



TOWN COUNCIL INFORMATIONAL WORK SESSION AGENDA

April 6, 2020

To participate in this meeting please join the virtual Town Hall meeting via <https://zoom.us/j/239039648> Meeting ID: **239 039 648**. To dial in only please call (929) 205 6099 and enter the Meeting ID: **239 039 648**.

I. Call to Order and roll call

II. Pledge of Allegiance

III. Work Session to discuss the following:

1. Public works Bobcat skid steer loader
2. Audit RFP
3. Rental Inspection RFP
4. Calvert County MOU – Highlands Sewer Connection
5. FY21 Budget Ordinance -Water Park Fund
6. FY21 Budget Ordinance -Utility Fund

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: Auditor RFP

From: Dale Clark, Treasurer

Date: March 31st, 2020

Background:

The Town of Chesapeake Beach released an RFP for a three (3) year contract with a one (1) year option to renew for our annual audit services as required by the State of Maryland. The RFP was posted on eMaryland Marketplace BID #BPM018193 and was sent to 65 vendors. This RFP was posted in print media and on the Town website.

A mandatory pre-bid was held on March 2nd with the following vendors in attendance:

- 1) Barbacane Thorton
- 2) CLA Connect
- 3) Citrin Cooperman
- 4) WCS
- 5) Murphy & Murphy

The Town conducted a electronic sealed proposal opening via eMaryland Marketplace.

Scope of Work:

The Town requested a bid for certified audited financials (CAFR) as well as for a single audit for each of the years in the requested contract. A single audit is not required unless the Town receives 750,000 or more in federal funding.

Minimum qualifications required that the offeror has provided audit services for a local or state government within the last five years

The engagement from the auditor is to be performed in accordance with generally accepted auditing standards (GAAS) and in accordance with Audit Guidelines of the State of Maryland. The statements are to be prepared in accordance with generally accepted accounting principles (GAAP).

The Auditor will prepare the Uniform Financial Report (UFR) prior to its submission to the State Department on Legislative Services which is a State requirement.



The auditor shall serve as a resource and be available for consultation on accounting and internal control issues throughout the fiscal year. The audit must be substantially complete on or before October 10 and draft statements must be available for the Town's review and comment by October 20.

Bid Proposal Breakdown:

	FY20	FY21	FY22	FY23	TOTAL
Barbacane Thornton					
CAFR	\$ 23,000.00	\$ 23,000.00	\$ 23,000.00	\$ 23,000.00	\$ 92,000.00
Single Audit	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 12,000.00
Total					\$ 104,000.00
CLA Connect					
CAFR	\$ 30,870.00	\$ 30,870.00	\$ 31,620.00	\$ 31,620.00	\$ 124,980.00
Single Audit	\$ 4,227.00	\$ 4,227.00	\$ 4,323.00	\$ 4,323.00	\$ 17,100.00
Total					\$ 142,080.00
Citrin Cooperman					
CAFR	\$ 25,920.00	\$ 27,050.00	\$ 21,180.00	\$ 29,310.00	\$ 103,460.00
Single Audit	\$ -	\$ -	\$ -	\$ -	\$ -
Total					\$ 103,460.00
WCS					
CAFR	\$ 25,000.00	\$ 26,270.00	\$ 26,695.00	\$ 27,365.00	\$ 105,330.00
Single Audit	\$ 600.00	\$ 6,835.00	\$ 7,295.00	\$ 7,610.00	\$ 22,340.00
					\$ 127,670.00
Murphy & Murphy					
CAFR	\$ 24,500.00	\$ 25,200.00	\$ 25,950.00	\$ 26,750.00	\$ 102,400.00
Single Audit	\$ 2,490.00	\$ 2,560.00	\$ 2,630.00	\$ 2,700.00	\$ 10,380.00
					\$ 112,780.00

Recommendation:

It is the recommendation that Town Council awards a contract to Barbacane Thornton for their all-inclusive annual cost of \$23,000 for the CAFR pricing and all-inclusive price of \$3,000 for a single audit (if needed). The recommended auditor was the lowest bid provider. They also only do audits for Government and Non-Profit organizations. The audit firm is available for consultation throughout the year. They also offer a strong communication plan during the audit as well as offer a free seminar to their clients.



