



OFFICE OF THE MAYOR AND TOWN COUNCIL

**TOWN COUNCIL INFORMATIONAL
WORK SESSION AGENDA
MARCH 8, 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 you may join via audio or by dial in with your unique Participant ID shown on the screen. 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. Town Hall HVAC Request for Proposals
2. Purchase of Water Reclamation Treatment Plant (WRTP) backwash pump
3. Purchase of Department of Public Works (DPW) Utility Vehicle
4. Resolution on a Moratorium on Category 1 development
5. Revisit Resolution R-20-3 pertaining to COVID 19 closures of BFP & Water Park
6. Ordinance O-21-1 prohibiting full casino licenses or sports betting licenses.
7. Resolution R-21-2 adopting the Walkability Master Plan
8. Staff presented FY22 Budget – General Fund
9. Closed Session - A motion to close the work session under the Statutory Authority of the Md. Annotated Code, pursuant to General Provisions Article, §3-305(b), subsection (1) “to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.”
10. Staff presented FY22 Budget - Water Reclamation Treatment Plant (WRTP), and Mitigation

IV. Council Lightning Round

V. Adjournment

8200 BAYSIDE ROAD, P.O. BOX 400 CHESAPEAKE BEACH, MARYLAND 20732
(410) 257-2230 • (301) 855-8398



To: The Honorable Mayor and Town Council
Subject: HVAC RFP

From: Holly Wahl, Town Administrator

Date: March 5, 2021

I. BACKGROUND:

The Town released an RFP for upgrades to the HVAC system at Town Hall on January 21, 2021. The Town held a mandatory pre-bid meeting on February 4, 2021 at Town Hall where (9) nine contractors were represented and received sealed proposals from (3) three contractors on February 18, 2021.

The RFP was posted on the Town website, in print and on eMaryland Marketplace. The RFP was sent to 194 local contractors through the eMaryland Marketplace Advantage platform.

The goals of the project are:

- 1) Install an energy efficient heating ventilation and air conditioning system**
- 2) Install user friendly thermostats / controls**
- 3) Install a catwalk from the attic door to attic units for maintenance access**

II. PRICING REQUESTED:

Part 1, Item 1: Lump sum price bid to complete all work associated with the complete replacement of the HVAC system associated with AHU 2 & 3, including the access way and concrete pad

Part 1, Item 2: Lump sum price bid to complete all work associated with the complete replacement of the HVAC system associated with AHR

PART 2 – FIXED PRICE REQUESTED FOR EXTRA WORK ITEMS

The following fixed item prices shall be applied in computing the value of changes, additions, deletion, substitutions, and cash allowances which may be made in the work as directed by the Owner. Each fixed item price shall include costs for all labor, material, tools, equipment, overhead, profits, and commissions necessary to complete the item. Work under this section will only be performed if and as directed by the Town as Extra Work.

III. PRICING RESULTS:

Attached as Exhibit "A"

Exhibit "A"

Contractor:	Kelly HVAC Upper Marlboro, MD			
Part 1: Lump Sum Item 1	\$ 161,598.00			
Part 1: Item 2	\$ 21,365.00			
Total lump sum	\$ 182,963.00			
Part 2 Fixed Price				
Description	Estimated Qty	Unit Price	Total Price	
Carpenter	25			
Carpenter Helper	25			
Licensed Electrician	10			
Licensed Plumber	25			
CR-6	20			
#57 Stone	10			
Silt Fence	100			
Permanent seed & mulch	200			
Materials allowance	1	1000	1000	
Total fixed price bid				
Total Bid Items 1-11			\$ 182,963.00	

Contractor:	Eminence Maintenance & Building Services Temple Hills, MD			
Part 1: Lump Sum Item 1	70,000			
Part 1: Item 2	15,000			
Total lump sum	85,000			
Part 2 Fixed Price				
Description	Estimated Qty	Unit Price	Total Price	
Carpenter	25			
Carpenter Helper	25			
Licensed Electrician	10			
Licensed Plumber	25			
CR-6	20			
#57 Stone	10			
Silt Fence	100			
Permanent seed & mulch	200			
Materials allowance	1	1000	1000	
Total fixed price bid				
Total Bid Items 1-11			\$ 85,000.00	

Contractor	Cellular Site Services		Upper Marlboro, MD	
Part 1: Lump Sum Item 1	\$ 75,000.00			
Part 1: Item 2	\$ 96,500.00			
Total lump sum	\$ 96,500.00			
Part 2 Fixed Price				
Description	Estimated Qty	Unit Price	Total Price	
Carpenter	25	125	\$ 3,125.00	
Carpenter Helper	25	80	\$ 2,000.00	
Licensed Electrician	10	125	\$ 3,125.00	
Licensed Plumber	25	125	\$ 3,125.00	
CR-6	20	225	\$ 2,800.00	
#57 Stone	10	225	\$ 1,800.00	
Silt Fence	100	700	\$ 700.00	
Permanent seed & mulch	200	1200	\$ 1,200.00	
Materials allowance	1	1000	\$ 1,000.00	
Total fixed price bid			\$ 18,875.00	
Total Bid Items 1-11			\$ 115,375.00	



To: The Honorable Mayor and Town Council
Subject: Purchase of Filter Backwash Pump

From: Holly Wahl, Town Administrator

Date: March 5, 2021

BACKGROUND:

The Chesapeake Beach WRTP staff would like to purchase a Filter Backwash Pump to maintain the required backwashing operations at the Plant.

The new filter backwash pump is needed as a backup pump for the (2) two existing pumps. Our current pump will soon need repair and replacement after being in use for (6) six years. The new filter pump will keep the filter backwash operation with a backup pump in place instead of relying on one pump only.

RECOMMENDATION:

The Superintendent of the WRTP would like to purchase the filter backwash pump in the amount of \$15,600 from the FY21 budget capital improvements line item.



To: The Honorable Mayor and Town Council
Subject: Purchase of budgeted Utility Vehicle

From: Holly Wahl, Town Administrator

Date: March 5, 2021

BACKGROUND:

The Department of Public Works is seeking to move forward with a FY21 budgeted expenditure with the purchase of a new utility vehicle from Bobcat. The Town will trade in an existing Kubota utility vehicle as part of this purchase. The total cost is \$17,000 after a trade in credit of \$3,500. Total budgeted funds in the FY21 budget is \$25,000.

The Town's current Kubota is 11 years old and has 3,900 hours. This machine is no longer reliable or cost effective to keep repairing it.

Department of Public Works staff uses this vehicle to conduct trash runs, snow removal, sidewalk salting, railway repairs and board walk repairs, ball field maintenance and general maintenance on many other tasks where DPW trucks are not practical. This vehicle travels over 12 miles to complete one trash run. In the summer months the Department of Public Works complete at least 2 trash runs a week.

RECOMMENDATION:

Purchase the tool cat version of this utility vehicle at \$17,000 with a trade in of the retired equipment, as it is lighter and cheaper in cost.



