TEL: 410-632-1194
FAX: 410-632-3131
WEB: www.co.worcester.md.us

ITEM 1

COMMISSIONERS
THEODORE J. ELDER, PRESIDENT
ERIC J. FIORI, VICE PRESIDENT
CARYN G. ABBOTT
ANTHONY W. BERTINO, JR.
MADISON J. BUNTING, JR.
JOSEPH M. MITRECIC
DIANA PURNELL

OFFICE OF THE
COUNTY COMMISSIONERS

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET • ROOM 1103
SNOW HILL, MARYLAND
21863-1195

WESTON S. YOUNG, P.E.
CHIEF ADMINISTRATIVE OFFICER
CANDACE I. SAVAGE, CGFM
DEPUTY CHIEF ADMINISTRATIVE OFFICER
ROSCOE R. LESLIE
COUNTY ATTORNEY

PROCLAMATION

WHEREAS, during National Adoption Month, we recognize that youth from birth through high school thrive in loving families with parents who protect, nurture, and support them, and we stand with Worcester County Department of Social Services (DSS) professionals to highlight the ongoing need for adoptive families for children and teenagers alike; and

WHEREAS, Worcester County DSS partners with families to secure the resources, support, and care that are vital to the future success of area youth who lack these foundational elements and to bring the joy of adoption to families.

NOW, THEREFORE, we the County Commissioners of Worcester County, Maryland, do hereby recognize November as **National Adoption Month** in Worcester County, and we extend our gratitude to the selfless men and women helping Worcester County sons and daughters find stability as valued members of forever families through adoption.

Executed under the Seal of the County of Worcester, State of Maryland, this 4th day of November, in the Year of Our Lord Two Thousand and Twenty-Five.

Theodore J. Elder, President

Eric J. Fiori, Vice President

Anthony W. Bertino, Jr.

Madison J. Bunting, Jr.

Caryn G. Abbott

Joseph M. Mitrecic

Diana Purnell

Citizens and Government Working Together

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ITEM 1

COMMISSIONERS
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ROSCOE R. LESLIE
COUNTY ATTORNEY

PROCLAMATION

WHEREAS, during National Hospice Month, we commend the nurses, doctors, aids, social workers, spiritual care providers, and grief counselors partnering with Coastal Hospice to meet the needs of Worcester County residents and their families who face serious, life-limiting illness, death, and grief with comprehensive services and support; and

WHEREAS, Coastal Hospice promotes dignity and quality of life for patients who face life-limiting conditions and their families. Through community-based care designed to improve the quality of life for those facing life-limiting illnesses, Coastal Hospice serves as a model of healthcare at its very best.

NOW, THEREFORE, we the County Commissioners of Worcester County, Maryland, do hereby proclaim November 2025 as **Coastal Hospice Month**.

Executed under the Seal of the County of Worcester, State of Maryland, this 4th day of November, in the Year of Our Lord Two Thousand and Twenty-Five.



Theodore J. Elder, President

Eric J. Fiori, Vice President

Anthony W. Bertino, Jr.

Madison J. Bunting, Jr.

Caryn G. Abbott

Joseph M. Mitrecic

Diana Purnell

Citizens and Government Working Together

WORCESTER COUNTY LIBRARY

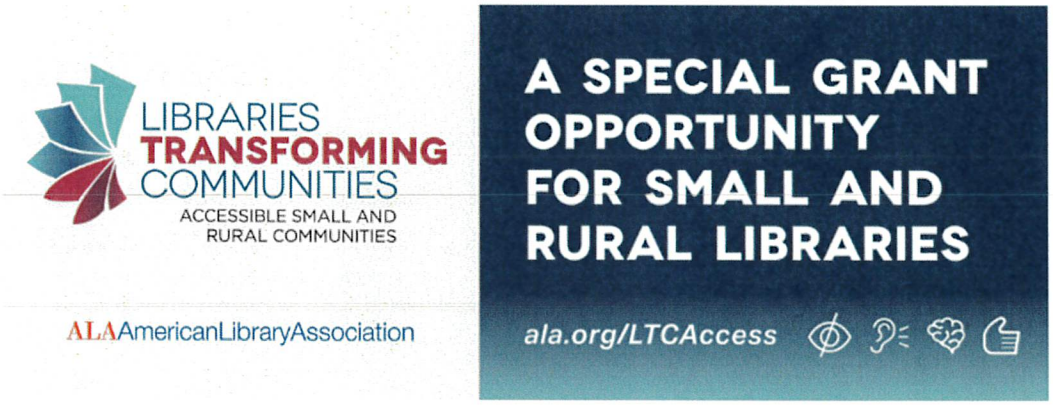
To: Weston Young, Chief Administrative Officer
From: Jennifer Ranck, Library Director
Date: October 24, 2025
Re: "Libraries Transforming Communities: Accessible Small and Rural Communities" Grant

---

The Snow Hill Branch Library requests permission to apply for a grant from the American Library Association (ALA), "Libraries Transforming Communities: Accessible Small and Rural Communities." This initiative of the ALA provides "accessibility resources to small and rural libraries to help them better serve people with disabilities." The Snow Hill branch is hoping to create a safer space for those with mobility issues and improve access to the garden area by building a wheelchair ramp. The grant requires a community conversation to discuss accessibility in the community and the library. This will help identify needs and potential collaborations to improve accessibility for all library patrons. Grant awards range from $10,000 to $20,000.

Applications will be accepted until December 11, 2025.

Thank you for your consideration and please let me know if you require any further information.



Libraries Transforming Communities: Accessible Small and Rural Communities will offer more than $14 million in grants to small and rural libraries to increase the accessibility of facilities, services, and programs to better serve people with disabilities.

To be eligible, a library must have a legal area population of 25,000 or less and be located at least five miles from an urbanized area, in keeping with the Institute of Museum and Library Services (IMLS) definitions of small and rural libraries.

ALA will award four rounds of grants to be distributed over the next four years ranging from $10,000 to $20,000.

Participating libraries will first conduct community input-gathering sessions to assure that their work aligns with local needs. Libraries will be required to identify the primary audience they are hoping to reach (e.g., homebound seniors, children with autism, Deaf community members) and facilitate a community conversation with the impacted populations in order to guide the improvement of the library's services. Grantees would then use the funds to create services or improve their facilities based on the needs identified by their audience.

- Meet the advisors
- Full list of funded libraries
- Read case studies of LTC: Accessible Small and Rural Communities libraries

" Libraries Transforming Communities: Accessible Small and Rural Communities ", American Library Association, February 11, 2022

https://www.ala.org/tools/librariestransform/libraries-transforming-communities/access (Accessed October 24, 2025)

Document ID: 8fbeb153-825e-4804-84d7-b93229caa65c

Matthew Owens
Fire Marshal

Robert Korb, Jr.
Chief Deputy Fire Marshal

GOVERNMENT CENTER

ONE WEST MARKET STREET, ROOM 1302

SNOW HILL, MARYLAND 21863-1294

TEL: 410-632-5666

FAD: 410-632-5664

MEMORANDUM

TO: Weston Young, P.E. Chief Administrative Officer
Candace Savage, CGFM Deputy Chief Administrative Officer
FROM: Matt Owens, Fire Marshal
Christopher M. Shaffer, Director of Emergency Services
DATE: October 22, 2025
RE: Fire Engine Donation from Pocomoke VFC

The membership of the Pocomoke Volunteer Fire Company approved at their last meeting to donate their Engine 103 to Worcester County. Engine 103 is a 1989 Pierce Lance, Detroit Diesel/6V92TA, Allison Transmission, 35,760 miles, 1250 GPM pump and 750 gallons of water. The unit was last DOT inspected on February 8, 2023. There are no known mechanical issues with the unit.

Attached along with this memo is information from the Pocomoke VFC including a Board Resolution, Donation Agreement, and a Bill of Sale.

The donated engine would be stored at the Fire Training Center. The unit would be utilized for training, especially by the Technical High School class. The unit would also be a Reserve Fire Engine for the County Volunteer Fire service. Furthermore, the unit would be utilized for hazmat emergencies, extended incidents such as the Tyson's incident, and other duties around the FTC.

The donated engine would require annual DOT inspection, pump inspection, annual fire hose inspection and ladder inspection. Currently there is monies in the Fire Training Center budget for equipment maintenance which would cover this cost.

Please let me know if you have any questions.

Thanks,

Matt

Bill of Sale

(Zero-Dollar Transfer)

Seller (Donor)

Pocomoke City Volunteer Fire Company, Inc.

1410 Market St

Pocomoke City, MD 21851

Nonprofit 501(c)(3) Organization

Buyer (Recipient)

Worcester County Government

Department of Emergency Services

1 W Market St

Snow Hill, MD 21863

Vehicle Information

- Year/Make/Model: 1989 Pierce Lance Fire Engine
- Vehicle Identification Number (VIN): 1P9CT02D7KA040471
- Color: Red
- Odometer Reading:

Terms of Transfer

1. The above-described vehicle is hereby transferred from the Pocomoke City Volunteer Fire Company, Inc. ("Seller/Donor") to Worcester County Government, Department of Emergency Services ("Buyer/Recipient") for the sum of Zero Dollars ($0.00).
2. This transfer is made strictly as a donation. No monetary compensation, trade, or other form of consideration has been or will be exchanged.
3. The Seller/Donor certifies that:
    a. It is the lawful owner of the above vehicle.
    b. The vehicle is free from all liens and encumbrances unless otherwise stated.
    c. It has the legal right to donate and transfer ownership of the vehicle.
4. The vehicle is transferred in as-in condition, with no warranties expressed or implied.

5. Buyer/Recipient acknowledges receipt of the vehicle and assumes full responsibility for future operation, licensing, insurance, and maintenance upon completion of title transfer.

Signature

Seller/Donor

Pocomoke City Volunteer Fire Company, Inc.

Eric Denston –Fire Chief

Signature: _____ **Date:** 10/2/25

Adam Howard –President

Signature: _____ **Date:** 10/2/25

Merril Lockfaw –Board of Directors Chairman

Signature: _____ **Date:** _____

Buyer/Recipient

Worcester County Government

Department of Emergency Services

Name: _____

Title: _____

Signature: _____ **Date:** _____

Notary Acknowledgment

State of Maryland

County of Worcester

On this ___ day of _____, 2025, before me, the undersigned Notary Public, personnally apperared _____, known to me (or satisfactorily proven) to be the person(s) whose name(s) are subscribed to the within instrument, and acknowledged that they executed the same for the purposes therein contained.

In witness whereof, i hereunto set my hand and official seal.

Notary Public: _____

My Commision Expires: _____

Board Resolution

Pocomoke City Volunteer Fire Company, Inc.

Authorization of Fire Engine Donation

WHEREAS,

The Pocomoke City Volunteer Fire Company, Inc. ("PCVFC") is a nonprofit organization dedicated to providing fire, rescue, and emergency services to the citizens of Pocomoke City and Worcester County, Maryland; and

WHEREAS,

PCVFC currently owns a 1989 Pierce Lance Fire Engine, VIN 1P9CT02D7KA040471 (hereinafter "the Engine"); and

WHEREAS,

The Board of Directors of PCVFC has determined that it is in the best interest of the Fire Company, Worcester County Government, and the citizens served to donate the Engine to Worcester County Government, Department of Emergency Services (DES); and

WHEREAS,

The donation will provide long-term benefit to Worcester County by serving as a reserve fire engine for use by any fire/rescue company as needed and for training purposes at the Worcester County Fire Training Center; and

WHEREAS,

The Board of Directors recognizes that such a donation will support regional fire/rescue systems' readiness and training capability, outweighing the limited financial benefit from the private sale of the apparatus.

NOW, THEREFORE, BE IT RESOLVED:

1. That PCVFC shall donate the 1989 Pierce Lance Fire Engine, VIN 1P9CT02D7KA040471, to Worcester County Government, Department of Emergency Services, in as-is condition, with transfer of ownership and title to occur upon execution of the Donation Agreement.
2. That the President and/or Fire Chief of PCVFC are hereby authorized and directed to execute any and all documents necessary to effectuate this donation, including but not limited to the Donation Agreement with Worcester County DES.

3. That this Resolution shall be entered into the official records of PCVFC and a certified copy provided to Worcester County Government.

CERTIFICATION

I, the undersigned Secretary of the Pocomoke City Volunteer Fire Company, Inc., hereby certify that the foregoing Resolution was duty adopted by the Board of Directors on the 2 day of October, 2025, and remains in full force and effect.

Secretary

Name: Joshua Weichmann

Signature:

Date: 10/2/25

Board of Directors Chairman

Name: Merrill Lockfaw

Signature: Merrill Lockfaw

Date: 10/2/25

President

Name:

Signature: A. Howard

Date: 10/2/25

Board of Directors

Name: MARION BUTLER JR

Signature:

Date: 10/2/2025

Fire Chief

Name: Eric Denston

Signature: E. Denston

Date: 10/2/25

Board of Directors

Name: Gabriel Lucas Hyland

Signature:

Date: 10/2/2025

Board of Directors

Name: Edward R Goldring Jr.

Signature: Edward R Goldring Jr

Date: 10/2/25

Board of Directors

Name: Wells R Sparrow

Signature:

Date: 10-3-2025

Donation Agreement

Between Worcester County, Maryland (Department of Emergency Services) and Pocomoke City Volunteer Fire Company, Inc.

1. **Parties**
   This Donation Agreement ("Agreement") is entered into by and between:
   - Worcester County, Maryland, by and through its Department of Emergency Services (hereinafter "County" or "DES"), and
   - Pocomoke City Volunteer Fire Company, Inc., a nonprofit 501(c)(3) organization (hereinafter "PCVFC" or "Fire Company").
2. **Purpose**
   The purpose of this Agreement is to formalize the donation of one (1) 1989 Pierce Lance Fire Engine, VIN 1P9CT02D7KA040471 from the Pocomoke City Volunteer Fire Company to Worcester County, for the benefit of the Worcester County Fire and Rescue Service.

   This donation is intended to provide a reserve fire engine for use by any fire/rescue company in Worcester County as needed, as well as to support training activities hosted at the Worcester County Fire Training Center.
3. **Terms of Donation**
   a. **Ownership Transfer**
      i. PCVFC agrees to donate, and the County agrees to accept, the 1989 Pierce Lance Fire Engine, VIN 1P9CT02D7KA040471 (hereinafter "the Engine") in "as-is" condition.
      ii. Upon execution of this Agreement, ownership and title shall transfer to Worcester County Government.
   b. **Intended Use**
      i. The Engine will be maintained as a reserve apparatus, available for deployment to any fire company within Worcester County at the discretion of DES and/or the Fire Chiefs.
      ii. The Engine may also be utilized for training evolution, drills, and classes conducted at the Worcester County Fire Training Center.
   c. **No compensation**
      i. This donation is made without expectation of monetary compensation.
      ii. PCVFC acknowledges that selling the apparatus outside the county would generate limited short-term revenue, while the donation provides long-term benefit to the county fire/rescue system.
4. **Responsibilities**

a. **Pocomoke City Volunteer Fire Company**
   i. Shall provide the County with all existing maintenance, inspection, and service records for the Engine at the time of transfer.
b. **Worcester County Government (DES)**
   i. Shall assume responsibility for ongoing maintenance, insurance, and operational readiness of the Engine after transfer.
   ii. Shall ensure the Engine is cleared of all PCVFC identifiers within 90 days after transfer.
   iii. Shall manage deployment and assignment of the Engine in coordination with the Fire Chiefs Committee.

5. **Effective Date**

This Agreement shall take effect upon execution by both parties and shall remain in force unless modified in writing by mutual consent.

6. **Authorization**

By signing below, both parties acknowledge they are authorized to enter into this Agreement and agree to its terms.

For Worcester County, Maryland

Department of Emergency Services

Name: _____

Title: _____

Date: _____

For Pocomoke City Volunteer Fire Company, Inc.

Eric Denston	Adam Howard	Merril Lockfaw
Fire Chief	President	Board of Directors Chairman
Date: 10/2/25	Date: 10/2/25	Date: 10/2/25

MARYLAND'S Coast WORCESTER COUNTY

Worcester County Recreation & Parks
6030 Public Landing Road | Snow Hill MD 21863 | (410) 632-2144 | www.PlayMarylandsCoast.org

MEMORANDUM

TO: Weston S. Young, Chief Administrative Officer
Candace Savage, Deputy Chief Administrative Officer
FROM: Kelly Rados, Director of Recreation & Parks
Jacob Stephens, Deputy Director of Recreation & Parks
DATE: October 27, 2025
SUBJECT: WOC Harbor Request – Rt. 50 Repair project

We received a request from Covington Machine & Welding Inc. to utilize a portion of the West Ocean City Harbor parking lot regarding two projects for the Rt. 50 Ocean City drawbridge repair. They are requesting use of the parking lot from December 14, 2025 to December 31, 2025.

The two projects include the one they are wrapping up now, the concreate repairs to which they assembled and mobilized under the bridge four floating platforms that now need to be taken down, removed and disassembled. The second project they are starting for MDSHA to which they need to dunk, assemble and push in the OC drawbridge channel a barge with manlifts and structural steel parts they are replacing on the bridge. Their plan is to coordinate demode of the floating platforms and mobilization of the barge sections during the same requested time frame.

The area needed to perform this work is 35' by 150' which is shown to scale in the attached diagram. With this area closed off, single lane vehicular access will still be available in the parking lot. In addition, as part of the mobilizing for the OC drawbridge bascule span repairs, they are requesting to tie up a 40' x 70' barge from approximately December 31, 2025 to January 5, 2026 which our Governor's Dock could accommodate.

This is similar to the request they had in March 2025 and December of 2024 which were both approved by the Commissioners. Their previous request in March 2025 referenced that approximately 12 months later they would need to remove these floats from the site and would then need the designated area again to disassemble the floats and haul off site.

If granted permission, Covington Machine and Welding Inc. has a Right of Entry Agreement which they would have to execute, making any damage that may occur while on our property to be repaired at their cost. Additionally, they would be willing to pay a fee for this usage.

The Recreation & Parks Department has reviewed and supports this request.

Attachments

cc: Darcy Billetdeaux, Parks Superintendent


Sunset Ave
Sunset Ave
Sunset Ave
Sunset Ave
Golf Course Rd
Harbor Rd

MARYLAND'S Coast WORCESTER COUNTY

Worcester County Government
One West Market Street | Room 1103 | Snow Hill MD 21863-1195
(410) 632-1194 | (410) 632-3131 (fax) | admin@co.worcester.md.us | www.co.worcester.md.us

MEMORANDUM

TO: Worcester County Commissioners
FROM: Kelly Rados, Director of Recreation & Parks
Jacob Stephens, Deputy Director of Recreation & Parks
DATE: October 27, 2025
RE: Request to Award – Portable Toilet Services

Please see the attached bid tabulation for Portable Toilet Services. Recreation and Parks is requesting the Commissioner's approval to award this service to the lowest responsive and responsible vendor, Fogles Environmental Services in the amount of $27,992.00. This includes services for our County Parks, Boat Landings, Public Works, and the Firing Range. Bids were due and opened on Thursday, October 23, 2025 at 2:30pm. Four bids were received.

Funding for these services is available in each Departments current fiscal year budget and has an overall cost savings of $4,200 from the previous contract with Atlantic Pumping.

Should you have any questions, please feel free to contact me.

Portable Toilet Services	
Thursday, October 23, 2025, at 2:30 pm	
Bid Tabulation	
Vendor Name	**Base Bid**
Sussex Sanitation	$57,858.00
Fogles Environmental Services	$27,992.00
Pierson Comfort Group	$101,200.00
Atlantic Pumping Inc.	$31,448.00

cc: Michael Hutchinson, Maintenance Superintendent

Worcester County Sheriff's Office

Matthew Crisafulli
Sheriff

Nathaniel Passwaters
Chief Deputy

October 27, 2025

To: Worcester County Commissioners

From: Sheriff Matthew Crisafulli

RE: FY26 Out-of-State Travel Request

Please accept this request for out-of-state travel:

Out of State Travel Request

WCSO	1	100.1101.030.7000.040
Department	# of Attendees	GL Account Code
Miami FL	01/12/2026	01/15/2026
Destination	Depart	Return

Purpose of Travel: This request is to send 1 Lieutenant to HIDTA's Worcester County Drug Initiative leadership development training in Miami FL. Travel out will be 1/12/26, class is 1/13/26 & 1/14/26, travel back will be 1/15/26. **All costs to be reimbursed by HIDTA upon course completion**.

Estimated costs: Airfare: 294.01

Lodging: 630.00 (210 x 3 nights, per GSA)

Meals: 322.00 (69 x 2 travel days, 92 x 2 class days, per GSA)

Registration: 295.00

Car Rental: 216.65

Other Transportation: n/a

Other: $150 estimated fuel, tolls, etc.

TOTAL: 1,907.66

DEPARTMENT OF
DEVELOPMENT REVIEW AND PERMITTING
Worcester County
GOVERNMENT CENTER
ONE WEST MARKET STREET, ROOM 1201
SNOW HILL, MARYLAND 21863
TEL:410.632.1200 / FAX: 410.632.3008
http://www.co.worcester.md.us/departments/drp

ZONING DIVISION
BUILDING DIVISION
DATA RESEARCH DIVISION

ADMINISTRATIVE DIVISION
CUSTOMER SERVICE DIVISION
TECHNICAL SERVICES DIVISION

M E M O R A N D U M

TO: Weston S. Young, Chief Administrative Officer
FROM: Jennifer K. Keener, AICP, Director
DATE: October 27, 2025
RE: County Commissioners' Findings of Fact and Resolution - Rezoning Case No. 451 (Richard & Elizabeth Smithson)

****

Attached please find the County Commissioners' Findings of Fact and Resolution relative to the above referenced rezoning case. As you are aware, the public hearing was held by the County Commissioners on October 21, 2025, and the rezoning was subsequently approved. Once the County Commissioners adopt and execute these Findings of Fact and Resolution, please forward signed copies to me so that we may notify the appropriate parties.

If you have any questions or need any further information, please do not hesitate to contact me.

IN THE MATTER OF	*	
	*	
THE REZONING APPLICATION OF	*	**REZONING CASE NO. 451**
	*	
RICHARD AND ELIZABETH SMITHSON	*	
	*	
	*	

****

FINDINGS OF FACT

Subsequent to a public hearing held on October 21, 2025, and after a review of the entire record, all pertinent plans and all testimony, the Worcester County Commissioners hereby adopt the findings of the Worcester County Planning Commission and also make the following additional findings of fact as the County Commissioners' complete findings of fact pursuant to the provisions of Section ZS 1-113 of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland.

Regarding the specifics of Rezoning Case No. 451: This case seeks to rezone petitioned area on Tax Map 65, Parcel 48, consisting of approximately 150 acres. The parcel is located on the northerly side of Public Landing Road, Snow Hill, west of Outten Road. The request is to reclassify the petitioned area from E-1 Estate District to A-1 Agricultural District. The petitioned area is under agricultural production and improved with a dwelling and accessory residential and agricultural structures.

Applicant's testimony before the County Commissioners: Mr. Hugh Cropper, attorney for the applicant, requested to adopt the Planning Commission's Exhibit No. 1. He stated that there was a very specific, albeit good faith, mistake in retaining the E-1 District in the 2009 Comprehensive Rezoning, which was the recorded Deed of Conservation Easement on June 22, 2009 (Applicant's Exhibit No. 3). The easement restrictions and use of the land for agricultural purposes conflict with the current zoning designation, which allows golf courses. Responding to a question from Commissioner Fiori, Mr. Cropper agreed that a golf course would likely be prohibited under the terms of the easement. However, Mr. Cropper said that they could potentially ask for use exceptions and could interpret it many ways. Mr. Cropper identified various uses that would be allowed in the A-1 District (aquaculture, hunting camps, roadside stands and garden centers, manufacturing of wood products) that are more consistent with the activities of a farm and more consistent with the conservation easement.

Mr. Chris McCabe, environmental consultant, testified that he was employed as the Natural Resources Administrator for Worcester County in 2009, and he is familiar with the terms of the easement. The easement is held by U.S. Fish and Wildlife and deeded by the prior property owner. Negotiations started around 2007 during the time that they were proposing the 33-lot subdivision. Mr. McCabe confirmed that the conservation easement precludes subdivision activity but allows agricultural uses. He concurred that the thirty-five special exception uses in the A-1 District which are primarily agricultural and consistent with the conservation easement restrictions. The approximately twenty special exception uses in the E-1 District which are not consistent.

Mr. Cropper stated that he is aware that the county is in the process of updating the comprehensive plan and land use maps. The zoning code and individual zoning maps will follow that process, which could potentially be three to four years long. The property is designated in the current Comprehensive Plan as Agricultural Land Use and the Planning Commission unanimously supported the rezoning.

The County Commissioners' findings regarding the definition of the neighborhood: The County Commissioners find that because the argument was based on a mistake that a definition of the neighborhood was not applicable.

The County Commissioners' findings regarding population change in the area: The County Commissioners agree with the Planning Commission and concluded that there has been little to no population growth in the surrounding area.

The County Commissioners' findings regarding availability of public facilities: The County Commissioners agree with the Planning Commission and find that the petitioned area has a planning designation of S-6 (no planned service). The existing dwelling is served by private well and septic, and there are two additional residential septic reserve areas on record. Since Worcester County did not adopt septic tier maps under the Sustainable Growth & Agricultural Preservation Act of 2012, this property is not eligible for a major subdivision as originally designed on private septic. In addition, the petitioned area was subject to a Deed of Conservation Easement at the time of the 2009 comprehensive rezoning which would have precluded any subdivision activity for the property. Therefore, the E-1 Estate District zoning classification is unsuitable.

The County Commissioners' findings regarding present and future transportation patterns: Based upon the testimony presented, the County Commissioners find that MD Route 365 (Public Landing Road), is a State-owned and maintained minor collector highway with sufficient capacity to support agricultural and residential uses. Based upon

the testimony presented, the County Commissioners find that there will be no negative impact to the transportation patterns arising from the proposed rezoning of the petitioned area.

The County Commissioners' findings regarding compatibility with existing and proposed development and existing environmental conditions in the area, including having no adverse impact to waters included on the State's impaired waters list or having an established total maximum daily load requirement: Based upon the Planning Commission's findings and the testimony presented, the County Commissioners find that the petitioned area is under agricultural production with some residential uses. The rezoning from E-1 Estate District to A-1 Agricultural District would be compatible with the existing and proposed development conditions. The property is under a deeded conservation easement held by the Maryland Department of Natural Resources (MD DNR) that limits new development or activities under the terms of the easement. In addition, the petitioned area is partially located within the Atlantic Coastal Bays Critical Area with a designation of Resource Conservation Area (RCA). Comments from the State Critical Area Commission have been received stating that they are not opposed to the requested rezoning, provided that any future development within the RCA is compliant with the Critical Area regulations. Based upon the testimony presented, the County Commissioners find that the proposed rezoning of the petitioned area from E-1 Estate District to A-1 Agricultural District is compatible with the existing and proposed development and existing environmental conditions in the area.

The County Commissioners' findings regarding compatibility with the County's Comprehensive Plan: The County Commissioners find that the property is designated as Agricultural on the Land Use Map, consistent with the agricultural activities being conducted on the working farm. In addition, the Comprehensive Plan recommends the elimination of the E-1 District zoning. Therefore, the requested rezoning to A-1 Agricultural District is consistent with the Comprehensive Plan and in keeping with its goals and objectives.

The County Commissioners' findings regarding the recommendation of the Planning Commission: The County Commissioners find that the Planning Commission gave a favorable recommendation to the rezoning of the petitioned area from E-1 Estate District to A-1 Agricultural District. Having made the above findings of fact, the County Commissioners concur with the recommendation of the Planning Commission and adopt its findings of fact.

Decision of the County Commissioners: As a result of the testimony and evidence presented before the County Commissioners and the findings as set forth above, the

County Commissioners find that the petitioned area should have been zoned A-1 Agricultural District at the time of the 2009 comprehensive rezoning. Overall, the County Commissioners found that the requested zoning conforms to the Worcester County Comprehensive Plan, which promotes the protection of agricultural land uses and working farms. Given the compatibility of the existing agricultural uses, existing infrastructure capacity, and the recorded Deed of Conservation Easement, a favorable recommendation for the rezoning is both appropriate and consistent with sound planning principles. Based upon their review, the County Commissioners conclude that a change in zoning would be more desirable in terms of the objectives of the Comprehensive Plan and hereby approve Rezoning Case No. 451 and thus rezone the petitioned area, Tax Map 65, Parcel 48, from E-1 Estate District to A-1 Agricultural District.

Adopted as of October 21, 2025. Reduced to writing and signed ____, 2025.

ZONING RECLASSIFICATION RESOLUTION NO. 25-

A RESOLUTION OF THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, PURSUANT TO § ZS 1-113 OF THE ZONING AND SUBDIVISION CONTROL ARTICLE OF THE CODE OF PUBLIC LOCAL LAWS OF WORCESTER COUNTY, MARYLAND, CHANGING THE ZONING CLASSIFICATION OF CERTAIN PARCEL OF LAND SHOWN ON TAX MAP 65 AS PARCEL 48 FROM E-1 ESTATE DISTRICT TO A-1 AGRICULTURAL DISTRICT.

WHEREAS, pursuant to § ZS 1-113 of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland, Richard and Elizabeth Smithson, applicants, and Hugh Cropper, IV, applicant's attorney, filed a petition for the rezoning of approximately 150 acres of land shown on Tax Map 65 as Parcel 48 ("petitioned area"), located at 8145 Public Landing Road, west of Outten Road, requesting a change in zoning classification thereof from E-1 Estate District to A-1 Agricultural District; and

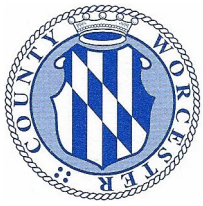
WHEREAS, the Worcester County Planning Commission gave the petition a favorable recommendation during its review on August 7, 2025; and

WHEREAS, subsequent to a public hearing held on October 21, 2025, following due notice and all procedures as required by Sections ZS 1-113 and 1-114 of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland, the County Commissioners found that there has been a substantial change in the character of the neighborhood and the findings of fact relative to the criteria as required by law are incorporated by reference;

NOW, THEREFORE, BE IT RESOLVED by the County Commissioners of Worcester County that the land petitioned by Richard and Elizabeth Smithson, applicants, and Hugh Cropper, IV, applicant's attorney, and shown on Tax Map 65 as Parcel 48 is hereby reclassified from E-1 Estate District to A-1 Agricultural District.

BE IT FURTHER RESOLVED that the effective date of this Resolution shall be nunc pro tunc, October 21, 2025.

TEL: 410-632-5623
FAX: 410-632-1753
WEB: co.worcester.md.us



Worcester County
DEPARTMENT OF PUBLIC WORKS
6113 TIMMONS ROAD
SNOW HILL, MD 21863

DALLAS BAKER JR., P.E.
DIRECTOR

CHRISTOPHER CLASING, P.E.
DEPUTY DIRECTOR

TO: **Weston Young P.E., Chief Administrative Officer**
Candace Savage, CGFM, Deputy Chief Administration Officer
FROM: **Dallas Baker Jr., P.E., Director** Dallas Baker Jr
DATE: **October 28, 2025**
SUBJECT: **Mystic Harbour Service Area – Skid Steer Lease**

Public Works is requesting Commissioner approval to lease a skid steer for the Mystic Harbour Service Area. The annual lease payment is $18,871.56 and $22,000 was included in the approved FY 26 budget for the Mystic Harbour Capital Equipment account, 545.9010.080. The attached sale order, warranty, extended coverage form, and associated documents are with Carter CAT. This piece of equipment was reviewed by staff and is listed on the competitively bid Source Well Contract #011723-CAT. The total financed price of the lease is $90,065.00, with a final buyout balloon payment of $26,650.00. The leasing of equipment reduces the burden on the service area, encumbering additional expenses all in one fiscal year.

The lease of this equipment will aid with sludge handling at the Mystic Harbour Service area. The piece of equipment that is currently being used does not have a fully enclosed cab and is at the end of its operational life.

Please let me know if there are any questions.

Attachments

CC: Tony Fascelli

CARTER MACHINERY COMPANY, INC.

