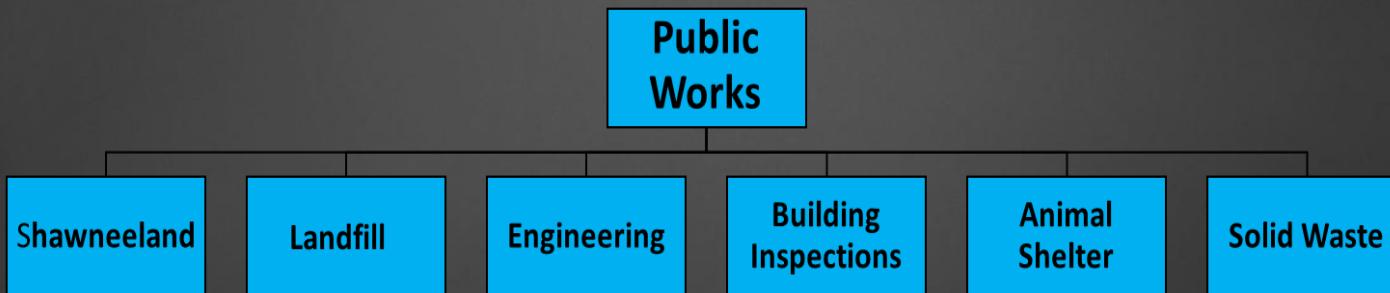


# Frederick County Public Works Department

## FY 2027 Budget Discussion

Department consists of 6 different divisions with 9 individual budgets

- Landfill is an enterprise budget that is run by collection of tipping fees
- Shawneeland collects sanitary district fees to fund budget
- Engineering, Building Inspections, Animal Shelter and Solid Waste budgets are funded by General fund. Each department collects revenues. (Ex. Permit fees, donations, shared costs, grant funded)



# Animal Shelter budget requests

- ▶ Request for an additional full time Sr. Animal Caretaker. In FY 2027 budget, we recommend reducing part-time line item by amount of full-time salary. The full-time position will provide consistent coverage, improved schedule reliability and higher level of training and retention. The current part-time staffing line item is underutilized. Given the sustained increase in animal intakes with operational strain on current employees, this additional position will improve Shelter's standards of care and employee's overall effectiveness.
- ▶ Request for industrial washer and dryer (\$35,000).

# Animal Shelter Donation Reserve

- ▶ Animal Shelter has always received donations from citizens, businesses, non-profits, and have been named in many wills and trusts.
- ▶ Currently, the estimated amount in the donation reserve account is approximately \$1.5 million.
- ▶ In reviewing donation documentation, approximately \$225,000 is set aside to pay for spaying and neutering shelter animals.
- ▶ The remaining amount can be used for special projects (i.e. new animal shelter sign) or other uses as approved by the Board of Supervisors.
- ▶ In the past, funds haven't been used for building maintenance, direct operational costs or personnel costs.

