to provide this service have been analyzed by the Town's administrative staff and the Commissioners of Oxford; and

WHEREAS, the Commissioners of Oxford realize maintenance and repairs are necessary at these locations on an annual basis; and

WHEREAS, the Commissioners have determined that it would be appropriate to increase the current rates for pleasure boaters for the calendar year of 2027; and

WHEREAS, the Commissioners have determined that annual rates will be set through the budgeting process for all proceeding years; and

WHEREAS, the Commissioners of Oxford adopted a Boat Slip License Policy in 2012 to govern the process by which the Town provides vacant boat slips for rent and policies for the use of said slips; and

WHEREAS, for the protection of Town property, and in the interest of the public, the Commissioners have determined it is necessary to amend the Boat Slip License Policy to ensure that Town property is adequately protected and that slips are allocated in the best interest of the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF OXFORD,

Section 1: Effective January 1, 2027, the attached rates will be in effect for all listed slips for the calendar year of 2027.

Section 2: Effective January 1, 2028, and each subsequent year thereafter, the attached rates will increase or decrease per the Commissioners approved budget and schedule of fees.

Section 3: The Boat Slip License Policy attached hereto and incorporated herein is hereby ADOPTED.

ENACTED THIS ____ DAY OF NOVEMBER, 2026.

COMMISSIONERS OF OXFORD:

_____
Katrina Greer, President

_____
Norman Bell, Commissioner

_____
David Donovan, Commissioner

Attest:_____
Holly Wahl, Town Manager
Town of Oxford

I hereby certify that the above Resolution was passed by a vote of the Commissioners of Oxford on the ___ day of November, 2026.

Town of Oxford
Boat Slip License Policy

The Town of Oxford owns ~~34~~ 43 boat slips in Town Creek. The boat slips are maintained by the Town in its governmental capacity to serve the health, welfare, and safety of the citizens of Oxford. Slips that are not required for any direct and immediate public use may be licensed for use by private citizens, in the discretion of the Commissioners.

In order to foster the public health, safety, and welfare of the citizens of Oxford in connection with the use of Town owned boat slips, and in an effort to recognize and maintain the traditional and historic ability of local citizens to make their livings harvesting seafood from the Chesapeake Bay, the Commissioners will observe the following policies in making boat slips available by license for use by private citizens.

1. The terms of any boat slip license granted by the Town of Oxford shall generally be from ~~July 1~~ January 1 to ~~June 30~~December 31 of each year.

2. The fees for each slip license shall be established by the Commissioners on an annual basis through the annual budget process. The fees shall be uniform for similar slips, taking into account the location and size of the slip, and the water depth available.

3. A slip license may be cancelled by the Commissioners at any time upon one month's notice to the licensee. Any annual fees paid by the licensee shall be prorated through the date of such cancellation.

4. The ~~Clerk/Treasurer~~Town Clerk of the Town of Oxford shall maintain a list of slip license applicants, which list shall be maintained in chronological order of application submission.

5. Slip licenses shall be offered to applicants generally in the order in which each applicant applied, subject to the following priorities:

a. In order to encourage active participation in the Oxford Volunteer Fire Company, the first priority for the grant of a slip license shall be working watermen who hold a Tidewater Fisheries License, who derive their primary income from commercial fishing, oystering, clamming, and/or crabbing by the regular use of a vessel regularly moored in a Town owned slip, who are also active members in good standing with the Oxford Volunteer Fire Company.

b. Second priority will be full time residents of the Town of Oxford who are active members in good standing with the Oxford Volunteer Fire Company.

c. Third priority will be working watermen who are full time residents of Talbot County who hold a Tidewater Fisheries License who derive their primary income from commercial fishing, oystering, clamming, and/or crabbing by the regular use of a vessel regularly moored in a Town owned slip.

d. Fourth priority will be full time residents of the Town of Oxford.

e Fifth priority will be business owners of the Town of Oxford.

f. Sixth priority will be part-time residents of the Town of Oxford.

6. The Commissioners of Oxford shall review the list of applicants and apply the above priorities on an annual basis.

7. Each applicant, as a condition of the grant of an annual slip license, must agree in writing to a written license agreement, and pay all fees in advance.

8. Boat Slip Waitlist:

a. Waitlist applicants must renew their waitlist application each year to remain on and maintain their position on the waitlist. The Town will issue notices to renew the waitlist application no later than July 1st of each year. The renewal application along with a nonrefundable fee, as established in the Fee Schedule, must be received by September 1st of each year. Failure to submit appropriate documents will result in removal from the waitlist.

b. Boat slips are assigned based on a first-come-first-served basis per the waiting list application details in Section 5 and assigned annually based on priorities.

c. Boat ownership is required at the time of application.

d. Multiple applications from individuals residing at the same residence are not permitted.

e. When a Town boat slip becomes available, the Town will notify the applicant starting at the highest priority on the waitlist by phone **and by electronic mail**. If the applicant does not respond within five days, a letter will be sent via U.S. Postal mail to the applicant's mailing address on file. The applicant has fourteen days from the date the letter is mailed to respond. Failure to respond with intent to lease the Town boat slip will result in forfeiture of the Town boat slip allocation and removal from waitlist.

Resolution 2606 Rate schedules

Slip· Number¤	Recreational· Rate¤	Waterman·Rate¤	Oxford·FD· Rate¤
T01¤	$2,750.00¤	$600.00¤	$600.00¤
T02¤	$2,750.00¤	$600.00¤	$600.00¤
T03¤	$2,750.00¤	$600.00¤	$600.00¤
T04¤	$2,750.00¤	$600.00¤	$600.00¤
T05¤	$2,750.00¤	$600.00¤	$600.00¤
T06¤	$2,750.00¤	$600.00¤	$600.00¤
T07¤	$2,750.00¤	$600.00¤	$600.00¤
T08¤	$2,750.00¤	$600.00¤	$600.00¤
T09¤	¤	¤	¤
T10¤	$2,750.00¤	$600.00¤	$600.00¤
T11¤	¤	¤	¤
T12¤	$2,750.00¤	$600.00¤	$600.00¤
T13¤	$2,750.00¤	$600.00¤	$600.00¤
T14¤	$2,750.00¤	$600.00¤	$600.00¤
T15¤	$2,750.00¤	$600.00¤	$600.00¤
T16¤	$2,750.00¤	$600.00¤	$600.00¤
C01¤	$2,500.00¤	$500.00¤	$500.00¤
C02¤	$2,500.00¤	$500.00¤	$500.00¤
C03¤	$2,500.00¤	$500.00¤	$500.00¤
C04¤	$2,500.00¤	$500.00¤	$500.00¤
C05¤	$2,500.00¤	$500.00¤	$500.00¤

Slip Number	Recreational Rate	Waterman Rate	Oxford FD Rate
C06	$2,500.00	$500.00	$500.00
C07	$2,500.00	$500.00	$500.00
C08	$2,500.00	$500.00	$500.00
C09	$2,500.00	$500.00	$500.00
C10	$2,500.00	$500.00	$500.00
C11	$2,500.00	$500.00	$500.00
C12	$2,500.00	$500.00	$500.00
C13	$2,500.00	$500.00	$500.00
C14	$2,500.00	$500.00	$500.00
C15	$2,500.00	$500.00	$500.00
C16	$2,500.00	$500.00	$500.00
C17	$2,500.00	$500.00	$500.00
C18	$2,500.00	$500.00	$500.00
C19	$2,500.00	$500.00	$500.00
C20	$2,500.00	$500.00	$500.00
C21	$2,500.00	$500.00	$500.00
C22	$2,500.00	$500.00	$500.00
C23	$2,500.00	$500.00	$500.00
C24	$2,500.00	$500.00	$500.00
M1	$1,000.00	No Commercial	$600.00
M2	$1,000.00	No Commercial	$600.00
M3	$1,000.00	No Commercial	$600.00
M4	$1,000.00	No Commercial	$600.00

To: The Honorable Commissioners of the Town of Oxford From: Holly Wahl, Town Manager
Subject: FY26 Budget Amendments

Date: November 23, 2026

I. BACKGROUND:

The Town of Oxford requires annual budget amendments to reconcile expenses and revenues as the Town closes Fiscal Year 2026 working in coordination with the Town's auditor as they prepare the FY2026 final financial statements. Table 1 provides a summary across all funds with a decrease from the budget shown as a negative symbol "- "and an increase shown as plus sign"+".

Table 1: Summary of FY26 year end

Fund	Revenue Amendment	Expenditure Amendment	Amended Operating Result
General Fund	-$189,593	-$598,778	+$441,384
SMSP Fund	-$281,592	-$440,517	+$158,925
Utility Fund *Wastewater*	+$82,799	+$518,794	-$435,995
Utility Fund *Water*	+$104,807	+$31,794	+$73,013
Total all funds	**-$283,579**	**-$488,707**	**+$237,327**

The Town's Wastewater category of the Utility Fund reports an annual deficit of approximately $436,000. However, it is important to recognize that $484,663.97 of the reported expenses represents depreciation, which is a noncash outlay. Depreciation reflects the use and aging of the Town's wastewater infrastructure. When depreciation is excluded, the Wastewater Fund shows a positive operating result of approximately $48,668. While this distinction provides a clearer understanding of current operations, as discussed during budget engagements sessions, depreciation remains an important measure of the long-term cost of maintaining and eventually replacing our wastewater infrastructure.

The Town's Water category of the Utility Fund reports an annual surplus of $73,013 which includes depreciation of $110,360.45. It is important to note that the Town incurred expenses related to water system improvements that are not accounted for in the budget as those expenses will be depreciated annually.

The Town's Stormwater Shoreline Protection Fund shows a surplus of $158,925; however, it is important to note that the surplus is due to accounting for grant revenue, but not accounting for all expenses associated with that revenue as those expenses will be depreciated annually in future budgets.

Our responsibility is to balance current operating costs providing transparency to all operating costs, with prudent planning for future infrastructure needs.

II. **RECOMMENDATION**:

It is recommended that the Commissioners adopt the amended budget to reflect actual operating revenues and expenses.

COMMISSIONERS OF OXFORD
ORDINANCE NUMBER: 2607
INTRODUCED BY:
DATE OF INTRODUCTION:

AN ORDINANCE OF THE TOWN OF OXFORD AMENDING THE GENERAL FUND BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026, TO RECONCILE EXPENSES AND RATIFY OVER EXPENDITURES.

WHEREAS, Oxford, Maryland is a municipal corporation of the State of Maryland, organized and operated under a Charter amended through October 13, 2026, in accordance with Article XI-E of the Constitution of Maryland and the Local Government Article of the Annotated Code of Maryland; and

WHEREAS, the Md. Code Ann., Local Gov't Art., and Section C6-4 of the Oxford Town Charter, require the Town to operate on an annual budget; and

WHEREAS, after due notice and a public hearing, the Commissioners adopted an annual budget for the General fund on June 10, 2025; and

WHEREAS, § 5-205(b)(2) and (3) of the Local Government Article of the Annotated Code of Maryland establish limitations on municipal expenditures of funds not previously appropriated or expenditures for purposes other than those originally appropriated; and

WHEREAS, § 5-205(b)(4) authorizes exceptions to these limitations upon approval by two-thirds of the entire elected legislative body; and

WHEREAS, after due notice and a public hearing, the Commissioners adopted an annual budget for the General fund on June 10, 2025; and

WHEREAS, at the close of Fiscal Year 2026, certain expenditure accounts require budgetary adjustments to address over expenditures associated with stormwater plan review, legal review, electricity, postage, post office repairs, public works expenses, FEMA house elevation expenses, and trash collection, as well as adjustments to the accounting treatment of retirement expenses; and

WHEREAS, sufficient unexpended appropriations have been identified within Government Shared Expenses; and

WHEREAS, the Commissioners of Oxford wish to ratify those expenditures and to amend

the Fiscal Year 2026 General Fund budget to appropriate the necessary funds to cover those expenditures.

NOW THEREFORE, the Commissioners of Oxford hereby ordains as follows:

Section 1. The adopted budget for the General Fund of the Town of Oxford for the Fiscal Year 2026 is hereby amended as set forth in the attached Exhibit A hereto.

Section 2. In all other respects the budget for the General Fund, as adopted June 10, 2025, shall remain as adopted in full force and effect, subject to prior duly enacted amendments, with respect to revenues and expenditures for the Fiscal Year of 2026.

This Ordinance shall become effective on the twentieth day proceeding the date of enactment.
ENACTED THIS ____ DAY OF _____, 2026

COMMISSIONERS OF OXFORD:

_____
Katrina Greer, Commission President

_____
Norm Bell, Commissioner

_____
David Donovan, Commissioner

I hereby certify that the foregoing Ordinance 2607 of the Town of Oxford was duly read, advertised, and enacted in accordance with the applicable provisions of the Charter of the Town of Oxford.

Attest:

_____

Holly Wahl, Town Manager
Town of Oxford

Exhibit A

TOWN OF OXFORD
FY26 General Fund Amended Budget
July 2025 - June 2026
Audited

	FY 26 Amended General Fund			
	Actual	**Budget**	**Amendment**	**Amended Budget**
Revenue				
41000 Real Property Tax			-	
41100 Real Estate	1,175,329.80	1,156,851.00	18,478.80	1,175,329.80
41101 Real Estate - SMSP Dedicated	(100,000.00)	(100,000.00)	-	(100,000.00)
41150 Tax Discount	(8,351.61)	(7,500.00)	(851.61)	(8,351.61)
41200 Interest Paid	3,797.12	3,250.00	547.12	3,797.12
Total 41000 Real Property Tax	**1,070,775.31**	**1,052,601.00**	**18,174.31**	**1,070,775.31**
42000 Intergovernmental Revenues			-	-
42100 Accomodations Tax	46,835.43	60,000.00	(13,164.57)	46,835.43
42200 Amusement Tax		200.00	(200.00)	-
42300 Local Income Tax	404,117.00	325,000.00	79,117.00	404,117.00
42400 Highway User Revenue	94,649.91	97,864.00	(3,214.09)	94,649.91
42450 Deferred Highway User Revenue	19,468.87		19,468.87	19,468.87
42500 Traders Licenses		2,000.00	(2,000.00)	-
42600 Tax Revenues - Other	23,022.64		23,022.64	23,022.64
Total 42000 Intergovernmental Revenues	**588,093.85**	**485,064.00**	**103,029.85**	**588,093.85**
43000 Licenses and Permits			-	-
43300 Building Permits	84,862.28	35,000.00	49,862.28	84,862.28
43305 Buffer/Tree Permit	700.00		700.00	700.00
43400 Cable Franchise	3,828.00		3,828.00	3,828.00
43450 Port Warden Permits	1,480.00	1,000.00	480.00	1,480.00
43455 Long Term Rental Inspections	50.00	100.00	(50.00)	50.00
43460 Short Term Rental	9,850.00	4,000.00	5,850.00	9,850.00
43500 Licenses and Permits - Other	10,811.82		10,811.82	10,811.82
Total 43000 Licenses and Permits	**111,582.10**	**40,100.00**	**71,482.10**	**111,582.10**
44000 Revenues from Other Agencies			-	-
44100 Grant - Critical Areas	25.00	1,000.00	(975.00)	25.00
44200 Grant - SAPPF Police	12,067.75	10,913.00	1,154.75	12,067.75
44205 Grant - DHCD Mini/Facade		50,000.00	(50,000.00)	-
44300 Grant - DNR - Public Access		325,000.00	(325,000.00)	-
44400 Grant - Misc			-	-
44500 Grant - ARPA Funds			-	-
44600 Grant - USDA			-	-
Total 44000 Revenues from Other Agencies	**12,092.75**	**386,913.00**	**(374,820.25)**	**12,092.75**
45000 Revenues from Properties			-	-
45100 Dock Rentals	23,736.76	25,750.00	(2,013.24)	23,736.76
45200 Parking Permits	125.00	1,000.00	(875.00)	125.00
45300 Land/Property Leases	-		-	-
45301 T-Mobile Rent		-	-	-
45302 MEWS Rent	12,000.00	12,480.00	(480.00)	12,000.00
45303 USPS Rent	3,166.67	18,999.00	(15,832.33)	3,166.67
45304 BayVanguard Bank - Rent	8,400.00	8,400.00	-	8,400.00

