



**TOWN COUNCIL INFORMATIONAL
WORK SESSION AGENDA
APRIL 5, 2021**

This meeting is being conducted virtually to limit health risks of COVID-19. To join via the web, please use the link <https://us02web.zoom.us/j/8697557180> Once connected by computer join via computer audio or by dial in with your unique Participant ID to join your audio and video. To view by phone dial (929) 205-6099 and enter the Meeting ID: 869-755-7180. *Participants should remain muted.* Direct meeting access links and meeting recordings are available at www.chesapeakebeachmd.gov.

I. Call to Order and roll call

II. Pledge of Allegiance

III. Work Session to discuss the following:

1. Jan Ruttkay appointment to the Planning & Zoning Commission
2. Flood Action Plan
3. Special Events
4. Budgets – Utility Fund & Water Park

IV. Council Lightning Round

V. Adjournment

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

(410) 257-2230

(301) 855-8398

MEMORANDUM

To: Holly Wahl, Town Administrator

From: Christopher Jakubiak, AICP Town Planner



Date: March 26, 2021

Re: DNR Grant for Flood and Sea Level Rise Action Plan, Request for Town Council Action

I am pleased now to formally provide you with what is essentially the final version of the Framework for the conduct of a Flood and Sea Level Rise Action Plan. This work product was funded by the grant we sought from the Maryland Department of Natural Resources (DNR), though the funds in this first phase were not provided to the Town directly. The State's commitment to the Town was funding for two distinct phases. This first phase, now almost completed, funded the work of the University of Maryland Environmental Finance Center (EFC), who coordinated with DNR and the Towns of Chesapeake Beach and North Beach to assemble the attached Framework. It is a document that will guide both Towns as we prepare our separate but coordinated Action Plans (Phase 2). Phase two funds will go directly to the Towns.

Given that the two Towns are neighboring communities situated directly on the Chesapeake Bay, have a common boundary, and face similar flood related challenges, it made sense for both municipalities to collaboratively create a framework that will guide the development of individual action plans to address each Town's current and future flood impacts and coordinate strategies and approaches where applicable. The framework will guide our planning work in Phase 2. Of course as always this is contingent on the availability of the State funding, but we've already been approved to receive the grant for Phase 2 in the amount of \$75,000.

DNR is requesting that the Town Councils of both Towns take action to acknowledge and endorse this framework indicating their intent to be guided by the framework and to undertake the planning work for Phase 2. As I understand it, this local approval at this time is critical to DNR, since this project is ultimately funded by federal monies and the State must be able to document local commitment and meet reporting requirements.

Please note the EFC is still developing the Framework somewhat by incorporating supporting data and analyses, which that will not change the Framework, but only supplement it. I am very happy too that the staff at EFC are coordinating with us now to set up site visits to see existing conditions firsthand. The visits will inform their final work on the Framework. It is important, in order to ensure the flow of funds to the Town, that the Council act to endorse the framework at the earliest possible date. Please kindly place this on the Council agenda so the Town stays in alignment with DNR's priorities regarding the management and distribution of the grant.



Flood & SLR Action Plan Framework

Outline (March 22, 2021)

1. Executive Summary

2. Introduction

- a. Background and context, highlighting the power of a coordinated approach on issues shared by any neighboring towns, the county, or other entities, as appropriate.
- b. Town's vision and goals for its future regarding the impacts of flooding and sea level rise (SLR). Include a brief description of the town's planning horizons (*e.g.*, 2030, 2050, and 2100).
- c. Purpose and objectives of the plan
 - i. Statement of purpose: The plan will identify and characterize nuisance flooding and flooding from larger storm events using the best available science; assess the vulnerability of specific geographic areas in the community; recommend mitigation and adaptation options tailored to each area to address sea level rise impacts including flooding; and prepare implementation strategies.
 - ii. Plan objectives and outputs
- d. Plan development process
 - i. Project approach
 - ii. Project timeline
 - iii. Project roles (include town and technical assistance provider roles)
 - iv. Community outreach and engagement process. Include points throughout the plan development process where community input should be obtained (*e.g.*, identifying flood impacts, ranking assets impacted by flooding, prioritizing projects, programs, and strategies to reduce flood risks, and prioritizing budget and financing scenarios).
- e. Linkages between this plan and other plans, goals, and initiatives
 - i. Town, county, state, federal, and other entities
 1. Outline the process for coordination across these entities regarding shared challenges, solutions, and strategies, to include how the town's plan will link with other jurisdictions' plans, where appropriate.