Bobcat

Product Quotation

Quotation Number: KNM-03208

Date: 2021-01-20 10:48:08

Customer Name/Address:	Bobcat Delivering Dealer	ORDER TO BE PLACED WITH: Contract Holder/Manufacturer
TOWN OF CHESAPEAKE BEACH Attn: DJ RICHARDSON 8550 BAYSIDE RD CHESAPEAKE BEACH, MD 20732 Phone: (410) 610-8541	Metro Bobcat, Inc., Forestville, MD 7002 MARLBORO PIKE FORESTVILLE MD 20747-3242 Phone: (301) 568-1104 Fax: (301) 568-1240	Clark Equipment Co dba Bobcat Company 250 E Beaton Dr, PO Box 6000 West Fargo, ND 58078 Phone: 701-241-8719 Fax: 855-608-0681 Contact: Heather Messmer Heather.Messmer@doosan.com

Description	Part No	Qty	Price Ea.	Total
UV34 Diesel	M1501	1	\$13,453.12	\$13,453.12

Engine

- Key Start
- Kubota Diesel
- Liquid Cooled
- Pressurized Oiling system with Spin-on Filter
- Spark Arrestor Exhaust System
- Emissions; Current Tier 4

Drive System

- Variable Speed Drive (Belt CVT)
- Sealed CVT Cover
- Four Wheel Drive - 3 Drive Modes
- Forward Travel, Two Range (H/L)
- Gear Selector P-R-N-L-H
- Integrated In-Transmission Park (P)
- CV Guard, Front
- Shaft Drive with CV Joints
- Brakes - 4-Wheel, Hydraulic Disc with Dual Bore Front Calipers

Suspension & Steering

- Front - Independent, Dual A-Arm
- Rear - Independent, Dual A-Arm
- Adjustable Front and Rear Coil Over Shocks
- Rack & Pinion w/ Electric Power Steering Assist
- Tilt Steering Column

Tires/Wheels

- All Terrain Industrial 8-ply
- Front/Rear, 26x10-12
- Steel Rim 12x6-12

Electrical

- Headlights, High & Low Beams 4-35 Watts
- LED Tail & Brake Lights
- 2-12 Volt Power Ports
- 140 AMP Alternator
- 575-CCA Battery

Operator Compartment

- Beverage Holder (6)
- 60/40 Split Bench Seats (3 Occupants)
- Under Seat, Glove Box, Upper and Lower Dash Storage
- 3 Seat Belts with 3-Point Restraint, retractable

Instrumentation

- Indicator Lights: Glow Plug, Seat Belt Reminder, High Beam On, Engine Oil Pressure Low, Engine Temp High, Service Power Steering and Service Engine.

- LCD Display: Speedo, Engine Temp, Engine RPM, Voltage, Trip and Hour Meter, Tachometer, Fuel Level, Clock, Drive Mode, Odometer, Service Reminder and Gear Position.

Cargo Box and Frame

- Composite Cargo Box with Cylinder Lift Assist
- Quick Latch Tailgate with single latch
- Integrated Box Accessory System
- Rear Receiver Hitch - 2 in.
- Full Chassis Skid Plates
- ROPS (Roller Over Protective Structure)

Warranty, 1 year/1,000 hours

Tire, Turf - Front 25x9-12	6989065	1	\$110.87	\$110.87
Tire, Turf - Rear 25x11-12	6989066	1	\$116.15	\$116.15
Light, Strobe	7364087	1	\$498.72	\$498.72
Doors, Clear Poly Front	7360053	1	\$2,186.69	\$2,186.69
Windshield, Poly	7343030	1	\$462.50	\$462.50
Roof, Sport	7340670	1	\$385.98	\$385.98
Heater Deluxe Kit	7368504	1	\$982.99	\$982.99
Electrical, Power Cargo Box Lift	7360318	1	\$649.66	\$649.66

Total of Items Quoted	\$18,846.68
Freight Charges	\$735.00
Dealer Assembly Charges	\$718.75
Trade-in Kubota RTV1100 S/N A5KC1HDAAAG026426	(\$3,500.00)
Quote Total - US dollars	\$17,000.43

Notes:

**Prices per the Sourcewell Contract -040319-CEC*
**Terms Net 30 Days. Credit cards accepted.*
**FOB Origin within the 48 Contiguous States.*
**Delivery: 60 to 90 days from ARO.*

****State Sales Taxes apply. Must include a Tax Exempt Certificate with order placed.***

**TID# 38-0425350*

****Orders Must be Placed With: Clark Equipment dba Bobcat Company, Govt Sales, 250 E Beaton Drive, West Fargo, ND 58078.***

ORDER ACCEPTED BY:

SIGNATURE

DATED

PRINT NAME AND TITLE

PURCHASE ORDER #

SHIP TO ADDRESS: _____

BILL TO ADDRESS (if different than Ship To): _____



Resolution of The

Town Council of The Town of Chesapeake Beach in Support in a Temporary Moratorium

WHEREAS: The Town Council of The Town of Chesapeake Beach is responsible for matters relating to the orderly growth of the Town of Chesapeake Beach.” Town of Chesapeake Beach, MD Code (hereinafter Code) § 290-31(A) Purpose; and

WHEREAS: The Planning Commission “shall prepare and recommend a Comprehensive Plan for the Town of Chesapeake Beach, and review and update said plan at least once every six years.” Code § 290-31(A)(1); and

WHEREAS: The Town’s Comprehensive Plan 2010 Update was adopted on January 20, 2011 and must be reviewed every 10 years. Md. LAND USE Code Ann. § 3-303(a) Required review; and

WHEREAS: Adoption of zoning laws, planned development ordinances and regulations, subdivision ordinances and regulations and other land use ordinances and regulations shall be consistent with the Comprehensive Plan. Md. LAND USE Code Ann. § 3-303(b) Implementation. review; and

WHEREAS: The Planning Commission began the process of updating the Comprehensive Plan by holding Town Workshops on September 12 and 18, 2018, during which five themes emerged, one of which is “Preserving and Enhancing our Small-Town Charm.”
https://www.chesapeakebeachmd.gov/sites/g/files/vyhlf4261/f/uploads/vision_2040.pdf ; and

WHEREAS: The direction provided by the workshops, and subsequent work on the update to the Comprehensive Plan, require a rewrite of the previous, Comprehensive Plan 2010 Update; and

WHEREAS: While updating and rewriting the Town Comprehensive Plan, the Planning Commission must also complete its routine workload; and

WHEREAS: The Planning Commission recently recognized a need for near-term interim actions to mitigate against the time necessary to address the challenges of incorporating the express desires of the public into the next Comprehensive Plan update:

(A) At the September 23, 2020 meeting on the Land Use section of the Comprehensive Plan update, there was extensive discussion of actions necessary to preserve small-town charm including limiting building heights, reducing density, and designation of resource conservation areas.

(B) The November 12, 2020 agenda included “discussion on zoning & height limits.”

(C) The December 2, 2020 Comprehensive Plan work session included a lengthy discussion of building heights in the Town Center and Maritime Mix Use areas, and types of family structures to be allowed in residential zoning districts.