TOWN OF OXFORD
FY26 General Fund Amended Budget
July 2025 - June 2026
Audited

	FY 26 Amended General Fund			
45305 Tred Avon Yacht Club	26,747.00	26,463.00	284.00	26,747.00
45306 Farm Land Rent	1,792.00		1,792.00	1,792.00
45350 BayVanguard Bank - Rent Contra	628.50		628.50	628.50
45351 Tred Avon Yacht Club Rent Contra	(3,871.00)		(3,871.00)	(3,871.00)
45352 T-Mobile - Rent Contra	1,148.53		1,148.53	1,148.53
45400 Town House Rental	4,650.00	5,200.00	(550.00)	4,650.00
45500 Misc Property Rental	2,769.43		2,769.43	2,769.43
Total 45300 Land/Property Leases	**57,431.13**	**71,542.00**	**(14,110.87)**	**57,431.13**
Total 45000 Revenues from Properties	**81,292.89**	**98,292.00**	**(16,999.11)**	**81,292.89**
46000 Miscellaneous Revenues			-	-
46200 Hanks Christmas Tree Fund	5,050.00	2,000.00	3,050.00	5,050.00
46300 Parks & Recreation Income		500.00	(500.00)	-
46350 R Gordon Graves Scholarship	700.00	500.00	200.00	700.00
46400 Police Fines and Tickets	2,800.00	2,500.00	300.00	2,800.00
46700 Reimbursed Expenses - Other	1,921.88		1,921.88	1,921.88
46800 Insurance/FEMA recovered funds	15,705.86		15,705.86	15,705.86
46850 PIA Request	5,515.00		5,515.00	5,515.00
46900 Misc Revenues - Other	7,804.77		7,804.77	7,804.77
46950 Interest Income	205,253.47	180,000.00	25,253.47	205,253.47
Total 46000 Miscellaneous Revenues	**244,750.98**	**185,500.00**	**59,250.98**	**244,750.98**
47000 Enterprise Services			-	-
47100 Water Service			-	-
47110 Water Service Charge			-	-
47130 Connection Fees			-	
Total 47100 Water Service	**-**	**-**	**-**	**-**
47500 Wastewater Services			-	-
47510 Wastewater Service Charge			-	-
47530 Connection Fees			-	-
47540 Bay Restoration Admin Fee			-	-
48000 Bay Restoration Fund			-	-
Total 47500 Wastewater Services	**-**	**-**	**-**	**-**
47700 Stormwater/Shoreline SMSP			-	-
47710 Real Property Tax SMSP			-	-
Total 47700 Stormwater/Shoreline SMSP	**-**	**-**	**-**	**-**
47900 Enterprise Services Other			-	-
47930 Plumbing Permits			-	-
47940 Tower Rental				
47950 Land Rental	-		-	-
Total 47900 Enterprise Services Other	**-**	**-**	**-**	**-**
Total 47000 Enterprise Services		**-**		

TOWN OF OXFORD
FY26 General Fund Amended Budget
July 2025 - June 2026
Audited

	FY 26 Amended General Fund			
49900 Uncategorized Income	288.70		288.70	288.70
73100 Facade Program		50,000.00	(50,000.00)	-
Total Revenue	**2,108,876.58**	**2,298,470.00**	**(189,593.42)**	**2,108,876.58**
Gross Profit	**2,108,876.58**	**2,298,470.00**	**(189,593.42)**	**2,108,876.58**
Expenditures				-
50000 Legislation			-	-
50100 Commissioners Salary	9,000.00	9,000.00	-	9,000.00
50200 Commissioners Training/Expenses	-	9,000.00	(9,000.00)	-
50300 Election Advertising Expenses	415.12	2,000.00	(1,584.88)	415.12
50400 Election Salaries		500.00	(500.00)	-
Total 50000 Legislation	**9,415.12**	**20,500.00**	**(11,084.88)**	**9,415.12**
51000 Financial Administration	37.00		37.00	37.00
51050 Accounting & Auditing	40,007.66	55,000.00	(14,992.34)	40,007.66
51075 Administrative Contract/Temp	4,504.32		4,504.32	4,504.32
51100 Administrative Salaries	251,074.71	250,750.00	324.71	251,074.71
51101 Advertising	4,526.93	5,500.00	(973.07)	4,526.93
51120 Retirement - Admin	38,703.51		38,703.51	38,703.51
51121 Pension Contra - Admin	35,227.35		35,227.35	35,227.35
51199 Bank Fees	1,175.87	200.00	975.87	1,175.87
51200 Computer Main & Repair	8,037.90	10,000.00	(1,962.10)	8,037.90
51220 Communications	5,018.99	5,000.00	18.99	5,018.99
51250 Copier Services Main & Supplies	4,650.34	5,700.00	(1,049.66)	4,650.34
51300 Education and Training	2,271.88	3,000.00	(728.12)	2,271.88
51350 Electricity	10,680.87	8,500.00	2,180.87	10,680.87
51450 Legal Fees	59,344.14	45,000.00	14,344.14	59,344.14
51451 Telephone	7,719.64	7,500.00	219.64	7,719.64
51452 Internet	1,773.10	1,500.00	273.10	1,773.10
51453 Website	3,043.37	2,000.00	1,043.37	3,043.37
51500 Memberships & Dues	2,689.79	5,000.00	(2,310.21)	2,689.79
51550 Office Supplies & Expenses	5,882.89	6,000.00	(117.11)	5,882.89
51600 Postage	3,930.60	1,000.00	2,930.60	3,930.60
51650 Planning & Zoning Admin	36,771.08	50,000.00	(13,228.92)	36,771.08
51651 Storm Water Plan Review	32,854.05	5,000.00	27,854.05	32,854.05
51652 Planning & Zoning Admin Salaries	33,269.52		33,269.52	33,269.52
51700 Miscellaneous - Financial Admin	5,329.53	1,500.00	3,829.53	5,329.53
51800 Lease Rent Expense Contra	(120.81)		(120.81)	(120.81)
Total 51000 Financial Administration	**598,404.23**	**468,150.00**	**130,254.23**	**598,404.23**
51155 Comp Time Contra - Admin	21,045.97		21,045.97	21,045.97
52000 Government Properties			-	-
52100 Municipal Bldg Main and Repair			-	-
52110 Bldg Main and Repair Salaries	2,107.18	6,000.00	(3,892.82)	2,107.18

TOWN OF OXFORD
FY26 General Fund Amended Budget
July 2025 - June 2026
Audited

	FY 26 Amended General Fund			
52115 Municipal Bldg Main and Repair - Other	17,312.44	25,000.00	(7,687.56)	17,312.44
Total 52100 Municipal Bldg Main and Repair	**19,419.62**	**31,000.00**	**(11,580.38)**	**19,419.62**
52200 Town Houses Main and Repair			-	-
52220 Town House Electric #B	1,679.86		1,679.86	1,679.86
52225 Town Houses Main and Repair - Other	1,618.11	7,000.00	(5,381.89)	1,618.11
Total 52200 Town Houses Main and Repair	**3,297.97**	**7,000.00**	**(3,702.03)**	**3,297.97**
52300 Customs House Main & Repair	1,311.21	1,500.00	(188.79)	1,311.21
52320 Tilghman Street Property	2,234.40	2,205.00	29.40	2,234.40
52350 Post Office	32,871.41	5,500.00	27,371.41	32,871.41
52400 MEWS	5,241.90	5,000.00	241.90	5,241.90
83000 Municipal Building Capital		10,000.00	(10,000.00)	-
Total 52000 Government Properties	**64,376.51**	**62,205.00**	**2,171.51**	**64,376.51**
52500 General Government Other			-	-
52510 Historic Distric Commission		100.00	(100.00)	-
52520 Planning Commission		2,000.00	(2,000.00)	-
52530 Port Wardens		1,000.00	(1,000.00)	-
52540 Appeals Board		3,000.00	(3,000.00)	-
52550 Nusiance Property Enforcement		-	-	-
52555 Community Center In Kind		-	-	-
52556 DHCD Mini/Facade		50,000.00	(50,000.00)	-
52560 Contributions			-	-
52561 Community Center		7,500.00	(7,500.00)	-
52562 Hanks Christmas Trees	8,083.62	2,000.00	6,083.62	8,083.62
52563 Talbot County Arts Council		1,000.00	(1,000.00)	-
52564 Oxford Day		500.00	(500.00)	-
52565 Oxford Museum		1,500.00	(1,500.00)	-
52566 Oxford Library		250.00	(250.00)	-
52567 R Gordon Graves		1,000.00	(1,000.00)	-
52569 Miscellaneous Contributions		2,500.00	(2,500.00)	-
55520 Fireworks		7,500.00	(7,500.00)	-
Total 52560 Contributions	**8,083.62**	**23,750.00**	**(15,666.38)**	**8,083.62**
52570 Oxford Business Association		9,000.00	(9,000.00)	-
Total 52500 General Government Other	**8,083.62**	**88,850.00**	**(80,766.38)**	**8,083.62**
52600 Government Shared Expenses			-	-
52610 Insurance - General	25,235.00	43,050.00	(17,815.00)	25,235.00
52620 Insurance - Property/Flood	720.00	2,000.00	(1,280.00)	720.00
52630 Workmens Comp	13,458.00	20,000.00	(6,542.00)	13,458.00
52655 Employee Benefits	71,204.17	247,665.00	(176,460.83)	71,204.17
52660 Payroll Expenses	44,020.87	60,500.00	(16,479.13)	44,020.87

TOWN OF OXFORD
FY26 General Fund Amended Budget
July 2025 - June 2026
Audited

	FY 26 Amended General Fund			
Total 52600 Government Shared Expenses	**154,638.04**	**373,215.00**	**(218,576.96)**	**154,638.04**
53000 Public Safety			-	-
53100 Police Department			-	-
53120 Retirement - Police	23,241.63		23,241.63	23,241.63
53121 Pension Contra - Police	21,154.17		21,154.17	21,154.17
53150 Police Salaries	109,603.45	260,000.00	(150,396.55)	109,603.45
53151 Police Overtime	4,252.56	5,000.00	(747.44)	4,252.56
53152 Talbot County Sheriff's Office	42,994.00	4,200.00	38,794.00	42,994.00
53153 LEOP Police Retirement Study		7,000.00	(7,000.00)	-
53200 Uniforms & Equipment	228.24	25,000.00	(24,771.76)	228.24
53202 Armory	115.01		115.01	115.01
53300 Police Vehicle Repairs	3,210.76	10,000.00	(6,789.24)	3,210.76
53400 Education and Training	964.00	3,600.00	(2,636.00)	964.00
53500 Utilities	10,215.12	10,000.00	215.12	10,215.12
53600 Office Supplies	1,123.83	5,000.00	(3,876.17)	1,123.83
53690 Miscellaneous - Enforcement	6,432.00		6,432.00	6,432.00
84000 Police Capital	-		-	-
Total 53100 Police Department	**223,534.77**	**329,800.00**	**(106,265.23)**	**223,534.77**
53700 Fire Department			-	-
53800 Grant to Oxford Fire Department	20,000.00	20,000.00	-	20,000.00
53900 Workmens Comp Oxford Fire Dept	3,684.00	5,250.00	(1,566.00)	3,684.00
Total 53700 Fire Department	**23,684.00**	**25,250.00**	**(1,566.00)**	**23,684.00**
Total 53000 Public Safety	**247,218.77**	**355,050.00**	**(107,831.23)**	**247,218.77**
53155 Comp Time Contra - Public Safety	267.85		267.85	267.85
54000 Public Works			-	-
54100 Operational Cost			-	-
54110 Shop - Salaries	53,062.71	30,000.00	23,062.71	53,062.71
54130 Shop - Telephone and Internet	8,383.67	7,500.00	883.67	8,383.67
54140 Shop - Uniforms	4,330.75	11,786.00	(7,455.25)	4,330.75
54160 Shop - Main and Repair	14,580.52	2,000.00	12,580.52	14,580.52
54165 Shop - Miscellaneous	5,671.00	4,000.00	1,671.00	5,671.00
54170 Education and Training	30.00	1,000.00	(970.00)	30.00
54180 Vehicle Operations	23,099.85	23,000.00	99.85	23,099.85
54190 Vehicle Main and Repairs	10,297.43	21,600.00	(11,302.57)	10,297.43
85000 Public Works Capital	6,464.97	10,000.00	(3,535.03)	6,464.97
Total 54100 Operational Cost	**125,920.90**	**110,886.00**	**15,034.90**	**125,920.90**
54120 Retirement - Public Works	35,189.86		35,189.86	35,189.86
54121 Pension Contra - Public Works	32,029.28		32,029.28	32,029.28
54200 Roads Department			-	-
54210 Streets - Salaries	14,439.21	66,050.00	(51,610.79)	14,439.21
54220 Streets - Main/Repairs	7,322.20	10,000.00	(2,677.80)	7,322.20

TOWN OF OXFORD
FY26 General Fund Amended Budget
July 2025 - June 2026
Audited

	FY 26 Amended General Fund			
54230 Streets - Lighting	48,631.31	45,000.00	3,631.31	48,631.31
54240 Streets - Repaving	24,879.00	87,864.00	(62,985.00)	24,879.00
54250 Snow Removal	3,797.43	5,000.00	(1,202.57)	3,797.43
54270 Roads Department - Other		3,000.00	(3,000.00)	-
Total 54200 Roads Department	**99,069.15**	**216,914.00**	**(117,844.85)**	**99,069.15**
54300 Trash Collection			-	-
54310 Trash Collection Salaries	33,542.99	31,000.00	2,542.99	33,542.99
54320 Trash Collection Other Expenses	672.95		672.95	672.95
54330 Trash Pick up - Contractors	84,545.71	80,000.00	4,545.71	84,545.71
Total 54300 Trash Collection	**118,761.65**	**111,000.00**	**7,761.65**	**118,761.65**
54400 Miscellaneous Public Works			-	-
54410 Mosquito Control	1,029.54	2,000.00	(970.46)	1,029.54
54420 Weed and Pest Control	292.71	500.00	(207.29)	292.71
54430 Sidewalk Repair		10,000.00	(10,000.00)	-
54440 Public Works Other Expenses	715.07	500.00	215.07	715.07
Total 54400 Miscellaneous Public Works	**2,037.32**	**13,000.00**	**(10,962.68)**	**2,037.32**
Total 54000 Public Works	**413,008.16**	**451,800.00**	**(38,791.84)**	**413,008.16**
54155 Comp Time Contra - Public Works	17,788.81		17,788.81	17,788.81
55000 Parks and Recreation			-	-
55100 Parks/Mowing - Salaries	55,306.52	70,000.00	(14,693.48)	55,306.52
55200 Parks/Mowing - Main & Repair	3,508.94	5,000.00	(1,491.06)	3,508.94
55300 Parks and Recreation Electric	10,632.70	3,000.00	7,632.70	10,632.70
55400 Docks/Shoreline - Main & Repair	4,289.57	3,000.00	1,289.57	4,289.57
55500 Parks & Recreation Expenses	28,245.58	40,000.00	(11,754.42)	28,245.58
55510 Little League Field	88.17		88.17	88.17
55600 Parks and Recreation Committee	14.96	500.00	(485.04)	14.96
87002 Oyster Trail - Design&Permit	9,276.25		9,276.25	9,276.25
87012 Grant - DNR Improv Waterways		325,000.00	(325,000.00)	-
Total 55000 Parks and Recreation	**111,362.69**	**446,500.00**	**(335,137.31)**	**111,362.69**
56000 Grant Projects			-	-
56100 FEMA House Raising	21,882.50		21,882.50	21,882.50
Total 56000 Grant Projects	**21,882.50**	**-**	**21,882.50**	**21,882.50**
57000 Enterprise Fund Expenditures			-	-
57100 Water System Admin Cost			-	-
57101 Administrative Salaries - Water			-	-
57110 Administrative Salaries -Water			-	-
57140 Depreciation			-	-
57160 Interest on Debt			-	-
Total 57100 Water System Admin Cost	**-**	**-**	**-**	**-**
57200 Water System Operations			-	-
57201 Water - Salaries			-	-
57205 Water Billing Software			-	-