3. Challenges

- a. Current nuisance flooding (pluvial, fluvial, and coastal) and flooding from larger storm events (*e.g.*, storms like hurricanes, nor'easters, and thunderstorms). Identify contributing factors shared with other jurisdictions. Include maps and hydrological, meteorological, and any other available data.
 - i. Contributing factors to be investigated may include, for example:
 1. Existing stormwater and flood systems (*i.e.*, drains, pumps, grading, bulkheads, jetties, berms, living shoreline, roads, bridges, water storage and absorption capacity)
 2. Low land elevation and land subsidence
 3. High water table
 4. Littoral drift and shoreline erosion
 5. Development prior to current floodplain regulations
 6. Runoff from outside town's boundaries)
- b. Current flood impacts on town, including the physical, social, and economic consequences of flooding. Identify current flood impacts shared with other jurisdictions. Include maps, photos, and quantitative and qualitative data, as available. Also, consider including criticality assessments¹ for infrastructure and services.
 - i. Physical consequences of flooding to assess may include impacts to the natural and built environment, like: residential, commercial, cultural, historical, maritime, parks and recreational facilities; natural features that mitigate flooding, like tidal marshes and tree canopy; infrastructure like public or municipal buildings, roads, bridges, stormwater system, wastewater treatment plan and other utilities; and, emergency service facilities, like police and fire.
 - ii. Social consequences of flooding to assess may include effects on certain populations or the community as a whole, like: impacts on the quality of life for residents and visitors; displacements or elimination of recreational amenities and/or access to them; disruption to community wide gatherings, festivals, celebrations, and remembrances; and impacts on other public goods the community has sought to achieve (especially those addressing quality housing for low income residents, accessibility for the disabled, the safety and fullness of opportunity for children to learn about the town's coastal heritage and environment, and the engagement of all residents in the town's civic life and the benefits of living in the community). This of necessity includes how sea level rise might impact the delivery of social support services.

¹ Criticality assessment, or analysis, is a common practice in infrastructure asset management programs and can also be applied to flood risk assessments. The process involves identifying important assets and ranking them based on the consequences of their failure (their "consequence of failure" or "criticality"). The results of such an assessment can be used to prioritize assets to study in further detail or to prioritize interventions.

- iii. Economic consequences of flooding to assess may include: damage to property; loss of tax revenue; reduced tourism and recreation; changes to the coastal/maritime sector; and infrastructure costs due to damage, failure, and/or shortened lifespans.
 - c. Sea level rise projections for three different risk tolerance levels/exceedance probabilities for varying scenarios (*i.e.*, include near-term inundation analysis for 2030 as well as analysis for 2050 and 2100 scenarios, making sure to account for storm surge on top of sea level rise for any projects/assets vulnerable to surge). Include maps and data. Also identify the selected greenhouse gas emissions scenario(s) to be used (*e.g.*, declining, stabilized, or growing).
 - i. 2030
 - 1. SLR
 - 2. SLR plus storm surge
 - ii. 2050
 - 1. SLR
 - 2. SLR plus storm surge
 - iii. 2100
 - 1. SLR
 - 2. SLR plus storm surge
 - d. Projected flood impacts on the town, including the physical, social, and economic vulnerability² of the town pursuant to the 2030, 2050, and 2100 planning scenarios. Note interrelationships and cross-cutting impacts (*e.g.*, a building may not flood, but its road access might). Identify projected flood impacts shared with other jurisdictions. Also, consider conducting criticality assessments for infrastructure or services.
 - i. See 3.b. above for descriptions and examples of the categories for which to assess the town’s vulnerability to SLR.

4. Solutions and Strategies

- a. Identify and describe projects, programs, and strategies, as appropriate, to reduce flood risks, including those that may need to be undertaken by private property owners and developers. Work with neighboring jurisdictions, as appropriate, on solutions for shared problem areas, or on solutions that may have a wider impact. Include information on solutions’ or strategies’ expected life spans and performance given SLR scenarios, whether they will address short-, medium-, or long-term issues, if they are “scalable” to accommodate upgrades in future, and if

² Vulnerability is a more nuanced way to describe the potential consequences of flooding. For the purposes of understanding how sea level rise may impact a town, vulnerability is defined here as “a combination of the exposure, sensitivity, and adaptive capacity of the [town’s] assets, populations, and neighborhoods” (Plastrik, P., Simmons, J., & Cleveland, J. (2017) Essential Capacities for Urban Climate Adaptation: A Framework for Cities. Innovation Network for Communities. <http://lifeaftercarbon.net/wp-content/uploads/2017/05/City-Adaptation-Essential-Capacities-March2017.pdf>).

the solution or strategy yields benefits on an individual or parcel scale, or on a neighborhood or wider scale.