To: The Honorable Mayor and Town Council
Subject: Rental Inspection Services

From: Holly Wahl, Town Administrator

Date: April 1, 2020

I. BACKGROUND:

The Town of Chesapeake Beach released an RFP for the Rental Inspection Services. The RFP was posted on eMaryland Marketplace Bid #BPM018329 and sent to 34 bidders within the classification code of the services sought. Town staff also sent the RFP directly to 5 inspection firms in the local area. The RFP was posted in print media as well as the Town website.

The Town held a mandatory pre-bid meeting on February 27th at 9:00 AM where three (3) inspection firms were represented. A bid amendment was issued on February 28th and sealed proposals were received by March 16th at 9:00 AM. Due to the Town Hall being closed during this time the proposals were not read out loud; however, results were posted on eMaryland Marketplace for bidders to view.

II. SCOPE OF WORK:

- Complete physical rental inspections of properties requesting a rental license in accordance with the Town's rental inspection checklist and application parameters;
- Town staff will coordinate the inspection date, time and access to the Property;
- Complete the Town inspection checklist and provide all fully completed paperwork with assessment to the Code Enforcement Officer with a recommendation identifying if the property meets the Town's livability standards;
- Conduct re-inspections as requested by the Code Enforcement Officer;

III. BID PROPOSAL SUMMARY:

One sealed proposal was received by American Property Consultants, Inc.

Item 1: Lump sum pricing per rental application	\$199.95
Item 2: Lump sum price per re-inspection	\$125.00
Item 3: Lump sum price per "No Access"	\$ 79.00

IV. RECOMMENDATION:

It is recommended that the Town Council initiate a contract with American Property Consultants, Inc. This firm conducts inspections for the US Department of Housing and Urban Development (HUD), the Housing Authority of Calvert County, Department of Housing and Community Development of Prince George's County and Alexandria Redevelopment and Housing Authority of Alexandria, VA. References for this firm have been checked by Connie O'Dell and references confirmed the firm's professionalism, responsiveness and knowledge of critical life safety matters related to housing. *Detailed references available at request.*



To: The Honorable Mayor and Town Council

From: Holly Wahl, Town Administrator

Subject: Intergovernmental Agreement to address the Highlands Sewer Connection

Date: March 6, 2020, updated April 1, 2020 *in italics under recommendation*

I. BACKGROUND:

The Town of Chesapeake Beach and the County Commissioners of Calvert County entered into a Interjurisdictional Agreement, dated May 29, 1990, regarding the ownership and management of the Chesapeake Beach Water Reclamation Plant, which provides that Chesapeake Beach holds title to the Plant in trust for the benefit of each of the Parties and that Chesapeake Beach is the Operator of the Plant and that the Plant shall be available to the Parties in perpetuity.

Per the Interjurisdictional Agreement, the County has access to 302,325 gallons a day of tap capacity. From January 2019 to January 2020 the average daily flow for Calvert County Government is reported as averaging 195,000 gallons a day.

The Highlands is a residential subdivision bisected by the municipal boundary of the Town of Chesapeake Beach, with 40 lots located in the Town and 193 located within the County, as in Exhibit "A".

II. SPECIAL TAX DISTRICT REQUEST:

The Board of Directors of the Highlands Homeowners Association petitioned the Board of County Commissioners to establish a Special Tax District for the Highlands Community for the purposes of providing public sewer connection in the Highlands community located in Chesapeake Beach, MD.

