

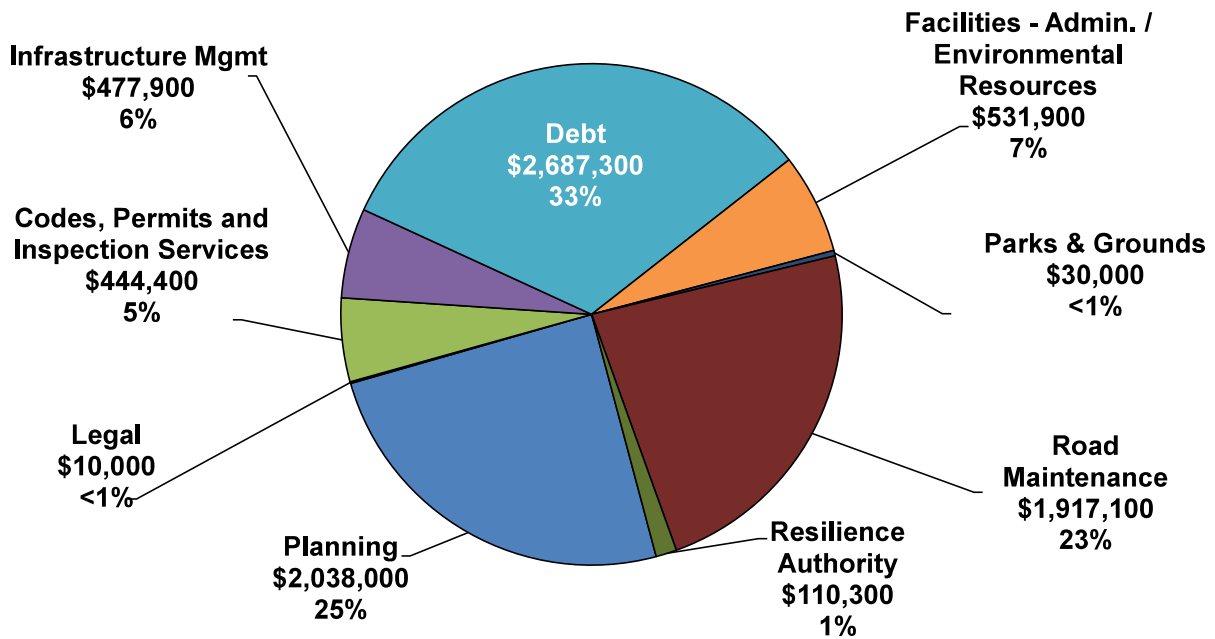
FISCAL YEAR 2025

Watershed Protection and Restoration Fund

The County's Watershed Protection and Restoration Fund is for implementation of local stormwater management plans and practices, and stream and wetland restoration activities. The fund covers related planning, mapping, monitoring, inspections, enforcement, operations and maintenance, public education and outreach, grants to non-profits, administrative costs, and debt service payments to support the capital improvement program. Revenues are generated primarily by the Stormwater Remediation Fee, which is charged annually to each improved property within the County.

Total Operating Budget: \$8,246,900

Division Budgets:



	FY2024 Adopted	FY2025 Proposed	Variance	% Change
Revenues	\$7,709,500	\$7,761,400	\$51,900	0.7%
Expenditures	7,709,500	7,949,400	\$239,900	3.1%
Baseline Surplus / (Deficit)	\$0	(\$188,000)	(\$188,000)	
New Requests		(297,500)	(297,500)	
Total Surplus / (Deficit)	\$0	(\$485,500)	(\$485,500)	
Fund Balance	24,600	0		
Use of Fund Balance - New Request One time	(24,600)	0		
Surplus / (Deficit)	\$0	(\$485,500)	(\$485,500)	

A \$1 adjustment on fee generates approximately: \$53,171

FISCAL YEAR 2025

Watershed Protection and Restoration Fund

<u>Baseline Changes:</u>		Fee Rate Change
Revenues		
Revenues increased based on anticipated FY2025 activity.	\$51,900	(\$0.98)
Debt Service		
Decrease because we assumed the FY2023 bond issue was going to be \$6 million but it was only \$300,000, and the FY2025 budget assumes that the 2024 bond issue will be \$3 million.	\$148,200	(\$2.79)
Personnel & Fringe		
Increase in Personnel & Fringe based on current staffing. Includes approved FY2024 salary increases, and funding to support potential FY2025 salary increases.	(\$161,100)	\$3.03
DPW		
Operating Costs increase is to support increased maintenance and repair of aging stormwater systems and facilities, as well as inlet cleaning and inspections due to rise in population and increased traffic on the roadways.	(\$149,200)	\$2.80
An increase to Marsh Maintenance Monitoring is mostly to support the costs in order to remain compliant with established permits, and to provide additional funding for routine operations including spill containment.	(\$34,100)	\$0.64
PGM		
Increase in Contract Services for Inspectors is mostly due to contract service rate increase as well as mileage rate increase.	(\$15,800)	\$0.30
Watershed Education & Outreach - Chesapeake Bay Landscape Prof.	(\$10,000)	\$0.19
Funding is being requested to continue a training program titled, Chesapeake Bay Landscape Professional Crews, which the County piloted in FY23 and FY24. The purpose of the training program is to improve the functionality and longevity of stormwater practices in Charles County. This training would be for County inspection staff and private contractors and homeowners who install, inspect, and maintain stormwater practices.		
Net change in revenues/expenditures	(\$17,900)	\$0.34
<u>Total Baseline Deficit:</u>	<u>(\$188,000)</u>	<u>\$4.00</u>

FISCAL YEAR 2025

Watershed Protection and Restoration Fund

**Fee Rate
Change**

New Requests:

PGM

Planning Technician	FTE 0.75	Nov.	(\$48,400)	\$0.91
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PGM Planning is requesting a Planning Technician to support the Environmental Planning team with processing development review applications, implementing the requirements of the NPDES MS4 permit, and to assist in expanding the County's stormwater management programs. This position would assist with the administrative functions, customer service, and technical aspects of this section. Environmental Planning administers various planning and outreach functions of the Municipal Stormwater Permit including the Septic Pump-out and Riser Installation Reimbursement Program. This program requires the review of approximately 1,000 applications and reimbursement checks yearly. In addition, this staff member would be responsible for scheduling and tracking illicit discharge complaints and inspections, stormwater facility data management and mapping, website information maintenance, updating contact databases, organizing public outreach training workshops.