- i. Nature-based and natural (“passive”) project examples
 1. Open space protection
 2. Living shorelines
 3. Planning for and enabling marsh migration
 4. Creating wetlands and allowing space for the migration of existing wetlands
 5. Flood spillover and retention areas, floodable parks
 6. Restoration of ecosystems to improve their flood mitigating functions
 7. Creating landforms that can both protect from flooding and provide a recreational amenity.
- ii. Structural/engineering project examples
 1. Drain modifications
 2. Pump modifications
 3. Grading modifications
 4. Bulkhead, jetty, berm, and shoreline (hard and soft) modifications
 5. Road and bridge modifications
 6. Water storage and absorption capacity modification
 - a. Green infrastructure (*e.g.*, measures that use plant/soil systems, permeable surfaces, stormwater harvest and reuse and landscaping to store, infiltrate, or evapotranspire stormwater to include standard stormwater best management practices).
 - b. Gray infrastructure (*e.g.*, measures that use conventional stormwater infrastructure like wet wells, underground culverts to move stormwater away from the built environment, stormwater retention ponds and floodwater diversion channels).
 7. Elevate structures and/or floodproof structures
- iii. Management (*e.g.* planning/policy/regulatory/design) strategy examples
 1. Assess and recommend modifications to existing, or develop new:
 - a. Zoning laws
 - b. Building codes
 - c. Permits
 - d. Ordinances
 - e. Land use policies (*e.g.*, critical area program) and broad landscape design measures
 - f. Architectural guidance for new buildings (*e.g.*, floodable structures)
 - g. Infrastructure design guidelines (that incorporate projected SLR and precipitation changes)

- h. Regulations to coordinate the use and development of shorelines structures and piers
 - iv. Managed retreat and relocation strategy examples
 - 1. Develop strategies for withdrawal of residential and commercial buildings from highly vulnerable areas and identify approaches to relocation and acquisition that may be become necessary. Strategies should take into consideration the scale of the strategy/approach (*e.g.* parcel or neighborhood scale) and whether the affected properties or assets are privately or publicly owned/maintained.
 - a. Identify thresholds or tipping points for when a structure/road/etc . . . should be relocated or decommissioned.
 - b. Retreat (*i.e.*, remove structures and create open space)
 - c. Relocate
 - i. Develop ideas for relocating but retaining residents/businesses, community character, revenue, etc . . .
 - v. Community capacity-building programs
 - 1. Education and outreach on measures residents and other target audiences can take to reduce their flood risks.
- b. Recommend project, program, or strategy priority and timing. Consider scalability of the project, program, or strategy and the impact of sea level rise projections.

5. Budget and Funding Scenarios

To the extent that implementation of the plan may require the expenditure of public funds at the municipal, county and state levels:

- a. Identify and describe project, program, and strategy budget scenarios
 - i. Low cost, low impact
 - ii. Medium cost, medium impact
 - iii. High-cost, high-impact
- b. Identify and describe project, program, and potential strategy financing scenarios
 - i. Town and county general funds
 - ii. Grants
 - iii. Utility/authority/dedicated revenue stream
 - iv. Loans and bonds
 - v. Public-private partnership
 - vi. Blended funding
- c. Recommend project, program, or strategy budget and financing scenarios and incorporate into Capital Improvement Plan, as appropriate.
- d. Identify funding role for county, especially where vital public interests are shared.
- e. Identify and/or recommend grant and other funding programs that the state can, or of necessity, is most apt to provide.