Sales Order

PO BOX 3096, SALEM, VA 24153 PHONE 540.387.1111 TOLL FREE 800.768.4200

ITEM 8

Date Oct 20, 2025

Sales Rep Cronshaw, Jeffrey

SOLD TO				SHIP TO	
PURCHASER	WORCESTER CO PUBLIC WORKS				<SAME>
ADDRESS	1000 SHORE LN				
CITY/STATE	BERLIN, MD	COUNTY	WORCESTER		
ZIP CODE	21811	PHONE NO.	(410) 641-5251		
CUSTOMER CONTACT:	SHANE ODEGAARD				

CUSTOMER NUMBER	SALES TAX EXEMPTION # (if applicable)	PURCHASER PO	F.O.B.
8005632	30001318		Customer Site

TERMS

TERMS OF SALE: Sourcewell Contract 011723-CAT

NET PAYMENT ON RECEIPT OF INVOICE ☐	COD ☐	FINANCIAL SERVICES ☐ CSC ☑ LEASE	
PAYMENT WITH ORDER $0.00	BALANCE TO FINANCE $90,065.00	INTEREST RATE 4.99	
PAYMENT PERIOD MONTHLY	PAYMENT AMOUNT $1,572.63	NUMBER OF PAYMENTS 48	OPTIONAL BUY-OUT $26,560.00

DESCRIPTION OF EQUIPMENT ORDERED / PURCHASED

MAKE: CAT MODEL: 265 AC YEAR: 2026 NEW ☑ USED ☐

ID #: 1078150 SERIAL NUMBER: 0KR411201 SMU: 0

265 CTL DCA4D	661-5352	COUNTERWEIGHT,MACHINE,EXTERNAL	585-9676
265 05A COMPACT TRACK LOADER	586-0268	SHIPPING/STORAGE PROTECTION	643-1300
CAB PACKAGE, PRO PLUS	661-5355	AIR CONDITIONING, R134A REF	661-1438
RIDE CONTROL, NONE	592-6357	ENG S/N J2834814	592-7387
REAR LIGHTS	579-2312	BUCKET-GP, 80", BOCE	279-5377
SEAT BELT, 2"	613-1924	HYDRAULICS PERFORMANC, (HP1)	586-0012
DOOR, CAB, GLASS	593-7243	IDLER WHEELS, TRIPLE FLANGE	642-3007
COLD STARTING PACKAGE (120V)	652-2074	WORKLIGHTS LED FRONT/REAR	579-2310
CERTIFICATION ARR, P65	643-7208	COMFORT PKG, ENCLOSED CAB, HVAC	657-2195
GUARDING / SEALING PKG, (HD1)	586-0093	SEAT WITH AIR SUSPENSION, CLOTH, HEATED	585-9587
TRACK,RUBBER,450MM(17.7 IN)BAR	596-4438	TECHNOLOGY T4 PACKAGE	607-8407
FUEL, MANUAL PRIMING	607-0943	FAN COOLING, DEMAND	586-0167
INTEGRATED RADIO	651-8586	HYDRAULIC QUICK COUPLER, SELF LEVELING	586-0041
PRODUCT LINK, CELLULAR PL243	579-2323	HOSE GUIDE, ATTACHMENT	640-5405
INSTRUCTIONS, ANSI, USA	585-9582	SOURCEWELL CONTRACT 011723-CAT	

YEAR	TRADE-IN EQUIPMENT	SERIAL NO.	AGREED VALUE

PURCHASER WARRANTS THAT TRADE-IN CONDITION UPON DELIVERY TO CARTER WILL BE MATERIALLY THE SAME AS THE CONDITION WHEN INSPECTED BY CARTER. TRADE-IN DISASSEMBLY REQUIRED BY PURCHASER FOR TRANSPORTATION.

TOTAL TRADE VALUE

PAYOFF TO AMOUNT

CUSTOMER TO PAY ☐ CARTER TO PAY ☐

BILL OF SALE: FOR VALUE RECEIVED, PURCHASER HEREBY BARGAINS AND SELLS, GRANTS AND DELIVERS UNTO CARTER MACHINERY CO., INC., GRANTEE, ALL OF PURCHASER'S RIGHTS, TITLE AND INTEREST IN THE USED EQUIPMENT DESCRIBED ABOVE OFFERED IN TRADE ON EQUIPMENT PURCHASED BY THIS ORDER. PURCHASER WARRANTS IT TO BE FREE AND CLEAR OF ALL CLAIMS, LIENS, ENCUMBRANCES AND SECURITY INTEREST EXCEPT AS SHOWN ABOVE.

SELL PRICE	$89,565.00
EXT WARRANTY	Included
CSA	Included
NET BALANCE DUE	$89,565.00
AFTER TAX BALANCE	$89,565.00
DOCUMENT FEE	$500.00

☑ CATERPILLAR EQUIPMENT WARRANTY

INITIAL

WARRANTY AND EXTENDED COVERAGE ON THE EQUIPMENT COVERED BY THIS ORDER, IF ANY, HAS BEEN EXPLAINED TO PURCHASER. THE WARRANTY COVERAGE IS OUTLINED BELOW AND INDICATED BY THE BOX CHECKED HEREON.

WARRANTY APPLICABLE INCLUDING EXPIRATION DATE WHERE NECESSARY:

24 Months/2000 Hours

265-48 Months/2000 Hours Powertrain + Hydraulics + Tech, Customer is responsible for travel time & mileage.

☐ USED EQUIPMENT COVERAGE

INITIAL

WHEN THE EQUIPMENT COVERED BY THIS ORDER IS USED EQUIPMENT, THE PURCHASER IS BUYING THE EQUIPMENT AS-IS, WHERE-IS AND WITH NO REPRESENTATIONS OR WARRANTIES, UNLESS OTHERWISE SPECIFIED BELOW.

COVERAGE APPLICABLE:

THE UNDERSIGNED WARRANTS THAT HE/SHE HAS AUTHORITY TO EXECUTE THIS SALES ORDER AND TO BIND SAID COMPANY TO THE TERMS CONTAINED HEREIN. PAYMENTS ARE TO BE IN ACCORDANCE WITH THE TERMS SET FORTH ON INVOICES AND SHALL BE DUE TO CARTER MACHINERY CO., INC. AT ITS OFFICE ADDRESS AS LISTED ABOVE. SEE ATTACHED TERMS AND CONDITIONS, PARAGRAPH 5.
PRICE WILL BE ADJUSTED BASED ON PRICE IN EFFECT ON DATE OF SHIPMENT. THIS ORDER SUBJECT TO ACCEPTANCE BY AN OFFICER OF CARTER MACHINERY.

SEE ATTACHED FOR TERMS AND CONDITIONS WHICH ARE A PART HEREOF.

Carter Machinery Co., Inc.

Accepted By: Date:

Title: Machine Sales Representative

FOR OFFICE USE: SALES MGR FIN#:

Purchaser

Accepted By: WORCESTER CO PUBLIC WORKS Date:

Signed

Title:

Corporation Partnership Individual Other

SALES ORDER TERMS AND CONDITIONS

ITEM 8

This Sales Order, together with Carter's **Standard Warranties and Disclaimers** and any Application for Credit/Financing and addenda thereto, constitutes the "Agreement" between you and Carter Machinery Company, Inc. and its wholly owned subsidiaries (collectively, "Carter") relating to the matters set forth herein and identified on the front page. As used herein, the term "Products" refers to the machinery, equipment, parts, and services that are the subject of this Agreement. Notwithstanding anything to the contrary in any other document, the terms of this Agreement control over all conflicting terms provided by you, whether before or after this Agreement and whether or not signed or acknowledged by Carter.

1. Warranties and Disclaimers. ALL ORDERS ARE SUBJECT TO THE SEPARATE WRITTEN STATEMENT OF **CARTER'S STANDARD WARRANTIES AND DISCLAIMERS** ATTACHED HERETO AND INCORPORATED HEREIN. The same is available on Carter's website. EXCEPT AS PROVIDED IN THE SEPARATE WRITTEN STATEMENT, **THERE ARE NO WARRANTIES, EXPRESS OR IMPLIED, AS TO ANY MATTER WHATSOEVER, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.** No testing or examination of any Product by Carter constitutes or creates any type of warranty for that Product.

2. Limitation of Damages and Remedies. Carter shall not be liable for any indirect, consequential, incidental, special, punitive, lost profit, or cover damages of any nature whatsoever. The remedies provided herein are Customer's exclusive remedies.

3. Compliance with Laws; Indemnification. Customer assumes, at its own cost, the entire responsibility for complying with all laws, rules, regulations, codes, standards, requirements, and manufacturer's specifications pertaining to the Products, including the Occupational Safety and Health Act and the Federal Coal Mine Health and Safety Act. Customer acknowledges that Products may require additional safety guards or devices before they can be used and Customer assumes the entire responsibility for determining and installing such safety guards and devices. Customer shall indemnify, defend, and hold harmless Carter, its subsidiaries, affiliates, officers, directors, employees, agents, successors, and assigns, from and against all claims, suits, demands, injuries, fines, fees, losses, or damages of any kind, including attorneys' fees, whether to person or property (including death), actually or allegedly caused by or arising from, directly or indirectly, in whole or in part, any Product and/or any failure by Customer to comply with this Agreement, except that Customer is not obligated to indemnify Carter for injury or damage caused by or resulting solely from Carter's own negligence.

4. Prices, Shipping, and Taxes. Except as otherwise provided herein, prices of parts, supplies, and services are the prices established by Carter in effect at the time of delivery. Customer is responsible for, and shall reimburse Carter for, all shipping, transportation, and other delivery charges, including special order charges. In addition to any sales price, Customer shall also pay all excise, privilege, sales, use, and other taxes and tariffs when due.

5. Payment and Default. All invoices are due and payable according to the payment terms contained therein, or, if any invoice does not contain payment terms, upon receipt. In the event of nonpayment of any indebtedness when due, Carter may charge Customer a late charge of 2% per month computed on the unpaid indebtedness (or if prohibited by applicable law, the maximum lesser amount allowed by law). Failure to pay any amount when due or to otherwise comply with any term of this Agreement constitutes default. If Customer defaults, Customer shall pay Carter all costs and expenses incurred by Carter in enforcing this Agreement, including reasonable attorneys' fees (minimum 25% of any unpaid balance).

6. Time of Delivery, Force Majeure, and Risk of Loss. Carter makes no guaranty or warranty of the availability date of any Product and any such date specified in this Agreement or any quote is merely an estimated date of shipment or delivery. Performance by Carter is subject to "Force Majeure," which means all circumstances and actions whatsoever beyond the direct and immediate control of Carter, including but not limited to: Acts of God; war and riot; intervention of authorities or agencies of government, including for environmental preservation; embargoes; pandemics; epidemics; government-mandated quarantines, work stoppages, or import/export controls; vandalism; sabotage; strikes; lockouts; shortages or delays in the supply of fuel, power, raw materials, or component parts; any mechanical, electronic, or communications failure that prevents transmission or receipt of data; and any other cause beyond Carter's reasonable control. Carter shall not be liable for any loss or damage caused to Customer, nor shall Customer be entitled to cancel an order, for any failure of performance by Carter due to Force Majeure. Risk of loss passes to Customer upon delivery of a Product to Customer or to a common or contract carrier. Ownership of any Product passes to Customer only after initial payment is received.

7. Credit and Security Interest. Except as otherwise provided herein, prices of parts, supplies, and services are the prices established by Carter in effect at the time of delivery. Customer is responsible for, and shall reimburse Carter for, all shipping, transportation, and other delivery charges, including special order charges. In addition to any sales price, Customer shall also pay all excise, privilege, sales, use, and other taxes and tariffs when due.

8. Data Governance. Customer agrees that the collection, sharing, and use of data concerning Customer's personal information and the Products, for purposes of, at minimum and among other uses, ordinary diagnosing, servicing, and repair of Products, providing services to Customer and others, enabling Cat® Connect and other digital offerings, and for general business purposes. The collection, sharing and use of any such Customer data shall be subject to the following Statements and/or Services:

Data Governance Statement ("DGS") – describes Caterpillar's practices for collecting, sharing, and using data and information related to customers' machines, products, Devices, and/or other Assets and their associated worksites. Full details can be reviewed at https://cartermachinery.link/DGS

Remote Services ("RS")- Refers to Caterpillar's process for performing remote diagnostics and making available remote software and firmware updates and upgrades, such as configuration, patches, bug fixes, new or enhanced features, etc., for Assets and Devices. Full details can be reviewed at https://cartermachinery.link/RS

Acceptance of this agreement ,absent any declination of the terms and services of the DGS and RS herein, constitutes your acceptance of the terms and conditions of the DGS and RS and also applies to any data and information previously collected by Caterpillar, it's Distribution Networks or other affiliates. The DGS and RS may be updated and changed from time to time without notice to the Customer, and each such update or change shall remain binding on the Customer. If you wish to decline one or both of these items, you may do so by initialing below. However, be advised this may limit Carter Machinery's ability to support and service your machines, products, Devices, or other Assets and their associated worksites in a timely manner. In additional, your ability to access data generated by the forementioned may be restricted or removed entirely.

___ I hereby DECLINE the terms and conditions of the Cat Data Governance Statement ("DGS") AND Remote Services ("RS").

___ I hereby DECLINE the terms and conditions of Remote Services ("RS") ONLY

9. Miscellaneous. In the event Customer transfers ownership, lease, use, or operation of any Product or Asset to anyone else, Customer should notify Carter of the transfer, and also notify the transferee of the terms and location of the Data Governance Statement. **All contractors shall abide by the requirements of 29 CFR 471 Appendix A to Subpart A, 41 CFR 60.1.4(a), 60-300.5(a) and 60-741.5(a) and comparable state law, as applicable. These and state regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities. These and state regulations also require that contractors take affirmative action to employ and advance in employment individuals without regard to any such discriminatory bases.** This Agreement is governed by Virginia law (without regard to conflict of law rules) and entered in Virginia. **You agree that any dispute or claim that in any way relates to or arises from this Agreement or any order with Carter will be resolved exclusively in the state or federal courts in Norfolk or Roanoke, Virginia, and irrevocably submit to such jurisdiction and venue. YOU WAIVE ANY RIGHT TO JURY TRIAL and any defenses of lack of personal jurisdiction or forum non-conveniens.** A facsimile or electronic signature is valid as an original.

Rev. 09/2020 INITIALS

Carter CAT

Customer Value Agreement (CVA) Acceptance

Customer Value Agreement Detail:
New Contract: Yes No N/A (circle one)

Contract Renewal: Yes No N/A (circle one)

Quote Number: ___209119-05_____

Customer _Worcester County Public Works_

Phone: ___410-641-5251

Email: ___

Fax: _____

Make	Model No.	Serial No.	Customer No.	Sales Rep	Sale Date
CAT	265	0KR411201	8005632	Jeff Cronshaw	10-29-25

Notes:

Carter Machinery will perform the 500hr in the Field with Fluids & Filters for the customer. Carter will provide Filter Kits only at 1000hr and 1500hr intervals to customer.

Customer Value Agreement Category (check one)
☐CVA – Dealer performed labor
☐CVA Kit – Dealer provided parts / customer performed labor

Contract Term (check one)
☐12 months / 1000 hours
☐36 months / 1500 hours
☐36 months / 2000 hours
☐36 months / 3000 hours
☐36 months / 5000 hours
☐48 months / 1500 hours
☐48 months / 3000 hours
☐48 months / 3500 hours
☐48 months / 4000 hours
☐48 months / 4500 hours
☐60 months / 2500 hours
☐60 months / 3000 hours
☐60 months / 5000 hours
☐Other: _____

☐No, at this time, I elect not to use Carter Machinery Company to perform my Planned Maintenance

Customer Signature: _____ **Date:** _____

Machine Sales Rep Signature: ____Jeff Cronshaw_____ **Date**: ___10-17-25_____

Terms and Conditions

Agreement between Carter Machinery Company and Customer

OBJECTIVE:
The objective of this Customer Value Agreement is to ensure that customers receive the benefits of consistent, thorough, and managed planned maintenance.

SERVICES PERFORMED:
Machine hours are monitored by Carter Machinery and customer will receive notification in advance of Planned Lubrication Maintenance service being due. Both scheduled lubrication Planned Maintenance or Planned Maintenance kits will be performed or shipped to customer based upon 500 hour intervals.

ADDITIONAL PARTS & LABOR: The agreement does not cover parts needed outside of the scope of the lubrication service or recommended repairs that are noted during the machine inspection. Customer can elect to address those issues or Carter will provide a service estimate. The customer will be responsible for the additional costs associated with those items.

LIMITATIONS: The intent of this agreement is to perform lubrication services and filter replacements at 500 hour intervals for the term of the contract. Not all services outlined in the Operations and Maintenance Manual are included in this pricing, these include but are not limited to: valve adjustments, torqueing ROPS mounting bolts, charging brake and cushion hitch accumulators, adjusting wheel bearings, torqueing wheel lug bolts/nuts, torqueing draft arm flange bolts on scrapers, inspecting scraper ejector rollers, checking fire extinguisher charge, changing receiver dryers, etc.

CARTER MACHINERY COMPANY'S RESPONSIBILITIES:

- Monitor hour meter readings of customer asset(s) and coordinate scheduling of Planned Lubrication Maintenance work.
- Maintain service records on all repairs, planned maintenance services, provide fluid sampling analysis, and interpretation.
- Store and provide upon request, all inspections submitted via Cat Inspect App
- Carter performed services: Provide travel time & mileage, labor, filters, and oil to perform Planned Lubrication Maintenance services at specified 500 hour intervals. Travel time and mileage is included when machine is within Carter Machinery's territory. Additional charges will apply for machines outside of Carter Machinery's territory.
- Planned Maintenance filter kits to include filters and fluid sampling bottles ONLY.

CUSTOMER RESPONSIBILITIES:

- Perform all daily maintenance and inspections as outlined in the applicable Caterpillar and/or other Manufacturer's Operation and Maintenance Manual
- Any and all maintenance recommendations outside of the 500 hour specifications in the Manufacturer's Operation and Maintenance Manual
- Make equipment available at a reasonable work location accessible to Carter Machinery Planned Maintenance vehicle for scheduled maintenance during normal working hours unless otherwise agreed upon. If machine cannot be released at previously scheduled time, additional charges may apply.
- Provide and add daily make-up fluids (fuel, oil, coolant, grease) using fuel and lubricants that meet Manufacturer's specification.
- As confirmation customer-performed Planned Maintenance service is complete, submit inspection via Cat Inspect App. This enables Carter to reset the 500 hour service interval and notify the customer when the next service is due
- Perform external cleaning of the machine to include, but not limited to, radiator, belly pan(s), engine enclosure(s), all guards, axles, wheels, final drives, and undercarriage. If additional cleaning of machine is required in order for Carter to perform Planned Maintenance service additional charges may apply.
- Perform any adjustments and/or replacements as required by Operation and Maintenance Manual outside of lubrication services specified in this agreement.

NON-CATERPILLAR MACHINES

- Customer required to provide part numbers and fluid capacities.
- Non-Caterpillar machines will be serviced on a time and material basis until adequate data can be gathered for a flat rate to be established.
- If customer has the machine Operation & Maintenance manual they are to provide copies of the pages that contain the manufacturer recommended Planned Maintenance information. If unavailable, basic Planned maintenance schedule of a comparable Caterpillar machine will be applied

TERMS OF AGREEMENT:
Basic Planned Maintenance, for any machine enrolled under this agreement, must be performed in the original territory quoted. If Planned Maintenance service is completed outside of the original zone quoted, additional charges may apply. This agreement will be in effect for the duration of the contracted terms. The prices quoted are subject to change upon the expiration of this agreement. The agreement is renewable with a mutual understanding and documentation of new terms. If machine is sold, Planned Maintenance Agreement is non-transferable.

TERMINATION OF AGREEMENT:
Either party can terminate the agreement with a 30-day written notice. Upon termination, customer will pay Carter Machinery for all Planned Maintenance services performed prior to termination, or Carter Machinery will issue a credit for any overpayment, if applicable.

EXCEPTIONS:
Delays or failures to perform, caused by acts beyond the reasonable control of either parties to this agreement, shall not constitute a breach of this agreement when a reasonable effort is made to correct such delays or failure. The acts may include, but are not limited to: acts of war, severe acts of nature, supplier material shortages, riots, strikes, or government regulations imposed after the date of this agreement. Each party must notify the other within 3 business days if this part of the agreement is to be exercised.cx

WARRANTY AND INDEMNIFICATIONS:
Carter Machinery Company warrants that all work shall be performed in a workmanlike manner and that all fluids, oils, filters and other goods shall be new. Carter Machinery Company agrees to assign to customer all Manufacturers' warranties with respect to fluids, oil, filters and other goods supplied in connection with this agreement. The forgoing shall be expressly in lieu of all warranties of merchantability or fitness for a particular purpose, which warranties are hereby expressly disclaimed by Carter Machinery Company. In no event shall Carter Machinery Company be liable for indirect, special or consequential damages, including but not limited to: claims for loss of anticipated profits or other economic loss in connection with or arising from the furnishing, functioning, or use of any item of equipment or service provided for in this agreement.

_____ **Initial**_____**Date**

Carter Machinery Company, Inc. PO Box 3096 ▪ Salem, Virginia 24153 ▪ 540.387.1111 ▪ 800.768.4200

WARRANTY AND EXTENDED COVERAGE FOR EQUIPMENT

Carter Machinery Co., Inc. ("Carter") agrees to provide Purchaser (identified below) Standard Warranty and Extended Coverage (if any) in accordance with the terms and conditions set forth below and attached pages for the equipment below and covered by the Sales Order/Rental Agreement.

Warranty and other coverage on the equipment, if any, have been explained to Purchaser. Please read all pages carefully before signing.

Caterpillar Warranty subject to qualification. If qualified, the following terms apply, based on Coverage Expiration - First to occur (months or hours) after retail purchase to first purchaser or lessee.

The Standard Warranty period is based on guidelines below:

24 Months/2000 Hours

Extended Coverage (if any):

265-48 MONTHS/2000 HOURS POWERTRAIN + HYDRAULICS + TECH, CUSTOMER IS RESPONSIBLE FOR TRAVEL TIME & MILEAGE

Purchaser Name: WORCESTER CO PUBLIC WORKS

Purchaser Address	City	State	Zip Code
1000 SHORE LN	BERLIN	Maryland	21811

Model	Product	Hour Meter	Serial Number	Yr. of Mfg.
265 AC	Skid Steer Loader	0	0KR411201	2026

If equipment covered by this order is Used Equipment, the equipment is sold/rent AS-IS, WHERE IS AND WITH NO REPRESENTATIONS OR WARRANTIES, unless otherwise specified above.

The undersigned acknowledges reading all pages and agrees to be bound by the foregoing terms and conditions.

Name:

SHANE ODEGAARD

Signed By:

CustomerSign

Date:

WarrantyDate

By: Jeff Cronshaw

Carter Machinery Company, Inc.

SEE ATTACHED FOR TERMS AND CONDITIONS WHICH ARE A PART HEREOF.

Terms and Conditions:

CCE EXTENDED POWERTRAIN, HYDRAULIC AND TECHNOLOGY COVERAGE

1) Coverage:

Carter covers the following powertrain, hydraulic and technology components installed at time of delivery on the Product to be free from mechanical breakdown due to defects in material and workmanship under normal use and service:

Differential	Engine (Excluding Radiator,	Final Drive Gear Trains	Pinion and Bevel Gear	Transfer Gear Group	Product Link System
Drive Axles	Alternator, Starter, Compressor,	(up to, but not including,	Steering Brakes	Universal Joints	Grade Control System
Drive Motor	Fan, Fan Drive Accessories	the sprockets)	Steering Clutches		Payload Systems
Drive Pumps	Power Take-Off and Hydraulic	Hydraulic pumps, motors,	Torque Converter		
Drive Shafts	Pumps)	valves and cylinders	Transmission		

The Extended Powertrain, Hydraulic and Technology Coverage is limited to the listed components. The external control linkages, external engine oil lines and external water lines are excluded.

2) Coverage Period:

See previous page for details.

3) Travel and Mileage:

From the date of original delivery through the third month, Carter will provide covered repair service at the Purchaser's machine location. From the fourth month through the remainder of the coverage period, Carter will provide covered repairs at one of Carter's facilities. After the first three months, all equipment transportation expenses or field service travel expenses shall be the Purchaser's responsibility.

4) Other Coverage Terms:

(a) The Coverage is limited to labor and materials necessary to repair or replace items that Carter shall determine to be defective with new or repaired parts.

(b) Purchaser shall provide, at its expense, labor and lifting equipment required to minimize job time and downtime in making repairs at the job site.

(c) Although Carter will endeavor to provide covered repair service at convenient times, it only agrees to do so during regular weekday working hours. The overtime or premium time rate differential will be charged to Purchaser for covered repair service provided at other times.

(d) All consumable items, such as lubricants, fuels and filters, necessary to complete a covered service will be charged to Purchaser.

(e) Materials and labor provided under this coverage are covered only for the remainder of the original coverage period.

5) Special Conditions:

The Coverage is subject to the following:

(a) Carter must perform all covered repairs

(b) Purchaser will, at Purchaser's expense take oil samples in accordance with the Caterpillar recommended intervals as outlined in the machine's Operation and Maintenance Guide. Purchaser will follow Carter's recommendations based on samples processed through Carter's Fluids Analysis Lab. The purchaser is responsible to maintain a complete oil sample report file and take appropriate actions when oil analysis is performed by a lab other than Carter's Fluids Analysis Lab. If a problem is discovered during this coverage period, the purchaser is responsible to notify Carter of the problem and follow Carter's recommendations. Oil sample reports must be available to Carter if they are requested.

(c) Purchaser will not subject covered products to extraordinary uses and will at all times operate and maintain them in accordance with the instructions outlined in any maintenance and operating instruction information furnished. Lubricating oil must meet or exceed the requirements specified by Caterpillar. Any damage that results from continued operation after a defect has been recognized by Purchaser, its agents or employees, is Purchaser's sole responsibility.

(d) The Product may not be altered or modified in any manner which affects the mechanical operation as designed by the manufacturer.

(e) In the event the product is enrolled in a Caterpillar Inc. Product Improvement Program, the Extended Powertrain plus Hydraulic Coverage will not apply to the improvement.

(f) Exclusions from this coverage are routine maintenance and normal wear items (i.e., GET, batteries, tires, belts, etc.), adjustments needed to compensate for normal wear, adjustments to fuel settings or electronic unit injectors associated with engine performance, external hoses and lines except hydrostatic lines and hoses between the drive pump and motor, failures caused by oil consumption, gasket or seal leaks, mobile track belts, undercarriage, work tools manufactured by Caterpillar,attachments manufactured by Caterpillar, auxiliary equipment, work tools and attachments not manufactured by Caterpillar, Caterpillar Custom Shop modifications, Non-Caterpillar Technology (i.e. Trimble's Accugrade) and damage caused by collision, accident, flood, fire, vandalism, Acts of God, labor disputes (whether involving Carter or any other party) and other occurrences beyond the control of Carter.

(g) Purchaser shall maintain the service meter in an operable condition and notify Carter of any service meter replacement.

IMPORTANT

6) Limitations and Disclaimers

THIS EXTENDED COVERAGE SUPPLEMENTS THE STANDARD FORM OF "CARTER WARRANTIES AND DISCLAIMERS," WHICH IS INCORPORATED HEREIN BY REFERENCE. THE STANDARD FORM, AS MODIFIED HEREIN, SHALL CONTROL EXCLUSIVELY ALL RIGHTS AND OBLIGATIONS OF THE PARTIES. **THERE ARE NO IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE**. CARTER SHALL HAVE NO LIABILITY FOR INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES.

Finance Proposal

CUSTOMER

Name: COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND

Address: 5764 Worcester Hwy
City: SNOW HILL
State: MD

Good if:
Acknowledged by: Nov-19-2025
Funded by: Nov-19-2025

DEALER

CARTER MACHINERY COMPANY, INCORPORATED D100
Sales person: Cronshaw D100, Jeff
Dealer contact: Megan Weber D100
Telephone:

Quote number: 4900292
Fax Number:
Quote Date: 20-Oct-25
Quote Time: 08:31:43 AM

FINANCE PROPOSAL

This is Caterpillar Financial Services Corporation's confirmation of the following finance proposal. This is a proposal only and is subject to credit approval, execution of documentation, and execution and approval of the application survey.

Finance Type: Governmental Lease
Number of Payments: 48 Monthly
Payments: in Arrears

Quoted By: Megan Weber D100
Report Created By: Megan Weber D100

	Model	Ann. Hours	Qty	Sale Price	Amount Financed	Payment	Balloon	Fixed Rate
New	265-05	1000	1	89,565.00	90,065.00	See Amort. Schedule	26,560.00	4.9900%

Special Conditions:
265-05

Serial Number - KR409758, Model Year - 2025, Standard Environment;
Major Attachments-Air Conditioning, Cab, Rubber Tracks; Blades/Buckets/Rippers-General Purpose Bucket;
Manual Configuration and Work Tools:

Payment Structure – Asset
48 Monthly payment(s) 1,572.63
1 Stub payment(s) 26,560.00

	Model	Insurance	Payment w/Insurance
New	265-05	115.77	Amort. Sch.

The estimate for insurance is provided through Caterpillar Insurance Company (Provided by Westchester Insurance Company in Rhode Island) and is not an offer to contract for insurance.

CONDITIONS

Insurance: The customer must provide evidence of physical damage and liability insurance in an amount and from an insurance carrier satisfactory to CFSC. CFSC must be named on the policies, as loss payee and additional insured, as applicable, and a certificate of insurance, in form and substance acceptable to CFSC, must be provided to CFSC.

Taxes: All taxes are the responsibility of the customer and may or may not be included in the above payment amount.

Equipment: The equipment cannot be delivered until all documents are executed by CFSC. All equipment must reside in the United States at all times.

Approval: This proposal is subject to, among other things, final pricing, credit approval and document approval by CFSC.

The terms and conditions outlined herein are not all-inclusive and are based upon information provided to date. This proposal may be withdrawn or modified by Lessor at anytime. This proposal does not represent an offer or commitment by CFSC to enter into a transaction or to provide financing and does not create any obligation for CFSC. A commitment to enter into the transaction described herein may only be extended by CFSC after this transaction has been approved by all appropriate credit and other authorities within CFSC.

Caterpillar Financial Services Corporation
2120 West End Avenue, Nashville, TN 37203
(615)-341-1000

We appreciate the opportunity to provide you a proposal for this transaction.