Planner I	FTE 0.75	Jan.	(\$38,200)	\$0.72
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PGM is requesting a Planner I to provide technical and programmatic support for the Charles County Watershed Protection Program. This position would assist in managing Municipal Stormwater Permit tasks including geodatabase inventory, stream monitoring, outfall inspections, upland surveys, illicit discharge cleanup, education on stormwater best practices, and annual reporting. This position would focus on implementing the County's Municipal Stormwater Restoration Plan, to include growing programs for Full Delivery of water quality projects, urban soil restoration and meadow planting, and incentivizing increased stormwater management on redevelopment. This position would manage and report on County stream monitoring projects, illicit discharge cleanup, and preparation of the NPDES MS4 permit annual report.

Inspector I	FTE 1.00	Sept.	(\$92,200)	\$1.73
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An Inspector I position is needed to comply with State mandates in the Municipal Separate Storm Sewer (MS4) regulations which require the County to perform inspections of all stormwater management facilities through Environmental Site Design treatment and Best Management Practices. It is mandated that we follow up and do inspections one year after completion of construction, and every three years thereafter to ensure proper maintenance of these standards are upheld. The current stormwater maintenance Inspection staff (3 inspectors) averages 1,819 inspections, per inspector, per year. Estimates show that in FY25 6,500 inspections will be needed to meet the County's MS4 state permit requirements which it will require 3.57 inspectors to complete the needed inspections. An additional inspector will be needed by November 2024 to complete the required inspections. These inspectors will predominately work with MS4 inspections, but will also be cross-trained to help with other inspections as needed to maintain prompt service to the community.

FISCAL YEAR 2025

Watershed Protection and Restoration Fund

**Fee Rate
Change**

New Requests:

Engineer I	FTE 0.25	April	(\$7,500)	\$0.14
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The success of economic development initiatives is highly dependent on providing necessary infrastructure for the development to occur. In the past, Charles County has relied on developers to upgrade our water/sewer system and this has resulted in a piece-meal approach that is not attractive for larger commercial or mixed community developments. The infrastructure management capital planning & design division has developed water and sewer models to assist with future capital planning and better serve existing/future water and sewer customers. New capital projects have resulted from modelling future scenarios and the next step is for these projects to be designed and built. Engineers are needed to manage these projects and ensure that the scope and final design meets the initial plan/vision. The Infrastructure Management division oversees the Residential Drainage Improvement program, as well as Capital Planning & Design for water and sewer projects. Many, if not all, of the projects directly contribute to accomplishment of the environmental management objective for wastewater treatment, clean water supply, and stormwater management. Critical deadlines have been set for these projects to meet consent order agreement requirements with MDE (through the Mattawoman I/I program), future water demands for the Waldorf system (through the WSSC Interconnection & Potomac River Water Treatment Plant projects), and ARPA funding requirements (through the Residential Drainage Improvement program). To manage this huge increase in project demands efficiently and competently and subsequently accomplish the goals established, more engineers are needed. Otherwise, the County risks being fined through the consent order, issuing a moratorium on new development if future water demands can't be met, and losing ARPA funding when projects are not completed on time.

Engineer I	FTE 0.25	April	(\$7,500)	\$0.14
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The success of economic development initiatives is highly dependent on providing necessary infrastructure for the development to occur. In the past, Charles County has relied on developers to upgrade our water/sewer system and this has resulted in a piece-meal approach that is not attractive for larger commercial or mixed community developments. The infrastructure management capital planning & design division has developed water and sewer models to assist with future capital planning and better serve existing/future water and sewer customers. New capital projects have resulted from modelling future scenarios and the next step is for these projects to be designed and built. Engineers are needed to manage these projects and ensure that the scope and final design meets the initial plan/vision. The Infrastructure Management division oversees the Residential Drainage Improvement program, as well as Capital Planning & Design for water and sewer projects. Many, if not all, of the projects directly contribute to accomplishment of the environmental management objective for wastewater treatment, clean water supply, and stormwater management. Critical deadlines have been set for these projects to meet consent order agreement requirements with MDE (through the Mattawoman I/I program), future water demands for the Waldorf system (through the WSSC Interconnection & Potomac River Water Treatment Plant projects), and ARPA funding requirements (through the Residential Drainage Improvement program). To manage this huge increase in project demands efficiently and competently and subsequently accomplish the goals established, more engineers are needed. Otherwise, the County risks being fined through the consent order, issuing a moratorium on new development if future water demands can't be met, and losing ARPA funding when projects are not completed on time.

FISCAL YEAR 2025

Watershed Protection and Restoration Fund

**Fee Rate
Change**

New Requests:

DPW

Roads

Assistant Chief of Roads	FTE 1.00	Sept.	(\$89,500)	\$1.68
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Assistant Chief is needed to oversee staff and contractors performing road maintenance, stormwater management (SWM), surface treatments, and snow removal operations. Contract services repairs and maintenance has greatly increased. In recent years, Roads Division has seen an increase in road miles, SWM ponds, and surface treatments with no new full time staff; instead the division has requested additional budget funds for contract services to keep up with maintenance & repair needs. Increased funding in our general and watershed protection and restoration budgets allows Roads to hire more contractors, in turn requiring more supervision to manage the work and invoicing.