6. Conclusion

- a. Findings
- b. Summary of recommendations
- c. Issues requiring further analysis in coordination with other agencies, units of government, citizen and neighborhood groups, or non-profit organizations or that would benefit from further and/or ongoing collaboration with them. Also, identify changes that may be needed in local and state regulations, if any, to facilitate implementation of the measures.
- d. Issues being deferred to a future update or different process.
- e. Plan implementation and maintenance process.
 - i. Formal adoption by town.
 - ii. Establish a timeline for implementing and updating the plan (*i.e.*, link to Maryland's 5-year SLR projection updates), as well as for integrating strategies into other relevant planning documents.
 - iii. Establish a process to track and evaluate outputs and results and provide updates to all interested parties (e.g., regularly make this information available to the public via the town's website, annual report, etc.).

Appendices Examples

- Data and methods
- Maps and graphs

UTILITY FUND	FY 2019		FY 2020		FY 2021		FY2022	DEFINITIONS
	Actual	Budgeted	Actual	Budgeted	Actual as of 12/31/20	Budgeted	Proposed	

REVENUE

Revenues - Water

400-440010 · Sewer Usage Charge	649,895	779,800	657,547	749,206	335,522	701,083	692,923	Charges from Sewer Usage
400-440040 · Penalties and Interest	2,180	8,000	1,765	2,000	0	1,368	0	Sewer penalty and interest charges
400-450000 · Investment Interest	22,660	12,074	31,527	15,000	1,006	8,208	2,000	Interest from savings account
Total Revenues - Sewer	674,836	799,874	691,883	766,206	336,528	710,659	694,923	

Revenues - Water

400-441010 · Water Usage Charges	252,715	281,400	254,211	277,851	133,318	275,937	279,968	Charges from water usage
400-441020 · Water Miscellaneous Income	2,550	600	2,430	600	420	2,160	1,000	Income not from water usage
400-441030 · Water Penalties and Interest	3,203	0	2,399	3,000	0	3,284	0	Water penalty and interest charges
Total 4000 · Revenues - Water	258,468	282,000	259,040	281,451	133,738	281,381	280,968	

Other Income:

400-430130 · Unallocated reserves from GF savings	0	869,596	315,174	500,000	0	500,000	188,542	Revenue used from GF savings account
400-430140 · Reserves from UF Savings	0	0	0	0	500,000	1,494,681	0	UF savings used to pay an expense
400-460000 · Fixed Fee	487,234	481,000	490,030	481,000	245,535	489,660	492,052	Quarterly revenue charged as a fee to all homeowners
400-460050 · Infrastructure Fees	83,496	100,000	6,232	128,000	22,449	16,488	46,357	Inspection/processing as well as application fees
400-460100 · Sewer Capital Connection Fee	(5,000)	0	63,000	0	342,000	324,000	270,000	Revenue for sewer connection fee
400-460200 · Water Capital Connection Fee	0	0	16,000	0	114,000	108,000	90,000	Revenue for water connection fee
Total Other Income	565,730	1,450,596	890,436	1,109,000	1,223,984	2,932,829	1,086,951	