WHEREAS: The Planning Commission, after extensive study and deliberation in open meetings and work sessions, anticipates that it will recommend a revised Comprehensive Plan and implementing ordinances that will address the significant foreseeable challenges the community is and will face, including among others:

- (A) Rising groundwater tables, storm damage potential, increases in the projected depth and extent of flooding and storm surge, and the threat to public and private infrastructure and buildings related to rising water levels in the Chesapeake Bay,
- (B) The instability and potential erodibility of steep slopes, shorelines, and lands “made” through the historic reclamation of marshes and the irreparable loss of scenic natural beauty caused by the clearing of forests and poorly planned development,
- (C) Proposals for construction of large and tall buildings that would degrade the Town’s scenic vistas and the view of the water which are vital to the aesthetic and cultural values of Chesapeake Beach and antithetical to the public’s desire to “Preserve and Enhance our Small-Town Charm.”,
- (D) The paucity of vacant or undeveloped property to address the existing deficit in neighborhood park space,
- (E) The adoption of new standards to guide the design of future buildings and building sites into ways that preserve the character of the Town;
- (F) The safety and convenience of walking in Town generally and along MD Route 260, within the areas zoned for commercial development where the calming of traffic speeds is insufficient, and the quality of the pedestrian environment is poor; and
- (G) The exponentially increasing popularity of the North Beach Farmers Market and Beach Boardwalk over the past 10 years adding traffic along MD Rt. 260 and MD Rt. 261.
- (H) Recent high intensity development at the Rod-n-Reel site with traffic implication that have not yet been assessed and cannot be accurately assessed due to the COVID-19 Pandemic.
- (I) Recent completion of and ongoing development of large-scale residential neighborhoods over the past 10 years with traffic implications that have not yet been assessed and cannot be accurately assessed due the COVID-19 Pandemic.

WHEREAS: In order to address the aforementioned challenges and others, the Planning Commission’s emerging recommendations and policies, are departing in significant ways from the currently adopted plan and Zoning Ordinance, including in the areas of land use, development intensity, the height of buildings, and the protection of environmental resources; and

WHEREAS: The Planning and Zoning Commission endeavors to have a draft of the revised Comprehensive Plan ready for public review in 2021, and a public hearing and approval by the Town Council, Calvert County and the State of Maryland in 2022, and public input currently continues regarding the Comprehensive Plan review; and

WHEREAS: The Planning and Zoning Commission also has the authority under the Town Code, Chapter 290 (Zoning Ordinance) and Chapter 245 (Subdivision of Land), to review and take action to approve or deny development site plans and subdivision plats respectively; and

WHEREAS: On January 29, 2021, the Town received, in one delivery, applications for four separate major development site plans and one major subdivision plat, and the Planning Commission has determined upon advice of the Zoning Administrator that such an unprecedented project submittal imposes an administrative burden on the Planning Commission which would either forestall the timely

completion of the Comprehensive Plan and any implementing ordinances, or foreclose the opportunity for the public participation and deliberation on the draft plan the Commission believes is in the public interest as well as additional burden of public resources in the review of applications that will be the subject of development changes that are presently unknown; and

WHEREAS: In light of the aforementioned challenges and informed by the aforementioned deliberations, the Planning Commission believes (1) such development proposals and other major projects could prove to be poorly planned and harmful to community health, safety and wellbeing, (2) the challenges the Town is seeking to address could be compounded by major development projects that are not in tune with the new Comprehensive Plan or compliant with forthcoming ordinances and guidelines, and (3) intensive development within the Town’s coastal areas, or on forested land or hillsides, can worsen risks and foreclose opportunities to reasonably manage private development and program essential public infrastructure; and

WHEREAS: The Planning Commission has determined that it is in the public interest to preserve the status quo in further application reviews until the new Comprehensive Plan and implementing ordinances are completed, transmitted to the Mayor and Council, and then adopted;

THEREFORE, BE IT RESOLVED THAT:

The Town Council of The Town of Chesapeake Beach adopts this temporary moratorium on the review of all currently filed development applications as well as the filing of any new applications during the existence of this moratorium. This moratorium is expected to last for twelve (12) months from the date of the adoption. All time periods for any development project are hereby stayed until this moratorium is terminated by the Planning Commission and Town Council for any currently filed or future applications unless otherwise stated herein. This moratorium does not apply to Category 2 applications. This Resolution may be amended in the best interest of the Town and public. This Resolution and moratorium does not apply to certain properties and development activities that are of record (Grandfathered) prior to the date of adoption of this moratorium (as defined in Code §245-7 and §245-6, respectively), and any project currently in the development approval system which has received development plan and/or plat approval from the Commission.

This moratorium does not apply to reviews, revisions and approvals that do not require Planning Commission consideration but are of such minor and routine nature that, under the Code, can be approved by the Town Zoning Administrator. Neither should the moratorium restrict the Planning Commission from initiating work related to its assigned responsibilities under the Town Code.

The above recitals are hereby adopted by reference into this resolution.

Approved on _____

Patrick J. Mahoney, Mayor

Valerie L. Beaudin, Councilwoman

Derek J. Favret, Councilman

Lawrence P. Jaworski, Councilman

Keith L. Pardieck, Councilman

L. Charles Fink, Councilman

Gregory J. Morris



RESOLUTION R-20-3

A RESOLUTION OF THE CHESAPEAKE BEACH TOWN COUNCIL IMPOSING TEMPORARY CAPACITY RESTRICTIONS FOR THE CHESAPEAKE BEACH WATER PARK AND BAYFRONT PARK.

WHEREAS, as a result of COVID-19 and the associated Orders issued by Governor Hogan, the Water Park and Bayfront Park can open with a limited capacity; and

WHEREAS, the Water Park and Bayfront Park receive substantial funding for its operation by the Town of Chesapeake Beach; and

WHEREAS, the Chesapeake Beach Town Council believes that while the limited capacity Order is still in effect, that the priority of the usage of the Chesapeake Beach Water Park should go to the Chesapeake Beach Town residents and Calvert County residents and their guests **only** AND the Bayfront Park limited to **only** Chesapeake Beach Town residents and their guests on a temporary basis until the capacity is increased by future Orders of the Governor.

NOW THEREFORE BE IT RESOLVED, on this 18th day of June 2020, by the Town Council of Chesapeake Beach, that during the limited capacity Order by Governor Hogan that the Water Park usage be limited to Chesapeake Beach Town residents and Calvert County residents only, and their guests, AND Bayfront Park usage limited to only Chesapeake Beach Town residents and their guests. Upon the capacity Order being lifted, then this Resolution shall automatically be withdrawn and terminated.



TOWN OF CHESAPEAKE BEACH

DocuSigned by:

Patrick J. Mahoney

D74F6B3A061F40C...

Patrick J. Mahoney, Mayor

DocuSigned by:

Valerie L. Beaudin

EDCEBG50028B461...

Valerie L. Beaudin, Councilwoman

DocuSigned by:

Derek J. Favret

0B3CA9130300464...

Derek J. Favret, Councilman

DocuSigned by:

Lawrence P. Jaworski

E1E08BF4515642C...