Root Grapple Attachments, Trench Rollers, and Plate Compactor	(\$14,200)	\$0.27
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Total Capital cost of these 5 pieces of equipment will be \$124,000: 2 root grapple attachments needed for loaders used in storm debris clean up. Will speed up response time and open roads faster; 2 Trench Rollers needed to assist crews performing drainage and pipe replacement repairs. Power is remote operated and safer for staff. Will provide better compaction of trench over stormwater management devices; and Plate compactor attachment will fix on excavators performing ditching, drainage & pipe replacement repairs. Allows for better compaction and safety.

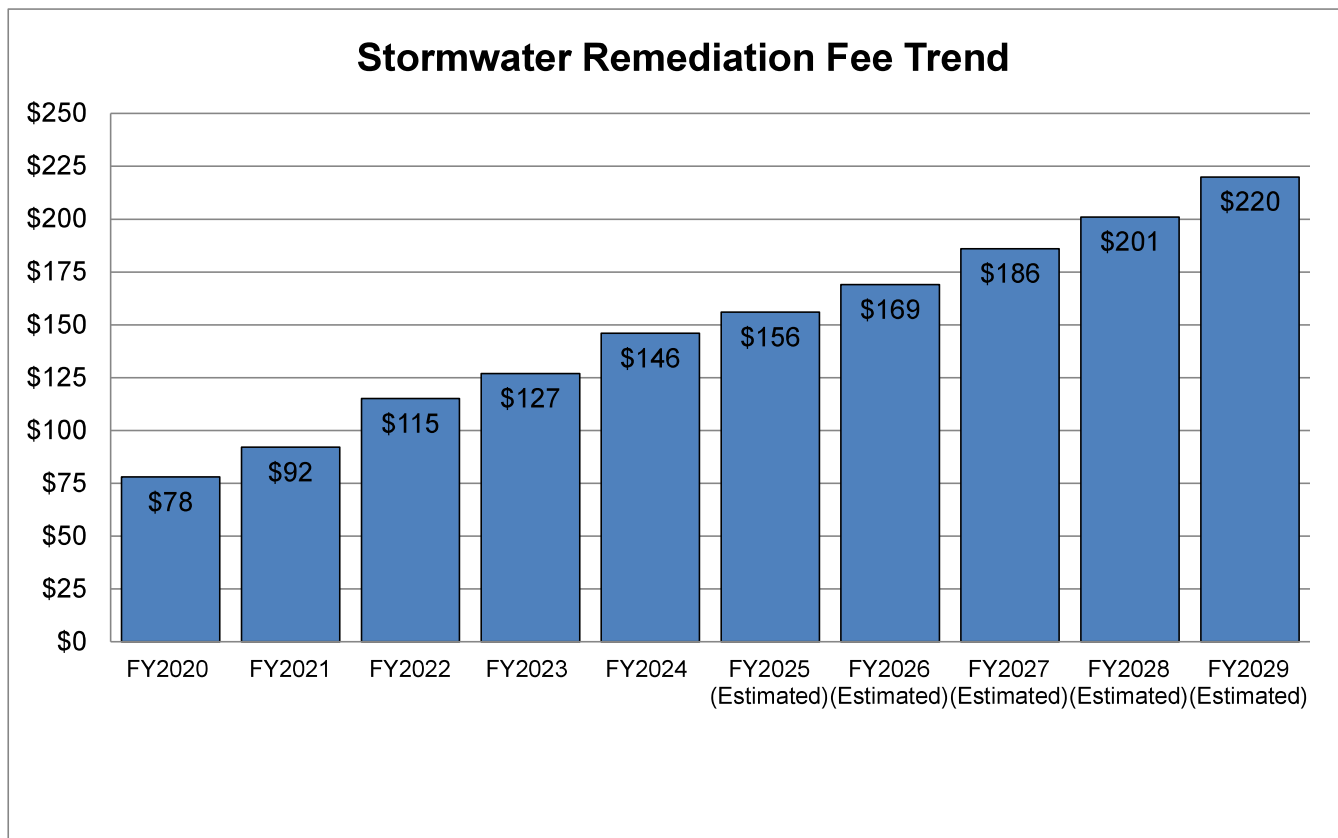
Subtotal- New Requests	FTE: 4.00	<u>(\$297,500)</u>	<u>\$6.00</u>
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<u>Total Deficit:</u>	<u>(\$485,500)</u>	<u>\$10.00</u>
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Current Fee	\$146
Fee increase needed to cover deficit	\$10
	\$156

FISCAL YEAR 2025

Watershed Protection and Restoration Fund



NOTE: At FY2024 Adoption, FAS was forecasting a \$12 rate increase would be needed for FY2025.

FISCAL YEAR 2025

Watershed Protection and Restoration Fund

	<u>FY2024</u> <u>Adopted</u>	<u>FY2025</u> <u>Proposed</u>	<u>\$ Change</u> <u>from FY2024</u>	<u>%</u> <u>Change</u>
<u>Revenue</u>				
Stormwater Remediation Fee	\$7,711,000	\$7,763,000	\$52,000	0.7%
Miscellaneous	5,000	5,000	0	0.0%
Fee Credit	(6,500)	(6,600)	(100)	1.5%
Total Operating Revenues	\$7,709,500	\$7,761,400	\$51,900	0.7%
Fund Balance	24,600	0	(24,600)	-100.0%
Total Revenues	\$7,734,100	\$7,761,400	\$27,300	0.4%
<u>Expenditures</u>				
Salary & Fringe	\$1,684,400	\$2,067,800	\$383,400	22.8%
Operating	2,840,200	3,105,600	265,400	9.3%
Agency Funding	178,300	196,000	17,700	9.9%
Contingency	13,700	2,900	(10,800)	-78.8%
Debt Service	2,835,500	2,687,300	(148,200)	-5.2%
Transfer Out - Resilience Authority	105,000	110,300	5,300	5.0%
Capital Project Transfer	77,000	77,000	0	0.0%
Total Baseline Request	\$7,734,100	\$8,246,900	\$512,800	6.6%
New Requests		0	0	n/a
Total Expenditures	\$7,734,100	\$8,246,900	\$512,800	6.6%
Surplus / (Deficit)	\$0	(\$485,500)	(\$485,500)	