Total Revenue	1,499,034	2,532,470	1,841,357	2,156,657	1,694,250	3,924,869	2,062,842	
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UTILITY FUND	FY 2019		FY 2020		FY 2021		FY2022	DEFINITIONS
	Actual	Budgeted	Actual	Budgeted	Actual as of 12/31/20	Budgeted	Proposed	
EXPENSES								
400-6850-662200 · Meters/MXU's	43,293	50,000	49,014	50,000	2,167	38,000	38,000	Meter supplies
400-6850-715100 · Water Plant Repair & Maint	11,985	12,000	13,777	15,000	3,787	435,000	15,000	Tests, supplies, parts for water plant repairs and maintenance
400-6850-715500 · Water Testing	7,992	10,000	9,389	10,000	2,110	10,000	10,000	Contract testing for the Town's water plant
400-6900-621400 · Engineering & Prof Fees	9,007	10,000	3,111	7,000	2,570	5,000	6,000	Legal council and meter reading interface usage and maint. (software)
400-6900-621501 · SAFETY	6,228	6,500	6,321	6,500	1,855	6,500	6,500	Signage, supplies, equipment for town and water plant staff safety
400-6900-626001 · Pump Station Repair & Maint	36,761	40,000	38,480	45,000	11,440	45,000	40,000	Supplies, tests, fuel, contractors used in repair/maint. of pump station
400-6900-630500 · Supplies	23,346	25,000	21,970	25,000	6,490	25,000	25,000	Chemicals, hardware, or supplies for operation of water plant
400-6900-631500 · Postage	4,237	4,240	4,455	4,500	2,273	4,500	4,500	Utility billing postage
400-6900-632400 · Miss Utility Fees	1,191	2,800	1,557	2,800	782	1,500	1,500	Fees associated with engaging Miss Utility
400-6900-632500 · Line Repairs & Maintanance	224,823	246,600	63,944	70,000	34,721	70,000	95,000	Supplies, tools, and equip. for repairs and maint. of Town's power lines
400-6900-632800 · Banking Fees	4,181	10,090	3,210	9,000	1,715	5,000	5,000	Service charges or banking fees
400-6900-670000 · TPF Fixed Costs	408,052	537,174	411,043	553,176	274,493	694,029	767,141	Chesapeake Beach portion of WRTP fixed cost
400-6900-670100 · TPF Variable	162,431	250,717	146,700	227,480	155,978	325,905	378,663	Chesapeake Beach portion of WRTP variable cost
400-6900-687500 · Utilities	67,074	67,074	60,469	60,000	29,783	70,000	70,000	Electricity, internet, voicemail, fuel, etc.
400-6900-717600 · Misc.	(918)	0	0	500	(390)	500	500	Any misc. charge
400-6900-780000 · Property Insurance	15,002	15,002	14,995	15,002	11,346	15,002	15,002	Payments for property insurance
400-6900-800000 - Savings for ENR Prin pymt	500,000	500,000	315,174	315,174	0	313,325	0	Savings for for bond payoffs
Subtotal Expenses	2,117,280	1,787,197	1,740,000	1,416,132	541,120	2,064,261	1,477,806	
DEBT SERVICE								
400-6900-748100 · Principal - 2008 SRF Loan 1.1%	274,805	274,805	277,828	277,828	280,884	280,884	283,975	Bond Payment
400-6700-748300 · Principal - ARRA Loan (2009) 1.0%	35,135	35,135	35,487	35,487	35,842	35,842	36,200	Bond Payment
400-6700-719300 · Principal - 2014 - ENR 1.0%	182,996	182,996	184,826	184,826	186,675	186,675	188,542	Bond Payment
400-6850-719200 · Principal - 2010 Bond 3.71%	98,500	98,500	102,000	102,000	1,257,800	1,257,800	0	Bond Payment
400-6900-625300 · Interest Expense	153,537	153,837	141,111	140,384	99,406	99,407	76,319	Total Interest for bond payments
Total Debt Service	744,973	745,273	741,252	740,525	1,860,607	1,860,608	585,036	
Total Expenses	2,862,254	2,532,470	2,481,252	2,156,657	2,401,727	3,924,869	2,062,842	
Over or Under	(1,363,220)	0	(639,895)	0	(707,477)	0	0	

Details of Town Debt

Purpose		Payoff Date	Interest Rate	Interest Savings, if paid off in:			Payoff Notes
				FY21	FY22	FY23	

General Fund:

DNR #7 Seawall \$25,150		25,150.00	7/1/21	n/a	n/a	n/a		will pay off in FY22
Total General Fund		25,150.00						

Utility Fund:

SEWER								
2008 SRF Loan	WWTP-emerg holding tank, back-up influent wastewater pump; new headworks, outfall pipe & diffuser system	1,817,981.80	2/1/27	1.10	n/a	109,269.30	81,029.42	Needs MQFA approval
ARRA Loan (2009)	D Street Sewer Improvement	273,371.32	2/1/28	1.00	n/a	17,123.12	13,342.94	Needs MQFA approval
SEWER Total		2,091,353.12						
WATER								
MDE (ENR)-CB Wtr Qlty Bond 2014	Enhanced Nutrient Removal	3,221,602.66	2/1/36	1.00	n/a	364,570.90	325,643.40	Needs MQFA approval
WATER Total		4,479,402.66						
Total Utility Fund		6,570,755.78						

