

To: Michael Rossberg, Stormwater Program Manager From: Stantec Consulting Services
Re: City of Annapolis Annual Watershed Report FY 2024 Date: January 22, 2025

This report is a summary of the annual financial performance of the City of Annapolis (City) Watershed Restoration Fund for the Fiscal Year ending June 30, 2024 (FY 2024). This annual report covers areas of the Watershed Fund as outlined in the City Code.

1. Planned, Current and Completed Projects

A summary of the completed, current and planned stormwater projects are outlined below.

Completed Projects

- **Cedar Ridge Green Alley** : This project aimed to enhance stormwater management in the Cedar Ridge neighborhood by implementing green infrastructure solutions including creating bioswales, rain gardens and conservation landscaping.
- **Fairwinds Stormwater Management**: This project focused on improving stormwater management practices in the Fairwinds area, involving upgrades to existing systems to enhance drainage and reduce runoff.
- **College Creek Wetland Repair**: Completed to restore and improve wetland areas along College Creek, this project aimed to enhance water quality and provide habitat benefits.

Current Projects

- **Truxtun Cove Retrofits**: This ongoing project involves retrofitting existing stormwater infrastructure in the Truxtun Cove area to better manage runoff and improve water quality.
- **Harness Creek Pond Retrofit and Step Pool Conveyance System**: This project focuses on retrofitting a pond in Harness Creek and implementing a step pool system to slow down water flow and enhance filtration.
- **Tecumseh Condominium Stormwater Management**: Currently underway, this project aims to improve stormwater management at the Tecumseh Condominium site, through the installation of new systems or upgrades.
- **Wardour Community Stormwater Management**: This project is aimed at enhancing stormwater management practices within the Wardour community to mitigate flooding and improve drainage.
- **Kingsport Crab Cove Restoration**: Ongoing efforts to restore Crab Cove, focusing on habitat improvement and water quality enhancements through natural solutions.
- **Georgetown East Stormwater Management**: This current project seeks to implement effective stormwater management strategies in the Georgetown East neighborhood.
- **Hawkins Cove Living Shoreline and Step Pool Conveyance System**: A project focusing on creating a living shoreline in Hawkins Cove to stabilize the shoreline and improve water quality, complemented by a step pool conveyance system.

- **Merryman Stream Restoration:** Currently underway, this project focuses on restoring the Merryman Stream, involving habitat restoration and erosion control measures.
- **Brewers Hill Cemetery Step Pool:** Currently in design, this project will complete a Step Pool Conveyance System at the Brewer's Hill Cemetery property which connects to the headwaters of College Creek
- **City-wide Maintenance Program:** The city is actively inspecting and maintaining existing stormwater BMPs on City property. Activities can range from minimal work, such as routine maintenance and landscaping, to full re-design and retrofitting stormwater facilities.
- **Replant Annapolis:** In a partnership with the AA County Watershed Stewards Academy, the watershed restoration funded tree planting projects on HOA and other private properties.

Planned Projects

- **Hilltop Culvert Replacement:** Reconstruct the existing triple elliptical culverts under Hilltop Lane between Boxwood Rd. and Gemini Dr.
- **Truxton Cove Stream Restoration:** Stream Restoration effort as a result of the watershed planning effort managed by Spa Creek Conservancy that spans through several neighborhoods in Truxton Cove.

These projects reflect the City's commitment to enhancing stormwater management and environmental sustainability while addressing community needs.

2. Watershed Restoration Fund FY 2024 Revenues

The sole source of revenues within the Watershed Fund during FY 2024 came from stormwater fees collected from property owners within the City. During FY 2024 the City generated \$1,941,219 from stormwater fees. The actual stormwater fee revenue was over the adopted budget of \$1,919,000, a difference of \$22,219. The stormwater fee revenue increased by approximately 9% from FY 2023 to FY 2024, resulting from a stormwater fee increase of 7%. The stormwater fees in place during FY 2024 are presented in Table 1.

Table 1 - FY 2024 Stormwater Fees

Stormwater Fees	FY 2024
Quarterly Single-Family Residential Stormwater Bill	\$22.84
Quarterly Multi-Family Residential Stormwater Bill	\$11.42
Quarterly Non-Residential Stormwater Bill (by Impervious Area)	
Tier 1: 0 - 5,000 sq. ft.	\$22.84
Tier 2: 5,001 - 25,000 sq. ft.	\$113.00
Tier 3: 25,001 - 80,000 sq. ft.	\$477.25

Tier 4: Over 80,000 sq. ft.	\$1,476.24
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3. Watershed Restoration Fund FY 2024 Expenditures

The City manages an extensive watershed protection system, commonly referred to as a stormwater system. The system includes over 58 miles of pipes and culverts, 1,192 manholes, 285 outfalls, 307 miles of roadway curb and gutters, and 3,170 inlets and catch basins that ultimately convey stormwater in the community to the Chesapeake Bay. The City is located in both the Severn River and South River Watersheds. The City's stormwater system provides essential services within the community by reducing the impacts of urban runoff to the natural environment, specifically the Chesapeake Bay. Within the City, stormwater management also includes regulatory compliance and programming, green infrastructure to comply with the regional MS4 Permit, and public education/outreach.