TOWN OF OXFORD
FY26 General Fund Amended Budget
July 2025 - June 2026
Audited

			FY 26 Amended General Fund	
57210 Electricity			-	-
57220 Utilities			-	-
57225 Chemicals			-	-
57230 Lab Expenses			-	-
57250 Materials, Tools and Equipment			-	-
57260 Testing Expenses			-	-
57270 Education and Training			-	-
57275 USDA Reserve Fund			-	-
57280 Maintenance & Repairs			-	-
57285 Private Bank Interest Only Loan (USDA)			-	-
57290 Water System Operations - Other			-	-
82001 Water Capital			-	-
Total 57200 Water System Operations		-	-	-
57500 Wastewater System Admin Cost			-	-
57510 Administrative Salaries - Wastewater			-	-
57520 Administrative Expenses			-	-
57535 Consulting/Legal Fees			-	-
57540 Depreciation			-	-
57560 Interest on Debt			-	-
Total 57500 Wastewater System Admin Cost	-	-	-	-
57600 Wastewater System Operations			-	-
57601 Wastewater Salaries	-		-	-
57602 Wastewater Licensure			-	-
57610 Electricity			-	-
57620 Utilities			-	-
57625 Chemicals			-	-
57630 Lab Expenses			-	-
57635 Materials, Tools and Equipment			-	-
57640 Maintenance Contracts			-	-
57670 Education and Training			-	-
57680 Maintenance & Repairs			-	-
57690 Wastewater Expenses - Other			-	-
82003 Wastewater Capital			-	-
Total 57600 Wastewater System Operations	-	-	-	-
57700 Stormwater/Shoreline SMSP			-	-
57140SM Depreciation SMSP			-	-
57710 Stormwater Salaries	-		-	-
57720 Administrative Salaries - Stormwater			-	-

TOWN OF OXFORD
FY26 General Fund Amended Budget
July 2025 - June 2026
Audited

	FY 26 Amended General Fund			
57725 Training and Education			-	-
57730 Stormwater Main & Repair			-	-
57740 Stormwater Improvements			-	-
57770 Stormwater/Shoreline Trash			-	-
81500 SMSP Improvement Capital			-	-
Total 57700 Stormwater/Shoreline SMSP	-	-	-	-
Total 57000 Enterprise Fund Expenditures	-	-	-	-
57110 Enterprise Fund Expenditiures			-	-
Water System Admin Cost			-	-
Administrative Salaries -Water			-	-
Total Water System Admin Cost	-	-	-	-
Total 57110 Enterprise Fund Expenditiures	-	-	-	-
57201 Enterprise Fund Expenditiures			-	-
Water System Operations			-	-
Water - Salaries			-	-
Total Water System Operations	-	-	-	-
Total 57201 Enterprise Fund Expenditiures	-	-	-	-
57510 Enterprise Fund Expenditiures			-	-
Wastewater System Admin Cost			-	-
Administrative Salaries			-	-
Total Wastewater System Admin Cost	-	-	-	-
Total 57510 Enterprise Fund Expenditiures	-	-	-	-
57601 Enterprise Fund Expenditiures			-	-
Wastewater System Operations			-	-
Wastewater Salaries			-	-
Total Wastewater System Operations	-	-	-	-
Total 57601 Enterprise Fund Expenditiures	-	-	-	-
57710 Enterprise Fund Expenditiures			-	-
Stormwater/Shoreline SMSP			-	-
Stormwater Salaries			-	-
Total Stormwater/Shoreline SMSP	-	-	-	-
Total 57710 Enterprise Fund Expenditiures	-	-	-	-
58000 Bay Restoration			-	-
58100 Bay Restoration Payment			-	-
Total 58000 Bay Restoration	-	-	-	-
Total Expenditures	**1,667,492.27**	**2,266,270.00**	**(598,777.73)**	**1,667,492.27**
Net Operating Revenue / Loss	**441,384.31**	**32,200.00**	**409,184.31**	**441,384.31**

COMMISSIONERS OF OXFORD
ORDINANCE NUMBER: 2608
INTRODUCED BY:
DATE OF INTRODUCTION:

AN ORDINANCE OF THE TOWN OF OXFORD AMENDING THE STORMWATER SHORELINE PROTECTION (SMSP) BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026, TO RECONCILE EXPENSES AND RATIFY OVER EXPENDITURES.

WHEREAS, Oxford, Maryland is a municipal corporation of the State of Maryland, organized and operated under a Charter amended through October 13, 2026, in accordance with Article XI-E of the Constitution of Maryland and the Local Government Article of the Annotated Code of Maryland; and

WHEREAS, the Md. Code Ann., Local Gov't Art., and Section C6-4 of the Oxford Town Charter, require the Town to operate on an annual budget; and

WHEREAS, after due notice and a public hearing, the Commissioners adopted an annual budget for the Stormwater Shoreline Protection budget on June 10, 2025; and

WHEREAS, § 5-205(b)(2) and (3) of the Local Government Article of the Annotated Code of Maryland establish limitations on municipal expenditures of funds not previously appropriated or expenditures for purposes other than those originally appropriated; and

WHEREAS, § 5-205(b)(4) authorizes exceptions to these limitations upon approval by two-thirds of the entire elected legislative body; and

WHEREAS, at the close of Fiscal Year 2026, certain expenditure accounts require budgetary adjustments to address over expenditures associated with shared governmental expenses; and

WHEREAS, sufficient unexpended appropriations have been identified within unexpended funds in real property tax SMSP revenue; and

WHEREAS, the Commissioners of Oxford wish to ratify those expenditures and to amend the Fiscal Year 2026 Stormwater Shoreline Protection budget to appropriate the necessary funds.

NOW THEREFORE, the Commissioners of Oxford hereby ordains as follows:

Section 1. The adopted budget for the Stormwater Shoreline Protection of the Town of Oxford for the Fiscal Year 2026 is hereby amended as set forth in the attached Exhibit A hereto.

Section 2. In all other respects the budget for the Stormwater Shoreline Protection, as adopted June 10, 2025, shall remain as adopted in full force and effect, subject to prior duly enacted amendments, with respect to revenues and expenditures for the Fiscal Year of 2026.

This Ordinance shall become effective on the twentieth day proceeding the date of enactment.
ENACTED THIS ____ DAY OF _____, 2026

COMMISSIONERS OF OXFORD:

_____
Katrina Greer, Commission President

_____
Norm Bell, Commissioner

_____
David Donovan, Commissioner

I hereby certify that the foregoing Ordinance 2608 of the Town of Oxford was duly read, advertised, and enacted in accordance with the applicable provisions of the Charter of the Town of Oxford.

Attest:

_____
Holly Wahl, Town Manager
Town of Oxford

Exhibit A

TOWN OF OXFORD
FY26 Stormwater Shoreline Protection Amended Budget
July 2025 - June 2026
Audited

	FY 26 SMSP Shoreline Protection Amended Budget			
	Actual	Budget	Amendment	Amended Budget
Revenue				-
41000 Real Property Tax			-	-
41100 Real Estate			-	-
41101 Real Estate - SMSP Dedicated			-	-
41150 Tax Discount			-	-
41200 Interest Paid			-	-
Total 41000 Real Property Tax	-	-	-	-
42000 Intergovernmental Revenues			-	-
42100 Accomodations Tax			-	-
42200 Amusement Tax			-	-
42300 Local Income Tax			-	-
42400 Highway User Revenue			-	-
42450 Deferred Highway User Revenue			-	-
42500 Traders Licenses			-	-
42600 Tax Revenues - Other			-	-
Total 42000 Intergovernmental Revenues	-	-	-	-
43000 Licenses and Permits			-	-
43300 Building Permits			-	-
43305 Buffer/Tree Permit			-	-
43400 Cable Franchise			-	-
43450 Port Warden Permits			-	-
43455 Long Term Rental Inspections			-	-
43460 Short Term Rental			-	-
43500 Licenses and Permits - Other			-	-
Total 43000 Licenses and Permits	-	-	-	-
44000 Revenues from Other Agencies			-	-
44100 Grant - Critical Areas			-	-
44200 Grant - SAPPF Police			-	-
44205 Grant - DHCD Mini/Facade			-	-
44300 Grant - DNR - Public Access			-	-
44400 Grant - Misc	-		-	-
44500 Grant - ARPA Funds	169,665.00	451,257.00	(281,592.00)	169,665.00
44600 Grant - USDA			-	-
Total 44000 Revenues from Other Agencies	**169,665.00**	**451,257.00**	**(281,592.00)**	**169,665.00**
45000 Revenues from Properties			-	-
45100 Dock Rentals			-	-
45200 Parking Permits			-	-
45300 Land/Property Leases			-	-

TOWN OF OXFORD
FY26 Stormwater Shoreline Protection Amended Budget
July 2025 - June 2026
Audited

	FY 26 SMSP Shoreline Protection Amended Budget			
	Actual	Budget	Amendment	Amended Budget
45301 T-Mobile Rent			-	-
45302 MEWS Rent			-	-
45303 USPS Rent			-	-
45304 BayVanguard Bank - Rent			-	-
45305 Tred Avon Yacht Club			-	-
45306 Farm Land Rent			-	-
45350 BayVanguard Bank - Rent Contra			-	-
45351 Tred Avon Yacht Club Rent Contra			-	-
45352 T-Mobile - Rent Contra			-	-
45400 Town House Rental			-	-
45500 Misc Property Rental			-	-
Total 45300 Land/Property Leases	-	-	-	-
Total 45000 Revenues from Properties	-	-	-	-
46000 Miscellaneous Revenues			-	-
46200 Hanks Christmas Tree Fund			-	-
46300 Parks & Recreation Income			-	-
46350 R Gordon Graves Scholarship			-	-
46400 Police Fines and Tickets			-	-
46700 Reimbursed Expenses - Other			-	-
46800 Insurance/FEMA recovered funds			-	-
46850 PIA Request			-	-
46900 Misc Revenues - Other			-	-
46950 Interest Income			-	-
Total 46000 Miscellaneous Revenues	-	-	-	-
47000 Enterprise Services		-	-	-
47100 Water Service			-	-
47110 Water Service Charge			-	-
47130 Connection Fees			-	-
Total 47100 Water Service	-	-	-	-
47500 Wastewater Services			-	-
47510 Wastewater Service Charge			-	-
47530 Connection Fees			-	-
47540 Bay Restoration Admin Fee			-	-
48000 Bay Restoration Fund			-	-
Total 47500 Wastewater Services	-	-	-	-
47700 Stormwater/Shoreline SMSP			-	-
47710 Real Property Tax SMSP	100,000.00	100,000.00	-	100,000.00

TOWN OF OXFORD
FY26 Stormwater Shoreline Protection Amended Budget
July 2025 - June 2026
Audited

	FY 26 SMSP Shoreline Protection Amended Budget			
	Actual	Budget	Amendment	Amended Budget
Total 47700 Stormwater/Shoreline SMSP	100,000.00	100,000.00	-	100,000.00
47900 Enterprise Services Other			-	-
47930 Plumbing Permits			-	-
47940 Tower Rental			-	-
47950 Land Rental			-	-
Total 47900 Enterprise Services Other	-	-	-	-
Total 47000 Enterprise Services	100,000.00	100,000.00	-	100,000.00
49900 Uncategorized Income			-	-
73100 Facade Program			-	-
Total Revenue	269,665.00	551,257.00	(281,592.00)	269,665.00
Gross Profit	269,665.00	551,257.00	(281,592.00)	269,665.00
Expenditures				-
50000 Legislation			-	-
50100 Commissioners Salary			-	-
50200 Commissioners Training/Expenses			-	-
50300 Election Advertising Expenses			-	-
50400 Election Salaries			-	-
Total 50000 Legislation	-	-	-	-
51000 Financial Administration			-	-
51050 Accounting & Auditing			-	-
51075 Administrative Contract/Temp			-	-
51100 Administrative Salaries			-	-
51101 Advertising			-	-
51120 Retirement - Admin			-	-
51121 Pension Contra - Admin			-	-
51199 Bank Fees			-	-
51200 Computer Main & Repair			-	-
51220 Communications			-	-
51250 Copier Services Main & Supplies			-	-
51300 Education and Training			-	-
51350 Electricity			-	-
51450 Legal Fees			-	-
51451 Telephone			-	-
51452 Internet			-	-
51453 Website			-	-
51500 Memberships & Dues			-	-
51550 Office Supplies & Expenses			-	-
51600 Postage			-	-

TOWN OF OXFORD
FY26 Stormwater Shoreline Protection Amended Budget
July 2025 - June 2026
Audited

	FY 26 SMSP Shoreline Protection Amended Budget			
	Actual	Budget	Amendment	Amended Budget
51650 Planning & Zoning Admin			-	-
51651 Storm Water Plan Review			-	-
51652 Planning & Zoning Admin Salaries			-	-
51700 Miscellaneous - Financial Admin			-	-
51800 Lease Rent Expense Contra			-	-
Total 51000 Financial Administration	-	-	-	-
51155 Comp Time Contra - Admin			-	-
52000 Government Properties			-	-
52100 Municipal Bldg Main and Repair			-	-
52110 Bldg Main and Repair Salaries			-	-
52115 Municipal Bldg Main and Repair - Other			-	-
Total 52100 Municipal Bldg Main and Repair	-	-	-	-
52200 Town Houses Main and Repair			-	-
52220 Town House Electric #B			-	-
52225 Town Houses Main and Repair - Other			-	-
Total 52200 Town Houses Main and Repair	-	-	-	-
52300 Customs House Main & Repair			-	-
52320 Tilghman Street Property			-	-
52350 Post Office			-	-
52400 MEWS			-	-
83000 Municipal Building Capital			-	-
Total 52000 Government Properties	-	-	-	-
52500 General Government Other			-	-
52510 Historic Distric Commission			-	-
52520 Planning Commission			-	-
52530 Port Wardens			-	-
52540 Appeals Board			-	-
52550 Nusiance Property Enforcement			-	-
52555 Community Center In Kind			-	-
52556 DHCD Mini/Facade			-	-
52560 Contributions			-	-
52561 Community Center			-	-
52562 Hanks Christmas Trees			-	-
52563 Talbot County Arts Council			-	-

TOWN OF OXFORD
FY26 Stormwater Shoreline Protection Amended Budget
July 2025 - June 2026
Audited

	FY 26 SMSP Shoreline Protection Amended Budget			
	Actual	Budget	Amendment	Amended Budget
52564 Oxford Day			-	-
52565 Oxford Museum			-	-
52566 Oxford Library			-	-
52567 R Gordon Graves			-	-
52569 Miscellaneous Contributions			-	-
55520 Fireworks			-	-
Total 52560 Contributions	-	-	-	-
52570 Oxford Business Association			-	-
Total 52500 General Government Other	-	-	-	-
52600 Government Shared Expenses			-	-
52610 Insurance - General			-	-
52620 Insurance - Property/Flood			-	-
52630 Workmens Comp			-	-
52655 Employee Benefits	4,933.46		4,933.46	4,933.46
52660 Payroll Expenses	3,051.03		3,051.03	3,051.03
Total 52600 Government Shared Expenses	**7,984.49**	-	**7,984.49**	**7,984.49**
53000 Public Safety			-	-
53100 Police Department			-	-
53120 Retirement - Police			-	-
53121 Pension Contra - Police			-	-
53150 Police Salaries			-	-
53151 Police Overtime			-	-
53152 Talbot County Sheriff's Office			-	-
53153 LEOP Police Retirement Study			-	-
53200 Uniforms & Equipment			-	-
53202 Armory			-	-
53300 Police Vehicle Repairs			-	-
53400 Education and Training			-	-
53500 Utilities			-	-
53600 Office Supplies			-	-
53690 Miscellaneous - Enforcement			-	-
84000 Police Capital			-	-
Total 53100 Police Department	-	-	-	-
53700 Fire Department			-	-
53800 Grant to Oxford Fire Department			-	-
53900 Workmens Comp Oxford Fire Dept			-	-
Total 53700 Fire Department	-	-	-	-