FY2025-FY2029 OPERATING PLAN

	<u>FY 2025</u>	<u>FY 2026</u>	<u>FY 2027</u>	<u>FY 2028</u>	<u>FY 2029</u>
Revenues					
Operating Revenues	\$7,761.4	\$7,853.6	\$7,951.4	\$8,049.1	\$8,146.8
Revenues	\$7,761.4	\$7,853.6	\$7,951.4	\$8,049.1	\$8,146.8
Expenses					
Operating Expenses	\$5,539.7	\$5,963.1	\$6,213.9	\$6,589.0	\$6,983.7
Debt Service	2,707.2	3,093.8	3,898.3	4,468.0	5,284.2
Expenses	\$8,246.9	\$9,056.9	\$10,112.2	\$11,057.0	\$12,267.9
Surplus\Deficit:	(\$485.5)	(\$1,203.3)	(\$2,160.8)	(\$3,007.9)	(\$4,121.1)
Estimated Annual Fee Adjustment:	\$10	\$13	\$17	\$15	\$19
Stormwater Remediation Fee:	\$156	\$169	\$186	\$201	\$220
% rate change		8.3%	10.1%	8.1%	9.5%

FY2025-FY2029 CAPITAL IMPROVEMENT PLAN

	<u>FY 2025</u>	<u>FY 2026</u>	<u>FY 2027</u>	<u>FY 2028</u>	<u>FY 2029</u>	Total '25-'29
Capital Costs:						
NPDES Retrofit Projects	\$2,106	\$2,106	\$3,131	\$4,256	\$5,006	16,605
Gilbert Run Watershed Dam Repairs	6,006	0	0	0	0	6,006
Full Delivery of Water Quality Improvements	456	456	0	0	0	912
Floodplain Analysis Study	0	98	0	0	0	98
Forest Conservation Watershed Program	0	1,006	1,006	1,006	1,006	4,024
Total	\$8,568	\$3,666	\$4,137	\$5,262	\$6,012	\$27,645
Finance Sources						
Bonds	\$8,491	\$3,491	\$4,060	\$5,185	\$5,935	\$27,162
Operating Transfer	77	175	77	77	77	483
Total	\$8,568	\$3,666	\$4,137	\$5,262	\$6,012	\$27,645

PROPOSED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

WATERSHED PROTECTION & RESTORATION FUND SUMMARY

Charles County continues to design and construct stormwater facilities to manage the quantity and quality of stormwater runoff from untreated impervious surface. Cost associated with this program are part of the Watershed Protection and Restoration Enterprise Fund and paid for with the stormwater remediation fee.

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$400	\$287	\$325	\$500	\$600	\$2,112	\$4,731	\$700	\$7,543
Land & ROW	100	1,100	1,150	1,250	1,300	4,900	7,836	1,350	14,086
Construction	6,400	1,400	1,750	2,500	3,000	15,050	36,061	3,500	54,611
Equipment	0	0	0	0	0	0	20	0	20
Administration	450	455	400	400	400	2,105	2,116	400	4,621
Administration - FAS	18	24	12	12	12	78	59	12	149
Inspection	400	200	225	250	300	1,375	364	350	2,089
Miscellaneous	400	100	100	100	100	800	921	100	1,821
Contingency	400	100	175	250	300	1,225	3,192	350	4,767
Total Outlay	\$8,568	\$3,666	\$4,137	\$5,262	\$6,012	\$27,645	\$55,301	\$6,762	\$89,708

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$8,491	\$3,491	\$4,060	\$5,185	\$5,935	\$27,162	\$53,107	\$6,685	\$86,954
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	77	175	77	77	77	483	793	77	1,353
Total County Funding	\$8,568	\$3,666	\$4,137	\$5,262	\$6,012	\$27,645	\$53,901	\$6,762	\$88,308
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	1,400	0	1,400
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$8,568	\$3,666	\$4,137	\$5,262	\$6,012	\$27,645	\$55,301	\$6,762	\$89,708

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	4,491.1	5,027.8	5,248.5	5,505.1	5,832.9	4,634.0	5,805.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$4,491.1	\$5,027.8	\$5,248.5	\$5,505.1	\$5,832.9	\$4,634.0	\$5,805.0

PROPOSED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

NPDES Retrofit Projects

Requested By: DPW

This project is to implement the County's Municipal Stormwater Restoration Plans for achieving stormwater waste load allocations assigned to impaired waterways. The pace of project implementation is determined by the County's NPDES municipal stormwater permit requirement to restore a percentage of the County's impervious surface that has not already been restored to the maximum extent practicable.