Proposed by:

Caterpillar Financial Services Corporation

Acknowledged by:

COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND

Date

EXHIBIT 2
Concluding Payment Schedule to
Government Agreement

Quote Number.....4900292

Dated _____, 20__
between
Caterpillar Financial Services Corporation
and
COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND

Description of Unit: 265-05 Compact Track Loader:KR409758

Number of Payments Made	Beginning Balance	Payment Amount	Balloon	Interest	Interest Rate	Concluding Payment (*)
1	90,065.00	1,572.63	0.00	374.52	4.99	88,866.89
2	88,866.89	1,572.63	0.00	369.54	4.99	87,663.80
3	87,663.80	1,572.63	0.00	364.54	4.99	86,455.71
4	86,455.71	1,572.63	0.00	359.51	4.99	85,242.59
5	85,242.59	1,572.63	0.00	354.47	4.99	84,024.43
		---	---	---		
total		7,863.15	0.00	1,822.58		
6	84,024.43	1,572.63	0.00	349.40	4.99	82,801.20
7	82,801.20	1,572.63	0.00	344.31	4.99	81,572.88
8	81,572.88	1,572.63	0.00	339.21	4.99	80,339.46
9	80,339.46	1,572.63	0.00	334.08	4.99	79,100.91
10	79,100.91	1,572.63	0.00	328.93	4.99	77,857.21
11	77,857.21	1,572.63	0.00	323.76	4.99	76,608.34
12	76,608.34	1,572.63	0.00	318.56	4.99	75,354.27
13	75,354.27	1,572.63	0.00	313.35	4.99	74,094.99
14	74,094.99	1,572.63	0.00	308.11	4.99	72,830.47
15	72,830.47	1,572.63	0.00	302.85	4.99	71,560.69
16	71,560.69	1,572.63	0.00	297.57	4.99	70,285.63
17	70,285.63	1,572.63	0.00	292.27	4.99	69,005.27
		---	---	---		
total		18,871.56	0.00	3,852.40		
18	69,005.27	1,572.63	0.00	286.95	4.99	67,719.59
19	67,719.59	1,572.63	0.00	281.60	4.99	66,428.56
20	66,428.56	1,572.63	0.00	276.23	4.99	65,132.16
21	65,132.16	1,572.63	0.00	270.84	4.99	63,830.37
22	63,830.37	1,572.63	0.00	265.43	4.99	62,523.17
23	62,523.17	1,572.63	0.00	259.99	4.99	61,210.53
24	61,210.53	1,572.63	0.00	254.53	4.99	59,892.43
25	59,892.43	1,572.63	0.00	249.05	4.99	58,568.85
26	58,568.85	1,572.63	0.00	243.55	4.99	57,239.77
27	57,239.77	1,572.63	0.00	238.02	4.99	55,905.16
28	55,905.16	1,572.63	0.00	232.47	4.99	54,565.00
29	54,565.00	1,572.63	0.00	226.90	4.99	53,219.27
		---	---	---		
total		18,871.56	0.00	3,085.56		
30	53,219.27	1,572.63	0.00	221.30	4.99	51,867.94
31	51,867.94	1,572.63	0.00	215.68	4.99	50,510.99
32	50,510.99	1,572.63	0.00	210.04	4.99	49,148.40
33	49,148.40	1,572.63	0.00	204.38	4.99	47,780.15

34	47,780.15	1,572.63	0.00	198.69	4.99	46,406.21
35	46,406.21	1,572.63	0.00	192.97	4.99	45,026.55
36	45,026.55	1,572.63	0.00	187.23	4.99	43,641.15
37	43,641.15	1,572.63	0.00	181.47	4.99	42,249.99
38	42,249.99	1,572.63	0.00	175.69	4.99	40,853.05
39	40,853.05	1,572.63	0.00	169.88	4.99	39,450.30
40	39,450.30	1,572.63	0.00	164.05	4.99	38,041.72
41	38,041.72	1,572.63	0.00	158.19	4.99	36,627.28
		---	---	---		
total		18,871.56	0.00	2,279.57		
42	36,627.28	1,572.63	0.00	152.31	4.99	35,206.96
43	35,206.96	1,572.63	0.00	146.40	4.99	33,780.73
44	33,780.73	1,572.63	0.00	140.47	4.99	32,348.57
45	32,348.57	1,572.63	0.00	134.52	4.99	30,910.46
46	30,910.46	1,572.63	0.00	128.54	4.99	29,466.37
47	29,466.37	1,572.63	0.00	122.53	4.99	28,016.27
48	28,016.27	1,572.63	26,560.00	116.36	4.99	0.00
		---	---	---		
total		11,008.41	26,560.00	941.13		
total		75,486.24	26,560.00	11,981.24		

(*)Does not include any rent payment or other amount then due.

Initialed: _____
(Lessee)

Worcester County Administration
One West Market St. Room 1103 | Snow Hill MD 21863 | (410) 632-1194 | www.co.worcester.md.us

TO: Weston Young, Chief Administrative Officer
Candace Savage, Deputy Chief Administrative Officer
FROM: Lynn Wright, Senior Budget Accountant
DATE: October 24, 2025
RE: "Requested" Capital Improvement Plan FY2027 through FY2031

I have attached the Requested Fiscal Year 2027 through Fiscal Year 2031 Five-Year Capital Improvement Plan. The Requested Plan Summary by Category indicates projects totaling $345,351,060 are requested over the five-year period. Of these projects, $63,935,892 or 18% is proposed to come from the Assigned Funds and $143,256,855 or 37% from General Bond Funds. The remaining portion would come from grant funds, state matching funds, state loans, user fees and enterprise bonds.

Please assess the requests for FY2027 to note if there are items in the plan that the County should further review. The FY2027 Assigned Funds request is $10,563,235 or 25% of the capital outlay. The Bond Rating Agencies look closely at the Capital Improvement Plan as a financial planning tool for the County.

The purpose of this submission today, is to request a public hearing be held on the Requested Capital Improvement Plan on Tuesday December 2, 2025.

Attachments

Worcester County

Requested

5 Year Capital Improvement Plan
FY 2027 to FY 2031

NOTE: **The proposed Capital Improvement Plan is a planning document to anticipate future financial needs of the County. Inclusion of a project in the plan does not constitute a guarantee of funding from the county. Some capital projects will be added, deleted and or amended as necessary. As with the Operating Budget, the projects for each fund have to be balanced with the resources available in that fund.**

December 2, 2025

REQUESTED PLAN SUMMARY BY CATEGORY

12/2/2025

WORCESTER COUNTY
FIVE YEAR CAPITAL IMPROVEMENT PLAN
FY 2027 TO FY 2031 PROJECT SUMMARY

Project Category	2027	2028	2029	2030	2031	Five Year Project Cost Total	Five Year % to Total Costs	Actual Prior Years	Balance to Complete *	Total Project Cost
General Government	4,806,936	7,920,048	6,061,084	241,582	0	19,029,650	6.38%	4,432,042	0	23,461,692
Public Safety	2,185,500	855,000	44,665,000	355,000	0	48,060,500	16.12%	4,450,000	0	52,510,500
Public Works	3,300,000	1,500,000	1,500,000	1,500,000	1,500,000	9,300,000	3.12%	1,551,752	0	10,851,752
Recreation & Parks and Natural Resources	6,418,680	3,050,000	0	0	0	9,468,680	3.18%	1,524,600	0	10,993,280
Public Schools	11,631,988	40,453,151	39,879,478	47,160,400	10,984,500	150,109,517	50.34%	2,090,635	31,775,169	183,975,321
Community College	0	0	529,925	2,522,713	2,759,762	5,812,400	1.95%	0	0	5,812,400
Water Wastewater	1,530,000	17,407,500	8,295,000	7,465,900	2,213,400	36,911,800	12.38%	207,765	0	37,119,565
Solid Waste	13,400,000	6,100,000	0	0	0	19,500,000	6.54%	1,126,550	0	20,626,550
TOTAL	43,273,104	77,285,699	100,930,487	59,245,595	17,457,662	298,192,547	100%	15,383,344	31,775,169	345,351,060

Source of Funds	2027	2028	2029	2030	2031	Five Year Project Cost Total	Five Year % to Total Costs	Actual Prior Years	Balance to Complete *	Total Project Cost
General Fund	0	0	0	0	0	0	0%	0	0	0
Water Wastewater User Fees	750,000	2,957,500	570,000	320,000	320,000	4,917,500	2%	140,000	0	5,057,500
Solid Waste User Fees	13,400,000	0	0	0	0	13,400,000	4%	1,126,550	0	14,526,550
Grant Funds	6,200,000	5,600,000	125,000	1,350,000	700,000	13,975,000	5%	67,765	0	14,042,765
State Match	10,787,369	13,937,000	18,634,000	13,940,500	10,984,500	68,283,369	23%	1,860,329	0	70,143,698
State Loan	0	0	0	0	0	0	0%	0	0	0
Assigned Funds	10,563,235	19,194,188	12,544,386	7,879,795	4,259,762	54,441,366	18%	8,862,700	631,826	63,935,892
Private Donation	0	0	0	0	0	0	0%	0	0	0
Enterprise Bonds	0	6,500,000	7,600,000	2,295,900	1,193,400	17,589,300	6%	0	0	17,589,300
General Bonds	0	17,647,011	61,457,101	29,959,400	0	109,063,512	37%	3,050,000	31,143,343	143,256,855
Other Funding	1,572,500	11,450,000	0	3,500,000	0	16,522,500	6%	276,000	0	16,798,500
General Bonds (Re-paid through VLT)										
TOTAL	43,273,104	77,285,699	100,930,487	59,245,595	17,457,662	298,192,547	100%	15,383,344	31,775,169	345,351,060

* Balance to Complete - Years FY2031 and future

FY 2027 TO FY 2031 SUMMARY BY PROJECT
REQUESTED

12/2/2025

WORCESTER COUNTY
FIVE YEAR CAPITAL IMPROVEMENT PLAN

	FY2027	FY2028	FY2029	FY2030	FY2031	Prior Allocation	Balance To Complete	TOTAL
General Government Facilities								
Snow Hill Library Building Improvements	2,257,200					2,986,867		5,244,067
ERP Modernization and System Upgrade	567,375	932,331	929,243	241,582		243,750		2,914,281
Courthouse Courtroom 4/ Family Services Expansion	1,280,425	120,000				280,425		1,680,850
Courthouse Washington Street Entrance	671,936	67,194				216,500		955,630
Recycle Building Expansion	30,000	100,000	2,000,000					2,130,000
Pocomoke Health Department & 50 Plus Center Replacement		6,700,523	2,711,841			704,500		10,116,864
Ocean Pines Library Restroom Renovation			420,000					420,000
Total General Government Facilities	**4,806,936**	**7,920,048**	**6,061,084**	**241,582**	**0**	**4,432,042**	**0**	**23,461,692**
Public Safety								
Public Safety Logistical Storage Facility	772,500					3,050,000		3,822,500
Outdoor Warning Siren System	1,200,000					1,400,000		2,600,000
Public Safety Facility	213,000	855,000	44,665,000	355,000				46,088,000
Total Public Safety	**2,185,500**	**855,000**	**44,665,000**	**355,000**	**0**	**4,450,000**	**0**	**52,510,500**
Public Works								
Roads- Asphalt Overlay or Pavement of County Roads	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,551,752		9,051,752
Gum Point Construction	300,000							300,000
Unionville Road Pipe Replacement	1,500,000							1,500,000
Total Public Works	**3,300,000**	**1,500,000**	**1,500,000**	**1,500,000**	**1,500,000**	**1,551,752**	**0**	**10,851,752**
Recreation and Parks & Natural Resources								
Recreation Center - HVAC Replacement	118,680					1,524,600		1,643,280
Ocean City Inlet Dredging	6,300,000	3,050,000						9,350,000
Total Recreation and Parks & Natural Resources	**6,418,680**	**3,050,000**	**0**	**0**	**0**	**1,524,600**	**0**	**10,993,280**
Public Schools								
Buckingham Elementary Replacement School	5,632,541	28,069,011	28,069,101	7,053,391		1,910,635	631,826	71,366,505
Berlin Intermediate School	2,871,619	246,131	663,369	33,986,509	10,984,500	180,000	31,143,343	80,075,471
Worcester Technical High School Roof Replacement	3,127,828	7,856,000						10,983,828
Stephen Decatur High School Roof Replacement		4,282,009	11,032,008					15,314,017
Ocean City Elementary School Roof Replacement			115,000	6,120,500				6,235,500
Total Public Schools	**11,631,988**	**40,453,151**	**39,879,478**	**47,160,400**	**10,984,500**	**2,090,635**	**31,775,169**	**183,975,321**
Wor-Wic Community College								
Wor-Wic Student Success and Wellness Center			529,925	2,522,713	2,759,762			5,812,400
Total Wor-Wic	**0**	**0**	**529,925**	**2,522,713**	**2,759,762**	**0**	**0**	**5,812,400**

FY 2027 TO FY 2031 SUMMARY BY PROJECT
REQUESTED

12/2/2025

WORCESTER COUNTY
FIVE YEAR CAPITAL IMPROVEMENT PLAN

	FY2027	FY2028	FY2029	FY2030	FY2031	Prior Allocation	Balance To Complete	TOTAL
Water Wastewater								
Landings Water Tower Rehabilitation	580,000							580,000
Ocean Pines Drinking Water Wells Rehabilitation	350,000	370,000	320,000	320,000	320,000			1,680,000
Ocean Pines Force Main Replacement Station N to L	200,000	1,500,000						1,700,000
Ocean Pines Wastewater Drying Beds	50,000	500,000						550,000
River Run Sewer Interconnection to Ocean Pines	100,000	2,000,000						2,100,000
Newark Transite Pipe Replacement	100,000	2,000,000						2,100,000
Newark WTP Rehabilitation	150,000	5,887,500						6,037,500
Mystic Harbour Effluent Connection to Riddle Farm Lagoon		400,000	6,100,000					6,500,000
Mystic Harbour WTP Rehabilitation		1,600,000						1,600,000
Mystic Harbor Water to Riddle Farm		2,000,000				67,765		2,067,765
Edgewater Acres PS Replacement		1,000,000				140,000		1,140,000
Assateague Point WWTP Replacement Liner		100,000	1,500,000					1,600,000
Bali-Hi Sewer Connection		50,000	75,000	1,150,000				1,275,000
River Run Replacement Liner			100,000	1,500,000				1,600,000
Mystic Harbour Effluent Disposal Expansion			150,000	3,500,000				3,650,000
Bayview Estates Sewer Connection			50,000	945,900				995,900
Hidden Harbor Sewer Connection				50,000	1,893,400			1,943,400
Total Water Wastewater	**1,530,000**	**17,407,500**	**8,295,000**	**7,465,900**	**2,213,400**	**207,765**	**0**	**37,119,565**
Solid Waste								
Landfill Gas Collection System	4,500,000					126,550		4,626,550
Landfill Cell 6 Design and Construction	8,900,000	6,100,000				1,000,000		16,000,000
Total Solid Waste	**13,400,000**	**6,100,000**	**0**	**0**	**0**	**1,126,550**	**0**	**20,626,550**
Total CIP FY2027-2031	**43,273,104**	**77,285,699**	**100,930,487**	**59,245,595**	**17,457,662**	**15,383,344**	**31,775,169**	**345,351,060**

CAPITAL PROJECT SUMMARY - BY SOURCE OF FUNDS

Source of Funds	FY2027	FY2028	FY2029	FY2030	FY2031	Prior Allocation	Balance to Complete	TOTAL
General Fund								0
Water Wastewater User Fees	750,000	2,957,500	570,000	320,000	320,000	140,000		5,057,500
Solid Waste User Fees	13,400,000					1,126,550		14,526,550
Grant Funds	6,200,000	5,600,000	125,000	1,350,000	700,000	67,765		14,042,765
State Match	10,787,369	13,937,000	18,634,000	13,940,500	10,984,500	1,860,329		70,143,698
State Loan								0
Assigned Funds	10,563,235	19,194,188	12,544,386	7,879,795	4,259,762	8,862,700	631,826	63,935,892
Private Donation								0
Enterprise Bonds		6,500,000	7,600,000	2,295,900	1,193,400			17,589,300
General Bonds		17,647,011	61,457,101	29,959,400		3,050,000	31,143,343	143,256,855
Other Funding	1,572,500	11,450,000		3,500,000		276,000		16,798,500
TOTAL	**43,273,104**	**77,285,699**	**100,930,487**	**59,245,595**	**17,457,662**	**15,383,344**	**31,775,169**	**345,351,060**

CIP Project Name: Snow Hill Library Renovations

Project Director (Name & Title): Jennifer Ranck, Library Director
Phone Number: 410-632-2600
Project Location: Snow Hill Library, 307 N. Washington Street, Snow Hill, MD 21863

Project Summary

This project will complete the Snow Hill Library renovations and will replace the HVAC system and ceilings. Due to increasing costs, this project could be phased. Phase One will complete the plumbing and electrical upgrades, as well as some space reallocation, and (if approved) will be completed in FY 26. Phase Two will focus on the HVAC upgrades. Planning for Phase One is 95% complete and the Library hopes to get this project underway in late Fall 2025. A new HVAC system is critical. A survey of the building systems completed in August 2025 revealed that the systems are operating poorly and are poorly designed. There is no fresh air getting into the building.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design								**0**
Land Acquisition								**0**
Site Work								**0**
Construction	2,257,200					2,710,867		**4,968,067**
Equipment/Furnishings						276,000		**276,000**
Other - Please Specify								**0**
TOTAL	**2,257,200**	**0**	**0**	**0**	**0**	**2,986,867**	**0**	**5,244,067**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								**0**
Solid Waste User Fees								**0**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds	2,237,200					2,710,867		**4,948,067**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - Riley Fund for the Snow Hill Library	20,000					276,000		**296,000**
TOTAL	**2,257,200**	**0**	**0**	**0**	**0**	**2,986,867**	**0**	**5,244,067**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
Equipment replacement should last 20-25 years.

Will this project generate revenue?
The Library generates some revenue through copy and fax service.

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
The Maryland State Library Agency does have a capital grant program and has supported other library projects in Ocean City, Berlin, and currently with the new Pocomoke library. The grant program provides $7.5 million annually and is available for all 24 jurisdictions. Due to the support for the Pocomoke Library (25% of the grant allocated to a Worcester County project for the past two years), the library did not pursue funding.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
N/A

Is there a Federal or State mandate related to this project? If so, please elaborate:
N/A

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
No impact to personnel; operating costs should decrease with efficient equipment. If equipment requires outside vendor to support, there could be some additional maintenance costs.

PROJECT CONSTRUCTION COST ESTIMATE (BREAKDOWN SHEET)

PROJECT: Snow Hill Library Renovation	DATE: Revised June 13, 2025
LOCATION: Snow Hill, Maryland	JOB NO.: 0085B054.A01
OWNER: Worcester County	DESIGN STATUS OF ESTIMATE: Preliminary - 50%

BASE BID

ITEM	QUANTITY NO. UNITS	QUANTITY UNIT MEAS.	MATERIAL PER UNIT	TOTAL COST
Demolition/Disposal	12,968	SF	$ 1.20	$ 15,561.60
Interior Walls	4,900	SF	$ 15.00	$ 73,500.00
New Ceiling (Lay-in)	8,300	SF	$ 7.00	$ 58,100.00
Ceramic Tile	940	SF	$ 12.50	$ 11,750.00
New Flooring - LVT	350	SF	$ 10.00	$ 3,500.00
New Flooring - Carpet Tiles	8,000	SF	$ 5.00	$ 40,000.00
Casework	1	LS	$ 15,000.00	$ 15,000.00
Exterior Doors / Hardware	11	Units	$ 2,000.00	$ 22,000.00
New Interior Doors / Hardware	22	Units	$ 1,500.00	$ 33,000.00
New Glass Walls	250	SF	$ 65.00	$ 16,250.00
Spray Foam at Roof Deck	1	LS	$ 30,000.00	$ 30,000.00
Cutting / Patching / Painting	1	LS	$ 40,000.00	$ 40,000.00
Library Shelving	400	Units	$ 690.00	$ 276,000.00
Attic Ventilation	1	LS	$ 13,000.00	$ 13,000.00
Plumbing Systems	1	LS	$ 400,000.00	$ 400,000.00
Electrical Work	1	LS	$ 690,000.00	$ 690,000.00
Minor HVAC Work	1	LS	$ 150,000.00	$ 150,000.00
New Water Lines from Street	1	LS	$ 25,000.00	$ 25,000.00
I.T. Work	1	LS	$ 135,000.00	$ 135,000.00
Security System / Video Cameras	1	LS	$ 90,000.00	$ 90,000.00
Fire Alarm	1	LS	$ 50,000.00	$ 50,000.00
SUBTOTAL				**$ 2,187,661.60**
GENERAL CONDITIONS (10%)				**$ 218,766.16**
INSURANCE / BOND (3%)				**$ 65,629.85**
CONTRACTOR OVERHEAD & PROFIT (10%)				**$ 218,766.16**
CONTINGENCY (10%)				**$ 218,766.16**
DESIGN TEAM COSTS THROUGH CONSTRUCTION				**$ 248,500.00**
TOTAL COST				**$ 3,158,089.93**

NOTES:

Does not include some library equipment, computers, or phones.

PROJECT CONSTRUCTION COST ESTIMATE (BREAKDOWN SHEET)

PROJECT:	DATE:
Snow Hill Library Renovation	Revised June 13, 2025
LOCATION:	JOB NO.:
Snow Hill, Maryland	0085B054.A01
OWNER:	DESIGN STATUS OF ESTIMATE:
Worcester County	Preliminary- 50%

ALTERNATES

ITEM	QUANTITY NO. UNITS	QUANTITY UNIT MEAS.	MATERIAL PER UNIT	TOTAL COST
Office Addition	480	SF	$ 600.00	$ 288,000.00
Exterior Ramp / Railing	1	LS	$ 15,000.00	$ 15,000.00
Circulation Desk	1	LS	$ 38,000.00	$ 38,000.00
HVAC (System #3)	1	LS	$ 1,500,000.00	$ 1,500,000.00
Modern Controls	1	LS	$ 10,000.00	$ 10,000.00
Square D	1	LS	$ 25,000.00	$ 25,000.00
PVC Jacketing	1	LS	$ 60,000.00	$ 60,000.00
Structural for HVAC	1	LS	$ 12,500.00	$ 12,500.00
Commissioning	1	LS	$ 16,000.00	$ 16,000.00
Ceiling Modifications	8,000	SF	$ 3.00	$ 24,000.00
Gypsum Board Ceiling	300	SF	$ 9.00	$ 2,700.00
Fire Protection (Sprinkler)	1	LS	$ 160,000.00	$ 160,000.00
Fire Alarm	1	LS	$ 20,000.00	$ 20,000.00
I.T. Work	1	LS	$ 6,000.00	$ 6,000.00
Electrical Modifications	1	LS	$ 80,000.00	$ 80,000.00

SUBTOTAL - ALTERNATES	**$ 2,257,200.00**
SUBTOTAL - BASE BID (Page 1)	**$ 2,187,661.60**
SUBTOTAL BASE BIDS & ALTERNATES	**$ 4,444,861.60**
GENERAL CONDITIONS (10%)	**$ 444,486.16**
INSURANCE / BOND (3%)	**$ 133,345.85**
CONTRACTOR OVERHEAD & PROFIT (10%)	**$ 444,486.16**
CONTINGENCY (10%)	**$ 444,486.16**
DESIGN COSTS THROUGH HVAC CONSTRUCTION	**$ 25,500.00**
DESIGN TEAM COSTS (Base Bid)	**$ 248,500.00**
TOTAL COST	**$ 5,937,165.93**

NOTES:

CIP Project Name: Countywide ERP Modernization and System Upgrade Initiative

Project Director (Name & Title): Candace Savage, Deputy Chief Administrative Officer
Phone Number: (410) 632-1194
Project Location: Countywide

Project Summary

To enhance operational efficiency, data transparency, and service delivery across all county departments by implementing an integrated ERP (Enterprise Resource Planning) solution including Financial Management, Human Resources Management, and Utility modules. This initiative will unify core business functions, reduce redundancy, and support data-driven decision-making countywide. Potential benefits of the ERP upgrade may include the following.

Improve Financial Oversight and Transparency
- Provide real-time access to financial data for more informed decision-making
- Automate budgeting, accounting, and procurement processes to reduce manual effort
- Equip department heads with intuitive dashboards and reporting tools to monitor budgets, expenditures, and financial performance

Enhance Human Resources Management and Workforce Planning
- Streamline employee lifecycle management, from recruitment to retirement
- Automate payroll processing and benefits administration with full audit trails
- Enable employees to access and manage their own HR information through a self-service portal

Modernize Utility Billing and Customer Service Operations
- Provide residents with 24/7 access to billing information and online payment options
- Improve revenue collection through automated billing cycles and delinquency tracking

Enable Performance Tracking and Data-Driven Decision-Making
- Centralize operational data across departments for a unified view of county performance
- Deliver key performance indicators (KPIs) and trend analysis through customizable dashboards
- Empower leadership with actionable insights to evaluate program effectiveness and resource allocation
- Reduce reliance on manual data compilation by automating report generation and distribution

	FY 27	FY 28	FY 28	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design	150,000	494,087	469,087			45,000		**1,158,174**
Land Acquisition								**0**
Site Work								**0**
Construction								**0**
Equipment/Furnishings								**0**
Other - Contractual Staff	417,375	438,244	460,156	241,582	0	198,750		**1,756,107**
TOTAL	**567,375**	**932,331**	**929,243**	**241,582**	**0**	**243,750**	**0**	**2,914,281**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								**0**
Solid Waste User Fees								**0**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds	567,375	932,331	929,243	241,582		243,750		**2,914,281**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - Please Specify								**0**
TOTAL	**567,375**	**932,331**	**929,243**	**241,582**	**0**	**243,750**	**0**	**2,914,281**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**405,245**	**342,662**	**269,332**	**288,185**			**1,305,424**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
The useful life of a modern ERP system is typically 15+ years, depending on system maintenance, updates, and evolving operational needs.

With proper support and upgrades, the system is expected to serve as a long-term solution for countywide operations.

Will this project generate revenue?
While the ERP system itself is not a direct revenue generator, it will:
•Improve revenue collection through more accurate billing and streamlined processes
•Reduce operational costs by eliminating redundant systems and manual tasks
•Enhance financial oversight, leading to better resource allocation and cost savings

Are there any grant funds available? No.

If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
No.

Is there a Federal or State mandate related to this project? If so, please elaborate:
There may not be a direct mandate requiring an ERP upgrade, but the project supports compliance with:
•Governmental accounting and reporting standards (e.g., GAAP, GASB)
•Cybersecurity and data protection requirements
•Transparency and public access to financial and operational data
Upgrading the system ensures the county can meet these obligations more effectively and efficiently.

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
Yes, there may be short-term impacts to the General Fund, including:
•Implementation costs (e.g., training, data migration, consulting)
•Temporary staffing or backfill during the transition
However, the system is expected to:
•Reduce long-term personnel costs through automation
•Lower IT maintenance expenses by consolidating outdated systems
•Improve operational efficiency, resulting in long-term savings

CIP Operating Impact Projections

Project:

Personnel Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Operating Cost
Job Title & Salary/Benefit Costs (List Separately)						
						0
						0
						0
						0
						0
						0
EXPENDITURES						
New Positions Salary & Benefits TOTAL	**0**	**0**	**0**	**0**	**0**	**0**

Operating Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Total Operating Cost
Utilities						**0**
Telephone						**0**
Custodial						**0**
Cleaning						**0**
Maintenance Repairs						**0**
Refuse						**0**
Fire/Security Alarm						**0**
Internet						**0**
Vehicle Expense						**0**
Other - Annual Increase over Current System		235,245	251,712	269,332	288,185	**1,044,474**
Other- ERP Overlap		170,000	90,950			**260,950**
EXPENDITURES						
Operating TOTAL	**0**	**405,245**	**342,662**	**269,332**	**288,185**	**1,305,424**

Capital Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Total Operating Cost
Furnishings						**0**
Equipment						**0**
						0
						0
						0
EXPENDITURES						
Capital TOTAL	**0**	**0**	**0**	**0**	**0**	**0**

Projected Revenue Impact	FY 27	FY 28	FY 29	FY 30	FY 31	Revenue Total
						0
						0
						0
						0
						0
REVENUES						
Project Revenue TOTAL	**0**	**0**	**0**	**0**	**0**	**0**
PROJECTED OPERATING IMPACTS	0	405,245	342,662	269,332	288,185	1,305,424

Operating Impacts

Complete the following questions:

Employee Positions
Will the project change staffing needs? How many positions are added or removed? Indicate if they are full-time, part-time, contractual, grant-funded, or enterprise-funded. What is the estimated cost or savings? Include benefit costs: use 63% for full-time and 49% for part-time with insurance.

Yes. The project will temporarily increase staffing needs through the addition of contractual positions to support implementation and transition activities.

Positions Added (Contractual):

•1 Human Resources Specialist

•1 Budget Specialist

•1 Staff Accountant (Treasurer's Office)

•1 IT Analyst

Total Positions Added: 4
Type: Contractual (non-permanent, project-funded)
Estimated Annual Cost: $354,375

Utility Costs
Will the project increase or decrease costs for electricity, oil, gas, phone, water, or sewer?
No significant change is expected. The ERP system is cloud-based, so there will be some reductions in utilities.

Maintenance Costs
Will internal maintenance costs or external vendor agreements change? Consider custodial, field, road, or general maintenance.

Yes, internal maintenance costs and external vendor agreements are expected to change significantly with the implementation of the new ERP system, particularly due to the transition to a cloud-based platform.

Cloud-Related Savings:

- Elimination of On-Premises Server Maintenance:
  Moving to the cloud removes the need for maintaining physical servers, which reduces costs related to hardware repairs, upgrades, and replacements.
- Reduced IT Labor for System Maintenance:
  Cloud hosting shifts responsibilities such as patching, backups, and system monitoring to the provider, allowing internal IT staff to focus on strategic initiatives rather than routine maintenance.

Insurance Costs
Will insurance costs change? Include liability, property, and vehicle coverage.
No.

Telecommunications
Will the project require additional phones, copiers, computers, or other hardware? List them below.
Yes, primarily for contractual staff. This could include four laptops and office phones.

Furniture, Equipment, or Capital Outlay
Will the need for furniture, equipment, or other capital outlay increase or decrease? Is the cost change one-time or ongoing?
The could be a need for additional workstations, desks, and chairs for the contractual staff.

CIP Project Name: Courthouse - Courtroom 4/Family Services Expansion

Project Director (Name & Title): Administrative Judge Brian D. Shockley
Phone Number: (410) 632-0600
Project Location: Circuit Courthouse, Courtroom 4 and Family Services Offices

Project Summary

More than 1,100 hearings for divorce, child custody and truancy are held in Courtroom 4 each year. Attending the hearings are representatives from partner agencies including schools, probation and child protective services, along with the Magistrate, Clerk, Trust Clerk, one Bailiff, one Sheriff's Deputy, the plaintiff, defendant and counsel, child's counsel, and members of the public. According to the Worcester County Fire Marshals' Office, the capacity of this Courtroom is a maximum of 17 people seated in the gallery, 4 at the defense and plaintiff tables, and 4 on the bench. The Courtroom is an inadequate size at approximately 1,500 square feet, compared to 3,000 square feet or more in each of the other three courtrooms. The National Center for State Courts Best Practices for Court Building Security recommends keeping presentation tables a safe distance away from the bench and establishing separate courtroom entrances for judges and court staff. To access the bench in Courtroom 4, the Magistrate must walk through the Family Services conference room, causing disruption to ongoing scheduled conferences and jeopardizing her safety. Once seated at the bench, the Magistrate hearing and ruling on the cases is located only six feet from the defendant and plaintiff tables. The security risk presented by the current configuration is heightened by the fact that the types of cases heard in Courtroom 4 are often emotional and volatile and are recognized as the most dangerous cases heard by the Court.

The renovation is requested to expand the size of Courtroom 4 to provide distance between parties to the case, and also to centralize the offices and the intake/reception area of Family Services to improve public access. Currently, the office of the Forensic Child Custody evaluator is located on the Courthouse second floor, away from the rest of Family Services Staff on the first floor. The current public intake area is insufficiently sized to accommodate the more than 1,700 in-person requests for assistance annually. Like many older Courthouses in Maryland, room for expansion by the Court and Clerk's office would not be possible without removal of some existing offices including the Register of Wills and some divisions of the Clerk of Court. Approximately 2,000 additional square feet of office space will need to be allocated for some divisions of the Clerk of Court and the Register of Wills, but consolidation of some current storage space could reduce that number. Notably, the Register of Wills temporarily relocated to the third floor of the County Government Center when the HVAC was last replaced in the early 1990s.

The renovation requested will expand Courtroom 4 and Family Services offices beginning in FY 27. Funding is also requested to reconfigure and replace the HVAC cooling units in this area of the Courthouse with more efficient units. The systems are at or nearing the end of their useful life and replacing the system during construction would be less costly than doing so in the event of failure before or after construction is completed. $100,000 was awarded from the FY2023 Fund Balance by the Commissioners for an evaluation of the project. $160,850 is included in a small project request to proceed to the construction bidding phase. Construction costs are estimated at between $800,000 to $1,500,000, including $225,000 to relocate approximately 2,0000 square feet for the Clerk of Court and Register of Wills offices during and after construction.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design	80,425					280,425		**360,850**
Land Acquisition								**0**
Site Work								**0**
Construction	1,200,000							**1,200,000**
Equipment/Furnishings		120,000						**120,000**
Other - Please Specify								**0**
TOTAL	**1,280,425**	**120,000**	**0**	**0**	**0**	**280,425**	**0**	**1,680,850**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								**0**
Solid Waste User Fees								**0**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds	1,280,425	120,000				280,425		**1,680,850**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - Please Specify								**0**
TOTAL	**1,280,425**	**120,000**	**0**	**0**	**0**	**280,425**	**0**	**1,680,850**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
More than 30 years.

Will this project generate revenue?
No.

Are there any grant funds available? If so, through what agency? What is the grant deadline?
How much funding will you be requesting through the grant?
In the past, funding has not been available for capital improvements, but with recent violent events against judges, funding could become available through the AOC. As always, the Court will continue to pursue any State or Federal funding available.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
No.