TOWN OF OXFORD
FY26 Stormwater Shoreline Protection Amended Budget
July 2025 - June 2026
Audited

	FY 26 SMSP Shoreline Protection Amended Budget			
	Actual	Budget	Amendment	Amended Budget
Total 53000 Public Safety	-	-	-	-
53155 Comp Time Contra - Public Safety			-	-
54000 Public Works			-	-
54100 Operational Cost			-	-
54110 Shop - Salaries			-	-
54130 Shop - Telephone and Internet			-	-
54140 Shop - Uniforms			-	-
54160 Shop - Main and Repair			-	-
54165 Shop - Miscellaneous			-	-
54170 Education and Training			-	-
54180 Vehicle Operations			-	-
54190 Vehicle Main and Repairs			-	-
85000 Public Works Capital			-	-
Total 54100 Operational Cost	-	-	-	-
54120 Retirement - Public Works			-	-
54121 Pension Contra - Public Works			-	-
54200 Roads Department			-	-
54210 Streets - Salaries			-	-
54220 Streets - Main/Repairs			-	-
54230 Streets - Lighting			-	-
54240 Streets - Repaving			-	-
54250 Snow Removal			-	-
54270 Roads Department - Other			-	-
Total 54200 Roads Department	-	-	-	-
54300 Trash Collection			-	-
54310 Trash Collection Salaries			-	-
54320 Trash Collection Other Expenses			-	-
54330 Trash Pick up - Contractors			-	-
Total 54300 Trash Collection	-	-	-	-
54400 Miscellaneous Public Works			-	-
54410 Mosquito Control			-	-
54420 Weed and Pest Control			-	-
54430 Sidewalk Repair			-	-
54440 Public Works Other Expenses			-	-
Total 54400 Miscellaneous Public Works	-	-	-	-
Total 54000 Public Works	-	-	-	-
54155 Comp Time Contra - Public Works			-	-
55000 Parks and Recreation			-	-

TOWN OF OXFORD
FY26 Stormwater Shoreline Protection Amended Budget
July 2025 - June 2026
Audited

	FY 26 SMSP Shoreline Protection Amended Budget			
	Actual	Budget	Amendment	Amended Budget
55100 Parks/Mowing - Salaries			-	-
55200 Parks/Mowing - Main & Repair			-	-
55300 Parks and Recreation Electric			-	-
55400 Docks/Shoreline - Main & Repair			-	-
55500 Parks & Recreation Expenses			-	-
55510 Little League Field			-	-
55600 Parks and Recreation Committee			-	-
87002 Oyster Trail - Design&Permit			-	-
87012 Grant - DNR Improv Waterways			-	-
Total 55000 Parks and Recreation	-	-	-	-
56000 Grant Projects			-	-
56100 FEMA House Raising			-	-
Total 56000 Grant Projects	-	-	-	-
57000 Enterprise Fund Expenditures			-	-
57100 Water System Admin Cost			-	-
57101 Administrative Salaries - Water			-	-
57110 Administrative Salaries -Water			-	-
57140 Depreciation			-	-
57160 Interest on Debt			-	-
Total 57100 Water System Admin Cost	-	-	-	-
57200 Water System Operations			-	-
57201 Water - Salaries			-	-
57205 Water Billing Software			-	-
57210 Electricity			-	-
57220 Utilities			-	-
57225 Chemicals			-	-
57230 Lab Expenses			-	-
57250 Materials, Tools and Equipment			-	-
57260 Testing Expenses			-	-
57270 Education and Training			-	-
57275 USDA Reserve Fund			-	-
57280 Maintenance & Repairs			-	-
57285 Private Bank Interest Only Loan (USDA)			-	-
57290 Water System Operations - Other			-	-
82001 Water Capital			-	-
Total 57200 Water System Operations	-	-	-	-
57500 Wastewater System Admin Cost			-	-

TOWN OF OXFORD
FY26 Stormwater Shoreline Protection Amended Budget
July 2025 - June 2026
Audited

	FY 26 SMSP Shoreline Protection Amended Budget			
	Actual	Budget	Amendment	Amended Budget
57510 Administrative Salaries - Wastewater			-	-
57520 Administrative Expenses			-	-
57535 Consulting/Legal Fees			-	-
57540 Depreciation			-	-
57560 Interest on Debt			-	-
Total 57500 Wastewater System Admin Cost	-	-	-	-
57600 Wastewater System Operations			-	-
57601 Wastewater Salaries			-	-
57602 Wastewater Licensure			-	-
57610 Electricity			-	-
57620 Utilities			-	-
57625 Chemicals			-	-
57630 Lab Expenses			-	-
57635 Materials, Tools and Equipment			-	-
57640 Maintenance Contracts			-	-
57670 Education and Training			-	-
57680 Maintenance & Repairs			-	-
57690 Wastewater Expenses - Other			-	-
82003 Wastewater Capital			-	-
Total 57600 Wastewater System Operations	-	-	-	-
57700 Stormwater/Shoreline SMSP		-	-	-
57140SM Depreciation SMSP	37,842.05		37,842.05	37,842.05
57710 Stormwater Salaries	26,302.25	30,900.00	(4,597.75)	26,302.25
57720 Administrative Salaries - Stormwater	14,865.27	16,200.00	(1,334.73)	14,865.27
57725 Training and Education	21.19	500.00	(478.81)	21.19
57730 Stormwater Main & Repair	1,493.17	20,000.00	(18,506.83)	1,493.17
57740 Stormwater Improvements	1,374.55	12,400.00	(11,025.45)	1,374.55
57770 Stormwater/Shoreline Trash	20,857.51	20,000.00	857.51	20,857.51
81500 SMSP Improvement Capital	-	451,257.00	(451,257.00)	-
Total 57700 Stormwater/Shoreline SMSP	**102,755.99**	**551,257.00**	**(448,501.01)**	**102,755.99**
Total 57000 Enterprise Fund Expenditures	**102,755.99**	**551,257.00**	**(448,501.01)**	**102,755.99**
57110 Enterprise Fund Expenditiures			-	-
Water System Admin Cost			-	-
Administrative Salaries -Water			-	-

TOWN OF OXFORD
FY26 Stormwater Shoreline Protection Amended Budget
July 2025 - June 2026
Audited

	FY 26 SMSP Shoreline Protection Amended Budget			
	Actual	Budget	Amendment	Amended Budget
Total Water System Admin Cost	-	-	-	-
Total 57110 Enterprise Fund Expenditiures	-	-	-	-
57201 Enterprise Fund Expenditiures			-	-
Water System Operations			-	-
Water - Salaries			-	-
Total Water System Operations	-	-	-	-
Total 57201 Enterprise Fund Expenditiures	-	-	-	-
57510 Enterprise Fund Expenditiures			-	-
Wastewater System Admin Cost			-	-
Administrative Salaries			-	-
Total Wastewater System Admin Cost	-	-	-	-
Total 57510 Enterprise Fund Expenditiures	-	-	-	-
57601 Enterprise Fund Expenditiures			-	-
Wastewater System Operations			-	-
Wastewater Salaries			-	-
Total Wastewater System Operations	-	-	-	-
Total 57601 Enterprise Fund Expenditiures	-	-	-	-
57710 Enterprise Fund Expenditiures			-	-
Stormwater/Shoreline SMSP			-	-
Stormwater Salaries			-	-
Total Stormwater/Shoreline SMSP	-	-	-	-
Total 57710 Enterprise Fund Expenditiures	-	-	-	-
58000 Bay Restoration			-	-
58100 Bay Restoration Payment			-	-
Total 58000 Bay Restoration	-	-	-	-
Total Expenditures	**110,740.48**	**551,257.00**	**(440,516.52)**	**110,740.48**
Net Operating Revenue / Loss Including Depreciation	**158,924.52**	**-**	**158,924.52**	**158,924.52**

COMMISSIONERS OF OXFORD
ORDINANCE NUMBER: 2609
INTRODUCED BY:
DATE OF INTRODUCTION:

AN ORDINANCE OF THE TOWN OF OXFORD AMENDING THE UTILITY FUND BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026, TO RECONCILE EXPENSES AND RATIFY OVER EXPENDITURES.

WHEREAS, Oxford, Maryland is a municipal corporation of the State of Maryland, organized and operated under a Charter amended through October 13, 2026, in accordance with Article XI-E of the Constitution of Maryland and the Local Government Article of the Annotated Code of Maryland; and

WHEREAS, the Md. Code Ann., Local Gov't Art., and Section C6-4 of the Oxford Town Charter, require the Town to operate on an annual budget; and

WHEREAS, after due notice and a public hearing, the Commissioners adopted an annual budget for the FY26 Utility Fund on June 10, 2025; and

WHEREAS, § 5-205(b)(2) and (3) of the Local Government Article of the Annotated Code of Maryland establish limitations on municipal expenditures of funds not previously appropriated or expenditures for purposes other than those originally appropriated; and

WHEREAS, § 5-205(b)(4) authorizes exceptions to these limitations upon approval by two-thirds of the entire elected legislative body; and

WHEREAS, at the close of Fiscal Year 2026, certain expenditure accounts require budgetary adjustments to address over expenditures associated with legal fees related to USDA improvements, wastewater system operations, and chemicals; and

WHEREAS, sufficient unexpended appropriations have been identified within the Government Shared Expenses and Water System Operations accounts to offset these over expenditures; and

WHEREAS, the Commissioners of Oxford wish to ratify those expenditures and to amend the Fiscal Year 2026 Utility Fund budget to appropriate the necessary funds to cover those expenditures.

NOW THEREFORE, the Commissioners of Oxford hereby ordain as follows:

Section 1. The adopted budget for the Utility Fund of the Town of Oxford for the Fiscal Year 2026 is hereby amended as set forth in the attached Exhibit A hereto.

Section 2. In all other respects the budget for the Utility Fund, as adopted June 10, 2025, shall remain as adopted in full force and effect, subject to prior duly enacted amendments, with respect to revenues and expenditures for the Fiscal Year of 2026.

This Ordinance shall become effective on the twentieth day proceeding the date of enactment.
ENACTED THIS ____ DAY OF _____, 2026

COMMISSIONERS OF OXFORD:

_____
Katrina Greer, Commission President

_____
Norm Bell, Commissioner

_____
David Donovan, Commissioner

I hereby certify that the foregoing Ordinance 2609 of the Town of Oxford was duly read, advertised, and enacted in accordance with the applicable provisions of the Charter of the Town of Oxford.

Attest:

_____
Holly Wahl, Town Manager
Town of Oxford

Exhibit A

TOWN OF OXFORD
FY26 Utility Fund Amended Budget
July 2025 - June 2026
Audited

	Wastewater/Sewer				Water			
	Actual	Budget	Amendment	Amended Budget	Actual	Budget	Amendment	Amended Budget
Revenue				-				-
41000 Real Property Tax			-	-				-
41100 Real Estate			-	-				-
41101 Real Estate - SMSP Dedicated			-	-				-
41150 Tax Discount			-	-				-
41200 Interest Paid			-	-				-
Total 41000 Real Property Tax	-	-	-	-	-	-		-
42000 Intergovernmental Revenues			-	-				-
42100 Accomodations Tax			-	-				-
42200 Amusement Tax			-	-				-
42300 Local Income Tax			-	-				-
42400 Highway User Revenue			-	-				-
42450 Deferred Highway User Revenue			-	-				-
42500 Traders Licenses			-	-				-
42600 Tax Revenues - Other			-	-				-
Total 42000 Intergovernmental Revenues	-	-	-	-	-	-		-
43000 Licenses and Permits			-	-				-
43300 Building Permits			-	-				-
43305 Buffer/Tree Permit			-	-				-
43400 Cable Franchise			-	-				-
43450 Port Warden Permits			-	-				-
43455 Long Term Rental Inspections			-	-				-
43460 Short Term Rental			-	-				-
43500 Licenses and Permits - Other			-	-				-

TOWN OF OXFORD
FY26 Utility Fund Amended Budget
July 2025 - June 2026
Audited

	Wastewater/Sewer				Water			
	Actual	Budget	Amendment	Amended Budget	Actual	Budget	Amendment	Amended Budget
Total 43000 Licenses and Permits	-	-	-	-	-	-		-
44000 Revenues from Other Agencies			-	-				-
44100 Grant - Critical Areas			-	-				-
44200 Grant - SAPPF Police			-	-				-
44205 Grant - DHCD Mini/Facade			-	-				-
44300 Grant - DNR - Public Access			-	-				-
44400 Grant - Misc			-	-				-
44500 Grant - ARPA Funds			-	-				-
44600 Grant - USDA			-	-	-			-
Total 44000 Revenues from Other Agencies	-	-	-	-	-	-		-
45000 Revenues from Properties			-	-				-
45100 Dock Rentals			-	-				-
45200 Parking Permits			-	-				-
45300 Land/Property Leases			-	-				-
45301 T-Mobile Rent			-	-				-
45302 MEWS Rent			-	-				-
45303 USPS Rent			-	-				-
45304 BayVanguard Bank - Rent			-	-				-
45305 Tred Avon Yacht Club			-	-				-
45306 Farm Land Rent			-	-				-
45350 BayVanguard Bank - Rent Contra			-	-				-
45351 Tred Avon Yacht Club Rent Contra			-	-				-
45352 T-Mobile - Rent Contra			-	-				-

TOWN OF OXFORD
FY26 Utility Fund Amended Budget
July 2025 - June 2026
Audited

	Wastewater/Sewer				Water			
	Actual	**Budget**	**Amendment**	**Amended Budget**	**Actual**	**Budget**	**Amendment**	**Amended Budget**
45400 Town House Rental			-	-				-
45500 Misc Property Rental			-	-				-
Total 45300 Land/Property Leases	-	-	-	-	-	-		-
Total 45000 Revenues from Properties	-	-	-	-	-	-		-
46000 Miscellaneous Revenues			-	-				-
46200 Hanks Christmas Tree Fund			-	-				-
46300 Parks & Recreation Income			-	-				-
46350 R Gordon Graves Scholarship			-	-				-
46400 Police Fines and Tickets			-	-				-
46700 Reimbursed Expenses - Other			-	-				-
46800 Insurance/FEMA recovered funds			-	-				-
46850 PIA Request			-	-				-
46900 Misc Revenues - Other			-	-				-
46950 Interest Income			-	-				-
Total 46000 Miscellaneous Revenues	-	-	-	-	-	-		-
47000 Enterprise Services		-	-	-		-		-
47100 Water Service			-	-		-		-
47110 USDA Reserve Revenue								
47110 Water Service Charge			-	-	422,641.03	376,774.00		422,641.03
47130 Connection Fees			-	-	10,317.69	5,000.00		10,317.69
47200 USDA Reserve Revenue			-	-	50,518.00	-		50,518.00
Total 47100 Water Service	-	-	-	-	**483,476.72**	**381,774.00**		**483,476.72**
47500 Wastewater Services		-	-	-				-
47510 Wastewater Service Charge	623,279.98	567,221.00	56,058.98	623,279.98				-