The County and Town reviewed the location requiring connection to public services and decided the most feasible option was to combine both County and Town residents into one project under the County run Special Tax District, for the following reasons:

1. Combining the project will result in a consistent timeline for services for residents;
2. From an engineering perspective it was most economical to combine the project;
3. The County plans to apply for MDE grant funding for the project;
4. The County currently services the Town residents with water services, which is the mechanism to bill for sewer services;



III. PROJECT DETAILS:

1. The Town's capital connection fee is higher than the County Capital connection fee; however, the Town's capital connection fee includes all costs whereas the County Capital connection fee is in addition to infrastructure costs.
2. If the County takes on this project, the County will bill for all water and sewer services for County residents and Town residents.
3. The County will bill the residents of the Highlands through a special tax district for all costs of the project to include; 100% of the Engineering costs, 100% of the construction costs, a County Admin fee, there is the potential for interest to be charged and the individual tap fee.
4. The County would install a separate line running to the County and Town of North Beach joint line running into the Chesapeake Beach WRTP.
5. The expected flow to bring the Highlands online is estimated to be 44,270 gallons a day of extra capacity to the WRTP, bringing the County's daily average flow to the plant to 239,270 gallons a day bringing the County to 80% of their allocated flow at the plant.

IV. AGREEMENT WITH THE COUNTY: Draft agreement provided by the County is attached as Exhibit "A".

- a) **The County has requested that the Town agree to a cover the flow of 40 Town resident connections. The County requested that the Town cover the variable costs for municipal residents.**

CONCERNS: There is no way for the Town to determine the true variable costs as the flow would run through the North Beach and Calvert County joint line into the WRTP plant. The Town has moved to flow based variable billing and this would complicate that process further. The cost of access to this Town owned capacity is \$720,000 to offset the infrastructure costs of the upgrade to the plant to be able accept such capacity.

- b) **The Town could transfer some of the flow capacity available to the Town to the County for the 40 municipal residents.**

CONCERNS: Under this option the County has proposed that this transfer take place at \$0 cost to the County; however, the County would collect their capital connection fee on the Town owned capacity from the municipal residents and these costs would not offset any of the project costs for the citizens. The value of this capacity to the Town is \$720,000.

V. RECOMMENDATION:

It is recommended that the Town Council determine a method to provide the County with the additional 7,600 gallons of daily flow capacity needed to connect the Chesapeake Beach residents to the WRTP. It is recommended that any funds received for the tap connection be provided to the Town and not the County to offset the costs of the capacity to the Town.

The County recently completed a study to propose an increase to their capital connection fees. The Town Council could consider honoring the County Sewer connection fee at the time of connection for the 40



Highlands residents for consistency of setting up the connection and request the County reimburse the Town for that cost rather than the County keeping the fee.

Using the County's FY20 capital connection rate that would equal \$216,000 in capital connection fees to the Town.

Using the County's FY21 proposed capital connection rate that would equal \$320,000 in capital connection fees to the Town.

Map showing the municipal/county boundary in the Highlands



Note: the municipal boundary is in green and the County is in yellow.

Exhibit "A" Draft Agreement provided by the County

Inter-Governmental Agreement for the Provision of Sewer Service

WHEREAS, the Town of Chesapeake Beach and County Commissioners of Calvert County (the "Parties") have the First Amended and Restated Interjurisdictional Agreement by and among Chesapeake Beach, County Commissioners of Calvert County, and the Town of North Beach, dated May 29, 1990, and the Interjurisdictional Agreement by and among Chesapeake Beach, County Commissioners of Calvert County, the Town of North Beach and Anne Arundel County, Maryland, dated August 15, 1996, and Operating Agreement for Operation and Maintenance of the Chesapeake Beach Wastewater Treatment Plant, dated May 29, 1990, regarding the ownership and management of the Chesapeake Beach Water Reclamation Plant (formerly the Chesapeake Beach Wastewater Treatment Plant) (the "Plant"), which provides that Chesapeake Beach holds title to the Plant in trust for the benefit of each of the Parties and that Chesapeake Beach is the Operator of the Plant and that the Plant shall be available to the Parties in perpetuity (the "POTW Agreement");

WHEREAS, The Highlands is a residential subdivision bisected by the municipal boundary of the Town of Chesapeake Beach, with 40 lots located in the Town and 193 lots located within the County;

WHEREAS, several developed lots within The Highlands are the subject of investigation for failing septic wastewater disposal systems;