Is there a Federal or State mandate related to this project? If so, please elaborate:
No.

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
No additional costs are anticipated, other than cleaning and maintaining the additional square footage requested.

DAVIS BOWEN & FRIEDEL, INC.

ARCHITECTS • ENGINEERS • SURVEYORS

Ring W. Lardner, P.E.
W. Zachary Crouch, P.E.
Michael E. Wheedleton, AIA, LEED GA
Jason P. Loar, P.E.
Jamie L. Sechler, P.E.

September 5, 2025

Worcester County Government
Department of Public Works
6113 Timmons Road
Snow Hill, Maryland 21863

Attn: Mr. Michael Hutchinson
Maintenance Superintendent

Re: Worcester Co. Courthouse
Courtroom No. 4 Expansion/Interior Renovations
Design and Construction Documents
Snow Hill, Maryland
DBF #: P0085B25.041

Dear Mr. Hutchinson:

Pursuant to your request, we are pleased to present this proposal for architectural, structural, mechanical, electrical, plumbing, and engineering services for the above-referenced project. We understand this project will be phased to construct the office area first and Courtroom 4 second. These areas are depicted in the attached floor plan diagram. Below is a description of our services for both phases of the design:

A. FIELD WORK/EXISTING DOCUMENTATION

Our team will gather existing drawing information provided by the County and visit the site to verify and add to our existing information, mostly in the area across the hall from Courtroom 4. Gipe will also be verifying existing systems to evaluate what they are currently handling and if they can handle what is being proposed.

Lump Sum Fee: $8,500.00

B. DESIGN DEVELOPMENT WORK

Our team will provide a design for the two phases of work. Below is a list of tasks in the scope for these phases:

- Develop design options for each area
- Meet to discuss options
- Develop agreed upon option

- Meet to discuss developed option
- Provide a cost estimate and schedule based on phasing

Lump Sum Fee: $24,750.00

C. ARCHITECTURAL/STRUCTURAL CONSTRUCTION DOCUMENTS

Our team will develop the approved design for each phase. This includes details, schedules, and specifications needed to create a set of bid documents (drawings and specifications) with which we can receive public bids and agency approvals. We will update the cost estimate and provide a pre-final set, that includes all disciplines, to the County for review.

Lump Sum Fee: $49,000.00

D. MECHANICAL/ELECTRICAL/PLUMBING (MEP) DESIGN & CONSTRUCTION DOCUMENTS

The scope of work will include mechanical (including heating, ventilation, and air conditioning), electrical (including general power, metal detector, interior lighting, site lighting, fire alarm), fire protection design, and plumbing (including new restrooms tied into existing plumbing. Design phase services shall include the following:

1. Review of air, hot water, and cold-water survey provided by the County.
2. Review meeting to discuss existing systems and proposed new work options.
3. Preparation of design plans and specifications for the mechanical, electrical, and plumbing phases of work. Specifications will be prepared utilizing Gipe's standard office specifications and format. These will be detailed for public bid and agency approval.
4. Demolition and new work drawings will be in AutoCAD format.
5. Preparation of an estimate of probable cost associated with the MEP work.

Lump Sum Fee: $42,500.00

E. BID PHASE SERVICES

We will assist the County with the following during this phase:

- Attend a pre-bid meeting with interested contractors.
- Prepare addenda items prior to forwarding to County procurement.
- Assist with the bid opening and review of bids.

Lump Sum Fee: $6,500.00

F. CONSTRUCTION PHASE SERVICES

We will assist the County with the following during this phase:

- Assist with contract work.
- Review selected shop drawing submittals
- Respond to Contractor questions
- Attend pre-construction meeting and six (6) progress meetings
- Review applications for payment from the Contractor
- Perform punch list walkthrough for each phase
- Perform final inspection of the mechanical/electrical work
- Review of closeout documents, test/balance reports, and O&M manuals

Note: This scope of work will be revisited prior to construction.

Estimated Fee: $29,600.00

G. EXCLUSIONS

- Audio/Visual – IT/Communications Design
- BIM/Revit Modeling
- Public presentations
- Commissioning services
- More than one bid phase
- Air/Hot Water/Chilled Water Survey
- Alternate designs in the bid set
- Emergency generator design
- Energy modeling
- Fire pump design
- Security system design
- Valve Engineering

G. FEE SUMMARY

A. Field Work/Existing Documentation	$8,500.00
B. Design Development Work	$24,750.00
C. Construction Documents	$49,000.00
D. MEP Design & Construction Documents	$42,500.00
E. Bid Phase Services	$6,500.00
F. Construction Phase Services	$29,600.00
Total Lump Sum and Estimated Fees Items A-E:	**$160,850.00**

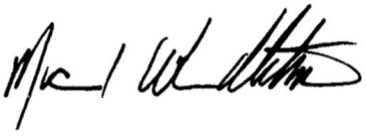
ITEM 9

Billing for our services will be submitted monthly based on the percentage of work completed in the previous month, in accordance with Schedule of Rates No. 50. Payment terms shall be in accordance with the attached City of Salisbury agreement and Worcester County's Standard Terms and Conditions attached.

This proposal is valid for a period of thirty (30) days. If you find the proposal acceptable, please sign below and on the attached agreement, and forward it via email to mwh@dbfinc.com. We will proceed with our work based on the receipt of the signed documents.

We appreciate the opportunity to continuing working with Worcester County and look forward to participating in this project. Should you have any questions or need additional information, please do not hesitate to contact me at (410) 543-9091 or at the email noted above.

Sincerely,
DAVIS, BOWEN AND FRIEDEL, INC.



Michael Wheedleton, AIA
Principal/Sr. Architect

Enclosures

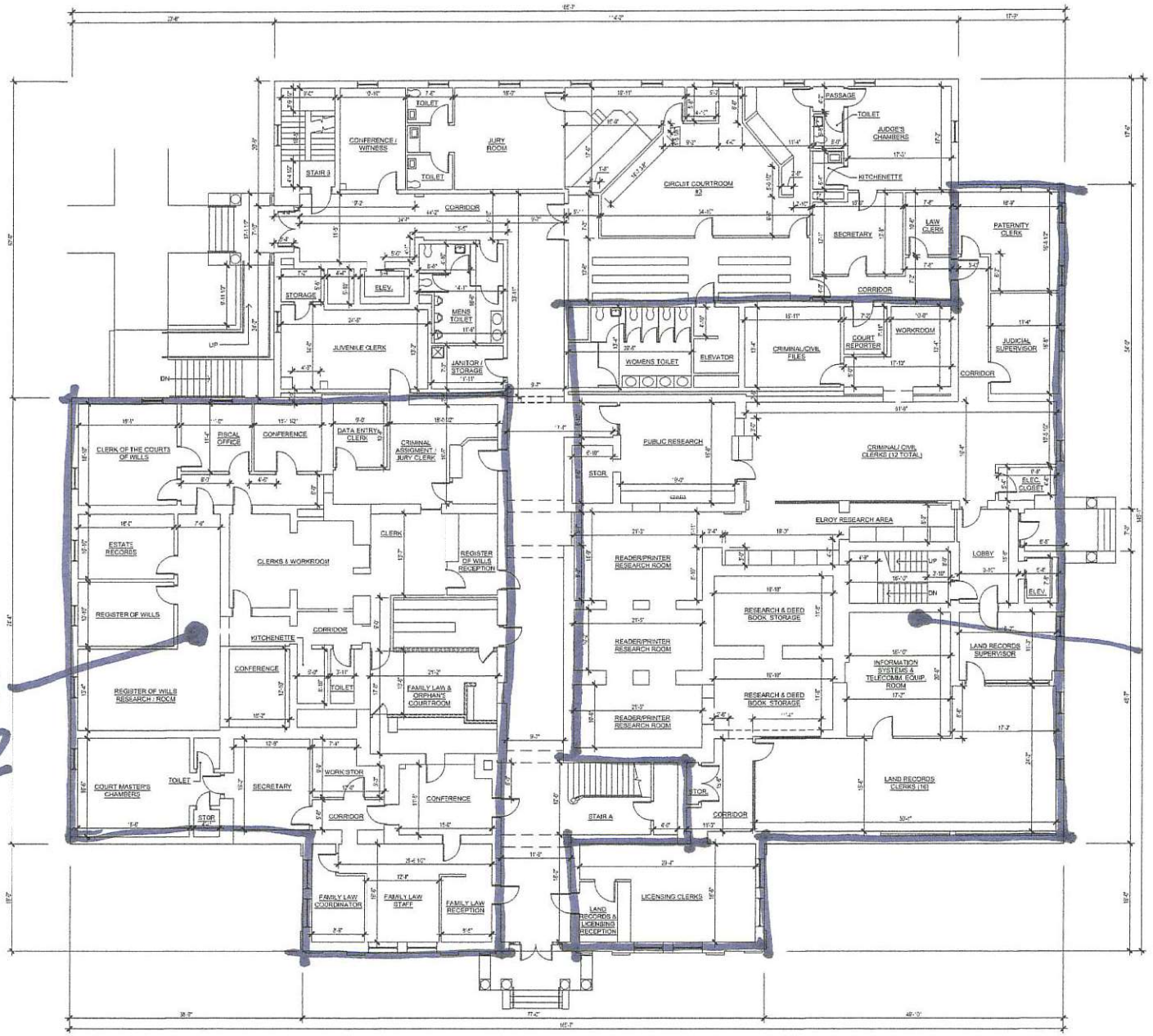
_____

Client Signature Date

_____

Printed Name

INTERIOR RENOVATIONS



INTERIOR PHASE 2

INTERIOR PHASE 1

A1 FLOOR PLAN - EXISTING CONDITIONS
1/8" = 1'-0"

DAVIS BOWEN & FRIEDEL, INC.
ARCHITECTS · ENGINEERS · SURVEYORS

WORCESTER COUNTY COURTHOUSE RENOVATIONS
1 WEST MARKET STREET, SNOW HILL, MARYLAND

DATE	COMMENTS

Date: APRIL 10, 2024
Scale: AS NOTED
Dwn By: EHC
Proj No.: 0065B062.A01

EXISTING CONDITIONS FLOOR PLAN

Dwg No.: EXG-1

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DAVIS, BOWEN & FRIEDEL, INC. ("DBF")
SCHEDULE OF RATES
SCHEDULE NO. 50
Effective January 1, 2024

CLASSIFICATION	HOURLY RATE
Principal	**$230.00**
Senior Architect, Sr. Landscape Architect, Sr. Engineer, Sr. Surveyor	**$195.00**
Architect, Landscape Architect, Engineer, Surveyor	**$155.00**
Senior Manager: Architecture, Landscape Architecture, Engineering, Surveying	**$160.00**
Manager: Architecture, Landscape Architecture, Engineering, Surveying	**$140.00**
Senior Environmental Specialist	**$160.00**
Environmental Specialist	**$130.00**
Construction Administrator	**$145.00**
Senior Designer	**$150.00**
Designer	**$130.00**
GIS Specialist	**$140.00**
Computer Graphics Designer	**$115.00**
CAD I	**$115.00**
CAD II	**$100.00**
1 Person Survey Crew	**$150.00**
2 Person Survey Crew	**$190.00**
3 Person Survey Crew & UAV Crew (Excluding Equipment Charge)	**$230.00**
Resident Project Representative	**$110.00**
Computer Administrator	**$110.00**
Administrative Support	**$90.00**
Travel	**$0.655/mile**
Direct Expense	**Cost + 10%**
UAV Equipment Charge	**$100/mission**
Prints (In-house Reproduction)	**$3.50/sheet**
Overtime	**(1.5xHourly Rate)**
24x36 Mounted Prints	**$90 (First Board)/ $40 (Additional Boards from the Same Order)**

CIP Project Name: Courthouse - Washington Street Entrance

Project Director (Name & Title): Administrative Judge Brian D. Shockley
Phone Number: (410) 632-0600
Project Location: Main Courthouse Entrance at Washington Street

Project Summary

To enhance public safety, the entrance of the Courthouse at Washington Street will be expanded to allow Sheriff's Deputies to better control the flow of traffic into the Courthouse while screening individuals through the magnetometer and x-ray machine. According to a 2023 security review conducted by the Maryland Administrative Office of the Courts (AOC) Office of Security Administration, the portico outside the entrance should be enclosed giving the Deputies a larger space to screen individuals quickly and efficiently. During jury trials, more than 80 jurors can be summoned to the Courthouse, entering at the same time as attorneys, witnesses, staff, and members of the public. The entrance is also used by members of the public to access the services of the Clerk of Court and Register of Wills. Currently, individuals walk into the building and pass an interior door leading to the basement Jury assembly room before entering the deputy screening area with magnetometer and x-ray machine. After security screening, individuals must then proceed either to the elevator on the side of the screening area or go back through the magnetometer and x-ray machine to the interior basement door. The renovation requested will create an additional 672 square feet of enclosed space to move the screening area forward in front of the basement door and the elevator, bring the Courthouse entrance parallel to the County Government Center entrance, and relocate the wheelchair ramp to connect it to the sidewalk leading to accessible parking. The existing configuration is inefficient and constitutes a serious security risk in that it creates a backlog of unscreened people (potential bad-actors and targets) and prevents their safe, orderly and efficient screening and entry.

$50,000 was awarded from the FY2023 Fund Balance by the Commissioners for an evaluation of the project. $116,500 is included for FY 27 in a small project request to proceed to the construction bidding phase, and $671,936 is requested for construction.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design						216,500		**216,500**
Land Acquisition								**0**
Site Work								**0**
Construction	671,936							**671,936**
Equipment/Furnishings		67,194						**67,194**
Other - Please Specify								**0**
TOTAL	**671,936**	**67,194**	**0**	**0**	**0**	**216,500**	**0**	**955,630**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								**0**
Solid Waste User Fees								**0**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds	671,936	67,194				216,500		**955,630**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - Please Specify								**0**
TOTAL	**671,936**	**67,194**	**0**	**0**	**0**	**216,500**	**0**	**955,630**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project? 30 years or longer.

Will this project generate revenue? No.

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant? In the past, funding has not been available for capital improvements, but with recent violent events against judges, funding could become available through the AOC. As always, the Court will continue to pursue any State or Federal funding available.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding? No.

Is there a Federal or State mandate related to this project? If so, please elaborate: No.

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance? No additional costs are anticipated, other than cleaning and maintaining the additional square footage requested.

DAVIS BOWEN & FRIEDEL, INC.

ARCHITECTS • ENGINEERS • SURVEYORS

Ring W. Lardner, P.E.
W. Zachary Crouch, P.E.
Michael E. Wheedleton, AIA, LEED GA
Jason P. Loar, P.E.
Jamie L. Sechler, P.E.

September 2, 2025

Worcester County Government
Department of Public Works
6113 Timmons Road
Snow Hill, Maryland 21863

Attn: Mr. Michael Hutchinson
Maintenance Superintendent

Re: Architectural and Engineering Services
Design and Construction Documents
New Vestibule – Worcester County Courthouse
DBF #: 0085B051.A01

Dear Mr. Hutchinson:

Pursuant to your request, we are pleased to present this proposal to provide architectural and engineering services for the above-referenced project. This includes architectural, structural, civil, mechanical, and electrical engineering design. Our team will develop construction documents suitable for receiving agency approvals and public bids. Below is a breakdown of the scope of work we are anticipating for this project.

A. BOUNDARY AND TOPOGRAPHIC SURVEY

Our office will perform the necessary field and office work to compile a boundary, topographic, and utility survey of the project site, including the area from the side of the courthouse to Washington Street. We will also perform the field survey work necessary to locate all aboveground features including buildings, sidewalks, landscaping, etc., as well as above ground and accessible below grade utilities. Also included, we will subcontract a private utility locator company to locate utilities within the project area.

Lump Sum Fee: $6,900.00

B. GEOTECHNICAL INVESTIGATION

We will perform survey services for locating soil borings which will be needed to determine soil types and groundwater depths for design of the building's foundation. We will also coordinate the performance of these borings with a geotechnical subconsultant of your choice. The following fee includes the performance of the geotechnical services by the subconsultant.

Lump Sum Fee: $5,500.00

C. UTILITY SURVEY

We will work with the County and a consultant to locate underground utilities in this area. We will produce a utility survey for this area of the site.

Lump Sum Fee: $6,000.00

D. CIVIL DESIGN DEVELOPMENT & CONSTRUCTION DOCUMENTS

Following the concept approval of the site plan by the County, we will prepare construction documents which will include revised sidewalk layouts, site grading and drainage, landscaping, erosion and sediment control, and demolition. We anticipate the total limit of disturbance to be below 5,000 SF. Therefore, no stormwater management will be required. A separate proposal will be provided if the County determines stormwater management is required.

Lump Sum Fee: $27,000.00

E. ARCHITECTURAL/STRUCTURAL DESIGN DEVELOPMENT AND CONSTRUCTION DOCUMENTS

We will prepare preliminary plans, elevations, and details based on the approved plan and 3D rendering. These will include all dimensions and building materials and will be submitted to the County for review. Upon approval of these we will distribute to our structural and MEP teams. Our team will develop the necessary plans, details, and specifications needed for public bid and agency approval.

Lump Sum Fee: $29,500.00

F. MECHANICAL AND ELECTRICAL DESIGN & CONSTRUCTION DOCUMENTS

The scope of work will include mechanical (including heating, ventilation, and air conditioning), electrical (including general power, metal detector, interior lighting, site lighting, fire alarm), and fire protection system design. Design phase services shall include the following:

1. Air conditioning served from the existing chilled water system.
2. Field investigations which may be necessary for the mechanical and electrical phases of work. Investigations will be based on visual observations and review of existing building drawings provided by the Owner.
3. Preparation of the design plans and specifications for the mechanical and electrical phases of work. Specifications will be prepared utilizing Gipe standard office specifications and format.

4. Demolition and new work drawings in AutoCAD format.
5. Preparation of an estimate of probable cost associated with the work we design.

Lump Sum Fee: $16,500.00

Note: This fee assumes that the existing chilled water plant can support air conditioning in this area.

G. BID PHASE SERVICES

We will assist the County with the following during this phase:

1. Attend a pre-bid meeting with interested contractors.
2. Prepare addenda items as needed prior to bidding.
3. Assist with the bid opening and review of bids.

Lump Sum Fee: $5,500.00

H. CONSTRUCTION ADMINISTRATION SERVICES

We will assist the County with the following during this phase:

1. Review selected shop drawing submittals
2. Respond to Contractor questions
3. Attend pre-construction meeting and six (6) progress meetings
4. Review applications for payment from the Contractor.
5. Perform punch list walkthrough
6. Perform final inspection of the mechanical/electrical work
7. Review of close-out documents, test/balance reports and O&M manuals.

Note: This scope of work will be revisited prior to construction.

Estimated Fee: $19,600.00

I. EXCLUSIONS

1. Redesign of the approved addition
2. Audio/visual systems
3. BIM/Revit modeling
4. LEED tracking or certification
5. Public presentations
6. Design or re-routing of underground utilities

J. FEE SUMMARY

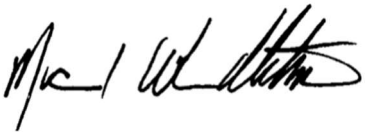
A. Boundary and Topographic Survey	$6,900.00
B. Geotechnical Investigation	$5,500.00
C. Utility Survey	$6,000.00
D. Civil Design Development & Construction Documents	$27,000.00
E. Architectural/Structural Design Development & Construction Documents	$29,500.00
F. Mechanical/Electrical Design & Construction Documents	$16,500.00
G. Bid Phase Services	$5,500.00
H. Construction Administration Services	$19,600.00
Total Lump Sum Fees Items A-G:	**$116,500.00**

Billing for our services will be submitted monthly based on the percentage of work completed in the previous month in accordance with Schedule of Rates No. 50. Payment terms shall be in accordance with Worcester County's Standard Terms and Conditions attached.

This proposal is valid for a period of thirty (30) days. If you find the proposal acceptable, please sign below and on the attached agreement, and forward it vis email to mwh@dbfinc.com. We will proceed with our work based on the receipt of the signed documents.

We appreciate the opportunity to be of continued service to Worcester County and look forward to participating in this project. Should you have any questions or need additional information, please do not hesitate to contact me at (410) 543-9091 or at the email noted above.

Sincerely,
DAVIS, BOWEN AND FRIEDEL, INC.



Michael Wheedleton, AIA
Principal/Sr. Architect

Enclosures: Schedule of Rates No. 50
City of Salisbury On-Call Agreement
Worcester County Terms and Conditions

Client Signature Date

Printed Name

DAVIS, BOWEN & FRIEDEL, INC. ("DBF")
SCHEDULE OF RATES
SCHEDULE NO. 50
Effective January 1, 2024

CLASSIFICATION	HOURLY RATE
Principal	**$230.00**
Senior Architect, Sr. Landscape Architect, Sr. Engineer, Sr. Surveyor	**$195.00**
Architect, Landscape Architect, Engineer, Surveyor	**$155.00**
Senior Manager: Architecture, Landscape Architecture, Engineering, Surveying	**$160.00**
Manager: Architecture, Landscape Architecture, Engineering, Surveying	**$140.00**
Senior Environmental Specialist	**$160.00**
Environmental Specialist	**$130.00**
Construction Administrator	**$145.00**
Senior Designer	**$150.00**
Designer	**$130.00**
GIS Specialist	**$140.00**
Computer Graphics Designer	**$115.00**
CAD I	**$115.00**
CAD II	**$100.00**
1 Person Survey Crew	**$150.00**
2 Person Survey Crew	**$190.00**
3 Person Survey Crew & UAV Crew (Excluding Equipment Charge)	**$230.00**
Resident Project Representative	**$110.00**
Computer Administrator	**$110.00**
Administrative Support	**$90.00**
Travel	**$0.655/mile**
Direct Expense	**Cost + 10%**
UAV Equipment Charge	**$100/mission**
Prints (In-house Reproduction)	**$3.50/sheet**
Overtime	**(1.5xHourly Rate)**
24x36 Mounted Prints	**$90 (First Board)/ $40 (Additional Boards from the Same Order)**

CIP Project Name: Recycle Building Expansion

Project Director (Name & Title): David Candy, Superintendent, Solid Waste
Phone Number: 410-632-3177
Project Location: Central Site Landfill, Newark MD

Project Summary

The Recycling team would like to expand the building in order to add another sorting line and much needed storage space. At this time, we store bi-metal, aluminum and plastic outside. Since we have started recycling mattresses, we have had to use up much needed floor space indoors to accommodate them. Bailed plastic, cardboard and paper are stored indoors until a full tractor trailer load is achieved. Again, utilizing valuable floor space.

With the rise in on-line ordering, cardboard recycling has increased tremendously. An additional line would allow us to keep up with processing this material as well as others when needed.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design		100,000						**100,000**
Land Acquisition								**0**
Site Work								**0**
Construction			2,000,000					**2,000,000**
Equipment/Furnishings								**0**
Other - Please Specify STUDY	30,000							**30,000**
TOTAL	**30,000**	**100,000**	**2,000,000**	**0**	**0**	**0**	**0**	**2,130,000**
SOURCES OF FUNDS								
General Fund								**0**
User Fees								**0**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds	30,000	100,000	2,000,000					**2,130,000**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - Please Specify								**0**
TOTAL	**30,000**	**100,000**	**2,000,000**	**0**	**0**	**0**	**0**	**2,130,000**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**693,972**	**193,972**			**887,944**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?

Will this project generate revenue?

Yes, we are able to sell the bailed materials.

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?

No.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?

No.

Is there a Federal or State mandate related to this project? If so, please elaborate:

No.

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?

Yes. We would need to hire 4 additional Recycle employees; utilities would double our current and it would require additional fire alarms and sprinkler system maintenance.

CIP Operating Impact Projections

Project:

Personnel Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Operating Cost
Job Title & Salary/Benefit Costs (List Separately)						
Recycle Worker 1				37,315	37,315	**74,630**
Recycle Worker 1				37,315	37,315	**74,630**
Recycle Worker 3				41,121	41,121	**82,242**
Recycle Worker 3				41,121	41,121	**82,242**
						0
						0
EXPENDITURES						
New Positions Salary & Benefits TOTAL	**0**	**0**	**0**	**156,872**	**156,872**	**313,744**

Operating Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Total Operating Cost
Utilities ELECTRIC				36,000	36,000	**72,000**
Telephone						**0**
Custodial						**0**
Cleaning						**0**
Maintenance Repairs						**0**
Refuse						**0**
Fire/Security Alarm				1,100	1,100	**2,200**
Internet						**0**
Vehicle Expense						**0**
Other						**0**
						0
EXPENDITURES						
Operating TOTAL	**0**	**0**	**0**	**37,100**	**37,100**	**74,200**

Capital Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Total Operating Cost
Furnishings						**0**
Equipment						**0**
1 Loader				400,000		**400,000**
1 Skid Steer				100,000		**100,000**
						0
EXPENDITURES						
Capital TOTAL	**0**	**0**	**0**	**500,000**	**0**	**500,000**

Projected Revenue Impact	FY 27	FY 28	FY 29	FY 30	FY 31	Revenue Total
						0
						0
						0
						0
						0
REVENUES						
Project Revenue TOTAL	**0**	**0**	**0**	**0**	**0**	**0**
PROJECTED OPERATING IMPACTS	0	0	0	693,972	193,972	887,944

Operating Impacts

Complete the following questions:

Employee Positions
Will the project change staffing needs? How many positions are added or removed? Indicate if they are full-time, part-time, contractual, grant-funded, or enterprise-funded. What is the estimated cost or savings? Include benefit costs: use 63% for full-time and 49% for part-time with insurance.

Yes, 4 full-time employees

Utility Costs
Will the project increase or decrease costs for electricity, oil, gas, phone, water, or sewer?

Increase Electric and gas.

Maintenance Costs
Will internal maintenance costs or external vendor agreements change? Consider custodial, field, road, or general maintenance.

Additional Fire alarm monitoring and Annual Testing

Insurance Costs
Will insurance costs change? Include liability, property, and vehicle coverage.

Yes. With the building addition and equipment, insurance will increase.

Telecommunications
Will the project require additional phones, copiers, computers, or other hardware? List them below.

Possible computer for new equipment.

Furniture, Equipment, or Capital Outlay
Will the need for furniture, equipment, or other capital outlay increase or decrease? Is the cost change one-time or ongoing?

There will be a one-time increase for the additional equipment such as compactor and bailer.

CIP Project Name: Health Department and 50 Plus Center Pocomoke Service Building Replacement

Project Director (Name & Title): Michael Hutchinson, Maintenance Superintendent/Bill Bradshaw, County Engineer
Phone Number: 410-632-3766/410-632-1200 x1150
Project Location: 400 Walnut Street, Pocomoke City

Project Summary

This project is for replacement of the existing building at the same address. The existing building was constructed in 1949/1950. This update is based on a schematic building design completed by DBF Architects & Engineers in 2025 (report attached), Health Department representatives, 50 Plus Department representatives and County Public Works. This schematic plan is based on considerations of the current operations, space planning and ancillary requirements for a new 13,500 SF building. The building plan will have one wing for Health Department and a second wing for the 50 Plus Center. The schematic design reports includes proposed floor plans and renderings for the building. The schematic design results is an increase in construction cost estimate of $800k.

The primary purpose of this capital improvement plan is to ensure the safety, usability, and longevity of the facility by replacing the outdated structure with a new, code-compliant building. The new building will meet all current regulations, including fire safety, accessibility (ADA), structural integrity, and energy efficiency standards. Additionally, the project aims to: 1. **Enhance Safety:** Address critical safety concerns related to the building's deteriorated condition, ensuring the well-being of all occupants. 2. **Improve Functionality:** Provide a modern facility that meets the operational needs of its users, supporting current and future activities effectively. 3. **Ensure Compliance:** Bring the facility up to code, eliminating legal liabilities and ensuring adherence to local, state, and federal regulations. 4. **Optimize Energy Efficiency:** Incorporate energy-efficient systems and materials to reduce operating costs and environmental impact. 5. **Support Community and Economic Growth:** The new building will serve as a vital asset to the community, potentially attracting investment, improving public services, and contributing to local economic development. This capital improvement plan is a critical investment in the future of the facility and the Pocomoke community it serves, ensuring it remains a safe, functional, and valuable asset for years to come.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design						704,500		**704,500**
Land Acquisition								**0**
Site Work								**0**
Construction		6,470,523	2,156,841					**8,627,364**
Equipment/Furnishings		230,000	555,000					**785,000**
Other - Please Specify								**0**
TOTAL	**0**	**6,700,523**	**2,711,841**	**0**	**0**	**704,500**	**0**	**10,116,864**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								**0**
Solid Waste User Fees								**0**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds		6,700,523	2,711,841			704,500		**10,116,864**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - Please Specify								**0**
TOTAL	**0**	**6,700,523**	**2,711,841**	**0**	**0**	**704,500**	**0**	**10,116,864**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**66,438**	**66,438**	**66,438**	**66,438**			**265,752**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project? 50 years

Will this project generate revenue? No

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant? Currently none. 50 Plus Center section would solicit State and foundation grants and donor contributions.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding? None identified.

Is there a Federal or State mandate related to this project? If so, please elaborate: No

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance? Yes building operation and maintenance expenses are estimated.

CIP Operating Impact Projections

Project: Pocomoke HD & 50 Plus Service Bldg Replacement

Personnel Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Operating Cost
Job Title & Salary/Benefit Costs (List Separately)						
						0
						0
						0
						0
						0
						0
EXPENDITURES						
New Positions Salary & Benefits TOTAL	**0**	**0**	**0**	**0**	**0**	**0**

Operating Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Total Operating Cost
Utilities		28,602	28,602	28,602	28,602	**114,408**
Telephone		5,646	5,646	5,646	5,646	**22,584**
Custodial		250	250	250	250	**1,000**
Cleaning		18,518	18,518	18,518	18,518	**74,072**
Maintenance Repairs		7,800	7,800	7,800	7,800	**31,200**
Refuse		20	20	20	20	**80**
Fire/Security Alarm		725	725	725	725	**2,900**
Internet		4,277	4,277	4,277	4,277	**17,108**
Vehicle Expense						**0**
Other		600	600	600	600	**2,400**
						0
EXPENDITURES						
Operating TOTAL	**0**	**66,438**	**66,438**	**66,438**	**66,438**	**265,752**

Capital Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Total Operating Cost
Furnishings						**0**
Equipment						**0**
						0
						0
						0
EXPENDITURES						
Capital TOTAL	**0**	**0**	**0**	**0**	**0**	**0**

Projected Revenue Impact	FY 27	FY 28	FY 29	FY 30	FY 31	Revenue Total
						0
						0
						0
						0
						0
REVENUES						
Project Revenue TOTAL	**0**	**0**	**0**	**0**	**0**	**0**
PROJECTED OPERATING IMPACTS	0	66,438	66,438	66,438	66,438	265,752

Operating Impacts

Complete the following questions:

Employee Positions
Will the project change staffing needs? How many positions are added or removed? Indicate if they are full-time, part-time, contractual, grant-funded, or enterprise-funded. What is the estimated cost or savings? Include benefit costs: use 63% for full-time and 49% for part-time with insurance.

There is an opportunity for increasing services to constituents in or around the Pocomoke area, the exact volume is yet to be determined, based on the footprint of the building. There is also an opportunity to expand service delivery with our partners, but this remains to be determined. This information will assist in determining the increase in staff. There would be no change in the staff of the WorCOA 50plus Center.

Utility Costs
Will the project increase or decrease costs for electricity, oil, gas, phone, water, or sewer?

The project would decrease the utility costs by updating and utilizing energy efficient units.

Maintenance Costs
Will internal maintenance costs or external vendor agreements change? Consider custodial, field, road, or general maintenance.

The project would decrease the maintenance costs because the systems and units would be new and would not be past their usable life.

Insurance Costs
Will insurance costs change? Include liability, property, and vehicle coverage.

Insurance costs will likely increase dur to higher value asset.