TOWN OF OXFORD
FY26 Utility Fund Amended Budget
July 2025 - June 2026
Audited

	Wastewater/Sewer				Water			
	Actual	**Budget**	**Amendment**	**Amended Budget**	**Actual**	**Budget**	**Amendment**	**Amended Budget**
47530 Connection Fees	19,271.21	1,500.00	17,771.21	19,271.21	-			-
47540 Bay Restoration Admin Fee	2,093.75		2,093.75	2,093.75				-
48000 Bay Restoration Fund	41,875.00	35,000.00	6,875.00	41,875.00				-
Total 47500 Wastewater Services	**686,519.94**	**603,721.00**	**82,798.94**	**686,519.94**	**-**	**-**		**-**
47700 Stormwater/Shoreline SMSP			-	-				-
47710 Real Property Tax SMSP			-	-				-
Total 47700 Stormwater/Shoreline SMSP	**-**	**-**	**-**	**-**	**-**	**-**		**-**
47900 Enterprise Services Other			-	-				-
47930 Plumbing Permits			-	-	1,086.75	1,000.00	86.75	1,086.75
47940 Tower Rental			-	-	27,153.42	24,136.00	3,017.42	27,153.42
47950 Land Rental			-	-			-	-
Total 47900 Enterprise Services Other	**-**	**-**	**-**	**-**	**28,240.17**	**25,136.00**	**3,104.17**	**28,240.17**
Total 47000 Enterprise Services	**686,519.94**	**603,721.00**	**82,798.94**	**686,519.94**	**511,716.89**	**406,910.00**	**104,806.89**	**511,716.89**
49900 Uncategorized Income			-	-				-
73100 Facade Program			-	-				-
Total Revenue	**686,519.94**	**603,721.00**	**82,798.94**	**686,519.94**	**511,716.89**	**406,910.00**	**104,806.89**	**511,716.89**
Gross Profit	**686,519.94**	**603,721.00**	**82,798.94**	**686,519.94**	**511,716.89**	**406,910.00**	**104,806.89**	**511,716.89**
Expenditures				-				-
50000 Legislation			-	-				-
50100 Commissioners Salary			-	-				-
50200 Commissioners Training/Expenses			-	-				-
50300 Election Advertising Expenses			-	-				-
50400 Election Salaries			-	-				-
Total 50000 Legislation	**-**	**-**	**-**	**-**	**-**	**-**		**-**

TOWN OF OXFORD
FY26 Utility Fund Amended Budget
July 2025 - June 2026
Audited

	Wastewater/Sewer				Water			
	Actual	Budget	Amendment	Amended Budget	Actual	Budget	Amendment	Amended Budget
51000 Financial Administration			-	-		-		-
51050 Accounting & Auditing	4,500.00	5,000.00	(500.00)	4,500.00	4,410.00	5,000.00	(590.00)	4,410.00
51075 Administrative Contract/Temp			-	-			-	-
51100 Administrative Salaries			-	-		-	-	-
51101 Advertising			-	-			-	-
51120 Retirement - Admin			-	-			-	-
51121 Pension Contra - Admin			-	-			-	-
51199 Bank Fees			-	-			-	-
51200 Computer Main & Repair			-	-			-	-
51220 Communications			-	-			-	-
51250 Copier Services Main & Supplies			-	-			-	-
51300 Education and Training			-	-			-	-
51350 Electricity			-	-			-	-
51450 Legal Fees		2,500.00	(2,500.00)	-	13,896.50	2,500.00	11,396.50	13,896.50
51451 Telephone			-	-			-	-
51452 Internet			-	-			-	-
51453 Website			-	-			-	-
51500 Memberships & Dues			-	-			-	-
51550 Office Supplies & Expenses			-	-			-	-
51600 Postage		1,100.00	(1,100.00)	-		1,100.00	(1,100.00)	-
51650 Planning & Zoning Admin			-	-			-	-
51651 Storm Water Plan Review			-	-			-	-
51652 Planning & Zoning Admin Salaries			-	-			-	-
51700 Miscellaneous - Financial Admin			-	-			-	-

TOWN OF OXFORD
FY26 Utility Fund Amended Budget
July 2025 - June 2026
Audited

	Wastewater/Sewer				Water			
	Actual	Budget	Amendment	Amended Budget	Actual	Budget	Amendment	Amended Budget
51800 Lease Rent Expense Contra			-	-			-	-
Total 51000 Financial Administration	4,500.00	8,600.00	(4,100.00)	4,500.00	18,306.50	8,600.00	9,706.50	18,306.50
51155 Comp Time Contra - Admin			-	-				-
52000 Government Properties			-	-				-
52100 Municipal Bldg Main and Repair			-	-				-
52110 Bldg Main and Repair Salaries			-	-				-
52115 Municipal Bldg Main and Repair - Other			-	-				-
Total 52100 Municipal Bldg Main and Repair	-	-	-	-	-	-		-
52200 Town Houses Main and Repair			-	-				-
52220 Town House Electric #B			-	-				-
52225 Town Houses Main and Repair - Other			-	-				-
Total 52200 Town Houses Main and Repair	-	-	-	-	-	-		-
52300 Customs House Main & Repair			-	-				-
52320 Tilghman Street Property			-	-				-
52350 Post Office			-	-				-
52400 MEWS			-	-				-
83000 Municipal Building Capital			-	-				-
Total 52000 Government Properties	-	-	-	-	-	-		-
52500 General Government Other			-	-				-
52510 Historic Distric Commission			-	-				-

TOWN OF OXFORD
FY26 Utility Fund Amended Budget
July 2025 - June 2026
Audited

	Wastewater/Sewer				Water			
	Actual	Budget	Amendment	Amended Budget	Actual	Budget	Amendment	Amended Budget
52520 Planning Commission			-	-				-
52530 Port Wardens			-	-				-
52540 Appeals Board			-	-				-
52550 Nusiance Property Enforcement			-	-				-
52555 Community Center In Kind			-	-				-
52556 DHCD Mini/Facade			-	-				-
52560 Contributions			-	-				-
52561 Community Center			-	-				-
52562 Hanks Christmas Trees			-	-				-
52563 Talbot County Arts Council			-	-				-
52564 Oxford Day			-	-				-
52565 Oxford Museum			-	-				-
52566 Oxford Library			-	-				-
52567 R Gordon Graves			-	-				-
52569 Miscellaneous Contributions			-	-				-
55520 Fireworks			-	-				-
Total 52560 Contributions	-	-	-	-	-	-		-
52570 Oxford Business Association			-	-				-
Total 52500 General Government Other	-	-	-	-	-	-		-
52600 Government Shared Expenses			-	-		-		-
52610 Insurance - General	13,000.00	13,000.00	-	13,000.00	5,000.00	5,000.00	-	5,000.00
52620 Insurance - Property/Flood		1,000.00	(1,000.00)	-		1,000.00	(1,000.00)	-
52630 Workmens Comp	6,000.00	7,000.00	(1,000.00)	6,000.00	3,000.00	4,000.00	(1,000.00)	3,000.00
52655 Employee Benefits	18,911.60	45,000.00	(26,088.40)	18,911.60	11,735.66	33,000.00	(21,264.34)	11,735.66

TOWN OF OXFORD
FY26 Utility Fund Amended Budget
July 2025 - June 2026
Audited

	Wastewater/Sewer				Water			
	Actual	**Budget**	**Amendment**	**Amended Budget**	**Actual**	**Budget**	**Amendment**	**Amended Budget**
52660 Payroll Expenses	11,692.77	12,000.00	(307.23)	11,692.77	7,256.87	12,000.00	(4,743.13)	7,256.87
Total 52600 Government Shared Expenses	**49,604.37**	**78,000.00**	**(28,395.63)**	**49,604.37**	**26,992.53**	**55,000.00**	**(28,007.47)**	**26,992.53**
53000 Public Safety			-	-				-
53100 Police Department			-	-				-
53120 Retirement - Police			-	-				-
53121 Pension Contra - Police			-	-				-
53150 Police Salaries			-	-				-
53151 Police Overtime			-	-				-
53152 Talbot County Sheriff's Office			-	-				-
53153 LEOP Police Retirement Study			-	-				-
53200 Uniforms & Equipment			-	-				-
53202 Armory			-	-				-
53300 Police Vehicle Repairs			-	-				-
53400 Education and Training			-	-				-
53500 Utilities			-	-				-
53600 Office Supplies			-	-				-
53690 Miscellaneous - Enforcement			-	-				-
84000 Police Capital			-	-				-
Total 53100 Police Department	-	-	-	-	-	-		-
53700 Fire Department			-	-				-
53800 Grant to Oxford Fire Department			-	-				-
53900 Workmens Comp Oxford Fire Dept			-	-				-
Total 53700 Fire Department	-	-	-	-	-	-		-

TOWN OF OXFORD
FY26 Utility Fund Amended Budget
July 2025 - June 2026
Audited

	Wastewater/Sewer				Water			
	Actual	**Budget**	**Amendment**	**Amended Budget**	**Actual**	**Budget**	**Amendment**	**Amended Budget**
Total 53000 Public Safety	-	-	-	-	-	-		-
53155 Comp Time Contra - Public Safety			-	-				-
54000 Public Works			-	-				-
54100 Operational Cost			-	-				-
54110 Shop - Salaries	15,000.00	15,000.00	-		13,278.00	13,278.00	-	13,278.00
54130 Shop - Telephone and Internet	3,750.00	3,750.00	-	3,750.00	3,750.00	3,750.00	-	3,750.00
54140 Shop - Uniforms	3,814.00	3,814.00	-	3,814.00	3,814.00	3,814.00	-	3,814.00
54160 Shop - Main and Repair	1,000.00	1,000.00	-	1,000.00	1,000.00	1,000.00	-	1,000.00
54165 Shop - Miscellaneous			-	-			-	-
54170 Education and Training			-	-			-	-
54180 Vehicle Operations			-	-	4,000.00	4,000.00	-	4,000.00
54190 Vehicle Main and Repairs	2,800.00	4,000.00	(1,200.00)	2,800.00			-	-
85000 Public Works Capital			-	-			-	-
Total 54100 Operational Cost	**26,364.00**	**27,564.00**	**(1,200.00)**	**26,364.00**	**25,842.00**	**25,842.00**	**-**	**25,842.00**
54120 Retirement - Public Works			-	-				-
54121 Pension Contra - Public Works			-	-				-
54200 Roads Department			-	-				-
54210 Streets - Salaries			-	-				-
54220 Streets - Main/Repairs			-	-				-
54230 Streets - Lighting			-	-				-
54240 Streets - Repaving			-	-				-
54250 Snow Removal			-	-				-
54270 Roads Department - Other			-	-				-
Total 54200 Roads Department	-	-	-	-	-	-		-

TOWN OF OXFORD
FY26 Utility Fund Amended Budget
July 2025 - June 2026
Audited

	Wastewater/Sewer				Water			
	Actual	Budget	Amendment	Amended Budget	Actual	Budget	Amendment	Amended Budget
54300 Trash Collection			-	-				-
54310 Trash Collection Salaries			-	-				-
54320 Trash Collection Other Expenses			-	-				-
54330 Trash Pick up - Contractors			-	-				-
Total 54300 Trash Collection	-	-	-	-	-	-		-
54400 Miscellaneous Public Works			-	-				-
54410 Mosquito Control			-	-				-
54420 Weed and Pest Control			-	-				-
54430 Sidewalk Repair			-	-				-
54440 Public Works Other Expenses			-	-				-
Total 54400 Miscellaneous Public Works	-	-	-	-	-	-		-
Total 54000 Public Works	26,364.00	27,564.00	(1,200.00)	26,364.00	25,842.00	25,842.00	-	25,842.00
54155 Comp Time Contra - Public Works			-	-				-
55000 Parks and Recreation			-	-				-
55100 Parks/Mowing - Salaries			-	-				-
55200 Parks/Mowing - Main & Repair			-	-				-
55300 Parks and Recreation Electric			-	-				-
55400 Docks/Shoreline - Main & Repair			-	-				-
55500 Parks & Recreation Expenses			-	-				-
55510 Little League Field			-	-				-
55600 Parks and Recreation Committee			-	-				-
87002 Oyster Trail - Design&Permit			-	-				-
87012 Grant - DNR Improv Waterways			-	-				-
Total 55000 Parks and Recreation	-	-	-	-	-	-		-

TOWN OF OXFORD
FY26 Utility Fund Amended Budget
July 2025 - June 2026
Audited

	Wastewater/Sewer				Water			
	Actual	Budget	Amendment	Amended Budget	Actual	Budget	Amendment	Amended Budget
56000 Grant Projects			-	-				-
56100 FEMA House Raising			-	-				-
Total 56000 Grant Projects	-	-	-	-	-	-		-
57000 Enterprise Fund Expenditures		-	-	-		-		-
57100 Water System Admin Cost			-	-		-		-
57101 Administrative Salaries - Water			-	-	41.40		41.40	41.40
57110 Administrative Salaries -Water			-	-	54,398.79	46,350.00	8,048.79	54,398.79
57140 Depreciation			-	-	110,360.45		110,360.45	110,360.45
57160 Interest on Debt			-	-	8,243.60	2,000.00	6,243.60	8,243.60
Total 57100 Water System Admin Cost	-	-	-	-	**173,044.24**	**48,350.00**	**124,694.24**	**173,044.24**
57200 Water System Operations		-	-	-		-		-
57201 Water - Salaries			-	-	43,476.83	65,000.00	(21,523.17)	43,476.83
57205 Water Billing Software			-	-	6,457.50		6,457.50	6,457.50
57210 Electricity			-	-	42,681.42	30,000.00	12,681.42	42,681.42
57220 Utilities			-	-	298.65	750.00	(451.35)	298.65
57225 Chemicals		-	-	-	1,104.19	4,400.00	(3,295.81)	1,104.19
57230 Lab Expenses			-	-	4,632.68	5,000.00	(367.32)	4,632.68
57250 Materials, Tools and Equipment		-	-	-	16,564.53	5,000.00	11,564.53	16,564.53
57260 Testing Expenses			-	-		750.00	(750.00)	-
57270 Education and Training		-	-	-	1,530.66	1,500.00	30.66	1,530.66
57275 USDA Reserve Fund			-	-	50,518.00	50,518.00	-	50,518.00
57280 Maintenance & Repairs		-	-	-	17,895.89	15,000.00	2,895.89	17,895.89
57285 Private Bank Interest Only Loan (USDA)			-	-	-	31,200.00	(31,200.00)	-

TOWN OF OXFORD
FY26 Utility Fund Amended Budget
July 2025 - June 2026
Audited

	Wastewater/Sewer				Water			
	Actual	**Budget**	**Amendment**	**Amended Budget**	**Actual**	**Budget**	**Amendment**	**Amended Budget**
57290 Water System Operations - Other		-	-	-	9,358.28		9,358.28	9,358.28
82001 Water Capital			-	-	-	60,000.00	(60,000.00)	-
Total 57200 Water System Operations	**-**	**-**	**-**	**-**	**194,518.63**	**269,118.00**	**(74,599.37)**	**194,518.63**
57500 Wastewater System Admin Cost		-	-	-				-
57510 Administrative Salaries - Wastewater	52,387.61	46,350.00	6,037.61	52,387.61				-
57520 Administrative Expenses	1,734.26	5,000.00	(3,265.74)	1,734.26				-
57535 Consulting/Legal Fees		10,000.00	(10,000.00)	-				-
57540 Depreciation	484,663.97		484,663.97	484,663.97				-
57560 Interest on Debt	48,380.87	48,000.00	380.87	48,380.87				-
Total 57500 Wastewater System Admin Cost	**587,166.71**	**109,350.00**	**477,816.71**	**587,166.71**	**-**	**-**		**-**
57600 Wastewater System Operations	-	-	-	-		-		-
57601 Wastewater Salaries	104,445.48	66,300.00	38,145.48	104,445.48				-
57602 Wastewater Licensure	53,415.00	48,700.00	4,715.00	53,415.00				-
57610 Electricity	77,600.97	80,000.00	(2,399.03)	77,600.97				-
57620 Utilities		5,000.00	(5,000.00)	-				-
57625 Chemicals	59,004.88	33,750.00	25,254.88	59,004.88				-
57630 Lab Expenses	14,626.67	20,000.00	(5,373.33)	14,626.67				-
57635 Materials, Tools and Equipment	11,143.97	5,000.00	6,143.97	11,143.97				-
57640 Maintenance Contracts	17,416.00	9,657.00	7,759.00	17,416.00				-
57670 Education and Training	4,966.67	5,000.00	(33.33)	4,966.67				-
57680 Maintenance & Repairs	35,699.86	40,000.00	(4,300.14)	35,699.86		-		-
57690 Wastewater Expenses - Other	33,748.23		33,748.23	33,748.23				-