Lawrence P. Jaworski, Councilman

DocuSigned by:

L. Charles Fink

A786587FE7D642E...

L. Charles Fink, Councilman

DocuSigned by:

Gregory J. Morris

8498AA1CC08F4EF...

Gregory J. Morris, Councilman

DocuSigned by:

Keith L. Pardieck

E12DC3F8C03142D...

Keith L. Pardieck, Councilman



To: The Honorable Mayor and Town Council

From: Holly Wahl, Town Administrator

Subject: **FULL CASINO LICENSES OR SPORTS BETTING LICENSES**

Date: March 5, 2021

BACKGROUND:

During the 2020 Town election (2) two ballot questions were asked of citizens to seek public opinion on expanded gambling in Chesapeake Beach.

Question #1: Do you support the State of Maryland awarding full casino gambling licenses (table gaming, casino slots, etc.) to venue(s) in Chesapeake Beach? Yes or No

Question #2: Do you support the State of Maryland awarding sports betting licenses (ie: sports betting, off track racing, etc.) to venue(s) in Chesapeake Beach? Yes or No

RESULTS:

Votes for Ballot Questions					Winner
Question 1. ... full casino gambling licenses (table gaming, casino slots, etc.) ...					
No	493	490	2	985	★
Yes	180	104	3	287	
Question 2. ... sports betting licenses (i.e. sports betting, off-track racing, etc.) ...					
No	452	449	2	903	★
Yes	221	145	3	369	

Question #1: 77% voted No
23% voted Yes

Question #2: 71% vote No
29% voted Yes

RECOMMENDATION:

It is recommended that Town Council consider the draft ordinance to prohibit full casino gambling licenses and / or sports betting licenses within the Town of Chesapeake Beach.

AN ORDINANCE
OF THE TOWN COUNCIL OF CHESAPEAKE BEACH, MARYLAND,
PROHIBITING FULL CASINO LICENSES OR SPORTS BETTING LICENSES.

WHEREAS, Chesapeake Beach, Maryland (the “Town”) is a municipal corporation of the State of Maryland, organized and operating under a Charter adopted in 1963, in accordance with Article XI-E of the Constitution of Maryland and the Local Government Article of the Annotated Code of Maryland; and

WHEREAS, at the Town election of November 4, 2020, two Ballot Questions were put to the voters regarding the possible establishment of full casino gambling and / or sport betting licenses.

WHEREAS, as a result of the vote, the voters rejected both of these proposals.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF CHESAPEAKE BEACH THAT:

SECTION 1: At election of the Town of Chesapeake Beach dated November 4, 2020, two Ballot Questions were put to the voters, namely:

Question 1: Do you support State of Maryland awarding full casino gambling licenses (table gaming, casino slots, etc.) to venue(s) in Chesapeake Beach?

And

Question 2: Do you support State of Maryland awarding sports betting licenses (i.e. sports betting, off-track racing, etc.) to venue(s) in Chesapeake Beach?

SECTION 2: Both of these questions were voted by the voters in the negative in the election.

SECTION 3: Therefore, the Town Council, to abide by the intentions of the voters hereby passes this Ordinance to prohibit full casino gambling licenses and / or sports betting licenses within the Town of Chesapeake Beach.

CHESAPEAKE BEACH, MARYLAND

Patrick J. Mahoney, Mayor

Valerie L. Beaudin, Councilwoman

Derek J. Favret, Councilman

L. Charles Fink, Councilman

Lawrence P. Jaworski, Councilman

Gregory J. Morris, Councilman

Keith L. Pardieck, Councilman



To: The Honorable Mayor and Town Council
Subject: Master Walkability Plan

From: Holly Wahl, Town Administrator

Date: March 5, 2021

BACKGROUND:

The Town Council awarded a contract to RK&K in July of 2019 for sidewalk conceptual designing.

The Master Plan Document scope, included:

- A. Extending or connecting pedestrian walkways to provide access to all town residents
- B. Extending or connecting existing boardwalks and trails, creating new access points
- C. Identifying opportunities to create a circuit of wayfaring pathways to connect nature, recreation and commercial points-of-interest within town limits
- D. Extending or creating a series of interconnecting nature trails
- E. Addressing Advisory Group goals as outlined

Provide cost effective designs to:

- A. Develop a strategy to identify and achieve Federal, State and County permitting needs for environmentally sensitive areas and outline obstacles for achieving these permits or grant funding.
- B. Allow for pursuit of a reasonable project that would allow the Town to obtain construction funding or grant funding.
- C. Allow for effective visual and conceptual presentations to town officials and members of the public
- D. Include pros/cons for each conceptual design. Also include a cost benefit analysis for each.
- E. Design, construction and permitting issues for each conceptual design.

FINALIZED PLAN:

The Town's Walkability Community Advisory Group has worked through several drafts, requested further clarification and edits resulting in a finalized Master Plan.

The finalized plan is accessible via the link below:

https://townofchesapeakebeach-my.sharepoint.com/:f:/g/personal/hwahl_chesapeakebeachmd_gov/EhO-vTy7Av9ItnvgKHQXfd8BX7wTUaw7xE3PM1ndQJ7jgQ?e=P9Vg9R

RECOMMENDATION:

It is requested that Town Council consider adopting the finalized Master Plan to provide guidance to the Town as it relates to safe pedestrian access throughout Town.

Resolution R-21-2
Resolution of the Town Council of Chesapeake Beach
Recognizing the RK&K Master Walkability Plan

WHEREAS, the Mayor and Town Council recognize the RK&K Master Walkability Plan, delivered to the Town on February 25, 2021, and feel that it presents projects we would like to see realized.

IT IS HEREBY RESOLVED:

That this study should be used to provide guidance, wherever possible, in decisions relevant to town infrastructure, traffic, biking and walking, and green space.