WHEREAS, the Board of Directors of The Highlands Homeowner's Association have petitioned the Board of County Commissioners of Calvert County to establish a Special Tax District ("STD") for the Highlands Community for the purpose of providing public sewer connection in the Highlands community located in Chesapeake Beach, Maryland ("Petition") pursuant to Title 4 of the Public Local Laws of Calvert County, being Code of Public Local Laws of Maryland, Article 5, (Calvert County), Title 4 (the "Petition");

WHEREAS, the Town wishes the County to extend sewer services to the real properties within The Highlands that are located within the Town's municipal boundary, if the Board of County Commissioners grant the foregoing Petition; and

WHEREAS, the Town and the County wish to memorialize their agreement on terms and provisions under which the County may extend sewer service to those lots within The Highlands that are located within the Town's municipal boundary.

NOW, THEREFORE, in consideration of the mutual entry of this Inter-Governmental Agreement ("IGA") and the performance of the terms and conditions contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the undersigned agree as follows:

1. The County, if it approves and grants the Petition, will extend sewer service to the real properties within The Highlands that are located within the Town's municipal boundary.
2. In addition to the allocation provided for in the POTW Agreement, the Town shall provide the County an additional forty (40) Equivalent Dwelling Units ("EDUs") at no cost to the County or The Highlands.
3. The Town agrees that the real properties within The Highlands that are located within the Town's municipal boundary will be responsible for payment to the County of the County Capital Connection charge at the time, if any, of connection to the public sewer system, without contribution to the Town of any connection charge.

4. The parties agree that, if the Petition is approved and sewer infrastructure installed within The Highlands, the County shall install, construct, maintain, provide, and collect County fees for the provision of public sewer services within The Highlands, and the Town shall not interfere with the collection, by the County, of special tax assessments, levies, charges, or fees within The Highlands.
5. The County shall provide the Town copies of any pre-construction and as-built drawings prepared of the infrastructure the County, or its agents, install within The Highlands for the extension of the public sewer system.
6. The Town will provide approval of the location the County will connect to existing public sewer infrastructure and will facilitate and take all necessary steps to affirm this connection.
7. Any notice to be given under this IGA shall be in writing and shall be mailed to:

If to the Town: _____

If to the County: Board of County Commissioners of Calvert County
 Attn: County Administrator
 175 Main Street
 Prince Frederick, Maryland 20678

With copies to:
 Director, General Services
 150 Main Street
 Prince Frederick, Maryland 20678

And:
 County Attorney
 175 Main Street
 Prince Frederick, Maryland 20678

Any notice or demand so sent shall be deemed to have been given or made on the date the same was deposited with the United States Postal Service with postage thereon fully prepaid.

8. This IGA contains the entire agreement between the parties regarding the subject matter of this IGA. There are no promises, agreements, conditions, undertakings, warranties or representations, oral or written, expressed or implied, between them, relating to this subject matter, other than as herein set forth. This IGA is intended by the parties to be an integration of all prior or contemporaneous promises, agreements, conditions, negotiations and undertakings between them relating to this subject matter. This IGA may not be modified orally or in any other manner than by an agreement in writing signed by all the parties or their respective successors in interest. This IGA may be executed in several counterparts, each of which shall be an original, but all of which together shall constitute one and the same instrument.
9. In the event any portion of this IGA is found to be unconstitutional, illegal, null or void, by a court of competent jurisdiction, it is the intent of the County Commissioners of Calvert County to sever

only the invalid portion or provision, and that the remainder of the IGA shall be enforceable and valid, unless deletion of the invalid portion would defeat the clear purpose of the IGA, or unless deletion of the invalid portion would produce a result inconsistent with the purpose and intent of the County Commissioners of Calvert County and the Town of Chesapeake Beach in entering into this IGA.