TOWN OF OXFORD
FY26 Utility Fund Amended Budget
July 2025 - June 2026
Audited

	Wastewater/Sewer				Water			
	Actual	Budget	Amendment	Amended Budget	Actual	Budget	Amendment	Amended Budget
82003 Wastewater Capital	-	32,000.00	(32,000.00)	-				-
Total 57600 Wastewater System Operations	412,067.73	345,407.00	66,660.73	412,067.73	-	-		-
57700 Stormwater/Shoreline SMSP			-	-				-
57140SM Depreciation SMSP			-	-				-
57710 Stormwater Salaries			-	-				-
57720 Administrative Salaries - Stormwater			-	-				-
57725 Training and Education			-	-				-
57730 Stormwater Main & Repair			-	-				-
57740 Stormwater Improvements			-	-				-
57770 Stormwater/Shoreline Trash			-	-				-
81500 SMSP Improvement Capital			-	-				-
Total 57700 Stormwater/Shoreline SMSP	-	-	-	-	-	-		-
Total 57000 Enterprise Fund Expenditures	999,234.44	454,757.00	544,477.44	999,234.44	367,562.87	317,468.00	50,094.87	367,562.87
57110 Enterprise Fund Expenditiures			-	-				-
Water System Admin Cost			-	-				-
Administrative Salaries -Water			-	-				-
Total Water System Admin Cost	-	-	-	-	-	-		-
Total 57110 Enterprise Fund Expenditiures	-	-	-	-	-	-		-
57201 Enterprise Fund Expenditiures			-	-				-
Water System Operations			-	-				-
Water - Salaries			-	-				-
Total Water System Operations	-	-	-	-	-	-		-

TOWN OF OXFORD
FY26 Utility Fund Amended Budget
July 2025 - June 2026
Audited

	Wastewater/Sewer				Water			
	Actual	**Budget**	**Amendment**	**Amended Budget**	**Actual**	**Budget**	**Amendment**	**Amended Budget**
Total 57201 Enterprise Fund Expenditiures	-	-	-	-	-	-		-
57510 Enterprise Fund Expenditiures			-	-				-
Wastewater System Admin Cost			-	-				-
Administrative Salaries			-	-				-
Total Wastewater System Admin Cost	-	-	-	-	-	-		-
Total 57510 Enterprise Fund Expenditiures	-	-	-	-	-	-		-
57601 Enterprise Fund Expenditiures			-	-				-
Wastewater System Operations			-	-				-
Wastewater Salaries	937.50		937.50	937.50				-
Total Wastewater System Operations	**937.50**	-	**937.50**	937.50	-	-		-
Total 57601 Enterprise Fund Expenditiures	**937.50**	-	**937.50**	**937.50**	-	-		-
57710 Enterprise Fund Expenditiures			-	-				-
Stormwater/Shoreline SMSP			-	-				-
Stormwater Salaries			-	-				-
Total Stormwater/Shoreline SMSP	-	-	-	-	-	-		-
Total 57710 Enterprise Fund Expenditiures	-	-	-	-	-	-		-
58000 Bay Restoration		-	-	-				-
58100 Bay Restoration Payment	41,875.00	34,800.00	7,075.00	41,875.00				-
Total 58000 Bay Restoration	**41,875.00**	**34,800.00**	**7,075.00**	41,875.00	-	-		-
Total Expenditures	**1,122,515.31**	**603,721.00**	**518,794.31**	1,122,515.31	**438,703.90**	**406,910.00**	**31,793.90**	438,703.90
Net Operating Revenue / Loss (Including Depreciation)	**(435,995.37)**	-	**(435,995.37)**	**(435,995.37)**	**73,012.99**	-	**73,012.99**	**73,012.99**

COMMISSIONER MEETINGS
2ND AND 4TH TUESDAY OF EACH MONTH
(410) 226-5122



101 Market Street
P.O. Box 339
Oxford, Maryland 21654

Commissioners of Oxford

November 25, 2026

The Honorable Elizabeth L. Gunn
United States Bankruptcy Court for the
District of Columbia
333 Constitution Avenue N.W.
Washington, D.C. 20001

Re: 26-00039-ELG Morris Street Development, LLC

Dear Judge Gunn:

I am writing on behalf of the Commissioners of Oxford to bring to the Court's attention material misrepresentations and omissions by counsel for Debtor at the status conference the Court held on November 18, 2026. Contrary to counsel's claim that "no one has a greater interest" than Debtor in preserving the Robert Morris Inn, her flagrant misrepresentations (made in the presence of her client, Mr. Snyder), appear designed solely for the purpose of delaying any repairs, which in turn ensures further deterioration of the structure. Whether this is in pursuit of a strategy to cause the Inn to fall into such disrepair that portions of the structure will simply have to be demolished remains to be seen.

At the status conference on November 18, the Court expressed understandable frustration about the fact that, as characterized by the U.S. Trustee, "nothing has transpired in this case" since the plan filed in April 2026. In response to these concerns, Debtor's counsel, Ms. Christianna Cathcart, claimed that the Debtor's failure to even begin the roof repair authorized some seven months ago was the fault of the Town of Oxford and a contractor Debtor finally engaged in October. To the best of our knowledge, nearly everything that Ms. Cathcart told you in this regard either was untrue or omitted critical facts suggesting an intention by Ms. Cathcart to mislead the Court, Lender's counsel, and the U.S. Trustee.

First, Ms. Cathcart asserted that a contractor had been engaged and paid a portion of the authorized funds, but had failed to perform any of the repairs and then terminated the contract. Here are the facts: Consistent with the Lender's engineer's report from last April, the Town's building inspector in September had recommended that steps be taken to address the mold infestation that had resulted from the leak in the roof that

had gone unrepaired for nearly a year. On September 29th, a local contractor hired by Debtor, Raymond Tull, LLC, requested a permit from the Town just to repair the roof, which the Town granted on an emergency basis within 48 hours. Subsequently, Tull obtained an evaluation that recommended that steps also be taken to isolate the upper floors from exposure to the mold. Tull advised the Town that, because he was not qualified to conduct mold remediation, he had given Mr. Snyder three options: terminate his agreement and refund to RMI the $3,022.52 he had been paid; engage another contractor to address the mold remediation; or go forward with just the roof repair. Mr. Tull reported to the Town on October 28 that Mr. Snyder had never responded to his proposal and that Mr. Tull therefore had terminated his agreement with Debtor and refunded the $3,022.52 he had been paid. To be crystal clear, at no time had the Town of Oxford demanded that any work beyond the roof repair be completed, and the Town had issued a permit to conduct the roof repair, which was the only repair for which a permit had been sought.

Second, Ms. Cathcart represented that Debtor then engaged a new contractor "and sought a permit for the limited repairs" to the roof, which she said she "understood" that "the Town declined to issue" because it was "seeking a broader roof replacement." This was entirely untrue. In fact, the Town Planner spoke to this second contractor, Patrick Riordan of Economy Roofing, on November 7, 2026 (the day after Mr. Riordan first reached out to the Town) to answer questions, after which the Town heard nothing from him. At no time did this second contractor apply for a permit, nor did the Town ever tell Mr. Riordan that any work beyond the roof repair would be required.

After we learned what Ms. Cathcart had represented to the Court at the status conference on November 18, we reached out to Mr. Riordan, who told us that Mr. Snyder had never responded to him about starting any repairs, that he understood that relations between Mr. Snyder and the lender had become "complicated" because of "opposing positions" the two had taken, and that he did not want to get in the middle of their dispute.

Again, to be crystal clear, everything Ms. Cathcart told you in this regard was false: Mr. Riordan never "sought a permit" to repair the roof; the Town had never "declined to issue a permit" to repair the roof; and the Town had never sought "a broader roof replacement" as a condition to issuing any permit to repair the roof.

Third, Ms. Cathcart told the Court that she had "reached out to the Town Manager" about these issues "but have not yet received a response." Although this was technically true, Ms. Cathcart failed to include a key fact: The one – and only – time that Ms. Cathcart ever attempted to contact the Town of Oxford was a voicemail she left in the evening before the 10 a.m. November 17 status conference.

In this regard, Ms. Cathcart either negligently left a false impression that the Town had failed to timely respond to Ms. Cathcart's attempt to contact the Town, or intentionally left that impression by failing to advise the Court that her first and only effort to "reach out" to the Town was a voicemail message she left for the Town Manager on the evening of November 16. Her final statement to the Court at the status conference that "until the Town provides some response, it's difficult to get things going and moving forward" certainly appears to have been intended to leave exactly the impression that the Town – and not the Debtor and Ms. Cathcart – was responsible for all of these delays.

Whatever her intent, Ms. Cathcart clearly had an obligation to correct the statement of Lender's counsel Monique Almy concerning Ms. Cathcart's purported efforts to contact the Town. According to Ms. Almy, Ms. Cathcart "certainly made those efforts in reaching out to the Town," prompting Ms. Almy's further comment that she was "a little flabbergasted that [the Town] wouldn't have returned her call at this point. It's been a while …"

We presume that Ms. Almy's comments were based entirely on what Ms. Cathcart had told her, either at the status conference or previously. But the only thing that anyone should find "flabbergasting" about any of this is that Ms. Cathcart failed until the evening of November 16 – seven *months* after the roof repair was authorized and the night before the status conference – to "reach out" to the Town about any assistance she needed with the roof repair. Equally "flabbergasting" is that either Ms. Cathcart or Ms. Almy would represent to the Court that the Town of Oxford had not timely and diligently responded to every request that has been made of it concerning this matter, or that the Town was responsible for the ongoing and entirely inexplicable failure of the Debtor or the Lender to have addressed the roof repair authorized last April.

We fully agree with Ms. Almy's statement that the "appropriate thing to happen here is to get the leak repaired and to preserve that property." We also fully support the statement by Mr. Deerin (on behalf of a group of several citizens that includes Mr. Tull) that the Robert Morris Inn needs to be "adequately protected and maintained so that its historic and economic value is not irreparably diminished while this proceeding remains pending." But we have no faith at all in Ms. Cathcart's statement the Debtor shares these concerns or interests. To many observers, it appears that everything Ms. Cathcart and the Debtor have done from the outset of this matter has been to secure delay which *ensures* further deterioration of the structure, perhaps with the ultimate goal of attempting to justify its demolition in whole or in part.

It is notable that the Town's outside counsel reached out to Ms. Cathcart on November 17 to respond to the voicemail she left on November 16. To date, the

Town has received no response or any further communication from Ms. Cathcart or the Debtor.

Because the two-month extension the Court granted was premised on material misrepresentations and omissions by counsel for the Debtor, the Town of Oxford respectfully requests that the Court reschedule a status conference at the soonest practical time so that the Court can make a determination of next steps based on all of the actual facts. We believe that a sale of the Inn supervised by the Court is the only practical way that this historic Inn can survive under new ownership. The Town would appreciate an opportunity to appear at such a conference to address any questions that the Court may have of the Town.

Sincerely,

Katrina Greer

President of the Commissioners of the Town of Oxford, Maryland

cc:

Christianna Cathcart, Esq.
Monique Almy, Esq.
Kristen Eustis, Esq.
Dick Deerin

To: The Honorable Commissioners of the Town of Oxford From: Holly Wahl, Town Manager

Subject: Non-Conversion Agreement

Date: November 19, 2026

I. **BACKGROUND**:

Sections 17.5 and 17.6 of the Oxford Town Code require that each residential dwelling unit or multiple non-residential users served by a master meter shall be considered a separate service regardless of the number of physical connections to the water or sewer main serving the structure.

A "dwelling unit" is defined by the Town of Oxford Zoning Ordinance as "[a] single unit providing complete, independent living facilities for at least one person, including permanent provisions for sanitation, cooking, eating, sleeping, and other activities routinely associated with daily life. Dwelling unit includes a living quarter for a domestic or other employee or tenant, an in-law or accessory apartment, a guest house, or a caretaker residence" which includes an accessory dwelling unit

Residents who have multiple dwelling units at one time now want to remove that dwelling unit from operation and are requesting that the flat fee and State of Maryland Bay Restoration Fee be removed from their utility bill. To make that conversion, the Town requires certain confirmations from the property owner to ensure that it is clear related to the removal of the dwelling unit should the property owner decide to bring an additional dwelling unit back online at some time in the future.

The Commissioners reviewed and approved the non-conversion agreement during their November 10 meeting. However, subsequent consideration of Commissioner Donovan's comments regarding recordation of the agreement identified additional issues that may warrant further amendments to the agreement. Commissioner Donovan further clarified within the agreement how citizens should record the agreement to ensure future property owners are aware.

II. **RECOMMENDATION**:

It is recommended that Commissioners consider approving a revised template agreement that requires recordation for implementation by the Town Manager through the implementation of utility billing.

DECLARATION OF NON-CONVERSION AGREEMENT

THIS DECLARATION OF NONCONVERSION AGREEMENT ("Agreement") is made this _____ day of _____, 2026, by (insert name of property owner) ("Grantor"), the owner of address as shown on the Subdivision Plat (defined below).

WHEREAS, Grantor is the owner of real property located at _____, conveyed to Grantor by Deed dated _____, recorded among the Land Records of Talbot County in Liber _____, folio _____ (the "Property"); and

WHEREAS, Sections 17.5 and 17.6 of the Oxford Town Code require that each residential dwelling unit or multiple non-residential users served by a master meter shall be considered a separate service regardless of the number of physical connections to the water or sewer main serving the structure; and

WHEREAS, a "dwelling unit" is defined by the Town of Oxford Zoning Ordinance as "[a] single unit providing complete, independent living facilities for at least one person, including permanent provisions for sanitation, cooking, eating, sleeping, and other activities routinely associated with daily life. Dwelling unit includes a living quarters for a domestic or other employee or tenant, an in-law or accessory apartment, a guest house, or a caretaker residence" which includes an accessory dwelling unit; and

WHEREAS, at some point, an accessory structure on the Property was constructed that was used as or converted to an accessory dwelling unit; and

WHEREAS, such use of the Property as a principal dwelling and an accessory dwelling unit requires the Town to charge the Property at least two basic sewer service charges and for per gallon water usage; and

WHEREAS, the Grantor has advised that Grantor no longer utilizes the accessory structure as an accessory dwelling unit and has requested that the Town charge one water and sewer service fee to the Property as a result; and

WHEREAS, in reliance upon the agreements, representations, warranties, and covenants by the Grantor contained herein, the Town has agreed to charge only one sewer service charge and one bill for per gallon water usage to the Property subject to execution of this Declaration of Non-Conversion Agreement; and

WHEREAS, Grantor acknowledges, represents, and covenants, that the accessory structure will not be converted to or utilized as an accessory dwelling unit, apartment, or residential unit.

NOW, THEREFORE, for NO CASH CONSIDERATION, for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Grantor, for themselves, their personal representatives, successors, and assigns, do hereby grant and convey to the Town of Oxford, its successors and assigns, a permanent restriction upon the use of the

accessory structure or accessory living area as an accessory dwelling unit in accordance with the terms and conditions herein.