Projects are primarily identified by watershed assessments, then evaluated and ranked for implementation. Project types include new or upgraded stormwater management facilities, green stormwater infrastructure, regenerative stream conveyance, stream restoration, shoreline management, septic practices, tree planting and other restoration practices per Maryland's Accounting for Stormwater Wasteload Allocations and Impervious Acres Treated Guidance for NPDES Stormwater Permits.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

PRIORITY

VARIANCE TO APPROVED PER FY24-FY28 CAPITAL IMPROVEMENT PROGRAM:

	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL	
Approved FY24-FY28 CIP	\$2,206	\$3,506	\$4,806	\$6,106	\$16,624	Based on revised project timelines.
Increase/(Decrease)	(\$100)	(\$1,400)	(\$1,675)	(\$1,850)	(\$5,025)	
% change	-4.5%	-39.9%	-34.9%	-30.3%	-30.2%	

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total	Approp. thru FY24	Beyond FY 2029	Project Total
						'25-'29			
Architectural & Engineering	\$200	\$200	\$325	\$500	\$600	\$1,825	\$4,003	\$700	\$6,528
Land & ROW	100	100	150	250	300	900	6,636	350	7,886
Construction	1,000	1,000	1,750	2,500	3,000	9,250	32,011	3,500	44,761
Equipment	0	0	0	0	0	0	0	0	0
Administration	400	400	400	400	400	2,000	1,942	400	4,342
Administration - FAS	6	6	6	6	6	30	11	6	47
Inspection	200	200	225	250	300	1,175	364	350	1,889
Miscellaneous	100	100	100	100	100	500	920	100	1,520
Contingency	100	100	175	250	300	925	3,037	350	4,312
Total Outlay	\$2,106	\$2,106	\$3,131	\$4,256	\$5,006	\$16,605	\$48,925	\$5,756	\$71,286

FINANCING SOURCES						5-Year Total	Approp. thru FY24	Beyond FY 2029	Project Total
						'25-'29			
Bonds (30 Year)	\$2,029	\$2,029	\$3,054	\$4,179	\$4,929	\$16,220	\$48,605	\$5,679	\$70,504
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	77	77	77	77	77	385	320	77	782
Total County Funding	\$2,106	\$2,106	\$3,131	\$4,256	\$5,006	\$16,605	\$48,925	\$5,756	\$71,286
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$2,106	\$2,106	\$3,131	\$4,256	\$5,006	\$16,605	\$48,925	\$5,756	\$71,286

Operating Budget Impact					
No. of Personnel	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	4,241.2	4,369.5	4,497.7	4,690.8	4,954.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0
Total Impact	\$4,241.2	\$4,369.5	\$4,497.7	\$4,690.8	\$4,954.9

Approp. thru FY24	Beyond FY 2029
0.00	0.00
0.0	0.0
0.0	0.0
\$0.0	\$0.0
4,241.2	4,932.4
0.0	0.0
\$4,241.2	\$4,932.4

Increase to Annual WPRF fee:	\$80.89	\$82.26	\$83.59	\$86.07	\$89.75
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\$81.59	\$86.93
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LOCATION:	COMMISSIONER DISTRICT:
Various Locations	Various

PROPOSED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Gilbert Run Watershed Dam Repairs

Requested By: DPW

Maintenance and Operation Agreement between County Commissioners of Charles County and the Gilbert Run Watershed Association in 2002 transfers responsibility from the association to the county to operate and maintain the Gilbert Run Watershed Dams - Trinity, Jameson, and Wheatley Dams. Repairs to these dams are necessary per Maryland Department of Environment inspections and COMAR 26.17.04.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

VARIANCE TO APPROVED PER FY24-FY28 CAPITAL IMPROVEMENT PROGRAM:

	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
Approved FY24-FY28 CIP	\$991	\$0	\$0	\$0	\$991
Increase/(Decrease)	\$5,015	\$0	\$0	\$0	\$5,015
% change	506.1%	n/a	n/a	n/a	506.1%

The design engineer submitted cost estimates for five different design concepts ranging from 6M to 11 M for construction. The CIP was increased to reflect the lower cost estimate and associated costs.

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$200	\$0	\$0	\$0	\$0	\$200	\$340	\$0	\$540
Land & ROW	0	0	0	0	0	0	200	0	200
Construction	5,000	0	0	0	0	5,000	2,550	0	7,550
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	9	0	9
Administration - FAS	6	0	0	0	0	6	10	0	16
Inspection	200	0	0	0	0	200	0	0	200
Miscellaneous	300	0	0	0	0	300	0	0	300
Contingency	300	0	0	0	0	300	150	0	450
Total Outlay	\$6,006	\$0	\$0	\$0	\$0	\$6,006	\$3,259	\$0	\$9,265

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$6,006	\$0	\$0	\$0	\$0	\$6,006	\$1,859	\$0	\$7,865
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$6,006	\$0	\$0	\$0	\$0	\$6,006	\$1,859	\$0	\$7,865
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	1,400	0	1,400
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$6,006	\$0	\$0	\$0	\$0	\$6,006	\$3,259	\$0	\$9,265

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	162.2	541.8	541.8	541.8	541.8	162.2	541.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$162.2	\$541.8	\$541.8	\$541.8	\$541.8	\$162.2	\$541.8
Increase to Annual WPRF fee:	\$3.04	\$10.02	\$9.90	\$9.78	\$9.66	\$3.12	\$9.55

LOCATION:	COMMISSIONER DISTRICT:
Gilbert Run	1

PROPOSED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:	Requested By: PGM																								
Floodplain Analysis Study																									
Provide computations of major drainage courses of 30 acres or more that are not mapped by FEMA studies for potential restoration projects.																									
Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)																									
VARIANCE TO APPROVED PER FY24-FY28 CAPITAL IMPROVEMENT PROGRAM:																									
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>FY 2025</th> <th>FY 2026</th> <th>FY 2027</th> <th>FY 2028</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>Approved FY24-FY28 CIP</td> <td style="text-align: right;">\$97</td> <td style="text-align: right;">\$0</td> <td style="text-align: right;">\$0</td> <td style="text-align: right;">\$0</td> <td style="text-align: right;">\$97</td> </tr> <tr> <td>Increase/(Decrease)</td> <td style="text-align: right;">(\$97)</td> <td style="text-align: right;">\$98</td> <td style="text-align: right;">\$0</td> <td style="text-align: right;">\$0</td> <td style="text-align: right;">\$1</td> </tr> <tr> <td>% change</td> <td style="text-align: right;">-100.0%</td> <td style="text-align: right;">n/a</td> <td style="text-align: right;">n/a</td> <td style="text-align: right;">n/a</td> <td style="text-align: right;">1.0%</td> </tr> </tbody> </table>		FY 2025	FY 2026	FY 2027	FY 2028	TOTAL	Approved FY24-FY28 CIP	\$97	\$0	\$0	\$0	\$97	Increase/(Decrease)	(\$97)	\$98	\$0	\$0	\$1	% change	-100.0%	n/a	n/a	n/a	1.0%	<i>Design funding moved to future year to align with updated schedule.</i>
	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL																				
Approved FY24-FY28 CIP	\$97	\$0	\$0	\$0	\$97																				
Increase/(Decrease)	(\$97)	\$98	\$0	\$0	\$1																				
% change	-100.0%	n/a	n/a	n/a	1.0%																				