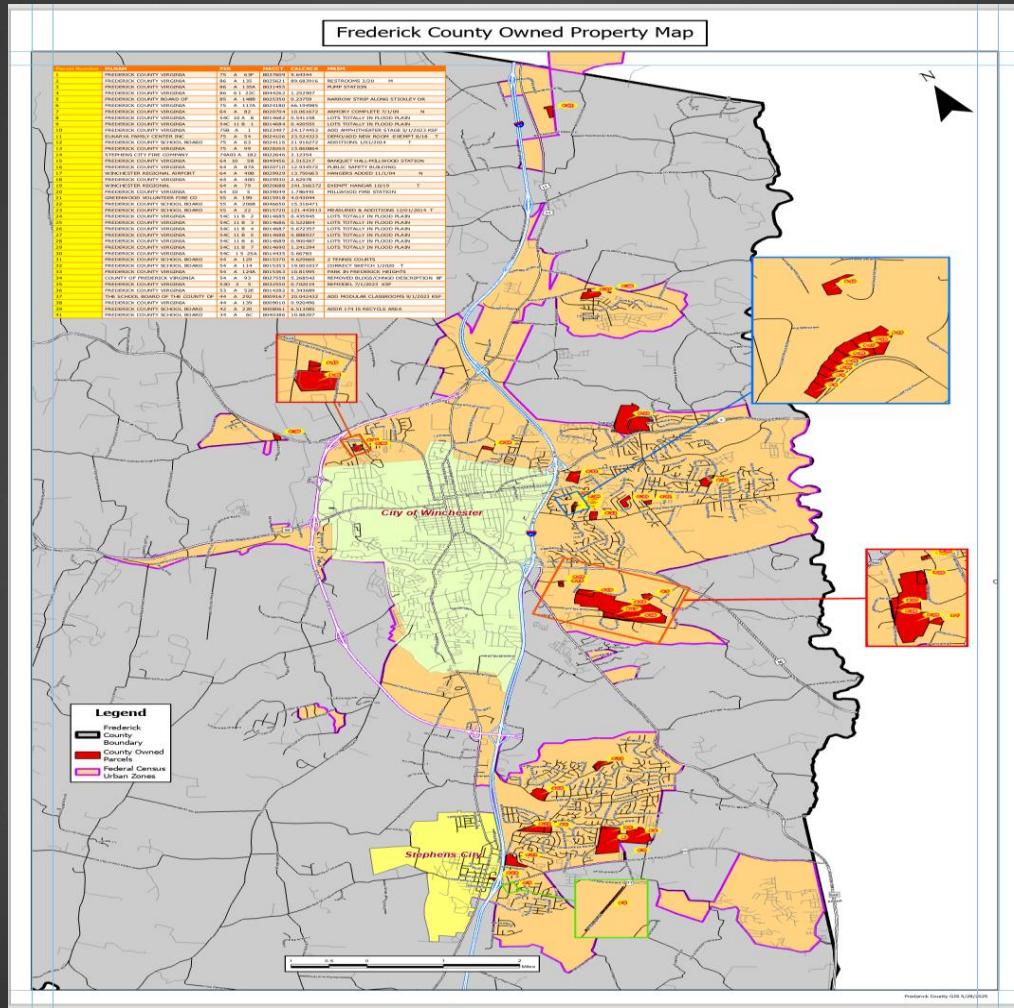
# Enforce Frederick County Code Chapter 143 Stormwater/ Erosion and Sediment Control Ordinance

- ▶ Current program protects waterways and properties from development/ ordinance was originally adopted in 2014 and recently updated in 2025
- ▶ We administer program under authority of Virginia Department of Environmental Quality (DEQ)
- ▶ We collect fees from developers and builders to support County staff to enforce ordinance requirements on new development and construction
- ▶ We issue land disturbance permits, and coordinate stormwater permit issuance for DEQ

# What does Municipal Separate Storm Sewer System (MS4) Permit mean??

- ▶ MS4 is short for municipal separate storm sewer system. The MS4 Permit Program is a program that ensures county-owned and operated storm sewer systems meet state water control board and United State Environmental Protection Agency (EPA) requirements.
- ▶ There are 100 Small MS4 programs in Virginia, including City of Winchester, Frederick County Public Schools, Loudoun County, Fauquier County, City of Harrisonburg, etc.