1. The above recitals are incorporated by reference as a substantive part of this Declaration.

2. Land-use restriction: Grantor agrees, represents, warrants, and covenants that the accessory structure or living area defined within this agreement shall not be used or placed into service in violation of the Code as an accessory dwelling unit, duplex, or apartment without prior notice to the Town which shall trigger multiple sewer service bills to the Property. At the time the Property owner utilizes the accessory structure or living area as an accessory dwelling unit, the Property owner shall pay applicable sewer and water connection fees.

3. This Declaration shall remain in full force and effect until a written release is executed by the Town. NOTWITHSTANDING ANY PROVISION HEREIN, NO MODIFICATION OR RELEASE OF THIS AGREEMENT SHALL BE EFFECTIVE UNLESS APPROVED IN WRITING BY THE TOWN.

4. This Declaration shall be recorded at the expense of the Grantor, and shall bind the Grantor, their personal representatives, their heirs, successors, and assigns, and any others who claim or may claim by, through, or under any of them. This Declaration touches and concerns the land and constitutes a covenant that runs with and binds the land, in perpetuity. Grantor and Grantor's successors and assigns shall disclose the existence of this Agreement to and subsequent Property owner.

5. Shall Grantor breach the terms of this Agreement and utilize the accessory structure or living area as an accessory dwelling unit, Grantor shall be deemed guilty of a municipal infraction for violating the Town Code and shall be subject to a fine of $200 per day for each day that the breach occurs.

Witness/Attest

_____ _____

Grantor

To: The Honorable Commissioners of the Town of Oxford From: Holly Wahl, Town Manager
Subject: Oxford Inn Parking Request

Date: November 16, 2026

I. **BACKGROUND:**

In June 2026, the Commissioners reviewed a request submitted on behalf of the Oxford Inn seeking accommodations related to the Inn's parking requirements. Following their review, the Commissioners identified several outstanding matters requiring further consideration, including the provision of ADA-accessible parking and the need to clearly demonstrate how the proposed parking arrangement would comply with the applicable provisions of the Town's Zoning Ordinance.

In response to the Commissioners' concerns, the Owner/Developer undertook substantial efforts to evaluate and address the outstanding issues and develop a revised parking proposal intended to satisfy the Town's requirements. The Owner/Developer reports that the delayed response is due to the resources, and coordination required to finalize the plan, particularly in light of several unforeseen challenges encountered during the course of the development.

On November 16, 2026, the Owner/Developer's engineer presented a revised non-exclusive parking plan, attached hereto as **Exhibit A**. The revised plan identifies the proposed parking arrangements intended to satisfy the Oxford Inn's parking obligations under the Town's Zoning Ordinance and facilitate the issuance of the necessary permits and approvals.

II. **RECOMMENDATION**:

It is recommended that the Commissioners consider approval of the Oxford Inn's request, contingent upon final review and approval by the Town Engineer.

OFF STREET PARKING AGREEMENT

THIS AGREEMENT, entered into this ___day of _____, 2026, by and between JV Oxford MD, LLC ("proprietors"), owners of the Oxford Inn, and the COMMISSIONERS OF OXFORD ("Commissioners").

WHEREAS, the Oxford Inn located on South Morris Street, Oxford, Maryland, does not have sufficient off-street parking to satisfy the requirements of the Oxford Zoning Ordinance applicable thereto, and

WHEREAS, the Proprietors and Commissioners have heretofore operated on the basis of an annual license agreement by which the Commissioners have permitted the Proprietors to use a portion of the Town owned parking lot immediately across South Morris Street to satisfy the off-street parking requirements of the occupancy permit, and Proprietors have paid the sum of $850 per year, payable in the month of January for the grant of said license, and

WHEREAS, the Proprietors and Commissioners wish to memorialize their agreement for the benefit of both the Proprietors and the Commissioners.

NOW, THEREFORE, the parties hereto agree, for themselves, their heirs and assigns, as follows:

1. The Commissioners do hereby grant to the Proprietors, their heirs, successors and assigns, upon the payment of $850 per year, a renewable non-exclusive license to use the Town owned parking area immediately across South Morris Street from the Oxford Inn, to satisfy the off-street parking requirements applicable to the Oxford Inn as of the date hereof. The attached map sufficiently outlines the parking spaces required for the Oxford Inn to meet the current zoning ordinance and run a profitable business.

2. The license herein granted shall be for a five (5) year term and shall be automatically renewed on the same terms and conditions, as long as the annual payment required herein shall have been paid on or before June 1st of each year. If payment shall not be made in a timely fashion, this license which required off-street parking shall expire thirty days after written notice is given by the Commissioners that the annual payment is delinquent.

3. The parties agree that a reasonable annual fee may be renegotiated after the expiration of three (3) years from the date of this agreement.

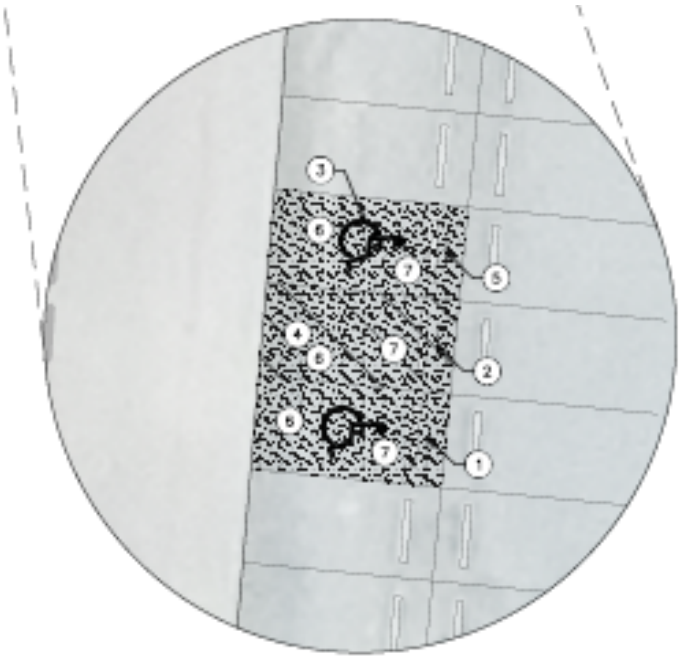
4. The parties also agree that, in the event that it is determined that other businesses or establishments similarly situated within Oxford will not be charged a similar license fee to satisfy off-street parking issues under the Oxford zoning ordinance, no such fee will be assessed, due, or payable under this agreement.

5. Improvements. As a condition of this Agreement, the Proprietors shall, at the Proprietors' sole expense, design and construct two (2) standard accessible parking spaces in the Town-owned parking lot that meet or exceed the ADA Standards for Accessible Design, which shall be reviewed and approved by the Town engineer prior to construction.

AS WITNESS our hands and seals the date and year first above written.

WITNESS:

JV Oxford MD, LLC
Proprietors



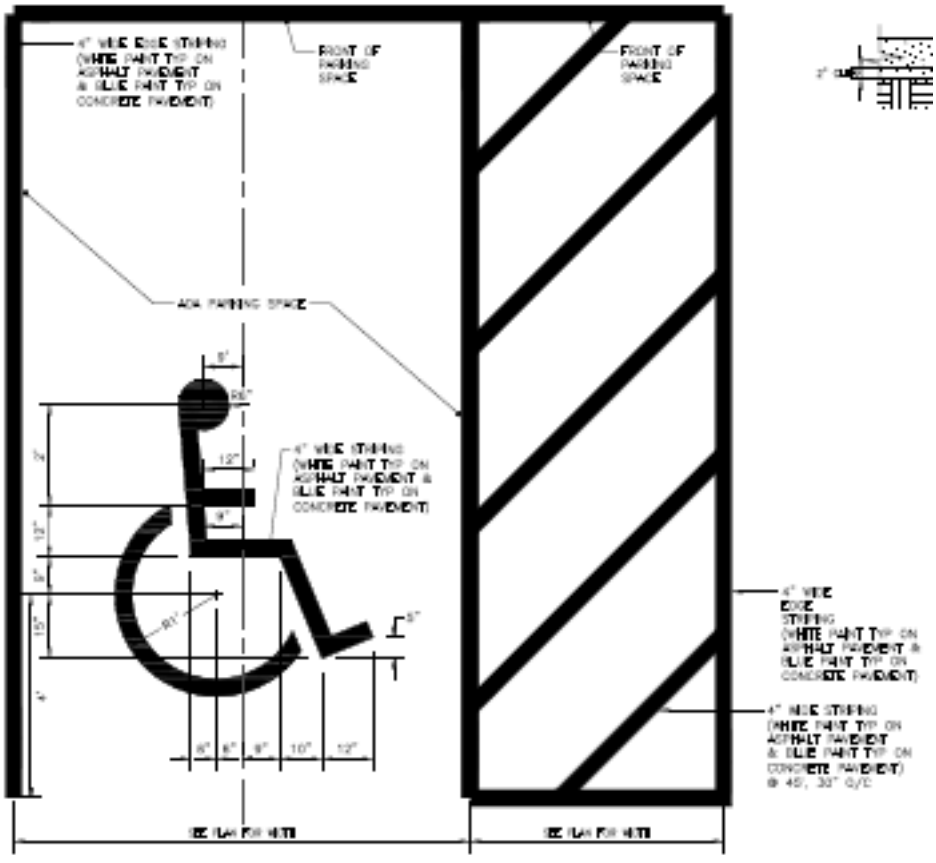
ADA PARKING ENLARGED PLAN VIEW

1" = 10'

5' 0' 5' 10'

SCALE IN FEET





STANDARD ADA PAVEMENT MARKING SYMBOL DETAIL
NOT TO SCALE

STANDARD ACCESS AISLE STRIPING DETAIL
NOT TO SCALE

208 Parking Spaces

208.1 General. Where parking *spaces* are provided, parking *spaces* shall be provided in accordance with 208.

EXCEPTION: Parking *spaces* used exclusively for buses, trucks, other delivery vehicles, law enforcement vehicles, or vehicular impound shall not be required to comply with 208 provided that lots accessed by the public are provided with a passenger loading zone complying with 503.

208.2 Minimum Number. Parking *spaces* complying with 502 shall be provided in accordance with Table 208.2 except as required by 208.2.1, 208.2.2, and 208.2.3. Where more than one parking *facility* is provided on a *site*, the number of *accessible spaces* provided on the *site* shall be calculated according to the number of *spaces* required for each parking *facility*.

Table 208.2 Parking Spaces

Total Number of Parking Spaces Provided in Parking Facility	Minimum Number of Required Accessible Parking Spaces
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1000	2 percent of total
1001 and over	20, plus 1 for each 100, or fraction thereof, over 1000

Advisory 208.2 Minimum Number. The term "parking facility" is used Section 208.2 instead of the term "parking lot" so that it is clear that both parking lots and parking structures are required to comply with this section. The number of parking spaces required to be accessible is to be calculated separately for each parking facility; the required number is not to be based on the total number of parking spaces provided in all of the parking facilities provided on the site.

To: The Honorable Commissioners of the Town of Oxford From: Holly Wahl, Town Manager
Subject: Safety and Accessibility Improvements at Town Hall

Date: November 16, 2026

I. BACKGROUND:

Town Hall serves as the primary point of contact for residents, business owners, contractors, and other members of the public seeking municipal services. Town staff regularly interact with visitors regarding a variety of matters, including permits, utility payments, property concerns, code enforcement, and other municipal business.

While maintaining an accessible and welcoming environment is important, the Town also has a responsibility to provide a safe and secure workplace for its employees.

Currently, the public service area provides no physical separation between staff workspaces and visitors frequenting Town Hall. This arrangement creates potential safety and security concerns, particularly during interactions involving sensitive, contentious, or emotionally charged matters.

It is necessary for the Town to take reasonable, proactive measures to reduce potential risks and improve workplace safety.

II. RECOMMENDATION:

It is recommended that the Commissioners authorize modifications to the existing public service area to provide a more secure and functional environment for both employees and visitors.

The proposed improvements would include:

1. **Installation of Service Counter – Height Ledge in the Town Hall administrative office:** Install a transparent, separation between the public service area and staff workspaces. Install a counter-height ledge along the public-facing side of the lobby to provide a convenient surface for completing forms, signing documents, processing payments, and conducting other routine Town business.
2. **Modifications to the waiting area –** with this change Town staff would rearrange the waiting area at Town Hall to create spaces where staff can directly meet with citizens to speak with them on a one-on-one basis.
3. **Controlled Access to Staff Areas Reflective of Governmental Operations:** Ensure that the proposed improvements establish a clearly defined separation between public areas and employee workspaces, reducing the potential for unauthorized access. The

improvement signals that individuals are entering a governmental office space where clear visibility is maintained while ensuring protection of workspaces and confidential information.

4. **Accessibility and Functionality:** Design the improvements to ensure that residents can continue to conduct business efficiently and comfortably.

P.E. MOORE & SONS
CONSTRUCTION, LLC
1346 CHANCELLOR POINT RD
TRAPPE, MD 21673
410-476-HOME (4663)
PEMOOREANDSONS@GMAIL.COM

DATE	ESTIMATE
11/18/2026	2635

Name / Address
TOWN OF OXFORD

Item	Description	Qty	Total
EXPLANATION	LABOR AND MATERIALS TO PERFORM THE FOLLOWING: REMOVE EXISTING CABINET, COUNTERTOP, AND SWINGING DOOR. CONSTRUCT NEW WOOD-FRAMED WALL TO INCLUDE KNEE WALL AND SWINGING ENTRY DOOR. FINISH ON BOTH SIDES WITH NEW DRYWALL. INSTALL CABINETRY ON BACKSIDE OF WALL. INSTALL GRANITE COUNTERTOP. INSTALL GLASS PRIVACY WALL WITH A MAIL PASS THROUGH. RELOCATE ELECTRICITY INTO LOWER CABINETS. INSTALL NEW SOLID CORE PRIVACY DOOR. INSTALL TRIM AROUND DOOR AND BASEBOARD. PAINT ALL AFFECTED AREAS.		13,295.00

Please sign and return if you accept this estimate as a contract for work to be completed.	**Total**	$13,295.00

Signature _____

To: The Honorable Commissioners of the Town of Oxford From: Holly Wahl, Town Manager

Subject: Historic District Commission Recommendation

Date: November 19, 2026

I. **BACKGROUND**:

The Town of Oxford released a Request for Proposal (RFP) to make stormwater improvements at the Strand. As part of those improvements the Town Engineer specified the installation of an ADA accessible sidewalk for two reasons: first, to provide ADA access to public spaces, and second, to protect public areas from the large turn radius accessing.

The lump sum bid proposal of $512,511 included the work and materials to install the sidewalk. Alternate pricing was provided by the bidder for a brick sidewalk ($34,965) and stamped concrete sidewalk ($33,300) to provide the Town with options

Figure 1 bid package

PART 3 – ADDITION/DEDUCTION ALTERNATIVES

Please provide the following cost alternatives.

Item	Description	Unit	Est. Qty	Unit Price	Total Price
10	Provide an additional cost for brick to to be installed where the concrete sidewalk is shown on the plans.			$ 31.50	$ 34,965.00
11	Provide an additional cost for stamped and integral color concrete to be installed where the concrete sidewalk is shown on the plans.			$ 30.00	$ 33,300.00
12	Deduct the new bulkhead and replace with installing concrete to secure the end of the drainage pipe within the existing bulkhead.			$ -34000.00	$ -34,000.00

Clarification:
The Total Bid price includes Part 1 (Items 1-4) and Part 2 (Items 5-12) only.
Part 3 Alternate Items (Items 10-12), are not included in the Total Bid price.