10. It is specifically agreed between the parties executing this IGA that it is not intended by any of the provisions of this IGA to create in the public or any member thereof, third party beneficiary status in connection with the performance of the obligations herein without the written consent of the County Commissioners and notwithstanding its concurrence in or approval of the award of any contract or subcontract or the solicitation thereof in fulfilling the obligations of the IGA.
11. By entering into this IGA, the County Commissioners, the Mayor and Town Council, and their "employees," as defined in the Local Government Tort Claims Act §5-301 *et seq.* of the *Courts and Judicial Proceedings Article* of the Maryland Annotated Code, do not waive sovereign immunity, do not waive any defenses and do not waive any limitations of liability as may be provided for by law. No provision of this IGA modifies or waives any provision of the Local Government Tort Claims Act.
12. No elected official, appointed official, employee, servant, agent or law enforcement officer shall be held personally liable under this IGA or any extension or renewals thereof because of its enforcement or attempted enforcement provided they are acting within the course and scope of their employment or governmental duties and responsibilities.
13. This IGA may not be assigned without the prior written consent of all parties.
14. This IGA shall be construed, interpreted and enforced according to the internal laws of the State of Maryland, without regard to principals of conflict of laws.
15. This IGA may be executed in two or more counterparts, all of which together shall constitute but one and the same IGA. In the event that one or more of the provisions hereof shall be held to be illegal, invalid or enforceable, such provisions shall be deemed severable and the remaining provisions hereof shall continue in full force and effect.
16. This IGA shall be effective upon the date first entered above.

IN WITNESS HEREOF each of the parties hereto have caused these presents to be executed in its name and on its behalf by its President or Vice President, or Managing Member, by authority duly vested in them, or, if either of the said parties is an individual, a partnership or an unincorporated association, such individual, partner or duly authorized agent of such unincorporated association has hereunto set his or her hand and seal, all done and executed as of the date the last of the parties hereto executes this Agreement, in several counterparts, each of which shall be deemed an original, but all constituting only one Agreement.

ATTEST:

**BOARD OF COUNTY COMMISSIONERS OF CALVERT
COUNTY, MARYLAND**

By: _____ (SEAL)

_____, President

ATTEST:

TOWN OF CHESAPEAKE BEACH:

By: _____ (SEAL)

Name: _____

Title: _____



Chesapeake Beach Water Reclamation Treatment Plant Capacity, FY21

Entity	GPD, per Interjurisdictional Ag	%	Reported Taps in Use	GPD reported taps	GPD, by actual Flow	GPD, estimated capacity	GPD, estimated capacity %
Anne Arundel Gov.	157,500.00	10.50%	412.00	103,000.00	88,275.11	69,224.89	10.03%
Chesapeake Beach	789,640.00	52.65%	2,285.00	434,150.00	352,614.69	437,025.31	63.31%
Calvert Gov.	302,325.00	20.16%	589.00	111,910.00	194,880.91	107,444.09	15.57%
North Beach	250,200.00	16.68%	1,013.00	192,470.00	173,607.54	76,592.46	11.10%
NB/CCG Joint Line	552,525.00	36.84%	1,602.00	304,380.00	368,488.45	184,036.55	
	1,499,665.00	100.00%	4,299.00	841,530.00	809,378.25	690,286.75	