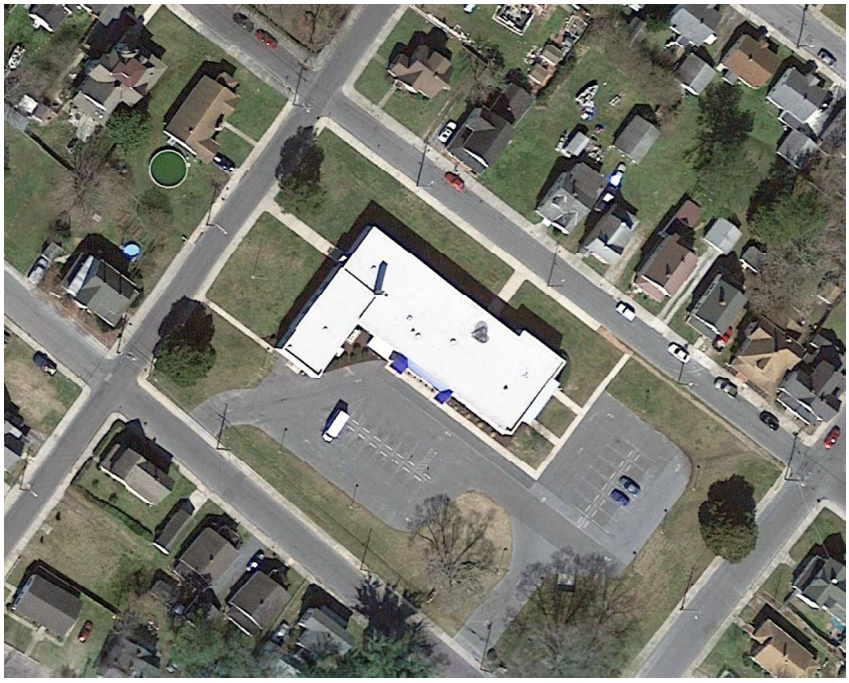
Telecommunications
Will the project require additional phones, copiers, computers, or other hardware? List them below.
The cost of telephones, copiers, computers and hardware should remain the same and not increase.

Furniture, Equipment, or Capital Outlay
Will the need for furniture, equipment, or other capital outlay increase or decrease? Is the cost change one-time or ongoing?
There will be a need for one time purchase of furniture.

DAVIS BOWEN & FRIEDEL, INC.
ARCHITECTS • ENGINEERS • SURVEYORS

Gipe Associates, Inc.
CONSULTING ENGINEERS

POCOMOKE SERVICE CENTER
FEASIBILITY STUDY FOR A
NEW FACILITY
4th &WALNUT STREETS
POCOMOKE CITY, MARYLAND



DESIGN NARRATIVES

SCHEMATIC DESIGN

ESTIMATED COSTS

Davis, Bowen & Friedel, Inc.
601 E. Main Street
Salisbury, Maryland 21804

AUGUST 2025
DBF #0085B056.B01
www.dbfinc.com

Gipe Associates, Inc.
8719 Brooks Drive
Easton, Maryland 21601

DAVIS BOWEN & FRIEDEL, INC.

ARCHITECTS • ENGINEERS • SURVEYORS

Ring W. Lardner, P.E.
W. Zachary Crouch, P.E.
Michael E. Wheedleton, AIA, LEED GA
Jason P. Loar, P.E.
Jamie L. Sechler, P.E.

August 14, 2025

Mr. William Bradshaw, P.E.
County Engineer, Building Administrator
Development Review and Permitting
Worcester County Government
1 West Market Street, Room 1201
Snow Hill, MD 21863

Reference: Schematic Design and Estimated Costs
New Pocomoke Service Facility

Dear Bill:

Davis, Bowen & Friedel, Inc. (DBF) and Gipe Associates are pleased to present this Schematic Design for the proposed new facility for Worcester County located at 400-A Walnut Street in Pocomoke City.

Based on the assessment prepared in 2024 and design meetings held earlier this year, we have proposed a schematic design for the new facility along with proposed costs for its construction. This design meets the target size discussed, between 13,000 and 14,000 square feet, and will continue to house a 50 Plus Center and the County Health Department.

This design is a work in progress and will serve as a starting point for design development and construction documents if the County agrees to move forward with this project.

Please reach out to me directly with any questions regarding this report.

Sincerely,
DAVIS, BOWEN & FRIEDEL, INC.

Michael Wheedleton, AIA
Principal - Senior Architect

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Current Draft Program	-

POCOMOKE SERVICE CENTER
NEW FACILITY
WALNUT STREET
POCOMOKE CITY, MARYLAND

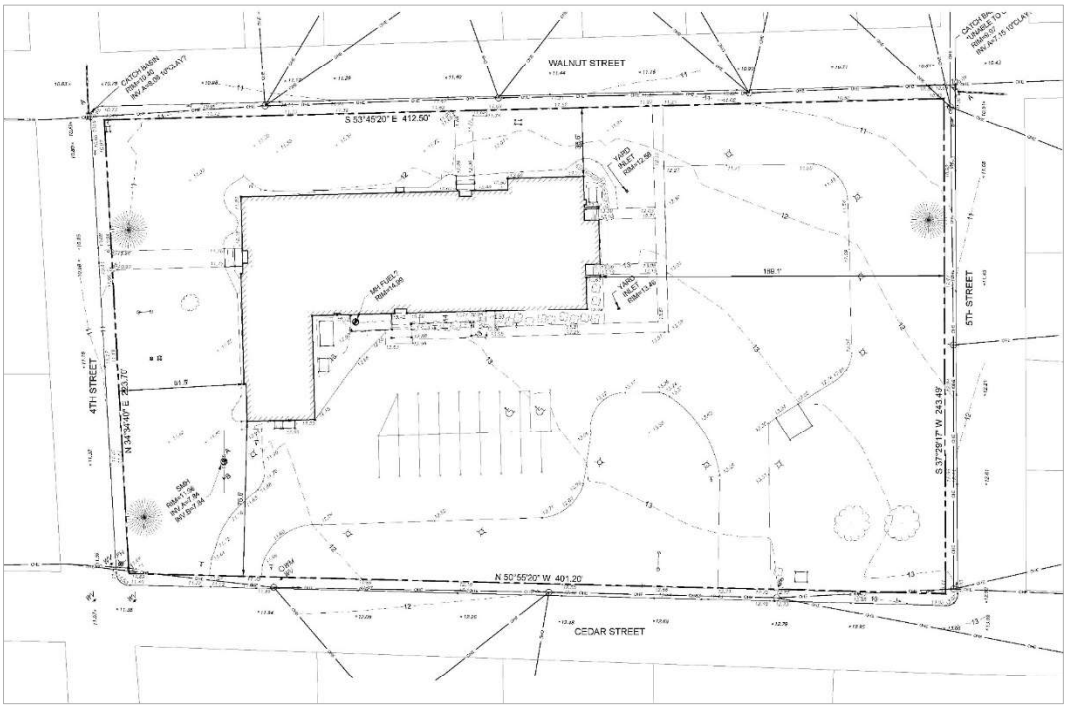
INTRODUCTION

In June 2024, Davis, Bowen & Friedel, Inc. (DBF) and Gipe Associates, Inc. (Gipe) submitted a Facility Condition Assessment on the existing facility located at this site. A copy of this assessment will be sent in electronic format along with this report.

As noted in the assessment, our team recommended that the existing facility be replaced. To briefly summarize, the reasons for this replacement are due to the age of mechanical / electrical systems, especially piping and underground infrastructure. Also, the building was constructed as an educational building in 1947, well before modern building codes, notably fire protection and accessibility codes. For these reasons mainly, along with replacement was recommended.

It was decided during the initial design meetings on this project that the existing building would be demolished and not kept while the new one was being constructed, as the options are very limited on the site if this building were to remain. This is evident in an example of a layout keeping the existing building in this report. Currently, the 50 Plus Center and the Health Department occupy this facility and the plan is that they will continue as the tenants for the new facility. They will relocate to other facilities in town until the new facility is complete.

Existing Site Plan



SCHEMATIC DESIGN

As noted, the existing building will be demolished, and the new facility is proposed to be constructed in generally the same area. This strategy keeps the entries off Cedar Street intact and the parking areas can be used and modified to meet the capacity and requirements of the new facility.

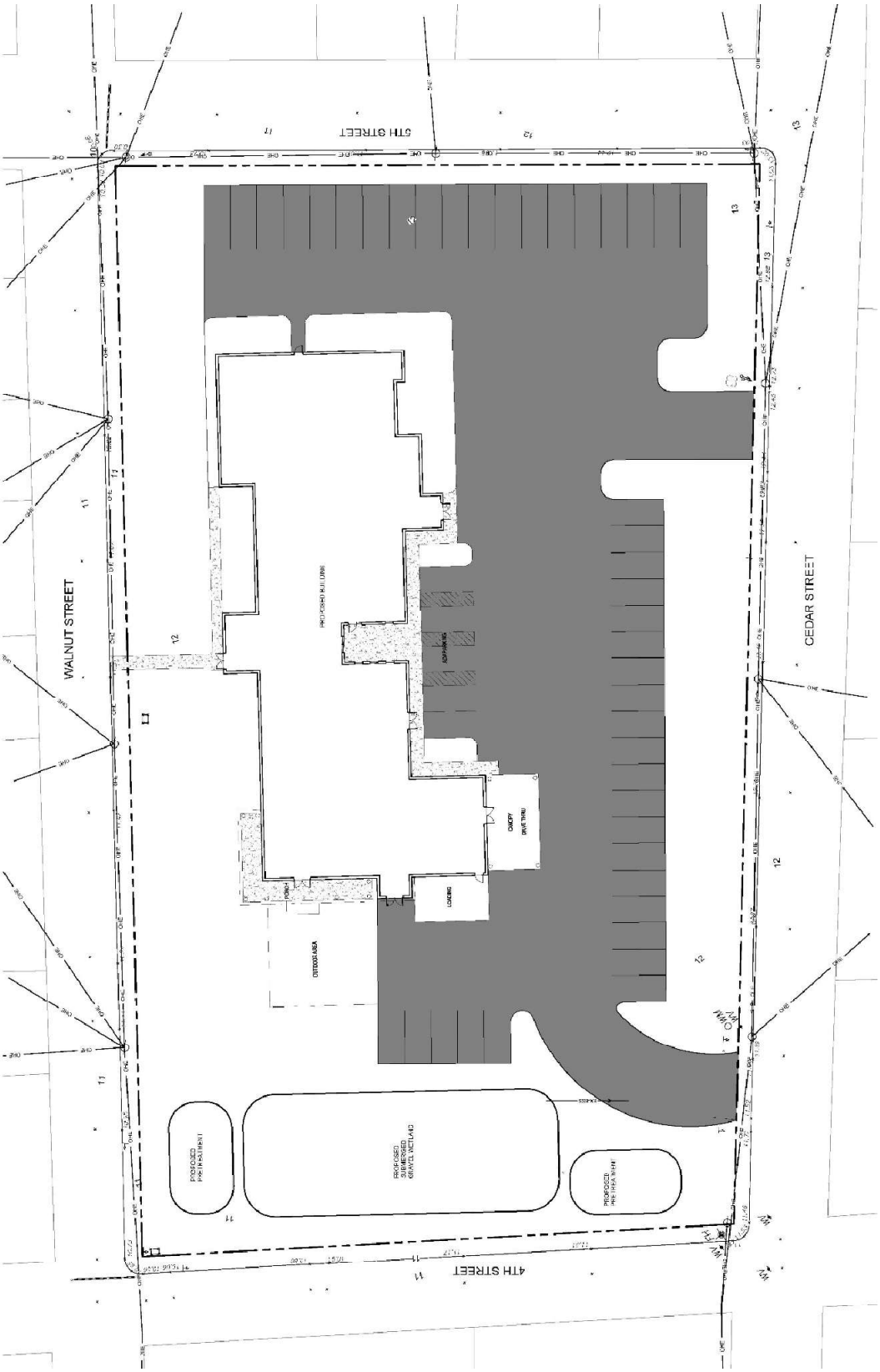
Civil / Site Engineering

The following items were starting points to begin the site planning / civil engineering for the new facility:

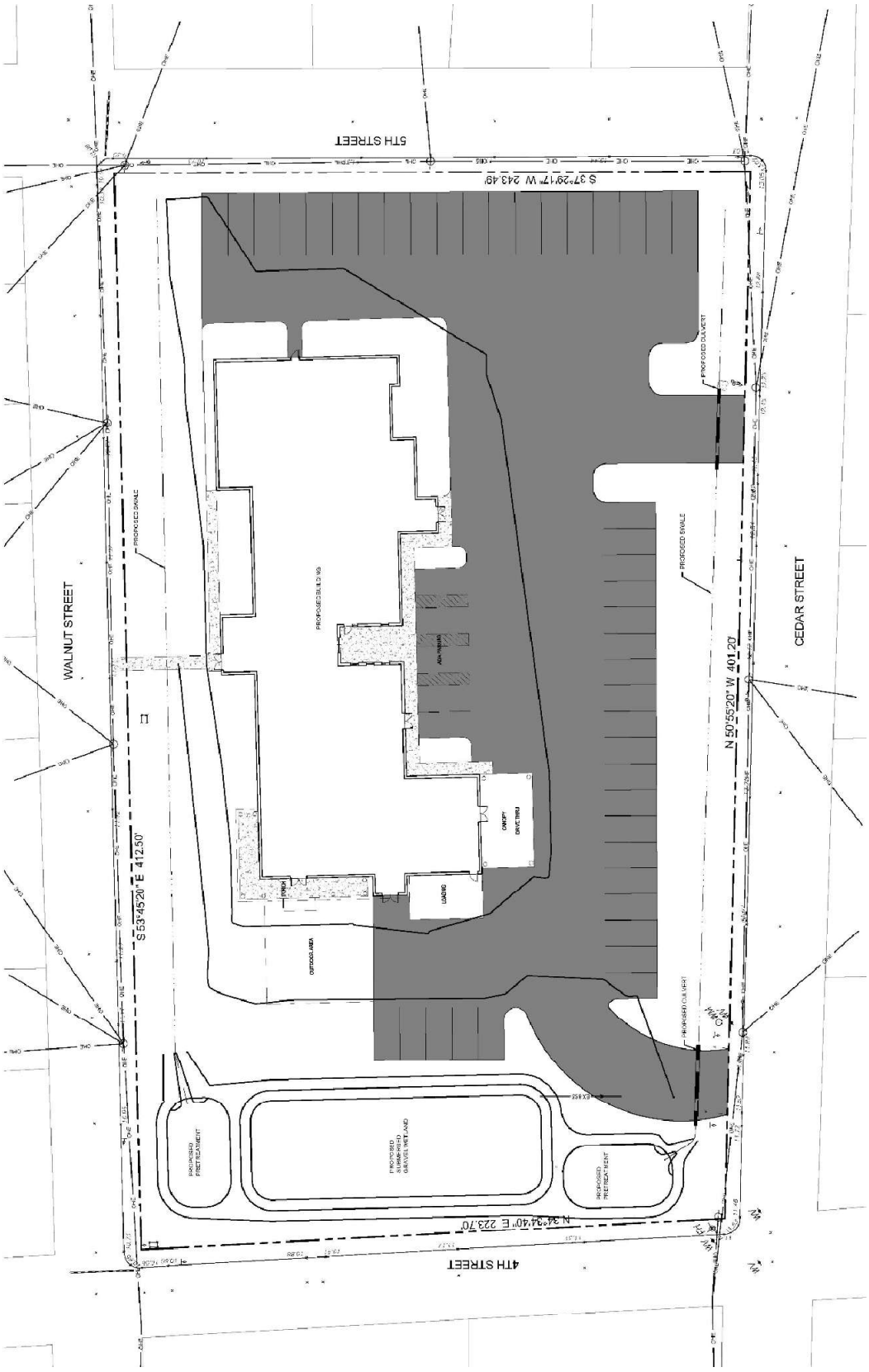
- The existing entries off Cedar Street will remain and no new entries are planned.
- The existing underground infrastructure will be removed back to where it enters the site off Cedar Street due to the deterioration of the piping and valves. Keeping the new facility in the same location will also allow us to use the same tie-in points for utilities located under Cedar Street.
- The parking lot will remain and be modified as needed for the new facility.
- Stormwater areas are currently proposed on the 4th Street side of the site. The size and configuration of these areas will be confirmed during the next stages of design.

The following pages depict the existing site and proposed parking lot and stormwater collection areas in conceptual form.

Proposed Preliminary Site Plan



Stormwater and Grading Plan



Architectural

Initial Design

The current occupants (50 Plus and the Health Department) will remain as the tenants for the new facility as of the date of this report.

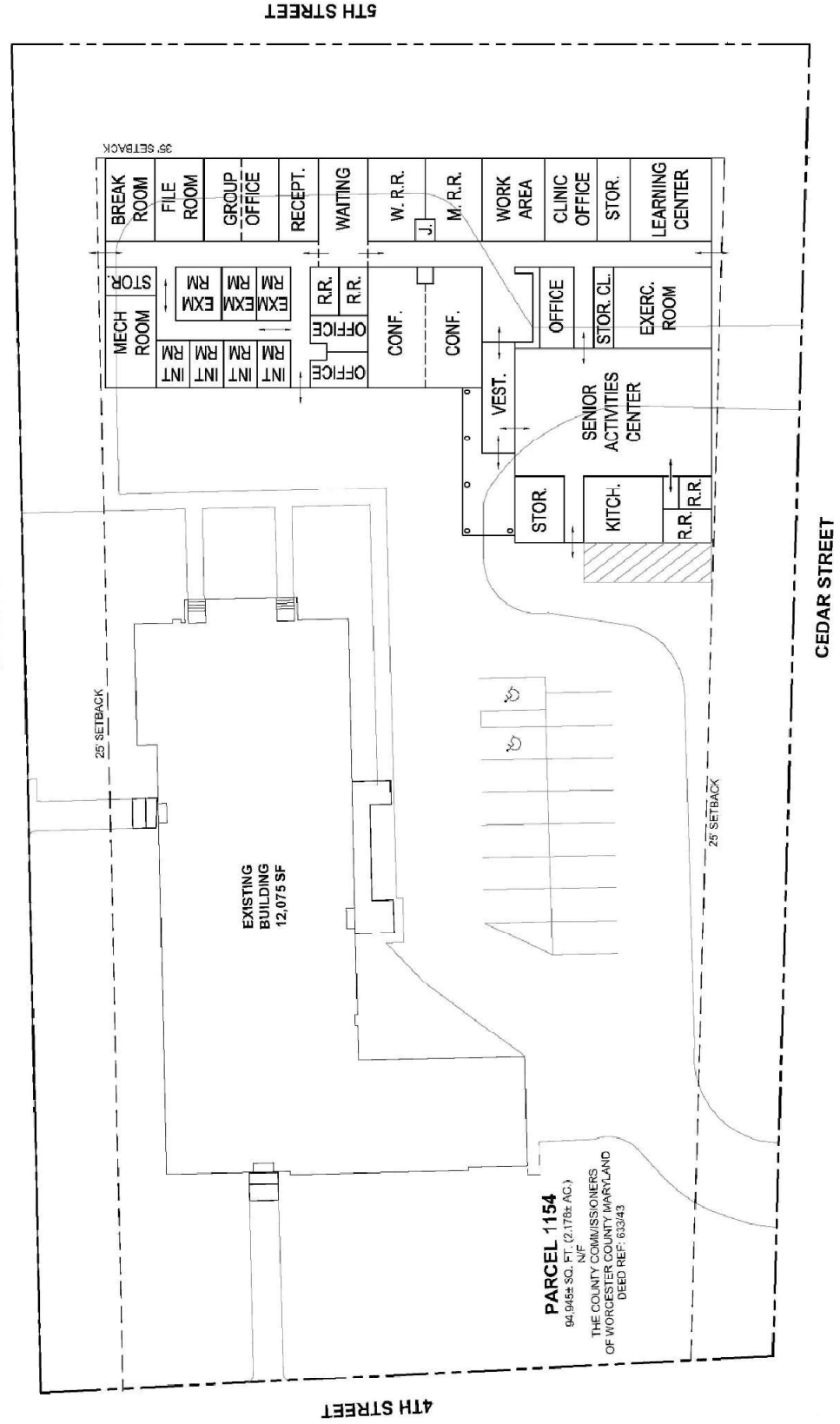
The initial due diligence work for the new building included the development a building program to determine the desired spaces in the new building; their size and required adjacencies. As noted, this building was built as a school in 1947 and is very lacking in fire protection, accessibility, and other codes. Also, it was not programmed to house its current use and the first thing to do was to find out what spaces are missing from the 50 Plus Center and the Health Department in the existing facility.

Included in the appendix of this report is the current program noting the existing and proposed spaces in the building. This program will continue to be a work in progress as the design is developed.

With the initial program drafted, layout options were created and presented to the County at 2 meetings. At the April 2025 meeting, it was decided that the existing building should be demolished. The 50 Plus and the Health Department will need to move to a temporary location during construction of the new building. The architect was also given a tour of the Snow Hill Health Department to see interview rooms, training rooms, training kitchen, and other areas that will be located in the new Pocomoke facility.

The following page depicts one of the options presented at the April 2025 meeting.

Schematic Option with Existing Building Remaining



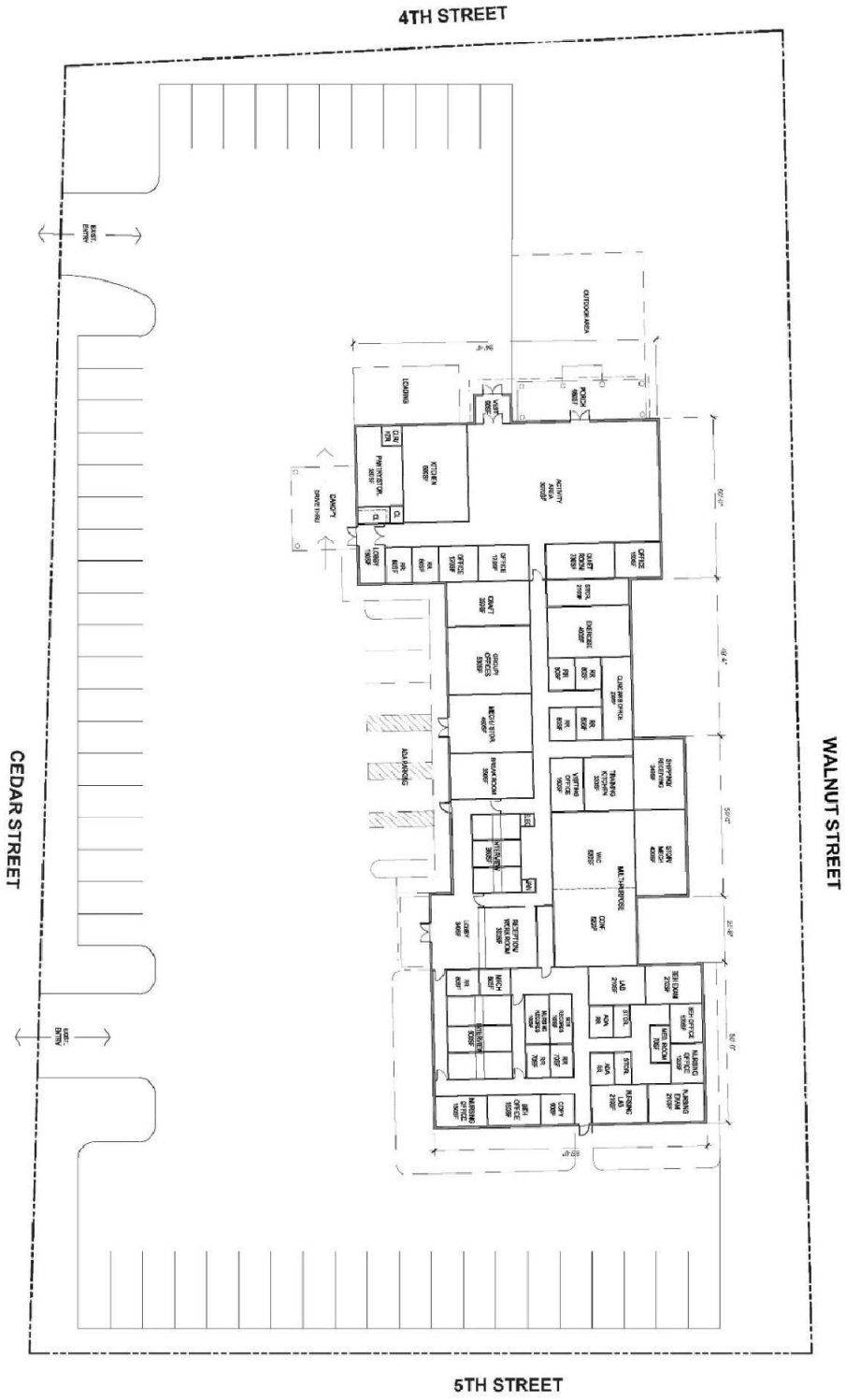
Given the comments received from all parties at the April 2025 meeting, most importantly demolishing the existing building, new conceptual design options were developed. Those were presented and reviewed at a meeting on June 25, 2025.

At this meeting, it was noted that the new building should have 2 distinct areas, visible from the exterior with separate entries. It was also noted that the 50 Plus area should have an additional area for quiet activities, a separate craft room, and a smaller kitchen used for warming food that will be brought in from elsewhere as well as an outdoor porch and activity area. The Health Department layout was revised to include interview rooms near the entry as well as having lab/exam areas, both similar in layout and function to those at the Snow Hill facility. Given these comments, a concept was agreed upon with which to move forward.

The building program / space information was discussed at length and program document revised. Copies of the preliminary and current program are included in the appendix of this report. The site and building layout, along with the program, will continue to be a work in progress through the design development phase if this project moves forward.

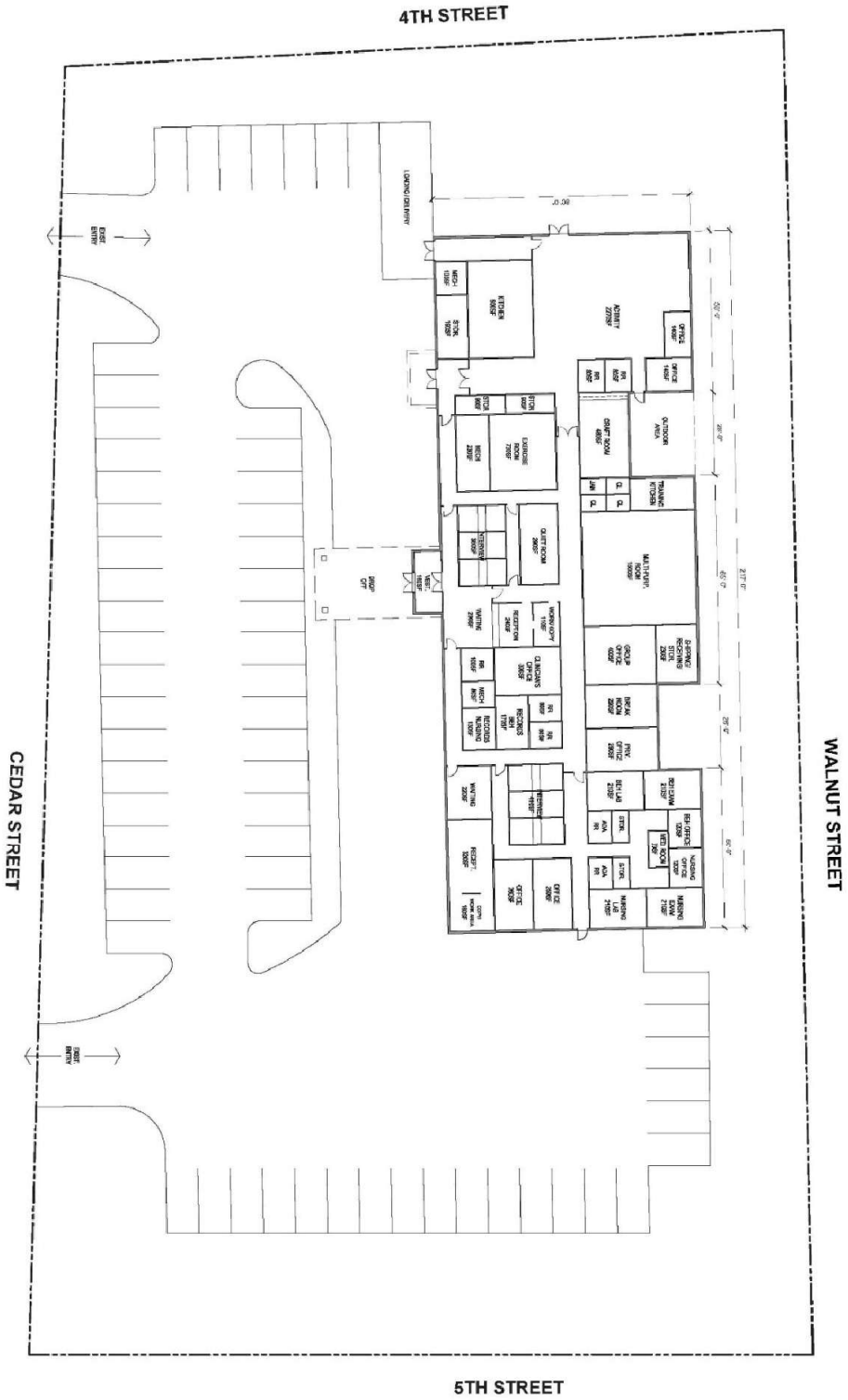
JUNE 2025 MEETING

Schematic Option with Existing Building Removed



JUNE 2025 MEETING

Schematic Option with Existing Building Removed



Current Schematic Design

The following pages depict the floor plan along with building images that will serve as the starting point for the design of the new building. The floor plan depicts the two distinct areas noted earlier. These areas will continue to be modified as the design is developed to meet user needs and code requirements.

This floor plan reflects the comments received from both the 50 Plus and Health Department representatives as well as from Public Works and County Administration.

The goal is to try and keep the proposed square footage between 13,000 and 14,000 square feet by utilizing multi-purpose areas where possible in both departments.

The following are key points related to the initial design and discussed at the meetings held. These ideas are part of the current design and, with others yet to be learned, will be included in the design development of the facility.

- Building design characteristics reflect residential design with the use of dormers, gabled roofs and building materials such as siding and shingles to match surrounding residential properties.

- The building should have 2 distinct areas for 50 Plus and the Health Department, each with distinct entries.

- Accessibility and drop-off points at the facility are important for both tenants.

- The 50 Plus Center should contain new spaces such as a craft room, quiet reading room, and larger restrooms so that patrons can receive assistance if needed.

- A ‘front porch’ is also being proposed along with an outdoor area for the 50 Plus Center.

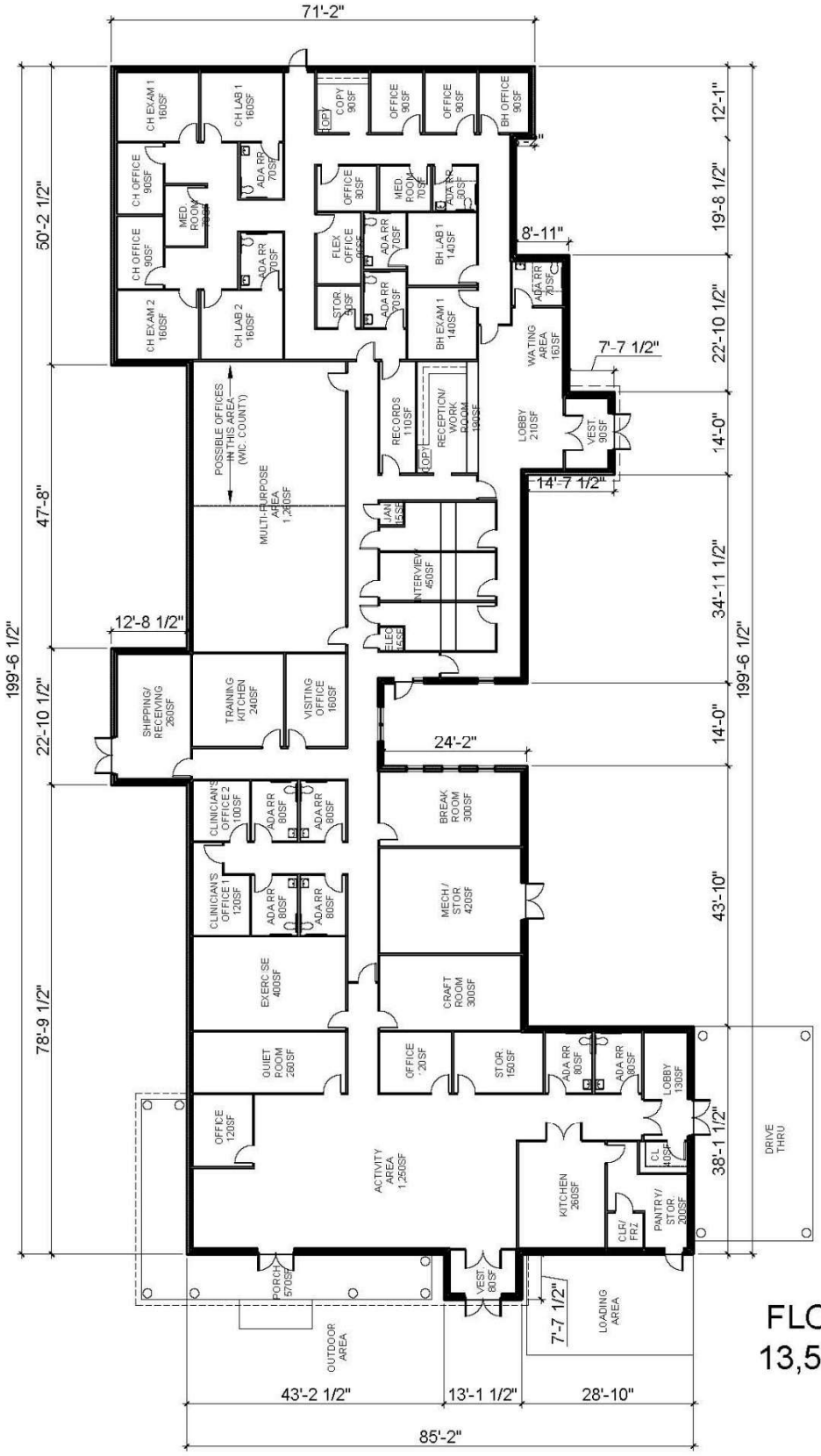
- The Health Department should take clues from the Snow Hill facility, notably the interview rooms, secure reception area, and exam room/lab areas.