TOTAL BID (Items 1–12): $ 512,511.00

WRITTEN AMOUNT: Five Hundred Twelve Thousand, Five Hundred Eleven Dollars and Zero Cents

BID PRICE MUST BE SHOWN IN BOTH NUMBERS AND WRITTEN WORDS. IN CASE OF DISCREPANCY, THE WRITTEN AMOUNT WILL SUPERSEDE.

Total time for substantial completion: 150 days from NTP

Liquidated damages: $750.00 per calendar day (for contracts $100,000 – $500,000; see Section 4.15 for full schedule).

The award of the Contract shall be based on the lowest total bid from a responsible and responsive bidder for items 1-12 inclusive.

Contractor's Name: David A. Bramble, Inc.

Signature:

Title: Megan B. Owings, President

Date: 08/31/2026

The Oxford Historic District Commission (HDC) discussed the proposed sidewalk at the eastern end of the Strand between the dunes and the road and offers the following advisory opinion approved by a vote of 3-1.

> The Historic District guidelines call for brick sidewalks, but HDC acknowledges that engineers designing the walkway must accommodate the wide turn radius and weight of trucks entering the nearby marina driveway and the high-water table in the area that could lead to uneven brick surfaces. The HDC prefers natural brick to comport with the rest of the sidewalks in the historic district but suggests the town explore the expense and durability of stamped concrete or other coatings that would give the look of brick while meeting other objectives, including cost, durability, and reducing the impact on those with disabilities.

The concept images in Figure 2 and Figure 3 provide a sample illustration of what a sidewalk could look like at the Strand.

Figure 2 conceptualizing a brick sidewalk at the Strand



Figure 3 conceptualizing a concrete sidewalk as specified in the bid and included in the lump sum with no additional costs required



II. **RECOMMENDATION**:

The Town Engineer has reviewed the proposed project and, in consideration of the Commissioners' commitment to providing funding support, has offered guidance regarding the most appropriate and durable surface material. Given the potential for tractor-trailer traffic over the sidewalk, as well as exposure to storm surge and associated sediment accumulation, the Engineer has advised that stamped concrete with integral color may provide a more durable and resilient surface.

However, should the Historic District Commission (HDC) prefer brick as the surface material, the Town Engineer recommends that the bricks be mortared in place rather than sand-set. This installation method would provide greater stability and durability, particularly given the anticipated loading conditions and potential environmental impacts.

Outlook

Fwd: Leaf and Limb Collection

From Sean Clements <>
Date Mon 11/9/2026 2:31 PM
To Holly Wahl <oxfordmanager@oxfordmd.gov>

Hi, Holly.

Thanks for the reminder. As I shared with you in August, I remain concerned about the change in the leaf and limb service the Town used to provide. Now that we're into the fall season, a number of flaws in the new approach are clear:

- Three bags is wholly inadequate, even for the smallest of properties, after one weekend of leaf raking. I have needed a minimum of five disposable bags for a near-season-end raking.

- Reusable bags are impractical for residents who can't immediately retrieve them, whether they are folks who spend part of their time in Oxford or those who are traveling for work or pleasure.

- The recommended option of "hiring a contractor" makes this a de facto tax on DIYers. Many of them are on fixed or lower incomes, or simply take pride in caring for their own property. They will now have to pay for contractors they would never otherwise have needed, or spend gas, money, and time hauling debris to the transfer station in Easton during its limited hours. Not everyone has a pickup truck to do that.

What used to be a great taxpayer-supported service, handled in a five-minute visit by our Public Works folks, is now another bill that families thought was covered by their taxes. It is also not clear if we are expecting our taxes to go down as a result of the reduction in service.

I understand the importance of the stormwater and infrastructure work, and I'd again encourage the Town to pursue grants and other funding streams so we

don't lose valued and essential services.

Please share my comments with the Commissioners and enter them into the record for the upcoming Town sessions where this issue will be discussed.

Thank you,
Sean

Sean Clements

---------- Forwarded message ---------
From: Town of Oxford, MD <townmanager@townofoxfordmd.ccsend.com>
Date: Mon, Nov 9, 2026 at 1:42 PM
Subject: Leaf and Limb Collection
To: <>

REMINDER! Leaf and Limb Collection Tomorrow

Know the Requirements for Collection
Residential Collection Requirements

To participate, residents should:

- Place resident collected materials at the curb no more than 48 hours before collection.
- Residents are prohibited from placing contractor collected materials for Town collection. All contractors must remove their own debris – there are no exceptions.
- Grass clippings, plant clippings and tree branches must be trimmed to no more than four (4) feet in length and eight (8) inches in diameter and placed in reusable bags or containers.
- Place items in reusable bags or containers at the curb. Grass clippings, plant clippings and tree branches must be trimmed to no more than four (4) feet in length and eight (8) inches in diameter and placed in reusable bags or containers no more than 48 hours prior to collection. Reusable 80 gallon bags for resident's purchase are available. Alternatively, residents may also use existing containers instead of purchasing bags if they do not exceed 50 gallons and have a lid to prevent water build up in the container.

- No more than (3) three bags or containers, per household, per collection.

Town of Oxford, MD | 101 Market Street, P. O. Box 339 | Oxford, MD 21654

Sean Clements

Outlook

Re: Utility View

From Sandaway Suites and Beach <>
Date Tue 11/17/2026 11:08 AM
To Holly Wahl <oxfordmanager@oxfordmd.gov>

Subject: Private Billing Review, Pending Exterior Leak Sewer Abatement, and Commercial Hospitality Rate Discussion — **Account #18-0 (CID 291) | Bill #378970 (Due 11/23/2026)**

Good Morning Holly,

Thanks again for all the help you and your team provided to us yesterday! I had AI help me review our water bills and some questions came up. When you have some time, I would like you to please review the below information:

We wanted to bring our current water and sewer statement (**Bill #378970**, dated October 27, 2026, due November 23, 2026) for **Account #18-0 (Sandaway 103)** directly to your attention first so we can work together to resolve what appear to be transition glitches from the new billing software.

As our six-quarter payment history shows, Sandaway Suites & Beach entered this billing cycle with a **$0.00 balance** after paying our prior bills in full on August 12, 2026, and our historical bills have averaged **$1,318.90** per quarter over the prior five quarters—including **$1,573.42** for the same autumn peak quarter last year (Bill #182951) and **$2,090.04** last quarter (Bill #342660) after the FY27 rates took effect.

Our current bill of **$7,559.06** represents a **261.7% increase** over last quarter and nearly **5.7 times** our historical average. In reviewing the detailed line items alongside our historical invoices, we found **four specific adjustments** that appear necessary before the November 23 due date:

1. New Billing Software Mismatch: 3 Dwelling Units Billed at Base, Only 1 Unit Allowed in Tiers

Bill #378970 lists our account as `Units: 3.0000` and charges us **3× the quarterly fixed minimum fees** (**$912.24 total**: $275.67 water minimum, $591.57 sewer minimum, and $45.00 Bay Restoration Fee). However, the volumetric usage table applied **single-unit (1.0 EDU)** tier cutoffs rather than multiplying those thresholds by our 3 billed units:

- **Applied on Bill (1-Unit Tiers):** Tier 1 cut off at **9,000 gal**, Tier 2 at **25,000 gal**, and Tier 3 at **60,000 gal**, pushing **99,000 gallons** into punitive Tier 4 (**$48.83/1,000 gal** combined).
- **Proper 3-Unit Scaling:** Multiplying the tier limits by our 3 billed units sets Tier 1 at **27,000 gal**, Tier 2 at **75,000 gal**, and Tier 3 at **180,000 gal**—eliminating Tier 4 penalty charges and reducing this bill by **$2,408.38**.

2. Pending Sewer Charge Abatement for Verified Exterior Water Leak (~23,000 Gallons)

Following the "Continuous Leak" flag on Meter #29997294 (~35 gallons/hour) and our helpful conversation with town staff, we had a licensed plumber inspect the property and pinpoint an exterior leak outside one of our cottages. We have isolated the issue and are currently securing competitive bids to complete the exterior repair promptly. Per town staff's comparison against last year's baseline, roughly **23,000 gallons** on this bill are attributable to this exterior leak that never entered the sanitary sewer system. Pursuant to the Town's leak abatement policy, we respectfully ask to reserve our **23,000-gallon sewer credit** (**$561.64** at Tier 4 sewer rates, or **$427.92** once adjusted to 3-unit Tier 3 sewer rates)—as well as removal of those leaked gallons from punitive conservation tier calculations—upon submitting our paid plumber's repair invoice once the work is completed. Also, we please ask for some adjustments to take place on our next bill as well.

3. Extended 110-Day Billing Cycle (Extra 3 Weeks)

Due to the billing system transition, Bill #378970 covers **110 days** (07/09/2026 through 10/27/2026)—nearly **three full weeks (20.9%) longer** than a standard 91-day quarter. Applying fixed 91-day tier ceilings to a 110-day period pushes nearly three extra weeks of normal guest occupancy into higher rate brackets. Prorating our tier allowances by `110 ÷ 91` accounts for this extended window and reduces the bill by **$394.06**.

4. Unexplained $210.00 Variance in Commercial Sewer Subtotal

On Bill #378970, the Commercial Sewer section header displays a total of **$4,021.57**, which is exactly **$210.00 higher** than the sum of all itemized sewer charges listed directly beneath it ($591.57 base + $20.93 Tier 1 + $130.24 Tier 2 + $651.18 Tier 3 + $2,417.65 Tier 4 = **$3,811.57**). Because our August 12, 2026 payment of $3,182.58 cleared our prior balance to $0.00, we ask that the billing clerk audit and remove this unexplained $210.00 variance.

Summary Reconciliation Table (Account #18-0 | Bill #378970)

Billing Basis / Adjustment Step	Total Bill	Reduction From $7,559.06
Current Unadjusted Bill #378970 *(3 Base Units / 1-Unit Tiers / 159k gal)*	**$7,559.06**	—
1. Remove Unexplained $210.00 Sewer Line-Item Variance	$7,349.06	−$210.00
2. Apply 3-Unit Tier Threshold Scaling *(27k / 75k / 180k gal)*	$4,940.68	−$2,408.38
3. Prorate Tiers for 110-Day Billing Period (+19 Days)	**$4,546.62**	**−$394.06**
4. Apply 23,000-Gal Exterior Leak Sewer Credit *(Upon Plumber Invoice)*	**$4,118.70**	**−$427.92**

Looking Ahead: Commercial Hospitality Rate Structure

When convenient after this immediate bill is sorted out, we would also welcome the chance to discuss how master-metered seasonal lodging is treated under the Town's volumetric rate tiers and offer some changes to help Oxford businesses.

As you suggested I have prepared a public comment about one minute long and I wanted to please ask as for your feedback on it before I would speak.

""Good afternoon. My name is Ben Gibson, and I’m speaking on behalf of **Sandaway Suites & Beach** here in Oxford.

We are grateful to be part of Oxford’s business community and appreciate the work going into the 2027 Comprehensive Water and Sewer Plan.

After reviewing our latest water bill, it is clear that we—and other Oxford businesses—are facing a **very large financial hardship** from the new tiered water structure, right at a time when everyone is already feeling the burden of higher fuel and operating costs.

Inclining conservation tiers make complete sense for single-family homes, where high volume usually means discretionary lawn watering or pools. However, a seasonal **boutique hotel** with **17 guest rentals** and consolidated laundry on a single master meter isn't wasting water—we're simply providing basic showers and clean linens to visitors supporting Oxford's local shops and restaurants. At the same time, **95% of the 4% accommodations tax** our guests pay already goes directly to the Town of Oxford to help offset visitor-related municipal costs. Every guest room we sell directly supports the Town, so having a rate structure that penalizes us for bringing more visitors to Oxford is a bit perplexing.

Look right across our region: **Easton, St. Michaels, and Cambridge** all use flat commercial rates with zero punitive conservation tiers—and St. Michaels even phased its recent commercial water adjustment in over three years to protect local businesses. By contrast, Oxford's top tier is nearly **$49 per thousand gallons**—by far the highest on the Mid-Shore, more than **five times higher** than our neighboring towns, and even **60% higher than WSSC in suburban Washington, D.C.** Right now, Oxford's few remaining accommodations, restaurants, and marinas are competing locally with an unfair financial burden, just when our town is trying to make a comeback.

As the Town and County look ahead to 2027, we aren't asking for special treatment—we are simply asking for what is customary and fair in our surrounding jurisdictions: a **uniform commercial rate structure** with no punitive conservation tiers, so Oxford's remaining **boutique hotels**, restaurants, and marinas can compete fairly and help lead the town's comeback.

Thank you for your time and leadership."

Also, please let us know how we should remit an undisputed partial payment prior to **November 23, 2026** while this billing audit is processed and our exterior repair invoice is finalized, and confirm that no late fees will accrue during review.

Thank you very much for your time and assistance.

Warm regards,
Ben Gibson
Sandaway Suites & Beach
Account #18-0 | CID 291

Get Outlook for Android

From: Holly Wahl <oxfordmanager@oxfordmd.gov>
Sent: Monday, 16 November 2026 10:23:19
To: Sandaway Suites and Beach <> **Cc:** Shelby Morris <townoffice@oxfordmd.gov> **Subject:** Re: Utility View

Hi Ben, we can be on standby. Just let us know.

Holly K. Wahl, Ph.D., MBA, ICMA-CM

Town Manager
Town of Oxford, MD
101 Market Street
Oxford, MD 21654

410-226-5122 (office)
443-975-6048 (cell)
oxfordmanager@oxfordmd.gov

From: Sandaway Suites and Beach <>
Sent: Monday, November 16, 2026 10:16 AM
To: Holly Wahl <oxfordmanager@oxfordmd.gov>
Subject: Re: Utility View

Good morning Holly, Thank you so much for alerting us! We've scheduled a plumber to come out today, but the window is 10am to 4PM. If we want to have the water cut off from the town, what would be the latest time we could do that today? I will try to setup that online account, and will stop by if I need help. Thanks, Ben

Sandaway Suites & Beach
Chesapeake Bay - Oxford, MD
103 W Strand Rd. 21654
Boutique Hotel with Vacation Rental amenities
www.sandaway.com
1-888-726-3292

From: Holly Wahl <oxfordmanager@oxfordmd.gov>
Sent: Monday, November 16, 2026 9:32 AM
To: Sandaway Suites and Beach <>
Subject: Re: Utility View

Good morning,

I am not able to tell where a leak is only that the usage is continuous. I see on the live utility reading that at every hour you are running 35 gallons even at midnight, 1 AM, 2 AM, on account 18-0.

Holly K. Wahl, Ph.D., MBA, ICMA-CM

Town Manager
Town of Oxford, MD
101 Market Street
Oxford, MD 21654

410-226-5122 (office)
443-975-6048 (cell)

oxfordmanager@oxfordmd.gov

From: Sandaway Suites and Beach <>

Sent: Friday, November 13, 2026 2:04 PM
To: Holly Wahl <oxfordmanager@oxfordmd.gov>
Subject: Re: Utility View

Can you tell me where the leak is ?

From: Sandaway Suites and Beach <>
Sent: Friday, 13 November 2026 14:00:07
To: Holly Wahl <oxfordmanager@oxfordmd.gov>
Subject: Re: Utility View

Hi Holly!!
Can you send the set up information again? I may have missed it. Wendy GibsonHot

---

From: Holly Wahl <oxfordmanager@oxfordmd.gov>
Sent: Friday, 13 November 2026 12:55:33
To: sandaway@live.com <>
Subject: Utility View

Good afternoon,

I wanted to reach out to ask if you are set up in the My360 utility usage live view? I am noticing on account 18-0 that there is a flag for "Critical Continuous Consumption". If you set up your My 360 account, you can set alerts to receive notifications. You may have a leak on your side based on this flag.

Holly K. Wahl, Ph.D., MBA, ICMA-CM

Town Manager
Town of Oxford, MD
101 Market Street
Oxford, MD 21654

410-226-5122 (office)
443-975-6048 (cell)
oxfordmanager@oxfordmd.gov