Water Park Proposed Budget Worksheet - FY 2021

03/30/2020	FY 2017		FY 2018		FY 2019		FY 2020		FY 2021
	Jul - Jun	Budget	Jul - Jun	Budget	Jul - Jun	Budget	Jul - Dec	Budget	Proposed
Income									
500-430130 · Reserves Allocation			139,032	154,093	0	447,755	0	0	108,716
500-450110 · Birthday Parties	32,969	18,500	29,205	20,000	32,599	20,000	15,316	25,000	30,000
500-450120 · Daily Admissions	761,560	595,000	704,665	700,000	698,140	750,000	562,828	750,000	750,000
500-450130 · Group Sales	33,401	58,000	69,732	55,000	80,788	55,000	47,079	55,000	60,000
500-450135 · Miscellaneous Income		10,000	685	3,000	4,507	500	(257)	500	500
500-450160 · Rentals - Cabanas and Lockers	43,576	35,000	47,300	34,000	61,208	65,000	42,485	60,000	60,000
500-450165 · Rentals - Pavilion	3,758	2,000	2,279	3,000	1,933	6,000	610	2,000	1,000
500-450170 · Retail Sales	45,855	33,000	40,319	50,000	92,395	80,000	250,024	400,000	350,000
500-450175 · Season Passes	69,950	70,000	14,392	60,000	73,947	50,000	22,934	45,000	55,000
500-450190 · Swim Lessons	15,985	11,000	13,694	11,000	14,393	12,000	3,924	12,000	12,000
500-495000 · Investment Interest	1,957	50	6,823	400	10,838	2,500	6,196	2,500	12,000
Total Income	\$1,357,228	\$1,148,550	\$1,362,172	\$1,430,493	\$1,316,695	\$1,838,755	\$951,139	\$1,352,000	\$1,439,216
Cost of Goods Sold									
500-6925-542500 · Cost of Goods Sold	28,108	25,000	21,774	25,000	17,886	25,000	82,153	150,000	135,000
Total COGS	142,678	110,000	129,962	145,000	131,095	155,000	82,153	150,000	135,000
Gross Profit	1,214,550	1,038,550	1,232,210	1,285,493	1,185,600	1,683,755	868,986	1,202,000	1,304,216
Expense									
500-6925-602000 · Salaries and Wages	426,223	425,000	418,856	496,413	420,901	546,396	321,958	462,929	516,877
500-6925-602010 · Wages - Admin & Maint Support	75,424	75,424	139,078	142,730	153,998	154,023	80,339	166,837	218,182
500-6925-602050 · FICA	38,259	38,282	42,474	48,894	40,412	53,582	33,290	55,490	67,478
500-6925-602100 · Medical & Life Insurance	33,590	34,694	35,800	32,550	42,557	43,821	20,332	45,381	47,794
500-6925-602300 · Retirement	23,373	27,491	23,850	25,987	26,109	28,221	13,767	25,987	30,785
500-6925-623900 · Professional Fees	44,671	48,000	39,152	40,000	63,507	70,000	30,140	45,000	50,000
500-6925-632800 · Bank & Credit Card Charge	22,000	22,000	29,128	32,000	33,447	32,000	27,211	32,000	40,000
500-6925-633000 · Marketing	24,772	25,000	22,135	27,500	28,216	32,000	17,639	32,000	35,000
500-6925-637000 · Education & Travel	14,211	15,000	10,314	18,000	6,366	12,000	10,789	12,000	12,000
500-6925-665603 · Supplies	45,653	46,000	42,514	45,000	44,652	49,962	11,819	49,962	42,500
500-6925-684600 · Chemicals	16,544	27,550	28,610	25,000	20,920	25,000	26,040	30,000	35,000
500-6925-685200 · Repairs & Maintenance	89,992	90,109	63,916	162,350	96,832	138,750	78,113	87,989	100,000

500-6925-685220 · Landscape Maintenance	15,000	15,000		15,950	18,000	15,950	15,995		0	10,000	8,600
500-6925-687500 · Utilities	44,022	60,000		62,807	63,600	48,752	60,000		14,832	60,000	55,000
500-6925-741000 · Capital Repairs				(822)	69,105	588	334,005		10,091	48,425	25,000
500-6925-780000 · Insurance	47,000	47,000		38,000	38,000	11,719	38,000		8,534	38,000	20,000
Total Expense	1,001,085	1,038,550		1,098,408	1,285,493	1,054,925	1,683,755		704,893	1,202,000	1,304,216
Net Income	213,465	0		133,802	0	130,675	0		164,094	0	0

FY21 Water Park Capital Projects	
Pool Pumps	\$ 6,000
Pump Hot Water Heater	\$ 2,000
Computers	\$ 4,000
Party Place Upgrade	\$ 8,000
Kitchen Equipment	\$ 5,000
Total	\$ 25,000