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$87	\$0	\$0	\$0	\$87	\$388	\$0	\$475
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	20	0	20
Administration	0	5	0	0	0	5	40	0	45
Administration - FAS	0	6	0	0	0	6	20	0	26
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	1	0	1
Contingency	0	0	0	0	0	0	5	0	5
Total Outlay	\$0	\$98	\$0	\$0	\$0	\$98	\$474	\$0	\$572

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (30 Year)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	98	0	0	0	98	474	0	572
Total County Funding	\$0	\$98	\$0	\$0	\$0	\$98	\$474	\$0	\$572
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$98	\$0	\$0	\$0	\$98	\$474	\$0	\$572

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Increase to Annual WPRF fee:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

LOCATION:	COMMISSIONER DISTRICT:
Various	All

(\$ in thousands)

Watershed Protection and Restoration Fund

Department: Planning and Growth Management

Division \ Program: Planning

Fund: Enterprise

Program Administrator: Charles Rice, Planning Director

<https://www.charlescountymd.gov/government/planning-and-growth-management>

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2025 Request	FY2025 Proposed	\$ Change from FY2024	% Chg.
Personal Services	\$554,973	\$500,200	\$520,400	\$620,000	\$119,800	24.0%
Fringe Benefits	126,915	121,100	143,000	179,600	58,500	48.3%
Operating Costs	698,269	887,300	922,800	965,400	78,100	8.8%
Agency Funding	112,590	178,300	196,000	196,000	17,700	9.9%
Operating Contingency	0	5,000	0	0	(5,000)	-100.0%
Debt Service	2,331,480	2,835,500	2,687,300	2,687,300	(148,200)	-5.2%
Capital Projects	77,000	77,000	77,000	77,000	0	0.0%
Total Baseline	\$3,901,227	\$4,604,400	\$4,546,500	\$4,725,300	\$120,900	2.6%
New Requests			178,800	0	0	N/A
Total Expenditures	\$3,901,227	\$4,604,400	\$4,725,300	\$4,725,300	\$120,900	2.6%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase includes approved FY2024 and potential FY2025 salary increases. The FY2025 Proposed Budget also includes funding for three new positions as follows: A Planning Technician which will be partly funded by Environmental Service Fund, an Inspector I, and a Planner I that will be partly funded by Water & Sewer Fund.
 - **Planning Technician** position to support the Environmental Planning with processing development review applications, implementing the requirements of the NPDES MS4 permit, and to assist in expanding the County's stormwater management programs. This position will be partly funded by the Environmental Service Fund.
 - **Planner I** position to provide technical and programmatic support for the Charles County Watershed Protection Program as well as assist in managing Municipal Stormwater Permit tasks. This position will be partly funded by Water & Sewer Fund.
 - **Inspector I** position to comply with State mandates in the Municipal Separate Storm Sewer regulations which requires the County to perform inspections of all stormwater management facilities.
- The **Operating Costs** budget increase due to increase in indirect cost for FY25 and the consolidation of these cost into this division that were previously budgeted under DPW Admin and PGM Infrastructure Mgmt.
- **Agency Funding** represents funding to support the Mosquito Control Program, the County's Other Post Employment Benefits (OPEB) plan, and Wicomico River Oyster Cooperative, LLC to plant 14 million spat on shell oysters in the Wicomico River.
- **Debt Service** represents principal and interest payments on stormwater management bonds.
- The FY2025 **Capital Projects** budget represents funding to support cost related to the NPDES Retrofit Project that are not bond eligible.

Description:

The Charles County storm sewer system is operated per its NPDES Municipal Separate Storm Sewer System permit issued by the State of Maryland. The permit requires the County to develop and implement several programs to monitor and plan for improved water quality. Highlights include:

- Chemical, biological, and physical water quality monitoring programs,
- Watershed assessments, and restoration plans and programs,
- Illicit discharge detection and elimination inspections and programs,
- Continuous updates to the County's stormwater geographic information system (GIS),
- Educational programs, media outreach, non-profit restoration, and outreach grants.
- Planning and management of the urban drainage system.

Watershed Protection and Restoration Fund

Department: Planning and Growth Management

Division \ Program: Planning

Fund: Enterprise

Program Administrator: Charles Rice, Planning Director

<u>Positions:</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Director of PGM	0.1	0.1	0.1	0.1	0.1
Deputy Director of PGM	0.1	0.1	0.1	0.1	0.1
Planning Director	0.3	0.3	0.3	0.3	0.3
Assistant Chief of Planning	0.1	0.1	0.2	0.2	0.2
Assistant to the Director	0.1	0.1	0.1	0.1	0.1
Planning Supervisor	0.3	0.3	0.0	0.0	0.0
Climate Resilience and Sustainability Off.	0.0	0.5	0.5	0.5	0.5
Engineer III	0.0	1.0	1.0	0.0	0.0
Engineer II	1.0	1.0	1.0	0.0	0.0
GIS Analyst	0.3	0.3	0.3	0.3	0.3
Inspector	0.0	0.0	0.0	0.0	1.0
Planner I-III	2.0	1.8	1.8	2.3	3.0
Planning Technician	0.0	0.0	0.0	0.0	0.8
Assistant to the Chief of Planning	0.0	0.0	0.0	0.3	0.3
PGM Support Specialist	0.0	0.0	0.3	0.3	0.3
Administrative Associate	0.3	0.3	0.3	0.0	0.0
Total Full Time Equivalent	4.5	5.7	5.8	4.3	6.8