The City's stormwater system discharges into local surface waters. As such, it is subject to the Clean Water Act which requires the City to meet the requirements of the National Pollutant Discharge Elimination System (NPDES) program. The NPDES program is administered locally by the Maryland Department of Environment (MDE). The program requires regulated entities to comply with the Municipal Separate Storm Sewer System (MS4) General Permit. The MS4 Permit requires specific activities to be undertaken within the community to manage the stormwater system discharges. The activities are typically referred to as the "six minimum control measures" and consist of the following:

- Public Education and Outreach
- Public Participation / Involvement
- Illicit Discharge Detection and Elimination
- Construction Site Runoff Control
- Post-Construction Site Stormwater Runoff Control
- Pollution Prevention / Good Housekeeping

The City used the revenues generated in FY 2024 to maintain and improve the stormwater system as described above. The expenditures included costs related to maintenance items to ensure compliance with the City's MS4 permit as well as capital improvements to repair, replace and enhance the stormwater system. The breakdown of operating expenditures for FY 2024 are presented in Table 2.

Table 2 - FY 2024 Operating Expenses

Expenditure Type	FY 2024
Salaries	\$962,562
Repairs and Maintenance	\$17,546
Contractual Services	\$256,691
Materials and Supplies	\$40,974

Administrative Charges from General Fund	\$189,000
Total	\$1,466,773

As demonstrated in Table 2, the primary use of funds is to support the City staff within the Watershed Fund which maintain and operate the stormwater system. Salaries represent approximately 66% of the total operating expenditures. Contractual services is the second largest expenditure at about 27% of the total operating expenditures. These expenses are related to contracts support the City uses to assist in the maintenance of the stormwater system. The specific contracts include Muller Inc., Martin's Excavating & Hauling LLC, Development Facilitators Inc., and David L Miller Backhoe Service Inc. The final major expenditure is related to administrative charges from the City General Fund. These expenses are related to the support services allocated to the Watershed Fund from the General Fund and include procurement, billing and customer service, engineering, legal and administrative expenditures.

In addition to the operating expenditure the Watershed Fund made debt service payments during FY 2024 for debt issued in prior years to fund system improvements. The total debt service payments in FY 2024 were approximately \$30,470.

During FY 2024 the City also used funds to undertake and complete capital projects. The total capital project expenditures in FY 2024 equaled \$1,249,927. Table 3 presents a summary of the capital project expenditures in FY 2024.

Table 3 - FY 2024 Capital Expenditures

Project Description	FY 2024
Stormwater MS4 Permit Compliance	\$1,087,667
Stormwater Management Retrofits	\$162,260
Total	\$1,249,927

4. Staffing Overview

The City has a dedicated stormwater management team that operates within the City's Department of Public Works. This team is responsible for overseeing and maintaining the City's stormwater systems to ensure effective drainage, environmental compliance, and community safety. The stormwater team includes five full-time staff and four part-time staff (this includes staff whose time is split between water restoration and other areas within the City). The positions and responsibilities are listed below.

Full-Time Staff:

- **Stormwater Management Engineer:** Oversees engineering aspects of stormwater projects and ensures compliance with regulations.

- **Equipment Operator I and II:** Operates and maintains various equipment necessary for stormwater management and infrastructure maintenance.
- **Stormwater Program Manager:** Manages stormwater programs, policies, and initiatives, coordinating efforts across the department.
- **Environmental Compliance Inspector:** Ensures that stormwater practices meet environmental regulations and standards.
- **Maintenance Worker I:** Provides hands-on maintenance and support for stormwater facilities and infrastructure.

Part-Time Staff:

- **Office Associate:** Supports administrative tasks and helps coordinate stormwater management activities.
- **Utility Supervisor:** Oversees utility operations related to stormwater management and ensures efficient service delivery.
- **Superintendent of Utilities:** Manages the overall utility services, including stormwater, ensuring compliance and operational efficiency.
- **Assistant Superintendent of Utilities:** Supports the Superintendent in daily operations and management of utility services.

5. External Funding Sources

- **Federal Emergency Management Agency (FEMA)**
- **Chesapeake Bay Trust (CBTrust)**
- **National Fish and Wildlife (NFWF)**
- **Maryland Department of Natural Resources (DNR)**
- **State of Maryland Capital Projects Grant Program**