Water Park Rate Schedule - FY 2021

	Rate FY20	Proposed Rate FY21
<u>Daily Rate</u>		
Chesapeake Beach Resident - 48" or Taller	\$10.00	\$10.00
Chesapeake Beach Resident - Under 48"	\$9.00	\$9.00
Calvert County Resident - 48" or Taller	\$15.00	\$17.00
Calvert County Resident - Under 48"	\$13.00	\$15.00
General Admission - 48" or Taller	\$29.00	\$32.00
General Admission - Under 48"	\$27.00	\$30.00
General Admission - 48" or Taller - Weekend	\$34.00	\$38.00
General Admission - Under 48" - Weekend	\$32.00	\$36.00
<u>Season Pass</u>		
Chesapeake Beach Resident	\$59.00	\$70.00
Calvert County Resident	\$79.00	\$90.00
<u>Groups</u>		
Chesapeake Beach Residents ~ 25 tickets or more	\$9.00	\$9.00
Calvert County Residents ~ 25 tickets or more	\$12.00	\$14.00
General Admission ~ 25 tickets or more	\$20.00	\$25.00
Swim Lessons ~ per child	\$79.00	\$79.00
<u>Birthday Parties</u>		
Chesapeake Beach ~ weekday	\$229.00	\$229.00
Calvert County Residents ~ weekday	\$239.00	\$267.00
Chesapeake Beach ~ weekends (Sa/Su)	\$269.00	\$269.00
Calvert County Residents ~ weekends (Sa/Su)	\$279.00	\$315.00
Weekday Parties	\$269.00	\$300.00
Weekend Parties (Sa/Su)	\$319.00	\$360.00
<u>Cabanas</u>		
Standard 10' x 10' (weekday)	\$59.00	\$65.00
Standard 10' x 10' (weekend - Sa/Su)	\$69.00	\$75.00
Queen 10' x 20' (weekday)	\$89.00	\$100.00
Queen 10' x 20' (weekend - Sa/Su)	\$99.00	\$110.00
King 20' x 25' (weekday)	\$149.00	\$170.00
King 20' x 25' (weekend - Sa/Su)	\$199.00	\$225.00
<u>Pavilions</u>		
Chesapeake Beach Resident	\$50.00	\$50.00
Non Town Resident	\$100.00	\$120.00

03/31/2020	FY 17	Budget	FY 18	Budget	FY 19	Budget	FY 20 July- Dec	Budget	FY 2021 Request
Revenues - Sewer									
400-440010 · Sewer Usage Charge	725,644	716,000	662,514	819,869	649,895	779,800	341,652	749,206	701,083
400-440020 · Sewer Miscellaneous Income	113,031	112,440	450		100	0	139	0	0
400-440040 · Penalties and Interest	9,034	8,000	2,434	8,000	2,180	8,000	1,211	2,000	1,368
400-450000 · Investment Interest	588	200	19,018	200	22,660	5,000	21,747	15,000	8,208
Total Revenues - Sewer	848,297	836,640	684,416	828,069	674,836	792,800	364,749	766,206	710,659
Revenues - Water									
400-441010 · Water Usage Charges	264,610	257,760	260,392	296,060	252,715	281,400	134,921	277,851	275,937
400-441020 · Water Miscellaneous Income	200	549	1,925	549	2,550	600	1,080	600	2,160
400-441030 · Water Penalties and Interest	2,035		3,458		3,203	0	1,642	3,000	3,284
Total 4000 · Revenues - Water	266,845	258,309	265,775	296,609	258,468	282,000	137,643	281,451	281,381
Other Income:									
400-430130 · Unallocated reserves from GF savings			1,000,000	1,000,000	0	869,596	0	500,000	500,000
400-XXXXXX · Reserves from UF Savings					0	0	0	0	1,359,309
400-460000 · Fixed Fee	487,236	481,000	488,352	481,000	487,234	481,000	244,830	481,000	489,660
400-460050 · Infrastructure Fees				120,000	83,496	100,000	3,427	128,000	16,488
400-460100 · Sewer Capital Connection Fee	32,775	315,000			(5,000)	0	45,000	0	324,000
400-460200 · Water Capital Connection Fee	10,925	105,000			0	0	10,000	0	108,000
Total Other Income	530,936	901,000	1,488,352	1,601,000	565,730	1,450,596	303,257	1,109,000	2,797,457
Total Revenue	1,646,078	1,995,949	2,438,543	2,725,678	1,499,034	2,525,396	805,648	2,156,657	3,789,497
400-6850-662200 · Meters/MXU's	43,947	45,000	48,552	50,000	43,293	50,000	18,889	50,000	38,000
400-6850-715100 · Water Plant Repair & Maint	23,079	12,000	15,160	12,000	11,985	12,000	12,685	15,000	435,000
400-6850-715500 · Water Testing	5,065	10,000	9,854	10,000	7,992	10,000	2,158	10,000	10,000
400-6900-621400 · Engineering & Prof Fees	10,212	55,000		22,000	9,007	10,000	0	7,000	5,000
400-6900-621501 · SAFETY	3,069	10,000	5,596	8,000	6,228	6,500	3,646	6,500	6,500
400-6900-626001 · Pump Station Repair & Maint	55,545	40,000	49,220	40,000	36,761	40,000	14,505	45,000	45,000
400-6900-630500 · Supplies	23,440	45,000	23,035	30,000	23,346	25,000	8,247	25,000	25,000
400-6900-631500 · Postage	6,759	3,386	4,056	6,924	4,237	4,240	2,273	4,500	4,500
400-6900-632400 · Miss Utility Fees	1,608	1,000	1,429	1,094	1,191	2,800	658	2,800	1,500
400-6900-632500 · Line Repairs & Maintanance	50,908	75,000	38,078	75,000	224,823	246,600	47,209	70,000	70,000
400-6900-632800 · Banking Fees	8,585	6,751	9,674	10,000	4,181	10,090	2,000	9,000	5,000