Watershed Protection and Restoration Fund

Department: Planning and Growth Management
Division \ Program: Codes, Permits & Inspection Services/Inspections & Enforcement **Fund:** Enterprise
Program Administrator: Ray Shumaker, Chief of Codes, Permits, and Inspection Services

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2025 Request	FY2025 Proposed	\$ Change from FY2024	% Chg.
Personal Services	\$382,868	\$264,400	\$282,200	\$282,200	\$17,800	6.7%
Fringe Benefits	105,360	76,800	80,200	80,200	3,400	4.4%
Operating Costs	38,806	66,200	82,000	82,000	15,800	23.9%
Operating Contingency	0	3,200	0	0	(3,200)	-100.0%
Total Expenditures	\$527,034	\$410,600	\$444,400	\$444,400	\$33,800	8.2%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase includes approved FY2024 salary increases as well as potential FY2025 salary increases.
- **Operating Costs** increase is mostly due to contract service rate increase as well as mileage rate increase.

Description:

The Codes, Permits, and Inspection Services Division is responsible for the triennial inspections of existing stormwater management facilities owned by private property owners, homeowner associations, and the Charles County Government for compliance with performance specifications, legal agreements, and Maryland law. Inspection staff interact with facility owners to ensure required repairs are implemented in a timely manner and that the facilities are functioning properly. Inspection staff also investigate illicit discharge complaints/activities and ensure proper remedial action is taken. Both the proper operation of stormwater management facilities and elimination of illicit discharges are requirements of the Counties NPDES Municipal Separate Storm Sewer System permit.

<u>Positions:</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Chief of CPIS	0.1	0.1	0.1	0.1	0.1
Engineer Supervisor	0.1	0.1	0.3	0.0	0.0
Engineer I - III	1.8	1.8	1.7	0.0	0.0
Inspection Supervisor	1.0	1.0	1.0	1.0	1.0
Inspector	2.0	2.0	2.0	2.0	2.0
Permit Technician	0.0	0.0	0.0	0.0	0.0
Administrative Associate	0.1	0.1	0.1	0.1	0.1
PGM Support Specialist	0.0	0.0	1.0	1.0	1.0
Total Full Time Equivalent	5.0	5.0	6.1	4.1	4.1

Watershed Protection and Restoration Fund

Department: Planning and Growth Management
Division \ Program: Resource & Infrastructure Management **Fund:** Enterprise
Program Administrator: Andrew Balchin, Chief of Infrastructure Management

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2025 Request	FY2025 Proposed	\$ Change from FY2024	% Chg.
Personal Services	\$0	\$303,800	\$359,700	\$367,300	\$63,500	20.9%
Fringe Benefits	0	89,700	97,700	100,500	10,800	12.0%
Operating Costs	0	9,100	4,700	9,300	200	2.2%
Operating Contingency	0	3,200	800	800	(2,400)	-75.0%
Total Baseline	\$0	\$405,800	\$462,900	\$477,900	\$72,100	17.8%
New Requests			15,000		0	N/A
Total Expenditures	\$0	\$405,800	\$477,900	\$477,900	\$72,100	17.8%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase includes approved FY2024 salary increases, potential salary increases for FY2025, as well as two new Engineer I positions that will be partly funded by the Water & Sewer Fund. These Engineers are needed to manage new capital projects and to ensure that the scope and final designs of the projects will meet the initial plan/vision.
- **Operating Costs** increase provides funds in support of the proposed FY2025 new positions.
- **Operating Contingency** is to cover potential revenue shortfalls and/or expenditure overruns.

Description:

The engineering review program is responsible for the development and implementation of County Ordinances, Codes, Specifications, and Details relating to stormwater management, stormwater conveyance facilities, water and sewer facilities, roads, grading and sediment control. The program area also provides for the plan review of residential and commercial building permits and capital improvement infrastructure projects. Additionally, they process, review and issue infrastructure projects and assist in reviewing preliminary subdivision plans, site development plans, and record plats.

Positions:

<u>Title</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
Assistant to the Chief	0.0	0.0	0.0	0.3	0.3
Engineer Supervisor	0.0	0.0	0.0	0.3	0.3
Engineer I - III	0.0	0.0	0.0	3.5	4.0
Total Full Time Equivalent	0.0	0.0	0.0	4.0	4.5

Watershed Protection and Restoration Fund

Department: Public Works
Division \ Program: Facilities - Administration **Fund:** Enterprise
Program Administrator: Martin Harris, Director of Public Works

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2025 Request	FY2025 Proposed	\$ Change from FY2024	% Chg.
Personal Services	\$0	\$27,800	\$29,300	\$29,300	\$1,500	5.4%
Fringe Benefits	0	7,200	7,700	7,700	500	6.9%
Operating Costs	0	800	0	0	(800)	-100.0%
Operating Contingency	0	600	1,800	1,800	1,200	200.0%
Total Baseline	\$0	\$36,400	\$38,800	\$38,800	\$2,400	6.6%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase includes approved FY2024 salary increases as well as potential salary increases for FY2025.
- **Operating Costs** have decreased since this is no longer a new division and all of the one-time upfront costs were incurred in FY2024.
- **Operating Contingency** is to support potential revenue shortfalls and/or expenditure overruns.

Description:

Federal & State agencies mandate that County owned facilities comply with the NPDES stormwater permit. The Department of Public Works is responsible for preparing stormwater pollution prevention plans for its facilities, and conducts regular site inspections and trains staff on implementing procedures for reducing stormwater pollutant discharge to the waterways.