Town Debt	as of 6/30/20	6,595,905.78
Town Debt	as of 6/30/21	4,834,705.35

Breakdown of Town Debt over Fiscal Years

	FY 2021		FY 2022		FY 2023		FY 2024		FY 2025		FY 2026	
	Principal	*Interest	Principal	*Interest	Principal	*Interest	Principal	*Interest	Principal	*Interest	Principal	*Interest
General Fund:												
DNR #7 Seawall \$25,150 (FY 22)	25,150.00		25,150.00									
Total General Fund	25,150.00	0.00	25,150.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Utility Fund:												
SEWER												
2008 SRF Loan	280,884.41	34,453.32	283,974.17	31,363.60	287,097.88	28,239.88	290,255.91	25,081.80	293,448.74	21,888.98	296,676.61	18,661.04
ARRA Loan (2009)	35,841.55	4,500.60	36,199.86	4,142.18	36,561.91	3,780.18	36,927.54	3,414.56	37,296.78	3,045.28	37,669.75	2,672.32
SEWER Totals	316,725.96	38,953.92	320,174.03	35,505.78	323,659.79	32,020.06	327,183.45	28,496.36	330,745.52	24,934.26	334,346.36	21,333.36
WATER												
MDE (ENR)-CB Wtr Qlty Bond 2014	186,674.47	42,679.66	188,541.21	40,812.92	190,426.62	38,927.50	192,330.89	37,023.24	194,254.20	35,099.94	196,196.74	33,157.40
WATER Totals	186,674.47	42,679.66	188,541.21	40,812.92	190,426.62	38,927.50	192,330.89	37,023.24	194,254.20	35,099.94	196,196.74	33,157.40
Total Utility Fund	503,400.43	81,633.58	508,715.24	76,318.70	514,086.41	70,947.56	519,514.34	65,519.60	524,999.72	60,034.20	530,543.10	54,490.76
Town Debt	528,550.43	81,633.58	533,865.24	76,318.70	514,086.41	70,947.56	519,514.34	65,519.60	524,999.72	60,034.20	530,543.10	54,490.76

	FY 2027		FY 2028		FY 2029		FY 2030 & Beyond		TOTALS	
	Principal	*Interest	Principal	*Interest	Principal	*Interest	Principal	*Interest	Principal	Interest
General Fund:										
DNR #7 Seawall \$25,150 (FY 22)									50,300.00	0.00
Total General Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,300.00	0.00
Utility Fund:										
SEWER										
2008 SRF Loan	85,644.08	15,397.60							1,817,981.80	175,086.22
ARRA Loan (2009)	38,046.43	2,295.62	14,827.50	1,915.16					273,371.32	25,765.90
SEWER Totals	123,690.51	17,693.22	14,827.50	1,915.16	0.00	0.00	0.00	0.00	2,091,353.12	200,852.12
WATER										
MDE (ENR)-CB Wtr Qlty Bond 2014	198,158.71	31,195.42	200,140.30	29,213.84	202,141.70	27,212.44	1,472,737.82	132,741.12	3,221,602.66	448,063.48
WATER Totals	198,158.71	31,195.42	200,140.30	29,213.84	202,141.70	27,212.44	1,472,737.82	132,741.12	3,221,602.66	448,063.48
Total Utility Fund	321,849.22	48,888.64	214,967.80	31,129.00	202,141.70	27,212.44	1,472,737.82	132,741.12	5,312,955.78	648,915.60
Town Debt	321,849.22	48,888.64	214,967.80	31,129.00	202,141.70	27,212.44	1,472,737.82	132,741.12	5,363,255.78	648,915.60



New Rate Schedule Effective July 1, 2021

**APPENDIX A
FEE & RATE SCHEDULE
WATER & SEWER SYSTEM
TOWN OF CHESAPEAKE BEACH, MARYLAND**

WATER / SEWER PLAN REVIEW FEES:

Review / Preliminary Plans

- Public Water and Sewer \$ 300.00
- Private Water or Sewer \$ 250.00

Minor Subdivision Plan (1-7 Lots)

- Public Water and Sewer \$ 500.00 + \$50.00/Lot
- Private Water or Sewer \$ 400.00 + \$40.00/Lot

Resubmitted plans that do not adequately address all comments are subject to an additional charge of 50% of Review Fee. (Up to a maximum charge of \$1,000 preconstruction plan).

Major Subdivision Plan (>7 Lots)

- Public Water and Sewer \$ 1,000.00 + \$100.00/Lot
 - Private Water or Sewer \$ 750.00 + \$75.00/Lot
- (Up to a Maximum charge of \$5,000 per construction plan).

Minor Site Plan (1-7 Lots)

- Public Water and Sewer \$ 125.00 + \$100.00/EDU
 - Private Water or Sewer \$ 90.00 + \$74.00/EDU
- (Up to a maximum charge of \$2,000 per construction plans).