- The use of the large multi-purpose area as group office space as well as a classroom/training room will help use space efficiently and not leave vacant space that is left unused.

As with the rooms in the floor plan, the images shown will continue to be developed with respect to color, trim detail, window placement and configuration, and other items if this project moves forward.

As noted earlier, the renderings of the building depict a residential style design that fits well in the surrounding neighborhood. The next step is to develop this floor plan and create construction documents for the building and the site.

Current Schematic Floor Plan



FLOOR PLAN
13,510 SQ. FT.

Current Design Renderings







MECHANICAL / ELECTRICAL / PLUMBING ENGINEERING

DESIGN NARRATIVES

Gipe Associates, Inc.
CONSULTING ENGINEERS

W.O. #: 25058
July 25, 2025

WORCESTER COUNTY HEALTH DEPARTMENT – POCOMOKE SERVICE BUILDING – POCOMOKE CITY, MARYLAND
SCHEMATIC DESIGN
ELECTRICAL, COMMUNICATIONS, AND ELECTRONIC SAFETY & SECURITY NARRATIVE

ELECTRICAL NARRATIVE - GENERAL

The electrical, communications, and electronic safety and security systems will be designed to incorporate economically feasible sustainable elements. Every effort will be made to incorporate sustainable systems, elements and components that will align with the phrase "doing more with less". It is implied in this statement that high efficiency systems shall be employed in the project.

Sustainable elements that will be incorporated are as follows:

- High efficiency volumetric lighting fixtures
- High efficiency electronic LED drivers
- High efficacy, mercury-free, LED lighting sources
- Automatic lighting controls, including occupancy/vacancy sensors, and daylight sensors where applicable
- Automatic plug load control
- Reduction of light pollution

Applicable Codes, Guidelines and Standards

The electrical systems will be designed in accordance with the following codes, guidelines and standards:

i. International Building Code – 2021 Edition

ii. International Energy Conservation Code (IECC) – 2021 Edition

iii. NFPA 70: National Electrical Code (NEC) – 2020 Edition

iv. NFPA 72: National Fire Alarm & Signaling Code – 2019 Edition

v. NFPA 101: Life Safety Code (as amended by Maryland State Fire Codes) - 2018

vi. NFPA 780: Standard for the Installation of Lightning Protection Systems

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vii. ASHRAE Standard 90.1 – 2019: Energy Standard for Buildings except Low-Rise Residential Buildings.

viii. Illuminating Engineering Society of North America (IESNA) Standards

ix. Occupational Safety and Health Administration (OSHA)

x. Maryland State Fire Prevention Codes, latest edition

xi. Delmarva Power Standards & Specifications, latest edition.

xii. All applicable State and Local Codes

Electrical Service Description

The electric service to the site will be provided by Delmarva Power**.** The proposed load of the proposed replacement building shall be shared with Delmarva Power so that they can confirm that the existing transformer is adequate for the new load. The main electric service from the pad-mounted transformer to the building service equipment should be rated at 120/208 volts, three phase, four wire.

Normal Electrical Power Supply System

The electrical distribution should be rated at 120/208 volts, three phase, four wire from the main distribution panelboard to branch panelboards throughout the building. Distribution and branch panelboard buses should be copper. Feeder conductors should be copper and should be sized to limit voltage drop to 2% from the service equipment.

General lighting should be served at 120 volts. Mechanical equipment should be served at 120 volts as required for single-phase equipment and at 208 volts for three-phase equipment. Receptacles and office equipment should be served at 120 volts. Other loads should be served as required.

A Surge Protection Device (SPD) should also be provided within the main distribution panelboard to protect the electrical distribution system from transient voltage spikes. The SPD shall be tested in accordance with the latest edition of UL 1449 to ensure compliance with UL requirements for the building's lightning protection system.

Panelboards for lighting, power, and equipment loads should be in electrical rooms, mechanical rooms, and if required, in storage rooms to serve local loads.

Panelboards should also be provided within the following areas to serve local loads:

Kitchen - Dedicated panelboards with shunt-trip circuit branch circuit breakers as required to serve equipment beneath ventilation hood.

Emergency Electrical Power Supply System

It is our understanding that a generator is not desired for this building. If a generator is desired, then the loads served by the generator, fuel type and runtime of the generator should be reviewed with the Owner.

Components of the new Electrical System are as follows:

ELECTRICAL COMPONENT	PRELIMINARY CAPACITY/CHARACTERISTICS
Incoming Main Distribution Panelboard	• One (1) 800 amp 120/208V, 3 phase, 4 wire main distribution panelboard.
Branch Panelboards	• 120/208V, 3 phase, 4 wire new branch panelboards serving new mechanical, plumbing, lighting, and electrical equipment. Exact quantity of branch panelboards to be determined.
Lighting and Lighting Controls	• LED lighting • Occupancy, daylighting, and dimming controls • One (1) relay panels for interior and exterior lighting control

Mechanical and Plumbing Equipment Connections

Enclosed safety/disconnect switches and enclosed motor controllers, e.g. combination magnetic motor controllers, should be located in mechanical equipment areas and throughout the building to serve mechanical and plumbing equipment.

Small motors (1/2 horsepower and smaller) shall be served by fractional horsepower manual starters with melting alloy type thermal overload relays. Large motors (larger than 1/2 horsepower) shall be served by fusible, non-reversing, combination magnetic motor controllers with appropriately sized motor starters and overload relays.

Equipment should be provided with engraved nameplates identifying the equipment served, circuit designation, and circuit voltage. Where disconnecting means are integral to mechanical equipment, the same shall also be labeled.

Enclosure ratings for disconnect switches and motor controllers shall be as follows:

i. Dry interior locations NEMA 1, painted steel
ii. Damp/wet locations NEMA 4X, stainless steel

iii. Kitchens NEMA 4X, stainless steel

Emergency power off (EPO) pushbuttons will be provided at each exit from mechanical spaces to shut down gas-fired equipment in an emergency event. The EPO pushbuttons will de-energize coils interlocked with enclosed contactor(s) serving gas-fired equipment, which will in turn open the contactor(s), removing power to the gas-fired equipment in accordance with ASME regulations. To restore power to the gas-fired equipment, the EPO pushbuttons must each be reset.

Lightning Protection System

A complete lightning protection system that complies with NFPA 780 should be provided under an alternate, including perimeter ground ring, building steel bonding, air terminals, roof and down conductors, and bonding of rooftop equipment. Air terminals and system conductors shall be aluminum. The counterpoise grounding loop shall consist of bare, tinned copper conductors and copper clad grounding electrodes.

Surge Protection

Surge Protection Devices (SPDs) will be provided in the following locations to protect the electrical distribution system from transient voltage spikes.

i. Main distribution panelboard
ii. Branch panelboards serving computer equipment, including telecommunications equipment rooms
iii. Branch panelboards serving site lighting
iv. Branch panelboards serving exterior HVAC equipment

Surge protection devices for incoming service equipment shall be rated 300kA, and for branch panelboards shall be rated 100kA.

SPDs shall be tested in accordance with the latest edition of UL 1449 to ensure compliance with UL requirements for the building's lightning protection system.

Interior Lighting and Controls

General lighting shall be accomplished with recessed 2'x4' or 2'x2' volumetric luminaires in areas with ACT ceilings and suspended direct/indirect linear fixtures in spaces with no ceilings.

Drivers for LED lighting fixtures should be high efficiency electronic type with flicker-free dimming. Low-end dimming range shall be 1% minimum, except as otherwise indicated for specialty spaces, e.g. the auditorium.

Light sources for general illumination should be LED with 3500K correlated color temperature (CCT) and a color rendering index (CRI) value of 80 or higher.

Light sources should have a minimum lumen maintenance value of L70 at 50,000 hours, meaning the LED light sources will yield 70% of their initial lumen output after 50,000 hours of operation.

Illumination levels should be in accordance with Illuminating Engineering Society of North America (IESNA) guidelines. Design levels of illumination shall be as follows:

i.	Offices	30-40 footcandles
ii.	Corridors	10-20 footcandles
iii.	Activity/Multi-Purpose Rooms	30-40 footcandles
iv.	Toilet Rooms	15-30 footcandles
v.	Mechanical/Electrical Rooms	20-30 footcandles
vi.	Telecommunications Rooms	30-40 footcandles
vii.	Kitchens	50 footcandles (minimum)

Lighting Power Densities (LPD), commonly referred to as watts/square foot, should comply with applicable energy codes.

Lighting controls, including multi-level lighting control and automatic shut-off should be provided throughout the building. The lighting control system shall be comprised of 0-10V dimming drivers, wall switches, occupancy/vacancy sensors, daylight sensors, relays, etc.

Occupancy/vacancy sensors should be provided in individual rooms. Sensors will utilize one or more technologies, including but not limited to ultrasonic and passive infrared (PIR), which should be determined based on space usage. Sensor controls should be programmed to provide 50% automatic “on”, 50% manual “on”, or 100% manual “on” based on space usage and applicable energy codes.

Interior lighting and controls are summarized for each major space type below:

Office Lighting

i. Recessed volumetric lighting fixtures.
ii. Occupancy/vacancy sensors for automatic lighting shut-off. Desks will have 100% minor-motion coverage.
iii. Daylight sensors, which dim lighting zone(s) closest to daylight source.

Corridor Lighting

i. Recessed lensed lighting fixtures in standard corridors with ACT ceilings. Linear pendant-mounted direct/indirect lighting fixtures in corridors with high ceilings/corridors without ceilings.
ii. Recessed downlights, wall sconces and cove lighting where applicable.
iii. Specialty accent lighting.
iv. Controlled by lighting control system time clock during normal operating hours and occupancy sensors after hours.

v. Daylight sensors, which shall dim lighting zone(s) closest to daylight source.
vi. Emergency lighting.

Activity/Multi-Purpose Room Lighting

i. Recessed 2'x4' lensed troffers lighting fixtures.
ii. Multi-level switching for zone control and 0-10V dimming for each lighting zone.
iii. Occupancy/vacancy sensors for automatic lighting shut-off. Desks will have 100% minor-motion coverage.
i. Daylight sensors, which shall dim lighting zone(s) closest to daylight source.
iv. Emergency lighting.

Kitchen Lighting

i. Recessed lay-in 2'x4' lensed troffers with aluminum doors, gasketed frames, and inverted lenses for ease of cleaning.
ii. Lights controlled by lighted toggle switches.
iii. Lighting integral to ventilation hood(s).
iv. Emergency lighting.

Restroom Lighting

i. Recessed 2'x2' lensed troffers in spaces with suspended ACT ceilings and recessed downlights in smaller individual restroom.
ii. No wall switches for multi-occupant toilet rooms.
iii. Occupancy sensor controls for automatic on/off control of multi-occupant toilet rooms.
iv. Wallbox occupancy sensor switches for individual toilet rooms.
v. Emergency lighting.

Mechanical/Electrical/ Storage Room Lighting

i. Chain-hung low-bay industrial lighting fixtures with wire guards for rooms without ceilings. Surface mounted, lensed lighting fixtures for rooms with GWB ceilings.
ii. Lights controlled by lighted toggle switches.
iii. Emergency lighting.

Telecommunications Room Lighting

i. Recessed, lensed lighting fixtures for rooms with ACT ceilings. Surface mounted, lensed lighting fixtures for rooms with GWB ceilings.
ii. Lights controlled by lighted toggle switches.
iii. Emergency lighting.

The lighting control system should be interfaced with the building's intrusion detection (security) system, such that interior lighting in all corridors and common areas energizes during a security event.

Emergency and Exit Lighting

Emergency lighting and exit signs should be designed in accordance with requirements of NFPA 101: Life Safety Code and NFPA 70: National Electrical Code.

Emergency power for exit signs & designated egress lights should be provided by internal battery packs.

Battery-backed exterior lighting fixtures for emergency lighting should be provided above each egress door.

Exterior Lighting

Lighting Power Densities (LPD), commonly referred to as watts/square foot, should comply with restrictions set forth in ASHRAE Standard 90.1.

LED light sources should have 3000K correlated color temperature (CCT) and a color rendering index (CRI) value of 70 or higher.

Illumination levels should be in accordance with Illuminating Engineering Society of North America (IESNA) guidelines.

Parking lot lighting should utilize pole-mounted LED fixtures with full cutoff optics.

Building-mounted perimeter lighting should utilize LED fixtures with full cutoff optics and will be controlled by the lighting control system, with 0-10V dimming to reduce lighting output after hours.

Accent, landscape and sign lighting should be provided in selected areas as required.

Light pollution/trespass should be kept to a minimum by reducing/eliminating uplight and ensuring cutoff at property lines.

The exterior lighting should be connected to the lighting control system, which will be interfaced with the building's Energy Management System.

LIGHTING COMPONENT	PRELIMINARY CAPACITY/CHARACTERISTICS
Site Lighting	• Pole mounted light fixtures with full cut-off LED heads.
Exterior Building	• Wall mounted full cut-off LED Fixtures.

Data Network

A complete and operable data network, comprised of all equipment, cabling, devices, racks, rack-mounted equipment and terminations should be designed by others under separate contract with the Owner. Gipe Associates, Inc. will coordinate with the Owner to indicate locations of back-boxes, conduits and power sources as required supporting the data network installation.

Voice Network – Telephone/Paging/Intercom Systems

A complete and operable voice network (telephone/paging/intercom systems) comprised of all equipment, cabling, devices, racks, rack-mounted equipment, and terminations should be designed by others under separate contract with the Owner. Gipe Associates, Inc. will coordinate with the Owner to indicate locations of back-boxes, conduits and power sources as required supporting the voice network installation.

Video Network & Cable Television System

A complete and operable video network and cable television system, comprised of all equipment, cabling, devices, racks, rack-mounted equipment, and terminations should be designed by others under separate contract with the Owner. Gipe Associates, Inc. will coordinate with the Owner to indicate locations of back-boxes, conduits and power sources as required supporting the video network and cable television system installation.

Audio/Video Systems

Complete and operable audio/video systems, comprised of all equipment, cabling, devices, racks, rack-mounted equipment and terminations should be designed by others under separate contract with the Owner. Gipe Associates, Inc. will coordinate with the Owner to indicate locations of back-boxes, conduits and power sources as required supporting the audio/video system installation.

Fire Alarm System

A complete and operable fire alarm system, comprised of all equipment, cabling, devices, cabinets and terminations are being designed by others under separate contract with the Owner. Gipe Associates, Inc. will coordinate with the Owner to indicate locations of back-boxes, conduits and power sources as required supporting the fire alarm system installation.

Access Control System

A complete and operable access control system, comprised of all equipment, cabling, devices, racks, rack-mounted equipment and terminations are being designed by others under separate contract with the Owner. Gipe Associates, Inc. will coordinate with the Owner to indicate locations of back-boxes, conduits and power sources as required supporting the access control system installation.

Intrusion Detection System

A complete and operable intrusion detection system, comprised of all equipment, cabling, devices, racks, rack-mounted equipment and terminations are being designed by others under separate contract with the Owner. Gipe Associates, Inc. will coordinate with the Owner to indicate locations of back-boxes, conduits and power sources as required supporting the intrusion detection system installation.

Video Surveillance System

A complete and operable video surveillance system, comprised of all equipment, cabling, devices, racks, rack-mounted equipment and terminations are being designed by others under separate contract with the Owner. Gipe Associates, Inc. will coordinate with the Owner to indicate locations of back-boxes, conduits and power sources as required supporting the video surveillance system installation.

Commissioning of Electrical Systems

The specifications shall include fundamental commissioning of the major electrical equipment and systems. The Owner shall engage a commissioning authority separate from the Contractor and the Design Team.

The installing contractor shall perform start-up of the electrical equipment. The appropriate contractors and/or manufacturer's representative will be on-site to perform start-up. No system will be started until the manufacturer's checklists have been completed. Start-up will be performed according to the manufacturer's recommended procedures.

The Functional Performance Tests shall be performed in the presence of the Owner and shall serve as a compliment to the O&M Training.

Owner Orientation and Training will be provided by the Contractors.

The electrical components that will be included in the commissioning process include, but shall not be limited to, the following:

i. Lighting Control System(s)
    a. Lighting control panels
    b. Occupancy/vacancy sensors
    c. Daylight sensors
    d. Wall switches/control stations
    e. Plug-load controls

END OF ELECTRICAL NARRATIVE

Gipe Associates, Inc.
CONSULTING ENGINEERS

W.O. #:25058
July 25, 2025

WORCESTER COUNTY – POCOMOKE SERVICE BUILDING – POCOMOKE CITY, MARYLAND
SCHEMATIC DESIGN
HVAC, PLUMBING, AND FIRE PROTECTION BASIS OF DESIGN/NARRATIVE

MECHANICAL NARRATIVE - GENERAL

The Mechanical Systems will include all work associated within the building including Heating, Ventilating, Air Conditioning (HVAC), Plumbing, and Fire Protection Systems. These systems will extend to five (5) feet beyond the building wall.

The Mechanical Systems, in concert with the Architectural considerations, are intended to create spaces that are flexible, functional, energy efficient, and respond to the needs of this facility.

The Pocomoke Service Building facility heating, ventilating, and air conditioning (HVAC), Plumbing, and Fire Protection systems shall be designed to incorporate economically feasible sustainable elements. Every effort shall be made to incorporate sustainable systems, elements, and components that will align with the phrase “Doing more with less”. The enclosed preliminary equipment sizes/capacities are based on a fully conditioned (heated and cooled) square footage of 13,500 ft^2.

Potential sustainable elements that will be explored are as follows:

- Low flow plumbing fixtures and aerators.
- High efficiency HVAC systems and equipment.
- Variable speed/ digital scroll compressor/fan strategies.
- Demand controlled ventilation.
- Variable speed pumping.
- High Efficiency Condensing Boilers.
- Heat pump water heater.
- Exhaust air energy recovery.
- High efficiency energy recovery unit with hot gas re-heat and exhaust air energy recovery.

Within the envelope of the facility, the proper heating, cooling, ventilation, air exchanges, and Automatic Temperature Control Systems will be provided for all spaces to create the appropriate thermal environment. Mechanical rooms will be provided with heat and ventilation only. The HVAC and related Mechanical Systems will not only be functional and responsive to the need, but will be simple, reliable, durable, maintainable, and easily accessible. The HVAC System will utilize energy conservation techniques to the greatest extent possible, while maintaining comfortable control.

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Heating and Cooling Systems and their associated controls will be designed and zoned to enable the building to operate at less than full occupancy without conditioning the entire building.

The latest version of Carrier's Hourly Analysis Program (HAP) shall be utilized for load calculation purposes and energy modeling.

The Mechanical Systems, including Fire Protection, will be designed in accordance with ASHRAE Standards, International Mechanical Code, NFPA, the State of Maryland Plumbing Code, Worcester County Code, and the City of Pocomoke Code Requirements.

Systems Descriptions

I. HVAC, PLUMBING, AND FIRE PROTECTION

A. Base Design Criteria

1. HVAC System Description:

Air Source Split System Air Handling Units with Hot Water Heating Coils:

Indoor units shall consist of the same components as most air cooled split system air handling units. The refrigeration system, including compressor, air-cooled condenser, direct expansion cooling coil, expansion device, and refrigeration controls are split between an indoor unit and outdoor unit and connected by refrigeration piping. Additionally, an ECM supply fan and filters are also components of the indoor unit. Heating shall be provided by hot water heating coils.

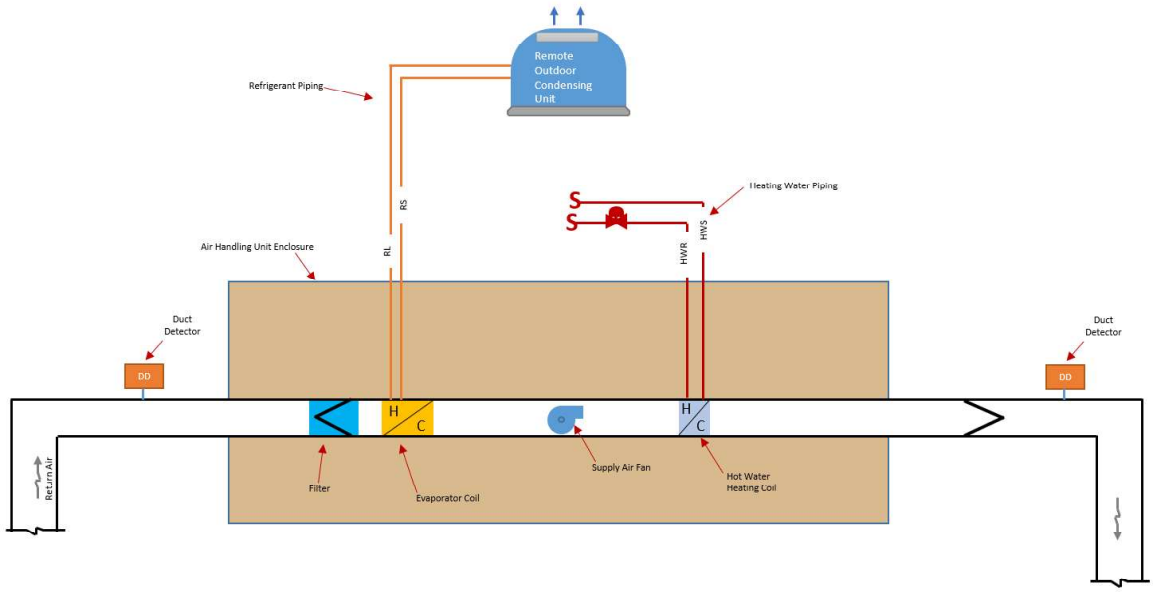


Figure #1 - Air Source Split System Air Handling Units with Hot Water Heating Coils

Central Hot Water Heating System:

The new central hot water heating system shall serve the split systems, energy recovery ventilator (ERV) and new heat only terminal equipment. The system shall be variable speed and utilize high efficiency condensing boilers connected to the utility's gas system.

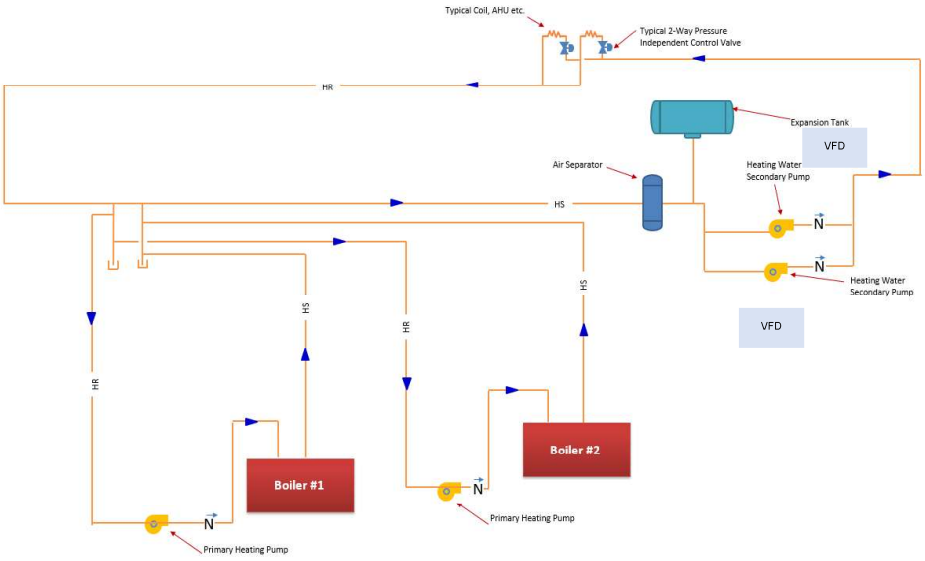


Figure #2 – Heating Water System (Not to Scale)

Air Cooled Direct Expansion/Hot Water Energy Recovery Ventilator:

The energy recovery ventilator shall utilize an enthalpy wheel, hot gas re-heat coil, variable speed exhaust/outside air fans, and demand controlled ventilation components (See Figure #1). The ERV unit shall provide the code required amount of ventilation air to all spaces and shall supply the air at space neutral conditions.

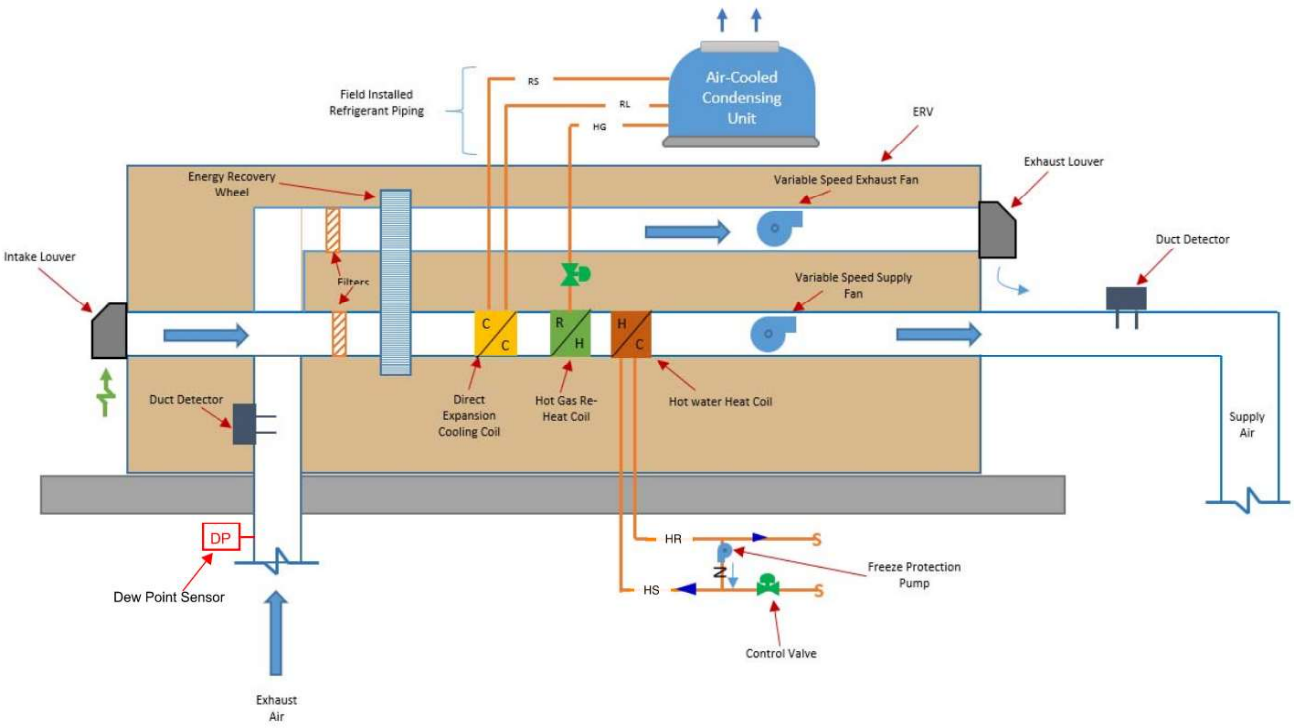


Figure #3 – Air Cooled DX/Hot Water Energy Recovery Ventilator

Hydronic finned tube radiation shall be provided below all storefront glazing in high-occupancy areas to prevent winter time condensation.

Components of the new HVAC system are as follows:

HVAC COMPONENT	PRELIMINARY CAPACITY/CHARACTERISTICS
Condensing Boilers	• Two (2) Condensing Boilers, • Heating capacity 270,000 btuh, • Two primary pumps at 27 gpm and 25 ft. of head.
Heating Pumps	• Two (2) base mounted, 50 gpm, 60 ft. head, variable speed pumps with drives, • Lead/Standby Arrangement.
Energy Recovery Ventilator	• Two (2) 100% outside air, DX/Hot Water energy recovery ventilators, • 3,000 CFM nominal each, • Nominal cooling capacity 14 tons each, • Heating capacity 75,000 BTU/Hr. with variable speed drives.
ASME Heating System Buffer Tank/Hydraulic Separator	• One (1) insulated ASME tank, • 120 gallons
Expansion Tank	• One (1) ASME rated tank, • 60 Gallon Capacity.
Air Separator	• One (1) 2-1/2-Inch ASME rated coalescing type air separator for the Heating Water System.
Fluid Filter Housing	• One (1) fluid filter housing with magnets and particulate filters that can filter down to 5 microns.
Chemical Feed Tank	• One (1) shot feeder type Chemical Feed Tank with filter, • Five (5) gallon capacity.
Flow Measuring Station	• One (1) 2.5-Inch for Heating Loop.
Conventional Ductless Unit for process load.	• 1.5 tons cooling capacity (assume two (2)).
Flow Meter Fittings	• 3-Inch, Discharge on Heating Water Pump System.
Air to Air DX/Hot Water Split System AHU's	• 10-12 Split System AHU's with Hot Water Coils, • 800 nominal CFM, • 18,000 BTU/Hr., cooling capacity, • 18,000 BTU/Hr., heating capacity, • Ventilation shall be 0 CFM due to separate energy recovery ventilator for outside air.
Ventilation Fans	• Three (3) 1,000 CFM side wall, direct drive, ventilation fans with thermostats for control.
Duct Smoke Detectors	• Four (4) duct smoke detectors (energy recovery units), • Interlock with fire alarm system, ATC system, and fan shut down.
Ductwork	• All low pressure, insulated (2-inch thick insulation) including exhaust air ductwork, • Sound lined 10 feet in/out of all ducted units and energy

	recovery unit.
Hydronic Piping	• Schedule 40 steel with grooved couplings, • Insulated with 1.5-inch thick fiberglass insulation.
Refrigerant Piping	• Copper tubing type ACR (3/6" inch and smaller), • Copper pipe type K Brazed (7/8" inch and larger), • Insulate with 1.0 inch thick Armaflex insulation.

Automatic Temperature Control System

All Automatic Temperature Controls will be of the Direct Digital Control type. Individual and terminal unit controls will be Direct Digital Control with electric/electronic actuation. The Automatic Temperature Control System will be Direct Digital Control (DDC) and will be tied into the existing Control System serving Worcester County Government. This will be coordinated with the Owner during the Construction Documents Phase.

Automatic Temperature Controls shall be capable of operating per the sequence of operation, including when the Energy Management System is manually overridden.

Occupants shall have a fixed deadband of temperature control as determined by facility personnel. The local space thermostats shall allow room set point adjustment to 2 degrees Fahrenheit above and below the nominal set point.