# Map showing County owned properties in Urban area (updated June 2025)



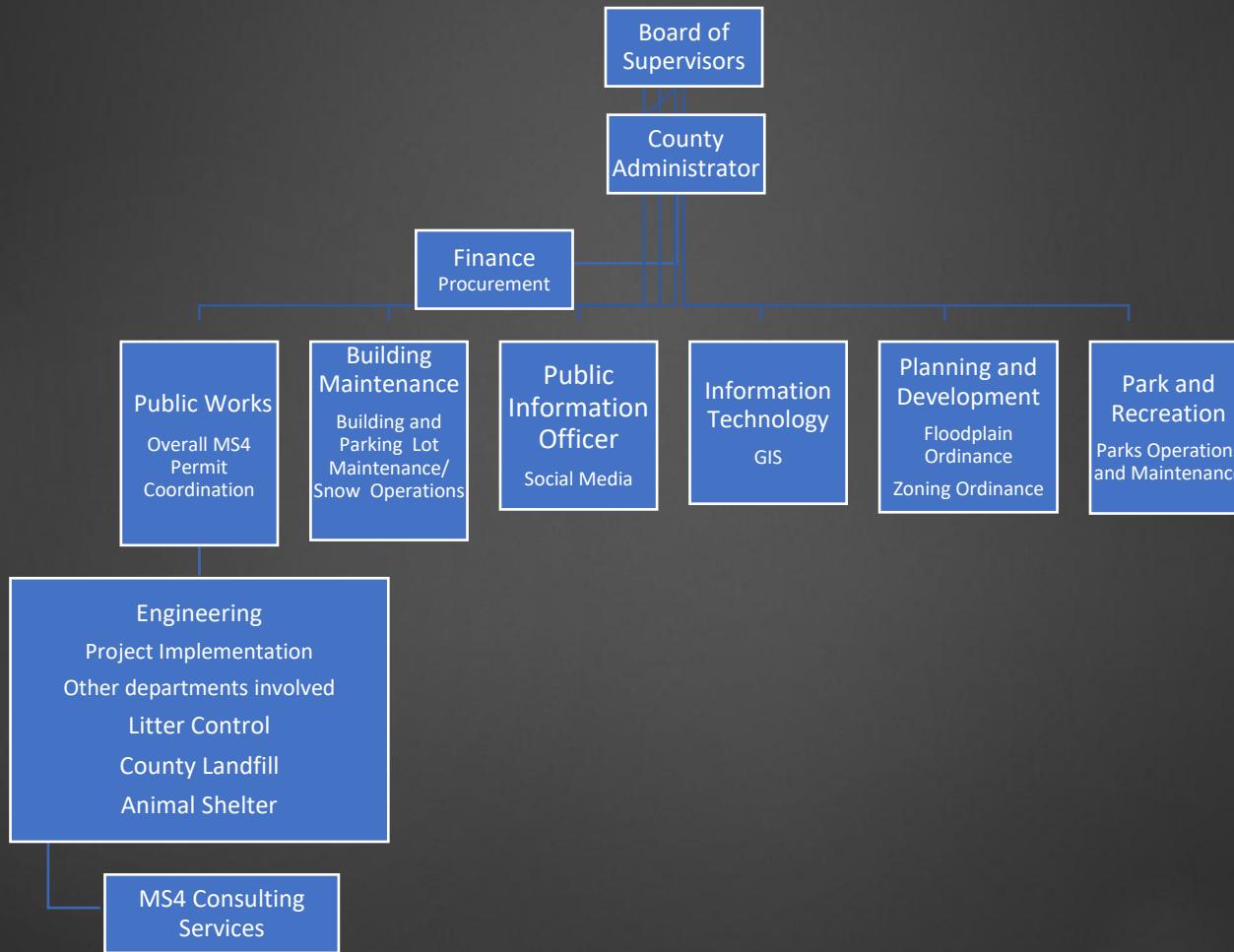
# Mandated MS4 program requirements

- ▶ Under the general permit, small MS4 localities must develop, implement and enforce a program that includes the following “six minimum control measures”:
- ▶ Public education and outreach on stormwater impacts
- ▶ Public involvement and participation
- ▶ Illicit discharge detection and elimination
- ▶ Construction site stormwater runoff control
- ▶ Post-construction stormwater management in new development and redevelopment
- ▶ Pollution prevention/good housekeeping for municipal operations

# Timeline for County implementation

- ▶ County received MS4 permit: August 26, 2025
- ▶ General Permit No. VAR040154
- ▶ Submit completed County MS4 program plan to DEQ by February 2026
- ▶ Begun GIS mapping and surveying of County owned properties in November 2025. Will use existing County GIS mapping to support program and add mapping layers for County use.
- ▶ Begin inspecting County properties Spring 2026
- ▶ Submit first annual report to Va. DEQ by Fall 2026

# County Roles and Responsibilities



# How will MS4 be administered in Frederick County??

- ▶ Public Works/ Engineering department will expand to include MS4 program requirements
- ▶ Recommend hiring an Environmental Specialist and Senior Secretary to support department
- ▶ Program implementation has already begun
- ▶ Work with consultant and GIS staff for upgrading mapping and inspections
- ▶ Coordinate with County departments (Parks and Recreation, County maintenance staff, County school system, etc.)

## Justification for additional Environmental Specialist and Senior Secretary

- ▶ Environmental Specialist will be responsible to ensure Frederick County complies with DEQ/ EPA MS4 permit requirements: inspection of County properties, investigating illicit discharge complaints, provide training for County staff and community partners, submission of annual MS4 report to DEQ, perform stormwater inspections, etc.
- ▶ Our plan is to develop a very efficient and effective program now which will help reduce long-term costs while ensuring compliance.
- ▶ Will use existing mobile technology for inspections
- ▶ Senior Secretary will work with current Administrative Assistant and engineering staff with duties including; permit processing, stormwater maintenance agreements, fee collection, MS4 related administrative functions. Need someone with experience in this role.