Patrick J. Mahoney, Mayor

Valerie L. Beaudin, Councilwoman

Lawrence P. Jaworski, Councilman

Derek J. Favret, Councilman

Gregory J. Morris, Councilman

L. Charles Fink, Councilman

Keith L. Pardieck, Councilman

GENERAL FUND

FY 2019

FY 2020

FY 2021

FY 2022

Actual

Budgeted

Actual

Budgeted

Actual as of
12/31/20

Budgeted

Proposed

DEFINITIONS

REVENUE

Local Sources

100-410000 · Real Estate Taxes	2,683,722	2,625,147	2,708,664	2,686,535	1,844,778	2,684,296	2,719,849	Budget created using the real property base multiplied by .3233
100-410100 · Admission & Amusement Tax	1,596,499	1,019,550	1,618,132	1,200,000	550,184	1,441,654	1,314,340	.005% of Bingo and coin operated in CB. 2.5% of revenue collected in CC
100-XXXXXX · State A&A Tax Distributions							300,000	Tax distribution from the State
100-410115 · Hotel Tax	100,839	90,000	86,810	90,000	49,184	100,000	80,000	County provides any tax collected in Chesapeake Beach
100-410120 · Operating Property Tax	55,900	49,200	55,846	55,000	0	55,846	61,536	SDAT sends assessable base and the Town bills BG&E and Verizon
100-410125 · Penalties & Interest	10,811	2,500	13,688	3,000	1,573	3,000	3,000	Citizen charges from paying taxes late to the County
100-410135 · Traders License - County	2,878	1,200	2,350	600	339	600	860	County issues and sends those funds to the Town
100-410140 · Zoning Permits & Site Plans	10,505	6,000	22,635	7,000	35,230	19,000	50,000	Permit and Site plan fees
100-410145 · Interest on savings & investment	155,662	30,000	115,997	100,000	5,194	120,000	15,000	Interest received from the investment accounts
100-410160 · Bayfront Park Admissions	76,233	50,000	55,964	50,000	0	50,000	0	Fees received from Bayfront Park
100-410165 · Tower Site Rental	109,269	95,000	115,516	100,000	54,230	110,000	110,000	Tower rental received from AT&T, Verizon and Tmobile
100-410170 · Cable Franchise Fee	109,186	80,000	111,853	95,000	56,451	100,000	110,000	Town receives a franchise fee from Comcast quarterly.
100-410175 · Speed Camera & Other Fines	31,675	60,000	73,281	60,000	62,560	50,000	100,000	Income and fines from the Speed Cameras in Town
100-XXXXXX · Ramp Fees	4,955		6,792		6,840		10,000	Fees from Boat ramps
100-410230 · Miscellaneous Income	2,969	0	8,875	0	6	5,000	5,000	Miscellaneous fees such as the dog license fee
Total Local Sources	4,951,102	4,110,597	4,996,403	4,447,135	2,666,571	4,742,396	4,879,585	

Federal, State, & County Sources

100-420100 · State income taxes	1,086,028	800,000	1,094,522	840,000	475,406	1,000,000	1,200,000	Income taxes received from the County
100-420105 · Highway User Revenues	277,832	259,370	269,510	344,873	104,892	363,112	338,013	Annual Grant from HUD
100-420110 · State Aid Police Protection	42,830	47,418	57,874	47,418	27,581	57,864	56,608	Annual Grant from GOCPP
Total Federal, State, & County Sources	1,406,690	1,106,788	1,423,806	1,236,291	607,879	1,423,776	1,594,621	

Other Income

100-432200 Miscellaneous Grants	112,587	235,000	354,195	200,000		50,000	190,000	Miscellaneous Grants
Total Other Income	112,587	235,000	354,195	200,000	200	50,000	190,000	

TOTAL REVENUE

6,471,709

6,714,785

6,774,604

5,883,426

3,274,650

6,216,172

6,664,206

GENERAL FUND	FY 2019		FY 2020		FY 2021		FY 2022	DEFINITIONS
	Actual	Budgeted	Actual	Budgeted	Actual as of 12/31/20	Budgeted	Proposed	
EXPENSES								
GENERAL GOVERNMENT								
Salaries, Wages, Payr Tx, Bene								
100-6000-602000 · Salaries - Office	459,232	459,294	480,603	486,511	236,104	508,204	523,450	Salaries for Town Hall Staff
100-6000-602050 · Fica Expense	36,938	35,580	37,408	37,479	18,608	42,597	43,875	Payroll Taxes
100-6000-602100 · Medical and Life Insurance	94,691	91,514	108,171	108,215	62,883	122,639	151,000	Town Hall Staff Medical&Life as well as FSA
100-6000-602300 · Retirement	70,480	82,421	83,172	75,452	39,674	86,481	94,485	Town Hall Staff Retirement Fund
100-6000-602400 · Continuing Education	15,435	20,000	2,659	10,000	212	20,000	20,000	Training, Conferences, Certifications, Courses
Total Salaries, Wages, Payr Tx, Bene	676,776	688,809	712,013	717,657	357,480	779,921	832,810	
Contracted Services								
100-6000-620400 · Audit	28,550	31,420	26,975	34,562	23,000	35,068	26,000	Charges from our auditing company that performs the annual audit
100-6000-620600 · Legal Counsel	88,587	100,000	70,157	66,000	15,295	66,000	80,000	Charges from law firms that perform services for the Town
100-6000-620800 · SDAT Fees	11,558	11,558	8,669	11,558	2,890	11,558	11,558	State Department of Taxation Fees
100-6000-621100 · Annual Software Agr	37,339	37,835	58,890	88,592	17,410	45,000	45,000	Accounting Software, Meter Reading Software, and other subscriptions
100-6000-621200 · Planning & Zoning	89,266	100,000	74,973	70,000	28,048	90,000	90,000	Consulting or other expenses for the Town's Planning and Zoning
100-6000-621400 · Engineering	113,619	150,000	30,759	80,000	47,857	80,000	100,000	Surveying, planning&consulting for engineering work in the Town
100-6000-621600 · IT Support	22,972	25,000	29,647	25,000	9,370	30,000	30,000	Software, technical support, and server set up/maintenance
100-6000-622500 · T.H. Building Maintenance	49,993	50,000	6,718	40,000	5,655	40,000	30,000	General maintenance and inspections on the Town Hall building
100-6000-623300 · Newsletter	7,614	15,000	6,458	12,000	4,524	10,000	10,000	Annual newsletter printing and design/Informative post cards
100-6000-623400 · Library RENT Grant	34,639	40,306	38,108	41,112	19,339	43,168	45,627	Monthly rent for Twin Beaches Library
100-6000-623900 · Professional Fees	5,631	6,000	3,961	6,000	3,925	11,000	11,000	Service charges, bank charges and annual fees
100-6000-624500 · Web Maintenance	9,376	10,000	6,607	10,000	1,082	5,000	5,000	The Town's website software usage and maintenance
100-6000-624700 · Document Imaging	3,283	5,500	2,819	5,500	0	4,000	4,000	Service for backing up the Town's important documents for retention
Total Contracted Services	502,426	583,119	364,741	490,324	178,395	470,794	488,185	