The ATC shall incorporate energy efficient sequences and strategies such as:

- Start/Stop optimization.
- Variable speed pumps.
- Night set back.
- Energy recovery.
- Demand controlled ventilation.
- Waste heat recovery for hot gas re-heat.
- Auto changeover.
- Night set back.
- Separate heating/cooling set points.

2. Plumbing System Description:

Plumbing System

A complete system of plumbing will be provided throughout the building to comply with the requirements set forth in the program and installed in strict accord with all applicable codes and regulations, including ADA.

The plumbing systems will consist of but not be limited to:

Domestic Cold Water Piping
Domestic Hot Water with Re-Circulation (Heat Pump Water Heater)
Sanitary Drainage and Vent
Hardwired Infrared Floor Mounted Flush Valves at Waterclosets
Hardwired Infrared Floor Mounted Flush Valves at Urinals
Fire Protection
Double Detector Check Valve Back Flow Preventer shall be Provided for the Fire Protection System.
Drinking Fountains with Bottle Fillers
Exterior Freeze Proof Wall Hydrants
Mop Sink in the Janitor's Closet
Hard Wired Infrared Faucets

All plumbing fixtures for this project shall be low flow and shall be commercial grade or institutional quality. Faucets for lavatories will be with low flow aerators. Handicapped fixtures will comply with ADA Requirements. Mounting heights for all fixtures will be coordinated with the Architect.

Domestic Hot Water shall be generated by a single high efficiency air source heat pump water heater located in the main mechanical room.

Water closet plumbing fixtures will be floor mount flush valve type. The following minimum net clearances in plumbing fixture chases shall be provided:

Fixture Type	**Space Required (inches)**
Single Wall Mounted Water Closet	16
Back to back Wall Mounted Water Closets	18
Single Lavatory (counter or wall mounted)	6
Back to back lavatory (counter or wall mounted)	6
Mop Sink	6
Surface Mounted drinking fountain	6
Recessed drinking fountain	12 (from face of wall)

a. *Single lavatories/sinks can be located on a 6" stud wall.*
b. *DO NOT locate fixtures on a masonry wall without a chase.*
c. *DO NOT locate fixtures above sensitive areas (electrical rooms, kitchens, etc.)*
d. *AVOID locating fixtures adjacent to columns so there will not be a conflict with structural footers.*
e. *AVOID locating fixtures on exterior walls.*
f. *AVOID locating fixtures below windows.*
g. *DO NOT place beams or joists above, below, or through chases.*

Water Service

A new water service will be brought to a point 5'-0" from the building exterior wall under another division. At this point and under this division, connection will be made to the water service and extended into the building for distribution.

The water service will be sized per the requirements of the American Society of Plumbing Engineers, The Plumbing Code of the City of Pocomoke, Worcester Co., the National Standard Plumbing Code and the Fire Protection Codes of NFPA.

Hot and cold water will be extended to and serve the fixtures and equipment as required. All domestic water piping will be copper Type L with wrought copper fittings and lead free 95-5 solder. All water piping shall be insulated with 1 inch thick insulation with the exception of non-handicapped final branch run outs for connection to fixtures/equipment.

Backflow preventers and vacuum breakers will be provided to prevent back siphonage and contamination of the potable water system.

Hose bibbs in concealed boxes will be located in public toilet rooms.

Freezeproof wall hydrants will be located every 50 feet along the service building's perimeter. Hose bibbs in concealed boxes will be located in public toilet rooms.

Lavatories shall be specified with thermostatic mixing valves and shall be serviced by the 110° Fahrenheit hot water recirculating loop.

Sanitary Drainage

New sanitary drainage lines will be brought to a point 5'-0" from the building exterior wall under another division. At this point and under this division connection will be made to the drainage line and the same will be extended into the building for distribution.

The Sanitary Drainage System will be sized per the requirements of the American Society of Plumbing Engineers, the Plumbing Code of the City of Pocomoke, Worcester Co., and the National Standard Plumbing Code.

Discharge of HVAC condensate will be taken directly outside and not connected to the Sanitary Drainage system.

Due to noise concerns, all above grade/slab sanitary/vent piping shall be cast iron no hub.

Storm Water Drainage

New storm water drain lines will be brought to a point 5'-0" from the building exterior wall under another division. At this point and under the Civil Engineering division connections will be made to the exterior downspouts/rainleaders.

Components of the New Plumbing System are as follows:

PLUMBING COMPONENTS	PRELIMINARY CAPACITY/CHARACTERISTICS
Domestic Hot Water Heater	• One (1) air source heat pump water heater, • ASME rated 50 gallons storage, • 4.5 kW input water heaters.
Domestic Recirculating Pump	• One (1) all bronze construction, in-line pump, • 6 GPM, • 15 feet of head, • With an Aquastat.
Domestic Water Expansion Tank	• One (1) Domestic Water Expansion Tank, • ASME rated, • Twelve (12) Gallon acceptance volume, • NSF-60 approved for Potable water.
Back Flow Preventers: • Heating System Makeup Water • Fire Protection Service • Domestic Cold Water	• 1-inch RPZ Type for makeup water, • 6-inch Double detector check valve type for fire protection system, • New 3" inch double check valve type for domestic water system
Domestic Cold Water Meter	• 3-inch size, • NSF-60 approved.
Lavatory Mixing Valves	• Thermostatic type, • 0.5 GPM, • ASSE 1070 approved, • Install one (1) at each lavatory.
Trap Priming Stations	• Assume three (3) trap priming stations with vacuum breaker, timer, and timed solenoid valve.

3. Fire Protection System Description

The Fire Protection System will provide total protection by means of a wet pipe sprinkler system. The sprinkler system design will be in strict accordance with all local and state codes as well as NFPA. The sprinkler system shall be designed per NFPA-13. A flow test has confirmed the available flow and pressure.

Static Pressure = 56 psig
Residual Pressure = 52 psig
Test Flowrate = 1,640 gpm

We do not anticipate the need for a fire pump for protecting the building.

Components of the New Fire Protection System are as follows:

FIRE PROTECTION COMPONENTS	CAPACITY/CHARACTERISTICS
Fire Protection System	• Two (2) zone valve assemblies • Single wet pipe riser • 6-inch underground mains • 4-inch fire department connection • Concealed, quick response wet pipe heads • Electric motor gong • 6-inch double detector check valve assembly • Pipe hydraulically sized per NFPA-13 requirements

4. Applicable Codes, Guidelines and Standards.

   a. The mechanical systems will be designed in accordance with the following codes, guidelines, and standards.

      1.) International Building Code – 2021 Edition

      2.) International Mechanical Code – 2021 Edition

      3.) International Plumbing Code – 2021 Edition

      4.) National Fire Protection Association (NFPA) guidelines and standards including the following:

         a) NFPA 90A – Standard for the Installation of Air conditioning and Ventilation Systems.
         b) NFPA 101 – Life Safety Code.

      5.) ASHRAE Standard 62-2022 Ventilation for Acceptable Indoor Air Quality.

      6.) ASHRAE Standard 90.1-2019 Energy Standard for Buildings except Low Rise Residential Buildings.

5. Outdoor Design Conditions

   a. Summer:
      1.) Dry-Bulb Temperature = 93ºF
      2.) Wet-Bulb Temperature = 78ºF

a) (Based on 0.4% dry-bulb and mean coincident wet-bulb temperature for the lower Eastern Shore of Maryland as published in ASHRAE "Fundamentals" Handbook 2007.)

b. Winter:
   1.) Dry-Bulb Temperature = 10ºF

      a) (Based on 99.6% dry-bulb conditions for the Eastern Shore of Maryland as published in ASHRAE "Fundamentals" Handbook 2007).

6. Indoor Design Conditions

   a. Office, Conference, and Administrative Support Areas

      1.) Dry-Bulb Temperature

         a) Summer = 75ºF ± 3ºF
         b) Winter = 72ºF ± 3ºF

      2.) Relative Humidity (Passive Control)

         a) Summer = 60% maximum
         b) Winter = 20% minimum

   b. MEP Rooms

      1.) Dry-Bulb Temperature

         a) Summer = 105 ºF Maximum
         b) Winter = 60 ºF Minimum

      2.) Relative Humidity = No Active Control

   c. Unoccupied or Transient Spaces (Corridors, Bathrooms, Storage Closets, Stairwells, and Janitor's Closets).

      1.) Dry-Bulb Temperature = 65-95 ºF
      2.) Relative Humidity = No Control

   d. Stairwells

      1.) Dry-Bulb Temperature = 60-95 ºF
      2.) Relative Humidity = No Control

e. Large Meeting Rooms

1.) Dry-Bulb Temperature

a) Summer = 78ºF ± 3ºF
b) Winter = 72ºF ± 3ºF

2.) Relative Humidity = No Active Control

3.) People load = 40 people

f. Occupants

1.) The occupancy heat rejection utilized in load calculations will be as follows:

a) Sensible = 250 Btuh/person
b) Latent = 200 Btuh/person

2.) The number of occupants in each space will be based on the actual occupant density listed in the facility program or as mutually agreed upon with the Owner.

3.) Schedule = The mechanical systems will be designed to operate 24 hours per day, 365 days per year. However, the Control System will be equipped with scheduling features to allow unoccupied and holiday set points that are different than typical occupied set points.

g. Infiltration

1.) The building heat loss/heat gain calculations will include an infiltration load based on 0.5 air changes per hour.

h. Internal Loads

1.) The internal cooling loads shall be based on a minimum 0.5 watt per square feet sensible load.

7. Ventilation Rates

a. The minimum ventilation (outdoor air) rates will be calculated using ASHRAE Standard 62-2019.

Commissioning

The specifications shall include basic commissioning of the major HVAC and Plumbing equipment and systems.

The installing contractor shall perform start-up of the HVAC equipment. The appropriate contractors and/or manufacturer's representative will be on-site to perform start-up. No system will be started until the manufacturer's checklists have been completed. Start-up will be performed according to the manufacturer's recommended procedures.

Each major system will be tested. A random sample of each subsystem will be tested. The Functional Performance Tests shall be performed in the presence of the Owner and shall serve as a complement to the O&M Training.

The HVAC components that will be included in the commissioning process include, but shall not be limited to, the following:

- Heating System
- Supply Air Systems
- Exhaust Air Systems
- HVAC Controls and Sequences of Operation
- Energy Recovery Ventilators (Including Variable Frequency Drives)
- Variable Frequency Drives
- Exhaust Fans and Ventilation Fans
- Automatic Temperature Control Systems
- Duct Detectors
- Split System DX with Hot water coil AHU's.
- Water Heater
- Thermostatic Mixing Valves
- Flow Measuring Station
- Plumbing Fixtures

END OF HVAC, PLUMBING AND FIRE PROTECTION BASIS OF DESIGN

COST ESTIMATES

PROJECT CONSTRUCTION COST ESTIMATE (BREAKDOWN SHEET)

PROJECT:	DATE:
Pocomoke Service Center	August 8, 2025
LOCATION:	**JOB NO.:**
Pocomoke City, Maryland	0085B056.B01
OWNER:	**DESIGN STATUS OF ESTIMATE:**
Worcester County, Maryland	Preliminary

TOTAL COST SUMMARY

ITEM	QUANTITY NO. UNITS	QUANTITY UNIT MEAS.	MATERIAL PER UNIT	TOTAL COST
Site / Civil				$ 722,150.00
Architectural / Structural				$ 2,478,750.00
Mechanical / HVAC				$ 939,500.00
Electrical				$ 1,364,240.00
Fire Protection				$ 171,600.00
Plumbing				$ 714,400.00
SUBTOTAL				**$ 6,390,640.00**
STATE WAGE RATES (17%)				**$ 1,086,408.80**
BONDS, PERMIT, INSURANCE (3%)				**$ 191,719.20**
CONTRACTOR OH&P (10%)				**$ 639,064.00**
CONTINGENCY (5%)				**$ 319,532.00**
TOTAL COST				**$ 8,627,364.00**

NOTES:

PROJECT CONSTRUCTION COST ESTIMATE (BREAKDOWN SHEET)

PROJECT: Pocomoke Service Center	DATE: August 8, 2025
LOCATION: Pocomoke City, Maryland	JOB NO.: 0085B056.B01
OWNER: Worcester County, Maryland	DESIGN STATUS OF ESTIMATE: Preliminary

CIVIL

ITEM	QUANTITY NO. UNITS	QUANTITY UNIT MEAS.	MATERIAL PER UNIT	TOTAL COST
Grading	4000	SY	$ 20.00	$ 80,000.00
Parking Lot Work	3800	SY	$ 65.00	$ 247,000.00
Underground Infrastructure	1	LS	$ 200,000.00	$ 200,000.00
Sidewalks	190	SY	$ 185.00	$ 35,150.00
Stormwater Areas	1	LS	$ 75,000.00	$ 75,000.00
Culverts at Entries	2	EA	$ 10,000.00	$ 20,000.00
Swales	1	LS	$ 20,000.00	$ 20,000.00
Landscaping	1	LS	$ 20,000.00	$ 20,000.00
Temporary Fencing / Utilities	1	LS	$ 25,000.00	$ 25,000.00
SUBTOTAL				**$ 722,150.00**

NOTES:

PROJECT CONSTRUCTION COST ESTIMATE (BREAKDOWN SHEET)

PROJECT: Pocomoke Service Center	DATE: August 8, 2025
LOCATION: Pocomoke City, Maryland	JOB NO.: 0085B056.B01
OWNER: Worcester County, Maryland	DESIGN STATUS OF ESTIMATE: Preliminary

ARCHITECTURAL / STRUCTURAL

ITEM	QUANTITY NO. UNITS	QUANTITY UNIT MEAS.	MATERIAL PER UNIT	TOTAL COST
Concrete Slab / Prep	13500	SF	$ 20.00	$ 270,000.00
Concrete Foundation	800	LF	$ 35.00	$ 28,000.00
Exterior Wall	9600	SF	$ 25.00	$ 240,000.00
Roof Structure	13500	SF	$ 15.00	$ 202,500.00
Roofing	14000	SF	$ 25.00	$ 350,000.00
Interior Carpentry / Framing	13500	SF	$ 25.00	$ 337,500.00
Insulation / Barriers	13500	SF	$ 12.00	$ 162,000.00
Doors & Hardware	13500	SF	$ 11.00	$ 148,500.00
Windows	13500	SF	$ 6.00	$ 81,000.00
Aluminum Storefront	500	SF	$ 35.00	$ 17,500.00
Drywall	15000	SF	$ 6.00	$ 90,000.00
Lay-In Ceilings	13500	SF	$ 7.50	$ 101,250.00
Flooring	13500	SF	$ 12.00	$ 162,000.00
Painting / Sealing	13500	SF	$ 2.00	$ 27,000.00
Specialties	1	LS	$ 50,000.00	$ 50,000.00
Signage	1	LS	$ 15,000.00	$ 15,000.00
Appliances	1	LS	$ 25,000.00	$ 25,000.00
Millwork / Casework	13500	SF	$ 12.00	$ 162,000.00
Window Treatments	1	LS	$ 9,500.00	$ 9,500.00
SUBTOTAL				**$ 2,478,750.00**

NOTES:

ELECTRICAL SQUARE FOOTAGE CONSTRUCTION ESTIMATE

	DATE PREPARED 7/21/2025		
PROJECT	BASIS FOR ESTIMATE		OVERHEAD %
POCOMOKE SERVICE FACILITY	**x**	CODE A (No Design Completed)	**10%**
LOCATION		CODE B (Preliminary Design)	PROFIT %
POCOMOKE, MD		CODE C (Final Design)	**10%**
ARCHITECT/ENGINEER		OTHER (Specify) Report	Square Footage
DBF			**13,510**
DRAWING NUMBER	ESTIMATOR		CHECKED BY
N/A	TMC		**CDH**

ELECTRICAL Summary	Square Footage	Cost per Sq. Ft.	Total Cost	Remarks
260500 Basic Electrical Materials and Methods	13,510	$ 3.50	$ 47,285.00	
260500 General Electrical Requirements	13,510	$ 3.50	$ 47,285.00	
260502 Electrical Demolition for Remodeling	13,510	$ -	$ -	
260519 Conductors and Cables	13,510	$ 6.50	$ 87,815.00	
260526 Grounding and Bonding	13,510	$ 0.50	$ 6,755.00	
260528 Electrical Firestopping	13,510	$ 0.75	$ 10,132.50	
260529 Hangers and Supports	13,510	$ 1.10	$ 14,861.00	
260533 Raceways and Boxes	13,510	$ 5.00	$ 67,550.00	
260535 Raceways and Boxes for Low-Voltage	13,510	$ 1.25	$ 16,887.50	
260536 Cable Trays	13,510	$ 0.60	$ 8,106.00	
260543 Underground Ducts and Raceways	13,510	$ 1.50	$ 20,265.00	
260553 Identification for Electrical Systems	13,510	$ 0.55	$ 7,430.50	
260573 Power System Studies	13,510	$ 0.50	$ 6,755.00	
260800 Commmissioning of Electrical Systems	13,510	$ 0.75	$ 10,132.50	
260919 Enclosed Contactors	13,510	$ 0.26	$ 3,512.60	
260943 Network Lighting Controls	13,510	$ 5.00	$ 67,550.00	
261120 Utility Incoming Service Provisions	13,510	$ 1.75	$ 23,642.50	
262416 Panelboards	13,510	$ 6.50	$ 87,815.00	
262713 Metering	13,510	$ 0.50	$ 6,755.00	
262726 Wiring Devices	13,510	$ 1.50	$ 20,265.00	
262813 Fuses	13,510	$ 0.12	$ 1,621.20	
262816 Enclosed Switches & Circuit Breakers	13,510	$ 1.75	$ 23,642.50	
262913 Enclosed Controllers	13,510	$ 1.00	$ 13,510.00	
264113 Lightning Protection	13,510	$ 6.50	$ 87,815.00	
264313 Surge Protective Devices	13,510	$ 0.90	$ 12,159.00	
265100 Interior Lighting	13,510	$ 13.00	$ 175,630.00	
265600 Exterior Lighting	13,510	$ 6.00	$ 81,060.00	
Subtotal - Division 26	**$ 70.98**	**/SF**	**$ 958,939.80**	
270500 Common Work Results for Communications	13,510	$ 3.00	$ 40,530.00	
272000 Communications Equipment & Systems	13,510	$ 15.00	$ 202,650.00	
Subtotal - Division 27	**$ 18.00**	**/SF**	**$ 243,180.00**	
280500 Common Work Results for Security	13,510	$ 0.75	$ 10,132.50	
281300 Access Control System	13,510	$ 2.00	$ 27,020.00	
281600 Intrusion Detection System	13,510	$ 1.50	$ 20,265.00	
282300 Video Surveillance System	13,510	$ 3.75	$ 50,662.50	
283111 Fire Alarm System	13,510	$ 4.00	$ 54,040.00	
Subtotal - Division 28	**$ 12.00**	**/SF**	**$ 162,120.00**	
TOTALS (Divisions 26, 27, 28)	**$ 100.98**	**/SF**	**$ 1,364,239.80**	

Gipe Associates, Inc.
CONSULTING ENGINEERS
Mechanical | Electrical | Plumbing

8719 BROOKS DRIVE
EASTON, MARYLAND
PHONE: 410-822-8688
FAX: 410-822-6306

CONSTRUCTION COST ESTIMATE

PROJECT: POCOMOKE SERVICE BUILDING
GAI PROJECT NO: 25058
DATE: 07/21/25
PREPARED BY: RAK

GENERAL PROJECT INFORMATION

PROJECT SQUARE FOOTAGE: 13,500
FACILITY TYPE: POCOMOKE CO. SERVICE BUILDING
 # OF FLOORS: 1
ARCHITECT: DAVIS, BOWEN AND FRIEDEL
BASIS FOR ESTIMATE: CODE-A (NO DESIGN COMPLETED)
SUMMARY: PRELIMINARY ESTIMATE

HVAC, PLUMBING AND FIRE PROTECTION COST ESTIMATE	QUANTITY		MATERIAL		LABOR		TOTAL
	NO. OF UNITS	UNIT OF MEASURE	PER UNIT	TOTAL	PER UNIT	TOTAL	COST
BASE BID COST ESTIMATE							
FIRE PROTECTION	1.0	LS	$ 71,600.00	$ 71,600.00	$ 100,000.00	$ 100,000.00	$ 171,600.00
PLUMBING	1.0	LS	$ 40,000.00	$ 40,000.00	$ 45,000.00	$ 45,000.00	$ 85,000.00
ROOF DRAINAGE	1.0	LS	$ 12,000.00	$ 12,000.00	$ 15,000.00	$ 15,000.00	$ 27,000.00
PLUMBING/PIPING FIXTURES	1.0	LS	$ 32,800.00	$ 32,800.00	$ 60,000.00	$ 60,000.00	$ 92,800.00
DOMESTIC WATER HEATERS	1.0	LS	$ 34,800.00	$ 34,800.00	$ 30,000.00	$ 30,000.00	$ 64,800.00
PLUMBING EQUIPMENT	1.0	LS	$ 7,000.00	$ 7,000.00	$ 10,400.00	$ 10,400.00	$ 17,400.00
GAS PIPING SYSTEM	1.0	LS	$ 5,500.00	$ 5,500.00	$ 7,000.00	$ 7,000.00	$ 12,500.00
MECHANICAL INSULATION	1.0	LS	$ 45,000.00	$ 45,000.00	$ 52,500.00	$ 52,500.00	$ 97,500.00
WATER DISTRIBUTION PUMPS	1.0	LS	$ 12,000.00	$ 12,000.00	$ 9,500.00	$ 9,500.00	$ 21,500.00
HEATING PIPE SPECIALTIES	1.0	LS	$ 63,000.00	$ 63,000.00	$ 75,000.00	$ 75,000.00	$ 138,000.00
BOILER TRIM	1.0	LS	$ 20,000.00	$ 20,000.00	$ 26,400.00	$ 26,400.00	$ 46,400.00
WATER TREATMENT	1.0	LS	$ 3,500.00	$ 3,500.00	$ 5,000.00	$ 5,000.00	$ 8,500.00
REFRIGERATION	1.0	LS	$ 55,000.00	$ 55,000.00	$ 48,000.00	$ 48,000.00	$ 103,000.00
SPLIT SYSTEM UNITS (INDOOR AND OUTDOOR)	1.0	LS	$ 87,000.00	$ 87,000.00	$ 50,000.00	$ 50,000.00	$ 137,000.00
POWER VENTILATORS	1.0	LS	$ 17,500.00	$ 17,500.00	$ 12,000.00	$ 12,000.00	$ 29,500.00
DUCTWORK	1.0	LS	$ 175,000.00	$ 175,000.00	$ 200,000.00	$ 200,000.00	$ 375,000.00
AIR INLETS AND OUTLETS	1.0	LS	$ 17,000.00	$ 17,000.00	$ 10,000.00	$ 10,000.00	$ 27,000.00
ATC CONTROLS	1.0	LS	$ 80,000.00	$ 80,000.00	$ 60,000.00	$ 60,000.00	$ 140,000.00
TESTING AND BALANCING	1.0	LS	$ 500.00	$ 500.00	$ 32,000.00	$ 32,000.00	$ 32,500.00
ENERGY RECOVERY UNIT	1.0	LS	$ 90,000.00	$ 90,000.00	$ 85,000.00	$ 85,000.00	$ 175,000.00
UNIT HEATERS	1.0	LS	$ 6,000.00	$ 6,000.00	$ 7,000.00	$ 7,000.00	$ 13,000.00
COMMISSIONING (CONTRACTOR ASSIST.)	1.0	LS	$ 1,000.00	$ 1,000.00	$ 9,500.00	$ 9,500.00	$ 10,500.00

COST ESTIMATE SUMMARY

DESCRIPTION	MATERIAL	LABOR	TOTAL
BASE BID TOTAL COST	$ 876,200.00	$ 949,300.00	$ 1,825,500.00
TOTAL BASE BID:	**$ 876,200.00**	**$ 949,300.00**	**$ 1,825,500.00**
TOTAL BASE BID COST PER SQUARE FOOT:	**$64.90 PER S.F.**	**$70.32 PER S.F.**	**$135.22 PER S.F.**

GRAND TOTAL COST ESTIMATE SUMMARY

ADDITIONAL PROJECT COST ITEM DESCRIPTION (APPLIES TO BASE BID ONLY)	PERCENTAGE (%)	% X TOTAL BASE BID	REMARKS
CONTRACTOR OVERHEAD	0.0%	$ -	
CONTRACTOR PROFIT	0.0%	$ -	
GENERAL CONDITIONS	0.0%	$ -	
BUILDER'S RISK INSURANCE	0.0%	$ -	
PERMIT FEES	0.0%	$ -	
CONTRACTOR INSURANCE	0.0%	$ -	
PAYMENT BOND	0.0%	$ -	
PERFORMANCE BOND	0.0%	$ -	
UTILITY COST (ELECTRIC, GAS, ETC...)	0.0%	$ -	
TOTAL ADDITIONAL PROJECT COST ITEMS		**$ -**	
GRAND TOTAL CONSTRUCTION COST (BASE BID + ADDITIONAL PROJECT COSTS)		**$ 1,825,500.00**	**$135.22 PER S.F.**

APPENDIX

POCOMOKE HEALTH CENTER 0085B056.B01
PROGRAM (DRAFT) - PREFERRED OPTION
August 8, 2025

HEALTH DEPARTMENT

	Room/Space	Existing Area (NSF)	Proposed Area
ENTRY/ RECEPTION	Vestibule/Lobby/Waiting Area Waiting: 4 Seated, 2 Standing Access to Public Toilet Room Information Display Case, Pamphlets, Water Fountain Located off Waiting Room	-	450
	Unisex Toilet Room (ADA) Toilet, Lavatory, Diaper Changing Station	-	60
	Copy/Work Room (2) 4-High Lateral Files, Work Counter, Cabinets, Copier, Reception Counter/Windows	360	190
	Medical Records Storage (4) 4-High Lateral Files Work Desk, Counter/Cabinets Adjacent to Clerical	-	110
	Interview Rooms (3) One-on-one, Counter separating Located off Waiting Area	300	450
HEALTH DEPT. OUTSIDE OF MEDICAL CLINIC	Public Restrooms - Male/Female (4) On Main Corridor Single Occupant for new	388	320
	WIC (Women, Infant, and Children) Group Room - 10 people Lactation Room (Sink) Storage Room Systems Furniture for 2-3 Staff Possible Multi-purpose/Conference room location	175	500
	Group Staff Office 3 Staff - Systems Furniture Printer	368	225
	Office for Transient/Visiting Staff Counter Area or Desks for 6 in group area Private Office for 1		160
	Multi-Purpose Conference Room Hold up to 60 people Possible temporary offices Dividing Wall Training Kitchen at End Located near Shipping/Receiving area Stockpile Storage Area	768	1,000
	Clinician's Office(s)	300	220
	Break Room Serves All Staff in building Refrigerator, Microwave, Sink 3-4 Circular Tables	225	300

HEALTH DEPT. OUTSIDE OF MEDICAL CLINIC	Shipping/Receiving	-	260
	Mechanical/Electrical Room/ Janitor's Includes Water Treatment	360	450
MEDICAL CLINIC	Medical Clinic Waiting Room	300	-
	Staff Work Area 2-3 Staff Systems Furniture Located near/or in the Medical Clinic	400	260
	Offices (2) 1 Behavioral, 1 Nursing	750	180
	Medical Records Room (Behavioral and Nursing)	400	100
	Exam Rooms/Labs (3 Proposed) 1 Behavioral, 1 Nursing Med Exam Table Counter, Cabinets, and Sink	500	2,100
	Restrooms (Outside of Lab/Exam Rooms)	105	140
	General Storage (Closets)	100	50
50 PLUS	Entry/Vestibule/Lobby Entry (2)	45	210
	Activities Area	1,500	1,250
	Craft Room Located off or as part of the Activity Room Includes Work counters and sink	-	300
	Small Group Activities Room/Quiet Room Reading and other quiet activities Could also be used for religious services	-	260
	Kitchen (Catering Style)	400	300
	Storage/Receiving Located near Exterior/Delivery area	250	250
	Restrooms Single Occupant Sized for Assistance Shower (ADA Compliant)	50	160
	Group Exercise Room Treadmills Nautilus Equipment	700	400
	General Storage (Closets)	150	150
	Offices (2 - 1 New, 1 Existing) Single Offices	187	240
	TOTAL HEALTH CENTER NET AREA TOTAL	**9,081**	**11,045**
	Grossing Factor (Hallways and Walls)*	**3,200**	**2,465**
	GROSS AREA TOTAL (GSF)	**12,281**	**13,510**
	GROSS AREA TOTAL PHASE I AND II (GSF)		
	*Existing building has a very wide main corridor as it was originally a school. This includes thick exterior walls and mechanical chases.		
	Exterior Porch	-	570
	Outdoor Area	-	EXT.

POCOMOKE HEALTH CENTER 0085B056.B01
PROGRAM (DRAFT) - INITIAL OPTIONS
June 25, 2025

HEALTH DEPARTMENT

	Room/Space	Existing Area (NSF)	Program Area (NSF)Phase I	Option 1	Option 2	Option 3
ENTRY/ RECEPTION	Vestibule/Lobby/Waiting Area Waiting: 4 Seated, 2 Standing Access to Public Toilet Room Information Display Case, Pamphlets, Water Fountain Located off Waiting Room	-	200	290	340	240
	Unisex Toilet Room (ADA) Toilet, Lavatory, Diaper Changing Station	-	80	100	80	80
	Reception/Administrative Offices Enclosed and Secured Counter for Public Interaction (2) 2-Screen Consoles, Accommodate 2 Staff	-	200	240	300	230
	Copy/Work Room (2) 4-High Lateral Files, Work Counter, Cabinets, and Copier	-	150	110	Included in Reception	Included in Reception
	Medical Records Storage (4) 4-High Lateral Files Work Desk, Counter/Cabinets Adjacent to Clerical	-	430 (In clinic)	380	200	200
	Financial Interview Rooms (3) Round Table and 4 Chairs, Inviting Located off Waiting Area	-	240	360	360	470
HEALTH DEPT. OUTSIDE OF MEDICAL CLINIC	Public Restrooms - Male/Female On Main Corridor Multiple Occupant	388	460	160	320	300
	WIC (Women, Infant, Children) Group Room - 10 people Lactation Room (Sink) Storage Room Systems Furniture for 2-3 Staff Possible Multi-purpose/Conference room location	-	500	Included in Multi-Purpose	620	660
	General Storage Located off the main corridor Roof Access Office supplies	175	180	Park of Work/Copy	420	360
	Group Staff Office 3 Staff - System Furniture Printer	368	225	400	530	560
	Private Staff Offices (2) Work Desk, Cabinets, Chairs for 2	200	288	290	Part of Group Office	530
	Office for Transient/Visiting Staff Counter Area or Desks for 6 in group area Private Office for 1	175	300	Part of Group/Private Office	160	450
	Multi-Purpose Conference Room Hold 40 people Dividing Wall Training Kitchen at End Located near Shipping/Receiving area Stockpile Storage Area	768	1,400	1,500	950	930
	Clinician's Office	368	300	300	230	590
	Break Room Serves All Staff in building Refrigerator, Microwave, Sink 3-4 Circular Tables	225	300	290	350	300
	Shipping/Receiving	-	150	230	340	360
	Mechanical/Electrical Room Includes Water Treatment	360	600	410	540	220
	Janitor's Closet	25	30	80	80	80
	Small Waiting Area 2 to 3 Chairs	-	75	220	Lobby	Lobby
	Large Reception/Waiting Area	368	150	480	Lobby	Lobby
	Staff Work Area 2-3 Staff Systems Furniture Located near/or in the Medical Clinic	400	400	520	390	390
	Offices (2) 1 Behavioral, 1 Nursing	750	300	240	240	240
	Medical Records Room (Behavioral and Nursing)	400	430	380	200	200

MEDICAL CLINIC	Exam Rooms (2) 1 Behavioral, 1 Nursing No windows Exam Table Counter, Cabinets, and Sink	300	360	420	420	420
	Labs (2) 1 Behavioral, 1 Nursing Restroom and Storage Closet w/ Pass-through Window	200	600	490	490	490
	Restrooms (Outside of Lab/Exam Rooms)	105	140	160	140	140
	General Storage (Closets)	100	80	100	100	100
	Interview Rooms (Behavioral and Nursing) (3)	380	500	410	500	500
	Medication Room Behavioral and Nursing combined Locked Cabinets Counter with Sink Refrigerator	40	64	70	70	70
	Entry/Vestibule/Lobby Entry Separate	45	120	140	240	80
	Activities Area	1,500	1,800	2,270	3,070	2,800
	Craft Room Located off or as part of the Activity Room Includes Work counters and sink	-	300	480	350	440
	Small Group Activities Room/Quiet Room Reading and other quiet activities Could also be used for religious services	-	300	290	230	290
DEPT. OF AGING	Kitchen	400	600	600	600	460
	Storage/Receiving Located near Exterior/Delivery area	250	400	190	350	260
	Restrooms Single Occupant Sized for Assistance Shower (ADA Compliant)	50	160	160	160	200
	Group Exercise Room Treadmills Nautilus Equipment	700	700	730	400	530
	General Storage (Closets)	150	120	180	210	80
	Offices (2 - 1 New, 1 Existing) Single Offices	187	240	280	390	250
	TOTAL HEALTH CENTER NET AREA TOTAL	**9,377**	**13,442**	**13,950**	**14,370**	**14,500**
	Grossing Factor (Hallways and Walls)*	**2,700**	**2,000**	**2,000**	**2,000**	**2,000**
	GROSS AREA TOTAL (GSF)	**12,077**	**15,442**	**15,950**	**16,370**	**16,500**
	GROSS AREA TOTAL PHASE I AND II (GSF)					
	*Existing building has a very wide main corridor as it was originally a school. This includes thick exterior walls and mechanical chases.					