Major Site Plan (>7Lots)

- Public Water and Sewer \$ 1,500.00 + \$150.00/EDU
 - Private Water or Sewer \$ 1,200.00 + \$120.00/EDU
- (Up to a Maximum charge of \$7,000 per construction plan).

Administrative Water/Sewer Application Fee

To be collected with Submittal of any water and/or sewer construction plans/connection application/permit request.

\$ 200.00

Public Sewer Pump Station Plan

\$ 2,500.00

Injector Pump Station Plan

\$ 250.00/EDU

WATER / SEWER RATES:

Water Rates (per 1,000 total gal. Billed Quarterly)	\$	2.01/Tg
Sewer Rates (Billed Quarterly)	\$	5.57/Tg
Fixed Water and/or sewer charge per Quarter (minimum of one per use)	\$	50.00/Use & Occupancy
Flat Rate for Sewer Use without Water Service	\$	To be determined based on average usage for comparable building size and usage.

OTHER CONNECTION FEES:

Water Meters/Hydrants

Standard 5/8" x 3/4" Outdoor Radio Read Water Meter Larger meter will be priced on a case by case basis.	\$	500.00
Standard 5/8" x 3/4" Indoor Radio Read Water Meter Larger meter will be priced on a case by case basis.	\$	250.00
Meter Installation Fee Fee is included in a connection permit application.	\$	200.00

Fire Hydrants & Meters

Short-Term 5/8" x 3/4" Meter Rental (60 days or less reapplication and associated fee must be made after each 60 day term). Includes \$500 refundable deposit.	\$	1,250.00
Temporary Fire Hydrant Meter	\$	100.00 Application Fee (meter provided by Town)
Private Fire Hydrant Fee (one time)	\$	500.00/hydrant
Hydrant Meter Rate/1,000 gallons	\$	10.00/Tg
Submeters	\$	See Appendix 'C'

Capital Contribution Charges

One time charge before time of connection

Water	\$	6,000.00/EDU
Sewer	\$	18,000/EDU
Illegal Water/Sewer Connection Fee	\$	1,000/day until illegal connection is removed

INSPECTION AND TESTING FEES:

<u>Individual Water & Sewer Connection Inspection per EDU</u>	\$	216.00
<u>Individual Water or Sewer Connection Inspection per EDU</u>	\$	144.00
<u>Individual Grinder or Injector Pump Inspection (Additional)</u>	\$	180.00
<u>Re-Inspection Fee/Visit per EDU</u>	\$	72.00
<u>Water and/or Sewer Infrastructure Inspection</u>		10% of Town approved Engineers Cost Estimate
<u>Meter Test</u>		
5/8" to 2"	\$	150.00
3" to 4"	\$	180.00
6" and greater	\$	360.00

TAP FEES:

Tap Connection Inspection Fee-Sewer	\$	300.00/EDU
Tap Connection Inspection Fee-Water	\$	300.00/EDU
Emergency Water and Sewer Repairs (private systems)	\$	240.00 Minimum + actual cost to Town to make repair.
Scheduled (48 hours notice) water turn off/on	\$	30.00per event
Unscheduled (less than 48 hours notice) water turn off/on	\$	60.00 per event

RETURNED CHECK FEE: \$ 50.00

UTILITY BILLING LATE FEE: 1.5%

BONDING:

All work within the public right-of-way including work on water and sewer facilities, both to existing facilities and for new facilities, will require a bond to be posted in an amount approved by the Town Engineer plus a 50% contingency. (Bonding will be required prior to a permit to perform work is issued).

The Town may enact an Infrastructure Protection Ordinance which when and if effective, the associated Permit fees and bonds will be applicable. The purpose for the Infrastructure Protection Permit is to ensure the Town's infrastructure is protected from damage by private construction activity.