GENERAL FUND	FY 2019		FY 2020		FY 2021		FY 2022	
	Actual	Budgeted	Actual	Budgeted	Actual as of 12/31/20	Budgeted	Proposed	DEFINITIONS
Other Charges								
100-6000-631210 · Legislative Education / Travel	9,213	29,000	8,972	29,500	(2,713)	29,500	20,000	Training, Certifications, or travel for the Mayor and Town Council
100-6000-631220 · Dues & Subscriptions	8,817	10,000	9,238	10,000	8,907	12,000	18,000	Membership dues and subscriptions to leagues, associations, etc.
100-6000-631300 · Grants to Local Orgs	31,250	37,500	18,950	27,500	14,000	17,500	17,500	Grants to local organizations
100-6000-XXXXXX · Senator M. Miller Scholarship Fund							5,000	Scholarship fund set up based on agreed to specific criteria
100-6000-632000 · Miscellaneous Expense	1,572	5,000	0	0	1,111	5,000	5,000	Expenses that do not technically fall under any expense category
100-6000-632300 · Office Expense	52,672	62,000	56,701	57,000	40,280	57,000	60,000	Office supplies, marketing, services like Microsoft and postage
100-6000-634101 · Council Compensation	18,426	18,000	17,350	18,000	8,980	18,000	18,000	Town Council Salary
100-6000-634102 · Mayor Compensation	18,138	18,000	18,000	18,000	9,554	18,000	18,000	Mayor Salary
100-6000-634500 · Town Hall Telephone	7,775	18,000	8,380	18,000	3,557	15,150	15,150	Mobile phones services for the Town
100-6000-635000 · Town Hall Utilities	18,402	28,000	20,200	25,000	11,237	20,000	22,000	Electricity, internet, water, voicemail, etc.
100-6000-636101 · Special Events	124,541	132,750	79,176	140,000	7,387	140,000	128,100	Marketing, supplies, calendars, decorations, etc. for general events
100-6000-636201 · Economic Development Expenses	34,763	38,000	17,883	44,000	3,440	44,000	44,000	Bringing value to the community (special advertising, calendars, etc.)
100-6000-637010 · Opioid Awareness Committee	1,357	3,000	1,392	3,000	900	3,000	3,000	Supplies and tools for the Opioid Awareness Committee
100-6000-637020 · Green Team	2,186	3,000	0	3,000	2,360	7,000	7,000	Supplies and tools for the Green Team
100-6000-637030- Rental Inspection Services					9,277	10,000	20,000	Property inspections for rentals
100-6000-780000 · Insurance	12,100	50,000	33,719	52,500	69,563	63,626	75,000	General insurance policies, treasurer's bond renewal
100-6450-602050- FICA	0	0	0	0	2,150	0	3,000	Payroll Taxes
100-XXXXXX- Recreational Reserve Fund							100,000	Reserve Fund
Total Other Charges	341,226	461,004	290,245	448,254	205,809	468,530	578,750	
Total GENERAL GOVERNMENT	1,520,428	1,732,932	1,366,999	1,656,235	741,685	1,719,245	1,899,745	
PUBLIC SAFETY								
100-6450-645500 · Police - Deputy in Residence	1,017,420	1,020,860	775,477	1,051,463	540,535	1,229,551	1,338,609	Services of our Resident Deputy on a quarterly basis
100-6450-646000 · Bayfront Park and Town Beautification	60,082	60,082	41,390	55,000	29,919	60,500	60,500	Bayfront Park general expenses
100-6450-646500 · North Beach VFD Cap Exp	50,000	50,000	50,000	50,000	0	50,000	50,000	Grant made to North Beach Volunteer Fire Dept
Total PUBLIC SAFETY	1,128,570	1,132,622	866,867	1,156,463	570,453	1,340,051	1,449,109	

GENERAL FUND	FY 2019		FY 2020		FY 2021		FY 2022	
	Actual	Budgeted	Actual	Budgeted	Actual as of 12/31/20	Budgeted	Proposed	DEFINITIONS
PUBLIC WKS								
Salaries and Benefits								
100-6500-602000 · P.W. - Salaries	403,932	418,332	432,551	435,153	208,254	454,844	468,489	Salaries for the Public Works Staff
100-XXXXXX · Recreational Operations - Salaries							100,000	Salaries for the Recreational Ops Staff
100-6500-602050 · P.W. - Fica Expense	29,418	32,002	31,934	33,145	15,558	39,905	41,102	Payroll Taxes
100-6500-602100 · P.W. - Medical & Life Ins.	99,940	141,788	119,698	120,288	59,873	143,641	147,950	Public Works Staff Medical&Life as well as FSA
100-6500-602300 · P.W. - Retirement Plan	45,521	67,822	52,497	53,515	26,306	54,303	74,000	Public Works Staff Retirement Contributions
100-6500-602400 · P.W. - Continuing Education	4,359	7,500	3,199	7,500	450	7,500	5,000	Training, Conferences, Certifications, Courses, etc.
Total Salaries and Benefits	583,170	667,444	639,879	649,601	310,441	700,193	836,541	
Supplies (Public Works)								
100-6500-665200 · Gasoline/Tolls	19,399	20,010	20,696	22,500	7,809	24,750	24,750	Fuel for Public works vehicles and machinery
100-6500-665400 · Equipment Repair & Maint	32,424	35,000	20,105	35,000	15,429	35,000	30,000	Repairs and maintenance for PW equipment
100-6500-665600 · Supplies	11,639	15,000	8,534	15,000	8,264	15,000	15,000	PW general office and operational supplies
Total Supplies (Public Works)	63,462	70,010	49,335	72,500	31,501	74,750	69,750	
Contracted Services								
100-6500-672000 · Holiday Lights - Maint.	77,043	85,000	79,999	93,204	60,287	93,204	90,000	Christmas lights labor, supplies, maintenance, and removal
100-6500-673000 · Road Repairs & Maintenance	13,911	20,000	19,030	20,000	0	20,000	20,000	Supplies&tools used for repairs and maintenance to the Town's roads
100-6500-674000 · Trash Removal Service	307,004	375,000	291,009	400,000	315,000	550,000	550,000	Trash removal services for the Town
100-6500-675000 · Recycle Bins			9,856	10,000	0	10,000	10,000	Recycling bins for the Town
Total Contracted Services	397,958	480,000	399,894	523,204	375,287	673,204	670,000	
Other Charges (P.W.)								
100-6500-684300 · CBOCS Oyster Program	3,556	5,800	5,398	5,400	47	6,900	6,900	Supplies, tools, and marketing for the CBOCS Oyster Program
100-6500-684900 · Miscellaneous	665	2,000	1,162	2,000	319	2,000	2,000	Fees, taxes that do not categorize under another expense item
100-6500-685200 · Property Maintenance	74,927	85,000	44,089	45,000	23,116	45,000	65,000	Supplies, tools, signs, contractors, and other expenses
100-6500-685220 · Landscape Maintenance	163,067	165,000	156,141	165,000	53,576	153,380	140,000	Landscaping, irrigation maintenance, water supply line maint./repair
100-6500-685240 · Tree Trimming and Removals	4,779	10,000	2,828	15,000	1,330	10,000	10,000	Supplies, tools, and contractors used in tree trimming and removal
100-6500-685500 · Recreation - Operations	49,596	70,000	60,483	70,000	8,907	70,000	175,000	General supplies. Includes \$100k for Grant expense paid upfront
100-6500-XXXXXX - Storm Drain Inspection & Maint.							20,000	Maintenance and Inspection charges from storm drains
100-6500-686000 · Snow & Ice Removal	39,011	40,000	2,883	40,000	0	40,000	40,000	Supplies and tools for snow and ice removal for the Town
100-6500-686500 · Street Lights	60,923	88,525	55,401	70,000	26,388	63,000	63,000	Electricity for the Town's street lights
100-6500-687000 · Telephone	6,839	7,200	5,847	9,000	4,333	8,100	9,000	Office and Mobile phones for the Public Works staff
100-6500-687500 · Utilities	3,843	4,000	3,582	4,000	3,720	6,000	8,000	Electricity, internet, water, voicemail, etc.
Total Other Charges (P.W.)	569,860	649,525	513,962	600,400	121,737	404,380	538,900	
Total PUBLIC WKS	1,614,449	1,866,979	1,603,070	1,845,705	838,967	1,852,527	2,115,191	