<u>Positions:</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Director of Public Works	0.0	0.0	0.0	0.1	0.1
Deputy Director of Public Works/Facilities	0.0	0.0	0.0	0.1	0.1
DPW Management Support Coordinator	0.0	0.0	0.0	0.1	0.1
Assistant to the Director	0.0	0.0	0.0	0.1	0.1
Management Support Specialist	0.0	0.0	0.0	0.1	0.1
Total Full Time Equivalent	0.0	0.0	0.0	0.3	0.3

Department: Public Works
Division \ Program: Facilities - Environmental Services **Fund:** Enterprise
Program Administrator: Frances Sherman, Chief of Environmental Resources

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2025 Request	FY2025 Proposed	\$ Change from FY2024	% Chg.
Personal Services	\$69,660	\$72,300	\$77,200	\$77,200	\$4,900	6.8%
Fringe Benefits	20,145	22,600	24,900	24,900	2,300	10.2%
Operating Costs	155,958	356,900	391,000	391,000	34,100	9.6%
Total Expenditures	\$245,762	\$451,800	\$493,100	\$493,100	\$41,300	9.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase includes approved FY2024 salary increases as well as potential salary increases for FY2025.
- **Operating Costs** increase is mostly to support Marsh Maintenance Monitoring costs in order to remain compliant with established permits, and to provide additional funding for routine operations including spill containment.

Description:

Federal & State agencies mandate that County owned facilities comply with the NPDES stormwater permit. The Department of Public Works is responsible for preparing stormwater pollution prevention plans for its facilities, and conducts regular site inspections and trains staff on implementing procedures for reducing stormwater pollutant discharge to the waterways.

<u>Positions:</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Environmental Compliance Manager	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	1.0	1.0	1.0	1.0	1.0

Watershed Protection and Restoration Fund

Department: Public Works
Division \ Program: Road Maintenance **Fund:** Enterprise
Program Administrator: Steve Staples, Chief of Roads

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2025 Request	FY2025 Proposed	\$ Change from FY2024	% Chg.
Personal Services	\$91,926	\$153,500	\$173,100	\$229,700	\$76,200	49.6%
Fringe Benefits	23,700	45,000	50,100	69,200	24,200	53.8%
Operating Costs	1,197,238	1,439,900	1,589,900	1,617,900	178,000	12.4%
Operating Contingency	0	1,700	300	300	(1,400)	-82.4%
Total Baseline	\$1,312,864	\$1,640,100	\$1,813,400	\$1,917,100	\$277,000	16.9%
New Requests			103,700	0	0	N/A
Total Expenditures	\$1,312,864	\$1,640,100	\$1,917,100	\$1,917,100	\$277,000	16.9%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase includes approved FY2024 salary increases as well as potential salary increases for FY2025, as well as new position of Assistant Chief of Roads that will oversee staff and contractors performing road maintenance, stormwater management, surface treatments, and snow removal operations.
- **Operating Costs** increase is to support increased maintenance and repair of aging stormwater systems and facilities, as well as inlet cleaning and inspections due to rise in population and increased traffic on the roadways.
- **Operating Contingency** is for potential revenue shortfalls and/or expenditure overruns.

Description:

Contract services needed to initiate a program that will monitor and control storm water quality as part of the NPDES.

<u>Positions:</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Chief of Roads	0.0	0.0	0.0	0.1	0.1
Assistant Chief of Roads	0.0	0.0	0.0	0.0	1.0
Bridge Project Manager	0.2	0.2	0.3	0.4	0.4
Roads Project Manager	0.0	0.0	0.3	0.4	0.4
Roads Construction Inspector	0.0	0.0	0.3	0.4	0.4
Total Full Time Equivalent	0.2	0.2	0.8	1.3	2.3

Watershed Protection and Restoration Fund

Department: Recreation, Parks & Tourism
Division \ Program: Parks & Grounds **Fund:** Enterprise
Program Administrator: Tim Drummond, Chief of Parks & Grounds

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2025 Request	FY2025 Proposed	\$ Change from FY2024	% Chg.
Operating Costs	\$29,499	\$30,000	\$30,000	\$30,000	\$0	0.0%
Total Expenditures	\$29,499	\$30,000	\$30,000	\$30,000	\$0	0.0%

Changes and Useful Information:

- **Operating Costs** represent contract services for the annual maintenance of four Stormwater Maintenance facilities at various park facilities.

Description:

Contract services needed to maintain the Stormwater Maintenance facilities at various park facilities.

Department: County Attorney
Division \ Program: County Attorney **Fund:** Enterprise
Program Administrator: Wes Adams, County Attorney

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2025 Request	FY2025 Proposed	\$ Change from FY2024	% Chg.
Operating Costs	\$0	\$50,000	\$10,000	\$10,000	(\$40,000)	-80.0%
Total Expenditures	\$0	\$50,000	\$10,000	\$10,000	(\$40,000)	-80.0%

Changes and Useful Information:

- The **Operating Costs** represent the estimated FY2025 legal fees associated with the NPDES permit. These fees are for appealing our permit requirement and is funded through a fund balance appropriation from prior reserves.

Description:

Legal Fees associated with the NPDES permit.

Department: Resilience Authority
Division \ Program: Resilience Authority **Fund:** Enterprise
Program Administrator: Stacy Schaefer, Executive Director

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2025 Request	FY2025 Proposed	\$ Change from FY2024	% Chg.
Transfers Out	\$100,000	\$105,000	\$110,300	\$110,300	\$5,300	5.0%
Total Expenditures	\$100,000	\$105,000	\$110,300	\$110,300	\$5,300	5.0%

Changes and Useful Information:

- The **Transfers Out** includes the funds to support the new Resilience Authority that will be used to support capital projects that can not be debt financed.