WATER PARK FUND	FY 2019		FY 2020		FY 2021		FY 2022	DEFINITIONS
	Actual	Budget	Actual	Budget	Actual as of 12/31/20	Budget	Proposed	

INCOME

500-430130 · Reserves Allocation	0	447,755	0	0	0	108,716	368,322	Funds required to make the budget balance
500-450110 · Birthday Parties	32,599	20,000	16,550	25,000	0	30,000	5,517	Revenue from birthday parties
500-450120 · Daily Admissions	698,140	750,000	564,802	750,000	137,529	750,000	559,200	Revenue from daily admissions
500-450130 · Group Sales	80,788	56,447	51,869	55,000	854	60,000	17,290	Revenue from group sales
500-450135 · Miscellaneous Income	4,507	500	(206)	500	190	500	500	Revenue from misc. Income
500-450160 · Rentals - Cabanas and Lockers	61,208	65,000	43,181	60,000	13,318	60,000	25,000	Revenue from cabanas and lockers
500-450165 · Rentals - Pavilion	1,933	6,000	780	2,000	45	1,000	500	Revenue from pavillion rentals
500-450170 · Retail Sales	92,395	80,000	250,810	400,000	101,516	350,000	175,000	Includes Snack Bar
500-450175 · Season Passes	73,947	50,000	40,198	45,000	28,770	55,000	80,000	Revenue from season passes
500-450190 · Swim Lessons	14,393	12,000	5,692	12,000	1,408	12,000	7,000	Revenue from swim lessons
500-495000 · Investment Interest	10,838	2,500	10,844	2,500	627	12,000	1,500	Interest from savings
Total Income	1,316,695	1,840,202	984,521	1,352,000	284,257	1,439,216	1,239,829	

Cost of Goods Sold

500-6925-542500 · Cost of Goods Sold	17,886	25,000	96,356	150,000	30,759	135,000	70,000	Supplies that are purchased for sale by the WP
Total COGS	131,095	155,000	96,356	150,000	30,759	135,000	70,000	

Gross Profit	1,185,600	1,685,202	888,165	1,202,000	253,499	1,304,216	1,169,829	
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WATER PARK FUND	FY 2019		FY 2020		FY 2021		FY 2022	DEFINITIONS
	Actual	Budget	Actual	Budget	Actual as of 12/31/20	Budget	Proposed	
Expense								
500-6925-602000 · Salaries and Wages	420,901	546,396	359,207	462,929	208,761	516,877	390,057	Salaries for Water Park seasonal staff
500-6925-602010 · Wages - Admin & Maint Support	153,998	154,023	164,073	166,837	77,693	218,182	229,091	TH staff allocation/WP full time
500-6925-602050 · FICA	40,412	53,582	42,405	55,490	21,430	67,478	51,687	Payroll Taxes
500-6925-602100 · Medical & Life Insurance	42,557	43,821	39,716	45,381	33,864	47,794	66,894	Health and life insurance for WP full time staff
500-6925-602300 · Retirement	26,288	28,221	27,589	25,987	15,093	30,785	40,500	Retirement benefits for WP full time staff
500-6925-623900 · Professional Fees	63,340	70,000	49,824	45,000	13,931	50,000	36,000	Legal council, rentals, software and subscriptions
500-6925-632800 · Bank & Credit Card Charge	33,447	33,447	31,653	32,000	9,555	40,000	35,000	Fees and charges for online payment services
500-6925-633000 · Marketing	28,216	32,000	23,534	32,000	3,211	35,000	25,000	Signs, promotional materials, mailings, advertisements
500-6925-637000 · Education & Travel	6,366	12,000	9,110	12,000	3,419	12,000	10,000	Licenses, training, etc. for WP staff
500-6925-665603 · Pool Supplies	44,652	49,962	37,720	49,962	4,270	42,500	38,000	Uniforms and general pool and office supplies for the WP
500-6925-684600 · Chemicals	20,920	25,000	28,551	30,000	12,631	35,000	38,000	Chemicals for proper pool functionality and maintenance
500-6925-685200 · Repairs & Maintenance	96,832	138,750	87,795	87,989	7,257	100,000	65,000	Supplies, parts, tools, contractors for WP repairs and maint.
500-6925-685220 · Landscape Maintenance	15,950	15,995	2,500	10,000	1,400	8,600	8,600	Charges for Maintenance of landscape
500-6925-687500 · Utilities	48,752	60,000	22,991	60,000	34,614	55,000	70,000	Office and mobile phones, electricity, water, propane
500-6925-741000 · Capital Repairs	588	334,005	47,443	48,425	5,606	25,000	26,000	Repairs to main equipment and machinery at WP
500-6925-780000 · Insurance	11,719	38,000	9,076	38,000	37,072	20,000	40,000	Insurance charges for the Water Park
Total Expense	1,054,937	1,685,202	1,098,054	1,202,000	489,807	1,304,216	1,169,829	
Net Income	130,664	0	(209,889)	0	(236,308)	0	0	