GENERAL FUND	FY 2019		FY 2020		FY 2021		FY 2022	DEFINITIONS
	Actual	Budgeted	Actual	Budgeted	Actual as of 12/31/20	Budgeted	Proposed	
Total General Fund Capital Expenditure	752,887	1,919,070	779,492	1,199,873	63,040	1,279,199	1,175,013	
DEBT SERVICE								
100-8000-807000 · DNR #7 Seawall \$25,150 (FY22)	25,150	25,150	25,150	25,150	25,150	25,150	25,150	Last Bond payment for DNR Seawall #7
Total 8000 · DEBT SERVICE	35,182	35,182	25,150	25,150	25,150	25,150	25,150	
TOTAL EXPENSES	5,051,513	6,686,785	4,641,575	5,883,426	2,239,293	6,216,172	6,664,206	
SURPLUS/DEFICIT	1,420,195	28,000	2,133,029	0	1,035,357	0	0	
Capital Expenditure Breakdown								
100-7100-719000 - Asphalt Overlay	16,837	259,370	384,062	344,873		363,112	338,013	
100-7100-721500 Sidewalks	120	305,000	53,487	50,000		350,000	400,000	
100-7100-XXXXXX Miller-Loveless Park at Kellams		15,000				100,000	100,000	
100-7100-XXXXXX - Paint interior of Town Hall		12,000				15,000	15,000	
100-7100-XXXXXX - Carpet Chambers		20,000				10,000	10,000	
100-7100-XXXXXX - Cable Modem Trail Cameras						20,000	20,000	
100-7100-XXXXXX - HVAC- Upgrades / Geo-thermal						60,000	120,000	
100-7100-XXXXXX - B Street Overlook						21,087	5,000	
100-7100-XXXXXX - Fix Old Roof and replace furnace							47,000	
100-7100-XXXXXX - Truck							45,000	
100- 7100 XXXXXX - New Building for PW							75,000	
Total Capital Expenditures	752,887	1,919,070	779,492	1,199,873	63,040	1,279,199	1,175,013	



CHESAPEAKE BEACH SCHEDULE OF FEES		
	FY21	FY22
PERMIT FEES		
Rental License Permit	\$ 250.00	\$ 250.00
Rental Inspection "No Access" Fee	\$ 79.00	\$ 79.00
Grading permit	\$ 100.00	\$ 100.00
Commercial building permit	\$ 150.00	\$ 150.00
Residential building permit	\$ 100.00	\$ 100.00
Misc. permit (fence, shed, deck, pool-under 150 sqft or less without electric)	\$ 50.00	\$ 50.00
Home occupation permit	\$ 100.00	\$ 100.00
After the fact permit fee	see Town code for fee structure	see Town code for fee structure
ZONING APPLICATION FEE		
A. Administrative Interpretation	\$ 380.00	\$ 380.00
B. Official zoning letter	\$ 125.00	\$ 125.00
C. Appeal of Administrative Decision/Interpretation to the Board of Appeals	\$ 500.00	\$ 500.00
D. Variance (for single-family accessory structure, such as decks and sheds	\$ 250.00	\$ 250.00
E. Property line adjustment	\$ 250.00	\$ 250.00
F. Zoning text amendment "by citizen petition"	\$ 1,200.00	\$ 1,200.00
G. Minor/ Administrative Revision(s) to Approved Site Plan-Category 1 Site Plan	\$ 300.00	\$ 300.00
H. Minor/ Administrative Revision(s) to Approved Site Plan-Category 2 Site Plan	\$ 75.00	\$ 75.00
I. Use & Occupancy Permit	\$ 50.00	\$ 50.00
SITE PLAN REVIEW		
<i>CATEGORY 1</i>		
Base application fee	\$ 250.00	\$ 250.00
Plus:		
New buildings with a gross floor area under 2,300 square feet	\$ 1,200.00	\$ 1,200.00
New building with a gross floor area of 2,300 square feet to 10,000 square feet	\$ 2,400.00	\$ 2,400.00
New building with a gross floor area of 10,000 square feet to 20,000 square feet	\$ 4,800.00	\$ 4,800.00
New building with a gross floor area of 20,000 square feet	\$ 7,200.00	\$ 7,200.00
Residential site plans with 10 or fewer units	\$ 2,400.00	\$ 2,400.00
Residential site plans with more than 10 units	\$ 4,800.00	\$ 4,800.00
<i>CATEGORY 2</i>		
Base application fee	\$ 360.00	\$ 360.00
<i>CRITICAL AREA SITE PLAN</i>		
Base application fee	\$ 600.00	\$ 600.00
New building with a gross floor area under 2300 square feet	\$ 1,200.00	\$ 1,200.00
New building with a gross floor area of 2,300 square feet to 10,000 square feet	\$ 2,400.00	\$ 2,400.00
New building with a gross floor area of 10,000 square feet to 20,000 square feet	\$ 4,800.00	\$ 4,800.00
New building with a gross floor area of 20,000 square feet	\$ 7,200.00	\$ 7,200.00
Residential site plans with 10 or fewer units	\$ 2,400.00	\$ 2,400.00
Residential site plans with more than 10 units	\$ 4,800.00	\$ 4,800.00
Public Works Agreements		
Public Works Agreement (water/sewer)	\$ 1,500.00	\$ 1,500.00
Public Works Agreement (all other including roads, storm drains etc.)	2% construction cost estimate	2% construction cost estimate
APPLICATION OF EXTENSION OF APPROVED SITE PLAN		
Extension of approved Category 1 site plan	\$ 450.00	\$ 450.00
Extension of approved Category 2 site plan	\$ 100.00	\$ 100.00
PUBLIC BOAT RAMP FEES		
Season Pass		
Season Pass fee Chesapeake Beach municipal residents	\$ -	\$ 75.00
Season Pass fee State of MD residents	\$ 150.00	\$ 75.00
Season Pass fee out of State of MD residents	\$ 150.00	\$ 100.00
In/Out Ramp Fee		
In / Out ramp fee Chesapeake Beach municipal residents	\$ -	\$ 7.50
One way ramp fee Chesapeake Beach municipal residents	\$ -	\$ 3.75
In/ Out ramp fee State of MD residents	\$ 10.00	\$ 7.50
One way ramp fee State of MD residents	\$ 5.00	\$ 3.75
In / Out ramp fee out of State of MD residents	\$ 10.00	\$ 10.00
One way ramp fee out of State of MD residents	\$ 5.00	\$ 5.00
Parking		
Public parking of boat trailer while launched	\$ -	\$ -
CODE ENFORCEMENT		
Administrative fee (previously a percentage, now recommending a flat fee)	\$ 50.00	\$ 50.00
Town Recycle Bins		
Recycle bin replacements	\$ 30.00	\$ 45.00
TRIBUTE		
Veterans' memorial brick	\$ 100.00	\$ 100.00
PUBLIC RECORDS		
Copies		\$ -
Fee for each copy made by photocopying machine within Town Hall	\$ 0.25	\$ 0.25
Fee for each copy made otherwise shall be based on actual cost of reproduction		\$ -
Certification of copies	\$1/page	\$1/page
<i>Minimum fee. No charge will be made if the total fee is less than \$1</i>		
Fees are based upon the persons needed to perform the activities, and the rates for such persons are per hour:		
Town Hall staff and the custodian or the custodian's designees	\$ 25.00	\$ 25.00
Zoning Administrator	\$ 100.00	\$ 100.00
Town Attorney	\$ 200.00	\$ 200.00
Town Engineer	\$ 100.00	\$ 100.00