03/31/2020	FY 17	Budget	FY 18	Budget	FY 19	Budget	FY 20 July- Dec	Budget	FY 2021 Request
400-6900-670000 · TPF Fixed Costs	324,646	358,150	473,561	491,589	408,052	537,174	175,612	553,176	558,657
400-6900-670100 · TPF Variable	232,284	371,060	113,086	344,481	162,431	250,717	47,069	227,480	325,905
400-6900-687500 · Utilities	60,640	60,000	60,000	60,000	67,074	60,000	28,756	60,000	70,000
400-6900-717600 · Misc.	249	112,940	42	500	(918)	0	0	500	500
400-6900-780000 · Property Insurance	14,236	15,002	15,002	15,002	15,002	15,002	14,995	15,002	15,002
400-6900-800000 · Savings for ENR Prin pymt					500,000	500,000	0	315,174	313,325
Total Expenses	864,272	1,220,289	2,279,612	1,995,406	2,117,280	1,780,123	378,703	1,416,132	1,928,889
Debt Service									
400-6900-748100 · Principal - 2008 SRF Loan 1.1%	268,858	268,858	271,815	271,815	274,805	274,805	277,828	277,828	280,884
400-6700-748300 · Principal - ARRA Loan (2009) 1.0%	34,443	34,443	34,787	34,787	35,135	35,135	35,487	35,487	35,842
400-6700-719300 · Principal - 2014 - ENR 1.0%	179,390	179,390	181,184	181,184	182,996	182,996	184,826	184,826	186,675
400-6850-719200 · Principal - 2010 Bond 3.71%	92,500	92,500	95,000	95,000	98,500	98,500	0	102,000	1,257,800
400-6900-625300 · Interest Expense	172,997	166,850	155,982	147,057	153,537	153,837	114,002	140,384	99,407
Total Debt Service	781,806	775,660	738,768	729,843	744,973	745,273	612,143	740,525	1,860,608
Total Expenses	1,646,078	1,995,949	3,018,380	2,725,249	2,862,253	2,525,396	990,846	2,156,657	3,789,497
	0	0	(579,837)	429	(1,363,219)	0	(185,198)	0	0



New Rate Schedule Effective July 1, 2020

**APPENDIX A
FEE & RATE SCHEDULE
WATER & SEWER SYSTEM
TOWN OF CHESAPEAKE BEACH, MARYLAND
JULY 1, 2020**

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

\$ 200.00

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

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 5025% 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.