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

Income

200-410145 · Interest Income	1,790	240	1,366	1,000	67	1,000	125	Interest from savings account
200-430135 · Prior Year Reserves	0	95,152	0	81,067	0	88,435	91,769	Includes savings as well as checking account
200-435100 · Critical Area Grant	4,000	4,000	0	1,900	0	1,900	1,900	Grant

Total Income

Expense

200-6400-632800 · Bank Service Charges	40	240	20	250	20	250	125	Bank charges
--	----	-----	----	-----	----	-----	-----	--------------

Total Expense

Net Income

Prior Year Mitigation Fund Balance	87,883		89,833		91,723		
---	--------	--	--------	--	--------	--	--

Mitigation Fund Balance	89,833		91,723		91,769		
--------------------------------	--------	--	--------	--	--------	--	--

TREATMENT PLANT FUND	FY 2019		FY 2020		FY 2021		FY 2022
	Actual	Budget	Actual	Budget	Actual as of 12/31/20	Budget	Proposed

DEFINITIONS	
-------------	--

INCOME

Fixed Income

300-430010 · Anne Arundel Fixed-10.44%	85,785	95,182	88,798	116,294	57,932	127,060	120,038	Billed fixed cost to partner
300-430020 · Calvert County - Fixed - 21.81%	179,211	198,842	185,505	242,947	121,025	245,354	250,769	Billed fixed cost to partner
300-430030 · Chesapeake Beach -Fixed -49.66%	408,052	452,752	422,384	553,177	275,565	558,657	570,985	Billed fixed cost to partner
300-430040 · North Beach - Fixed - 18.09%	148,644	164,927	153,865	201,509	77,613	203,506	207,997	Billed fixed cost to partner
Total Fixed Income	821,691	911,703	850,552	1,113,927	532,135	1,134,577	1,149,788	

Variable Income

300-431010 · Anne Arundel - Variable - 12.05%	36,537	56,396	62,428	68,789	39,528	82,856	87,843	Billed variable cost to partner
300-431020 · Calvert County + NB - Variable - 35.98%	198,174	305,887	287,398	308,731	151,950	266,782	262,217	Billed variable cost to partners
300-431030 · Chesapeake Beach - Variable - 51.96%	162,881	250,717	215,223	227,480	155,978	325,905	378,663	Billed variable cost to partner
Total Variable Income	397,592	613,000	565,049	605,000	347,455	675,543	728,723	

Capital & Other Fixed Income

300-432010 · AA County Capital -10.44%	23,117	17,748	5,905	0	(225)	30,862	41,238	Billed capital costs to partner
300-432020 · Calvert County - Capital -21.81%	48,292	37,077	12,335	0	(471)	59,453	86,150	Billed capital costs to partner
300-432030 · Ches Beach - Capital -49.66%	109,959	84,422	28,087	0	(1,072)	135,372	196,157	Billed capital costs to partner
300-432040 · North Beach - Capital - 18.09%	40,056	30,753	10,231	0	(391)	49,313	71,456	Billed capital costs to partner
Total Capital & Other Fixed Income	221,423	170,000	56,558	0	(2,159)	275,000	395,000	

Total Revenue	1,460,358	1,694,703	1,472,160	1,718,927	877,431	2,085,120	2,273,511
----------------------	------------------	------------------	------------------	------------------	----------------	------------------	------------------

TREATMENT PLANT FUND	FY 2019		FY 2020		FY 2021		FY 2022	DEFINITIONS
	Actual	Budget	Actual	Budget	Actual as of 12/31/20	Budget	Proposed	
Expense								
Fixed Costs								
300-6975-601000 · Salaries and Wages	389,307	394,327	427,821	464,252	194,639	483,418	488,252	Salaires for Treatment Plant staff
300-6975-610500 · Plant Benefits	234,933	249,351	255,227	260,846	115,667	285,692	299,977	FICA, retirement, life & health insurance, FSA
300-6975-621000 · Administration - TCB	24,952	28,525	21,462	22,829	11,122	24,815	25,559	Allocation TH staff benefits and salaries for TP work
300-6975-621401 · Engineering & Professional Fees	5,938	6,000	5,148	6,000	14,436	25,000	30,000	Legal council and professional consulting
300-6975-621500 · Safety	8,144	10,000	9,965	10,000	5,064	20,000	10,000	Supplies and equipment for building and operational safety
300-6975-622000 · Telephone	3,488	6,000	2,515	6,000	1,260	6,000	6,000	Mobile phones for TP staff
300-6975-623000 · Lab Analysis & Supplies	57,576	61,000	54,261	61,000	26,080	70,000	70,000	Supplies & equipments needed for proper lab analysis
300-6975-626000 · Equipment Repair & Maintenance	58,365	65,000	58,640	65,000	32,001	70,000	70,000	Supplies, tools, and maintenance requirements for TP
300-6975-628000 · Equipment Purchases	57,421	65,000	60,890	65,000	21,662	75,000	75,000	Parts, supplies, and tools for general TP operation
300-6975-628500 · Office Expenses					8,794	25,000	25,000	General TP office supplies for TP Staff
300-6975-780000 · Insurance - Plant	25,000	25,000	45,139	28,000	44,833	49,652	50,000	Property insurance and general liability
Total Fixed Costs	866,367	911,703	941,068	988,927	475,557	1,134,577	1,149,788	
Variable Costs								
300-6975-684601 · Chemicals	99,613	175,000	106,983	165,000	131,835	150,000	150,000	Chemicals necessary for TP functionality and maintenance
300-6975-684701 · Landfill Tipping Fees	141,128	135,000	173,684	140,000	103,775	225,543	228,723	Removal of Sludge
300-6975-687501 · Utilities	214,820	300,000	320,255	300,000	152,786	300,000	350,000	Electricity, internet, water, voicemail, etc
Total Variable Costs	455,911	613,000	600,922	605,000	388,396	675,543	728,723	
Other Fixed Costs								
300-6975-801000 · Capital Projects	77,360	170,000	54,399	125,000	0	275,000	395,000	Capital Expenditures listed below
Total Other Fixed Costs	77,360	170,000	54,399	125,000	0	275,000	395,000	
Total Expense	1,399,638	1,694,703	1,596,389	1,718,927	863,953	2,085,120	2,273,511	
Surplus / Deficit	60,721	0	(124,229)	0	13,479	0	0	
Capital Expenditures								
Filter covers and installation							\$ 350,000	
Pump							\$ 25,000	
Security Upgrade							\$ 20,000	
FY22 Capital Expenditures							\$ 395,000	