CIP Project Name: Ocean Pines Library Restroom Renovation

Project Director (Name & Title): Jennifer Ranck, Library Director
Phone Number: 410-632-2600
Project Location: Ocean Pines Library, 11107 Cathell Road, Ocean Pines, MD 21811

Project Summary

This project will renovate the public restrooms, the staff restroom, and the drinking fountain. The Ocean Pines branch opened in 1999 and is the busiest branch in the Worcester County Library system, accounting for about 1/3 of the system's circulation. Since opening over 25 years ago, the building has been visited 1.8 million and the restrooms are showing their age.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design			45,000					**45,000**
Land Acquisition								**0**
Site Work								**0**
Construction			225,000					**225,000**
Equipment/Furnishings			150,000					**150,000**
Other - Please Specify								**0**
TOTAL	**0**	**0**	**420,000**	**0**	**0**	**0**	**0**	**420,000**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								**0**
Solid Waste User Fees								**0**
Grant Funds								**0**
State Match			210,000					**210,000**
State Loan								**0**
Assigned Funds			210,000					**210,000**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - Please Specify								**0**
TOTAL	**0**	**0**	**420,000**	**0**	**0**	**0**	**0**	**420,000**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
New restrooms will last approximately 25-30 years.

Will this project generate revenue?
No, this project will not generate revenue.

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
Yes, the Maryland State Library Agency offers a Capital Grant program that may cover up to 50% of the project. Grants are due each Spring (approximately May 20) for the fiscal year following the next year. (For example, FY 27 grant applications were due May 2025. If this project is approved for FY 29 cycle, the grant would be due sometime in May 2027.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
No

Is there a Federal or State mandate related to this project? If so, please elaborate:
New and renovated restrooms require the addition of changing facilities for the personal care needs of teens and adults, as well as baby changing facilities.

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
No impacts to personnel expenditures. New water-saving fixtures and/or touchless technology may decrease the use of water and subsequent charges.

PROJECT CONSTRUCTION COST ESTIMATE (BREAKDOWN SHEET)				
PROJECT: Ocean Pines Library			DATE: September 8, 2025	
LOCATION: Ocean Pines, MD			JOB NO.:	
OWNER: Worcester County			DESIGN STATUS OF ESTIMATE: Preliminary	
BASE BID				
ITEM	QUANTITY NO. UNITS	QUANTITY UNIT MEAS.	MATERIAL PER UNIT	TOTAL COST
Demolition / Disposal	1	LS	$ 5,000.00	$ 5,000.00
New Interior Walls	1,200	SF	$ 15.00	$ 18,000.00
New Ceiling	480	SF	$ 7.00	$ 3,360.00
New Flooring	480	SF	$ 12.50	$ 6,000.00
Doors / Frames / Hardware	2	Units	$ 1,600.00	$ 3,200.00
Plumbing System Work	300	SF	$ 300.00	$ 90,000.00
HVAC / Ductwork	1	Unit	$ 15,000.00	$ 15,000.00
Electrical	480	SF	$ 12.00	$ 5,760.00
SUBTOTAL				**$ 146,320.00**
STATE WAGE RATES (20%)				**$ 29,264.00**
CONTRACTOR OH & P (10%)				**$ 14,632.00**
CONTINGENCY (10%)				**$ 14,632.00**
TOTAL COST				**$ 204,848.00**
NOTES:				

CIP Project Name: Logistical Storage Building at the Fire Training Center

Project Director (Name & Title): Matthew Owens, Fire Marshal
Phone Number: 410-632-5666
Project Location: Fire Training Center

Project Summary

The proposed storage building will house vehicles and equipment for the Fire Marshal's Office, the Department of Emergency Services and the Sheriff's Office. The proposed building will hold the current 22 vehicles and trailers used by all three departments. Plus the building will house the storage for the Logistical Staging Area (LSA) inventory and supplies for all emergency preparation, to include pandemics, weather related emergencies, hazardous material responses (CBRNE) and a secure impound facility. Currently there is a need due to no covered storage for vehicles and trailers containing expensive and sensitive equipment with the need to respond to emergencies quickly. This proposed project has a scheduled pre-bid meeting date and a scheduled bid opening date.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design								**0**
Land Acquisition								**0**
Site Work	181,500					181,500		**363,000**
Construction	250,000					2,868,500		**3,118,500**
Equipment/Furnishings	66,000							**66,000**
Other - Please Specify	275,000							**275,000**
TOTAL	**772,500**	**0**	**0**	**0**	**0**	**3,050,000**	**0**	**3,822,500**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								**0**
Solid Waste User Fees								**0**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds								**0**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds						3,050,000		**3,050,000**
Other - Casino Funds	772,500							**772,500**
TOTAL	**772,500**	**0**	**0**	**0**	**0**	**3,050,000**	**0**	**3,822,500**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**25,630**	**0**	**0**	**0**	**0**			**25,630**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?

30+ years

Will this project generate revenue?

No

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?

No

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?

No

Is there a Federal or State mandate related to this project? If so, please elaborate:

No

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?

The impacts, from a financial standpoint, would be limited. From a personnel standpoint, no immediate additional personnel is projected. There would be an increase in maintenance cost due to the larger size building.

CIP Operating Impact Projections

Project: Storage Building at the Fire Training Center

Personnel Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Operating Cost
Job Title & Salary/Benefit Costs (List Separately)						
						0
						0
						0
						0
						0
						0
EXPENDITURES						
New Positions Salary & Benefits TOTAL	**0**	**0**	**0**	**0**	**0**	**0**

Operating Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Total Operating Cost
Utilities	11,000					**11,000**
Telephone	550					**550**
Custodial	2,750					**2,750**
Cleaning	330					**330**
Maintenance Repairs	6,600					**6,600**
Refuse	1,100					**1,100**
Fire/Security Alarm	2,200					**2,200**
Internet	1,100					**1,100**
Vehicle Expense						**0**
Other						**0**
						0
EXPENDITURES						
Operating TOTAL	**25,630**	**0**	**0**	**0**	**0**	**25,630**

Capital Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Total Operating Cost
Furnishings						**0**
Equipment						**0**
						0
						0
						0
EXPENDITURES						
Capital TOTAL	**0**	**0**	**0**	**0**	**0**	**0**

Projected Revenue Impact	FY 27	FY 28	FY 29	FY 30	FY 31	Revenue Total
						0
						0
						0
						0
						0
REVENUES						
Project Revenue TOTAL	**0**	**0**	**0**	**0**	**0**	**0**
PROJECTED OPERATING IMPACTS	25,630	0	0	0	0	25,630

Operating Impacts

Complete the following questions:

Employee Positions
Will the project change staffing needs? How many positions are added or removed? Indicate if they are full-time, part-time, contractual, grant-funded, or enterprise-funded. What is the estimated cost or savings? Include benefit costs: use 63% for full-time and 49% for part-time with insurance.

No new personnel is expected at this time.

Utility Costs
Will the project increase or decrease costs for electricity, oil, gas, phone, water, or sewer?

Utility cost will be increased because of this new building.

Maintenance Costs
Will internal maintenance costs or external vendor agreements change? Consider custodial, field, road, or general maintenance.

Maintenance cost will increase because of this new building.

Insurance Costs
Will insurance costs change? Include liability, property, and vehicle coverage.
Insurance cost will increase because of this new building.

Telecommunications
Will the project require additional phones, copiers, computers, or other hardware? List them below.
There will be a fire alarm system, sprinkler protection, and security system to include cameras.

Furniture, Equipment, or Capital Outlay
Will the need for furniture, equipment, or other capital outlay increase or decrease? Is the cost change one-time or ongoing?
There will be a one-time furniture and equipment cost.

CIP Project Name: Outdoor Warning Siren Replacement

Project Director (Name & Title): James E Hamilton, JR - Deputy Director
Phone Number: 410.632.3080
Project Location: Countywide

Project Summary

This project fully replaces the countywide public warning system that is inclusive of sirens and has options to provide building based and portable emergency notifications. This project is currently being bid with proposals opened on September 9, 2025. Project funding within CIP is being informed by proposals received. Project is divided into four phases. Based upon funds so far allocated, it is anticipated that Phases 1 and 2 will be able to be completed with currently assigned funding and phases 3 and 4 with funds programmed here for FY27. Of note in Phase 4, the project targets high risk areas such as campgrounds and public parks.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design								**0**
Land Acquisition								**0**
Site Work								**0**
Construction	1,200,000					725,000		**1,925,000**
Equipment/Furnishings						675,000		**675,000**
Other - Please Specify								**0**
TOTAL	**1,200,000**	**0**	**0**	**0**	**0**	**1,400,000**	**0**	**2,600,000**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								**0**
Solid Waste User Fees								**0**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds	1,200,000					1,400,000		**2,600,000**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - Please Specify								**0**
TOTAL	**1,200,000**	**0**	**0**	**0**	**0**	**1,400,000**	**0**	**2,600,000**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**18,300**	**18,300**	**18,300**	**18,300**	**18,300**			**91,500**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project? Project is being procured with a life expectancy before replacement of 20 years.

Will this project generate revenue? This project will NOT generate revenue

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?

Staff or continuing to work toward obtaining federal mitigation grant funds to support this project. The RFP is structured to require vendors to work within the terms of a federal award (contracting, labor, and environmental/historic requirements) should those funds become available.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?

No

Is there a Federal or State mandate related to this project? If so, please elaborate:

No

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?

Current estimates based on proposals received suggest between $13,00 - $27,000 annual maintenance costs in years 1-5 and escalating every five years to an estimated $18,500 - $70,000 per year in years 16-20.

CIP Operating Impact Projections

Project:

Personnel Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Operating Cost
Job Title & Salary/Benefit Costs (List Separately)						
						0
						0
						0
						0
						0
						0
EXPENDITURES						
New Positions Salary & Benefits TOTAL	**0**	**0**	**0**	**0**	**0**	**0**

Operating Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Total Operating Cost
Utilities	5,000	5,000	5,000	5,000	5,000	**25,000**
Telephone						**0**
Custodial						**0**
Cleaning						**0**
Maintenance Repairs	13,300	13,300	13,300	13,300	13,300	**66,500**
Refuse						**0**
Fire/Security Alarm						**0**
Internet						**0**
Vehicle Expense						**0**
Other						**0**
						0
EXPENDITURES						
Operating TOTAL	**18,300**	**18,300**	**18,300**	**18,300**	**18,300**	**91,500**

Capital Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Total Operating Cost
Furnishings						**0**
Equipment						**0**
						0
						0
						0
EXPENDITURES						
Capital TOTAL	**0**	**0**	**0**	**0**	**0**	**0**

Projected Revenue Impact	FY 27	FY 28	FY 29	FY 30	FY 31	Revenue Total
						0
						0
						0
						0
						0
REVENUES						
Project Revenue TOTAL	**0**	**0**	**0**	**0**	**0**	**0**
PROJECTED OPERATING IMPACTS	18,300	18,300	18,300	18,300	18,300	91,500

Operating Impacts

Complete the following questions:

Employee Positions
Will the project change staffing needs? How many positions are added or removed? Indicate if they are full-time, part-time, contractual, grant-funded, or enterprise-funded. What is the estimated cost or savings? Include benefit costs: use 63% for full-time and 49% for part-time with insurance.

No changes to staffing anticipated. This project contemplates a turn-key maintenance contract

Utility Costs
Will the project increase or decrease costs for electricity, oil, gas, phone, water, or sewer?

Some locations may require new electrical services. Baseline electrical utility costs are contemplated on the high end in the impact projection.

Maintenance Costs
Will internal maintenance costs or external vendor agreements change? Consider custodial, field, road, or general maintenance.

New vendor maintenance agreement is contemplated and included in operating impact projection.

Insurance Costs
Will insurance costs change? Include liability, property, and vehicle coverage.

As project progresses, it is anticipated that Risk Management will consider adding equipment to insurance policies however at this time substantive increases in cost are not anticipated

Telecommunications
Will the project require additional phones, copiers, computers, or other hardware? List them below.

Contemplated and included in project costs

Furniture, Equipment, or Capital Outlay
Will the need for furniture, equipment, or other capital outlay increase or decrease? Is the cost change one-time or ongoing?

All costs are contemplated and included.

CIP Project Name: Public Safety Facility

Project Director (Name & Title): Sheriff Matthew Crisafulli
Phone Number: 410-632-1111
Project Location: U.S. Route 113. Adjacent to Worcester VoTech, Newark, Maryland

Project Summary

The current facility for the Worcester County Sheriff's Office was designed for approximately 46 law enforcement personnel. As you are aware with the community needs and the state mandates, sworn law enforcement personnel has grown to 96. This does not include an increase in civilian staff. Currently, space is limited at best to function in a manner that productive and safe. Public access to the Sheriff's Office can be inhibited by being on the basement floor of the Government Center. This can also cause a potential public safety issue. An example of this is current sex offenders and individuals that are wanted for serious crimes have to travel through an unsecure location of the government center to get to the Sheriff's Office. This poses an unsafe environment for the general public visiting the government center and for the employees. The Sheriff's Office currently receives funding to lease facility space in Berlin, Maryland. The space is utilized to provide work space for all major crimes detectives, CAC detectives, drug enforcement detectives, digital forensics, and analysts. Having all staff working in one location provides an environment that is not only more productive but also enhances oversight. The Federal funding that the Sheriff's Office receives for the lease space in Berlin can be diverted towards other effective investigative needs once all personnel is working under one location. The current foot print for the Sheriff's Office also poses challenges, such as personnel, sworn and civilian, have to travel through a prisoner holding area in order to get from one side of the facility to the other.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design	213,000							**213,000**
Land Acquisition								**0**
Site Work		855,000	315,000					**1,170,000**
Construction			44,350,000					**44,350,000**
Equipment/Furnishings				355,000				**355,000**
Other - Please Specify								**0**
TOTAL	**213,000**	**855,000**	**44,665,000**	**355,000**	**0**	**0**	**0**	**46,088,000**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								**0**
Solid Waste User Fees								**0**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds	213,000			355,000				**568,000**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds		855,000	44,665,000					**45,520,000**
Other - Please Specify								**0**
TOTAL	**213,000**	**855,000**	**44,665,000**	**355,000**	**0**	**0**	**0**	**46,088,000**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**260,500**	**262,500**	**264,500**			**787,500**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?

Its unknown what the useful life would be for a facility, however, we would design this facility to accommodate expansion for the future.

Will this project generate revenue?

This project will not generate any revenue. other than the revenue that is already being generated by the WCSO.

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?

WCSO is unaware of any current grants available for this project; however, we are constantly checking for the availability of grants to assist in supporting this project.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?

Does not qualify for this type of funding.

Is there a Federal or State mandate related to this project? If so, please elaborate:

These is no known state of federal funding associated with this project, however, if 911 / Emergency Services was included into this project, there maybe some state funding available.

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?

Utilities and maintenance of this property would increase due to being a new standalone property and not part of the government center.

CIP Operating Impact Projections

Project:

Personnel Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Operating Cost
Job Title & Salary/Benefit Costs (List Separately)						
						0
						0
						0
						0
						0
						0
EXPENDITURES						
New Positions Salary & Benefits TOTAL	**0**	**0**	**0**	**0**	**0**	**0**

Operating Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Total Operating Cost
Utilities			27,000	27,000	27,000	**81,000**
Telephone			210,000	212,000	214,000	**636,000**
Custodial			5,000	5,000	5,000	**15,000**
Cleaning			8,000	8,000	8,000	**24,000**
Maintenance Repairs						**0**
Refuse			1,000	1,000	1,000	**3,000**
Fire/Security Alarm			7,500	7,500	7,500	**22,500**
Internet			2,000	2,000	2,000	**6,000**
Vehicle Expense						**0**
Other						**0**
						0
EXPENDITURES						
Operating TOTAL	**0**	**0**	**260,500**	**262,500**	**264,500**	**787,500**

Capital Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Total Operating Cost
Furnishings						**0**
Equipment						**0**
						0
						0
						0
EXPENDITURES						
Capital TOTAL	**0**	**0**	**0**	**0**	**0**	**0**

Projected Revenue Impact	FY 27	FY 28	FY 29	FY 30	FY 31	Revenue Total
						0
						0
						0
						0
						0
REVENUES						
Project Revenue TOTAL	**0**	**0**	**0**	**0**	**0**	**0**
PROJECTED OPERATING IMPACTS	0	0	260,500	262,500	264,500	787,500

Operating Impacts

Complete the following questions:

Employee Positions
Will the project change staffing needs? How many positions are added or removed? Indicate if they are full-time, part-time, contractual, grant-funded, or enterprise-funded. What is the estimated cost or savings? Include benefit costs: use 63% for full-time and 49% for part-time with insurance.

As you are aware, the State of Maryland has imposed a number of unfunded mandates for law enforcement in general that has caused additional positions to be funded, which is part of the work space issue that we are currently experiencing. WCSO is not currently aware of any additional needed positions directly related to an increase in square footage for work space. Any needs for additional personnel would be a request directly related to law enforcement operational needs within Worcester County, such as patrol deputies, etc. It is unknown at this time if there will be any additional unfunded mandates passed by the legislature.

Utility Costs
Will the project increase or decrease costs for electricity, oil, gas, phone, water, or sewer?

Due to being a new stand-alone facility, the cost for utilities would increase. However, based on the desired location, sewer and fiber would be easily accessible.

Maintenance Costs
Will internal maintenance costs or external vendor agreements change? Consider custodial, field, road, or general maintenance.

There would be additional costs for custodial services and any maintenance performed by Worcester County and/or a vendor.

Insurance Costs
Will insurance costs change? Include liability, property, and vehicle coverage.

It is unknown what the insurance cost would be for this facility.

Telecommunications
Will the project require additional phones, copiers, computers, or other hardware? List them below.

The majority of our current telecommunications equipment would be moved with us; however, there maybe a request for additional equipment. What that equipment would be and cost of that equipment is unknown at this time.

Furniture, Equipment, or Capital Outlay
Will the need for furniture, equipment, or other capital outlay increase or decrease? Is the cost change one-time or ongoing?

As much as possible, the existing furniture at WCSO would be utilized in the new facility. However, there is a number of work spaces within WCSO with furniture that would need to be replaced.

CIP Project Name: Asphalt Overlay/Pavement Preservation of County Roads

Project Director (Name & Title): Dallas Baker Jr., P.E.,Public Works Director
Phone Number: 410-632-5623
Project Location: Various roads throughout Worcester County

Project Summary

In FY10 the Highway User Revenue (HUR) was cut significantly, therefore the General Fund had to begin funding the cost of our paving projects. Due to many factors including but not limited too; existing age of our roadway surfaces, increased vehicular traffic on our roadways, and increased cost in materials and labor for hot mix asphalt, the miles of roadway we can repave is getting less with the current funding levels. The Road's Division has explored other resurfacing options such as slurry seal to help preserve our roadways but not all roadways meet the criteria and must be repaved to restore the surface back to a safe and smooth riding surface.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design								**0**
Land Acquisition								**0**
Site Work								**0**
Construction	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,551,752		**9,051,752**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**1,500,000**	**1,500,000**	**1,500,000**	**1,500,000**	**1,500,000**	**1,551,752**	**0**	**9,051,752**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								**0**
Solid Waste User Fees								**0**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,551,752		**9,051,752**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - Please Specify								**0**
TOTAL	**1,500,000**	**1,500,000**	**1,500,000**	**1,500,000**	**1,500,000**	**1,551,752**	**0**	**9,051,752**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
20+ years

Will this project generate revenue?
N/A

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
N/A

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
N/A

Is there a Federal or State mandate related to this project? If so, please elaborate:
N/A

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?

Since our paving projects are funded by the General Fund, increasing this puts a strain on the County's General Fund budget.

CIP Project Name: Gum Point- Construction

Project Director (Name & Title): Dallas Baker Jr., P.E.,Director
Phone Number: 410-632-5623
Project Location: Gum Point Road Berlin,MD 21811

Project Summary

Two crossroad pipes are showing signs of failure under the roadway. The Road's Division had an engineering firm design and develop a scope of work to repair them by slip lining them. Slip lining a pipe would seal up any holes, gaps in the current pipe and provide a new wear surface on the inside of the current pipes.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design								**0**
Land Acquisition								**0**
Site Work								**0**
Construction	300,000							**300,000**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**300,000**	**0**	**0**	**0**	**0**	**0**	**0**	**300,000**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								**0**
Solid Waste User Fees								**0**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds	300,000							**300,000**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - Please Specify								**0**
TOTAL	**300,000**	**0**	**0**	**0**	**0**	**0**	**0**	**300,000**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
20+ years

Will this project generate revenue?
N/A

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
N/A

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
N/A

Is there a Federal or State mandate related to this project? If so, please elaborate:
N/A

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
N/A

CIP Project Name: Unionville Road Pipe Replacement

Project Director (Name & Title): Dallas Baker Jr., P.E., Director of Public Works
Phone Number: 410-632-5623
Project Location: Unionville Road, Pocomoke, MD

Project Summary

Road's Division is seeking funding to replace two failed crossroad pipes on Unionville Road located in Pocomoke, MD. This road is the designated truck route for the area and gets a lot of heavy truck traffic everyday. Upon reviewing this project, we realized the scope of work is beyond our capabilities at the Road's Division and feel it would be safer and more efficient to contract this project out.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design								**0**
Land Acquisition								**0**
Site Work								**0**
Construction	1,500,000							**1,500,000**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**1,500,000**	**0**	**0**	**0**	**0**	**0**	**0**	**1,500,000**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								**0**
Solid Waste User Fees								**0**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds	1,500,000							**1,500,000**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - Please Specify								**0**
TOTAL	**1,500,000**	**0**	**0**	**0**	**0**	**0**	**0**	**1,500,000**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?

25+ years

Will this project generate revenue?
N/A

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
N/A

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
N/A

Is there a Federal or State mandate related to this project? If so, please elaborate:
N/A

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
N/A

CIP Project Name: Recreation Center - HVAC replacement

Project Director (Name & Title): Kelly Rados, Director Recreation & Parks
Phone Number: 410-632-2144 x2502
Project Location: Worcester County Recreation Center, 6030 Public Landing Road, Snow Hill, MD 21863

Project Summary

This project would include replacement of the existing gas-fired HVAC equipment serving the gym with new heat pump and gas heating HVAC equipment. The current gymnasium HVAC units are undersized and inadequate and are past their useful life expectancy.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design						91,000		**91,000**
Land Acquisition								**0**
Site Work								**0**
Construction	118,680					1,433,600		**1,552,280**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**118,680**	**0**	**0**	**0**	**0**	**1,524,600**	**0**	**1,643,280**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								**0**
Solid Waste User Fees								**0**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds	118,680					1,524,600		**1,643,280**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - Please Specify								**0**
TOTAL	**118,680**	**0**	**0**	**0**	**0**	**1,524,600**	**0**	**1,643,280**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
30 years

Will this project generate revenue?
No

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
No

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
No

Is there a Federal or State mandate related to this project? If so, please elaborate:
No

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
General preventative maintenance and continued maintenance repairs

Gipe Associates, Inc.
CONSULTING ENGINEERS

PB. #: 25426
Easton Office

August 29, 2025

Mr. Vincent Arillo
Worcester County Government
1 West Market Street, Room 1103
Snow Hill, Maryland 21863

Project: Worcester County Recreation Center – Multipurpose Space – HVAC Replacement
Reference: Mechanical and Electrical Engineering/CA Services Fee Proposal Letter

Dear Vincent:

We are pleased to submit our fee proposal for the performance of mechanical and electrical engineering services on the above referenced project. The project scope will be based on Recommendation 4A from our HVAC Study Report dated June 5, 2025. In addition to Recommendation 4A discussed in the study, we will provide motorized breakers for the 2014 additional electrical loads. This scope of work addresses the systems in the multi-purpose space.

The scope of our work would include mechanical (including heating, ventilation, and air conditioning), electrical (including power, interior lighting, site lighting, fire alarm, telecommunications, security), plumbing, and fire protection system design and contract administration for the Worcester County Recreation Center – Multipurpose Space – HVAC Replacement Project located in Snow Hill, Maryland.

The construction budget is approximately $1,478,891.00 for the HVAC equipment and $18,000.00 for the motorized breakers.

The Mechanical and Electrical Systems design are based on a multi-purpose facility of approximately 37,000 square feet.

Design phase services shall include the following:

1. Field investigations which may be necessary for the mechanical and electrical phases of work. Investigations will be based on visual observations and review of existing building drawings provided by the Owner.

2. Preparation of the design plans and specifications for the mechanical and electrical phases of work. Specifications will be prepared utilizing Gipe standard office specifications and format.

3. Demolition and new work drawings in AutoCAD format. Our fee also assumes that electronic backgrounds in shall be provided for our use in the preparation of the Construction Documents.

1220 East Joppa Road
Suite 223
Towson, Maryland 21286
TEL 410.832.2420
FAX 410.832.2418

8719 Brooks Drive
Post Office Box 1147
Easton, Maryland 21601
TEL 410.822.8688
FAX 410.822.6306

4. Front End/Bidding Documents.

5. Preparation of an estimate of probable cost associated with the work we design.

Bidding phase services shall include the following:

1. Prepare addendums if needed during the bidding phase.

2. Respond to Contractor RFIs during the bidding phase.

3. Review of bids for the portion of work we design.

4. Preparation of Owner/Contractor Agreement.

Contract Administration phase services shall include the following:

1. Review of shop drawing submittals for the portion of work we design. We shall review and take appropriate action on shop drawings, product data, samples, and other submittals required by the Contract Documents. Such review shall be only for general conformance with the design concept of the project and general compliance with the information given in the Contract Documents and does not include review of quantities, dimensions, weights or gauges, fabrication processes, sequence of work, construction methods, coordination with the work of other trades, or construction safety precautions, all of which are the responsibility of the Contractor. Review of submittals shall be conducted with reasonable promptness consistent with sound professional practice. Review of a specific item shall not indicate acceptance of an assembly of which the item is a component. We shall not be required to review and shall not be responsible for any deviations from the Contract Documents not clearly noted by the Contractor, nor shall we be required to review partial submissions or those for which submissions for correlated items have not been received. We will be entitled to additional compensation for review of submittals which require in excess of two submissions.

2. Consultation during the construction phase concerning the work we design.

3. Periodic observation of the construction work as related to M/E/P work. This would include an appropriate amount of site visits during the construction phase inclusive of pre-construction meeting, pre-installation meetings, and site visits for project punch-out/close-out.

4. Review Applications for Payment related to M/E/P work.

5. Perform a substantial completion inspection of the M/E/P work

6. Create a Certificate of Substantial Completion for the project.

7. Perform final completion inspection of the M/E/P work.

8. Review of close-out documents, test/balance reports, and O&M manuals.

Our fee for the work as outlined above would be for the following lump sum amounts:

Schematic Design Phase	Five Percent (5%)	$4,550.00
Design Development Phase	Twenty-Five Percent (25%)	$22,750.00
Construction Document Phase	Fifty-Five Percent (55%)	$50,050.00
Bidding and Negotiation Phase	Two Percent (2%)	$1,820.00
Contract Administration Phase	Thirteen Percent (13%)	$11,830.00
Lump Sum Fee	**One Hundred Percent (100%)**	**$91,000.00**

In addition to our above fee, we would be reimbursed for direct out-of-pocket expenses plus 10%, for expenses such as travel, outside reproductions, overnight/messenger deliveries, include in-house printing per drawing at $0.60 each for 18 x 24, $1.20 each for 24 x 36, $1.75 each for 30 x 42, plotting at $5.00 per Plot, 8-1/2 x 11 copy-work at $0.10 per copy, and 11 x 17 copy-work at $0.15 per copy. We estimate our reimbursables would not exceed **$2,000.00.** If we approach this estimated fee, we would advise you of any expected additional cost and obtain approval before proceeding.

If the basic services covered by this Agreement have not been completed within eighteen (18) months of the date hereof, through no fault of the consultant for this part of the project, extension of the consultant services beyond that time shall be considered additional services and Gipe Associates, Inc. shall be compensated based on the hourly rates listed under extra services.

The following items are exclusions of the M/E/P scope of services. If it is determined that any of the following exclusions are needed or desired, then the design of the same shall be treated as additional services and shall either be billed at a mutually agreed upon lump sum or on a flat hourly basis at the following billing rates which include personnel salaries, overhead and profit. In addition, we would be reimbursed for direct out-of-pocket expenses.

Role	*Rate*
Principals	$265.00/hour
Project Managers	$175.00/hour
Project Engineers	$125.00/hour
Design Engineers	$90.00/hour
Clerical	$75.00/hour

A. Alternates:
Alternate designs and bids are not included in the Engineer's basic scope of services.

B. Audio/Video Systems:
Audio and video systems design is not included in our scope of services.

C. BIM:
Building Information Modeling (BIM) is not included in Gipe Associates, Inc.'s Basic fee.

D. Commissioning:
The basic service does not include commissioning. However, we will provide commissioning specifications.

E. Communications Systems:
Telephone, data, cable television, media distribution, and similar communications systems design is not included in our scope of services.

F. Conformed Set:
Gipe Associates Inc.'s basic fee does not include providing a conformed set of documents. A conformed set generally consists of an update of the bid set documents to include all addendums and/or value engineering items.

G. Contract Administration Services beyond the following limits:

1. Up to two (2) reviews of each Shop Drawing, Product Data item.
2. Up to one (1) inspection for Mechanical/Electrical portions of the Work to determine whether such portions of the work are substantially complete in accordance with the requirements of the Contract Documents.
3. Up to one (1) inspection for Mechanical/Electrical portions of the Work to determine final completion.

H. Cost Estimating:
Cost estimating is included in Gipe Associates, Inc.'s scope of services and fee.

I. Destructive investigations and investigations of hidden conditions is not included in our scope of services.

J. Energy Modeling:
Energy Modeling is not included in our scope of services since this was performed in our HVAC Study dated June 5, 2025.

K. Extensive survey and verification of as-built conditions is not included in our scope of services.

L. Fire Alarm Systems:
Fire Alarm system design related to duct smoke detectors only is included in our scope of services.

M. Fire Pump/Fire Protection System:
The scope of services shall not include the design of a fire pump or fire protection system.

N. Front End/Bidding Documents:
The responsibility for overall project coordination, preparation of bidding requirements, preparation of General Conditions, Supplemental Conditions, bid forms, etc. and preparation of Division 01 shall be the responsibility of Gipe Associates, Inc.

O. Future Additions:
The Engineer's scope of services does not include the design of mechanical, electrical, plumbing, fire protection system design for future additions unless otherwise agreed upon in writing.

P. Hazardous Materials:
The Engineer shall not be responsible for any known or unknown hazardous materials, asbestos, on or under the existing site including underground tank identification and removal, or environmentally related deficiencies in the building related to existing excess moisture. If hazardous materials, underground tanks, asbestos, or environmental deficiencies are encountered, no part of its examination, removal or confinement shall fall within the services of this Contract. Owner shall defer to the services of a hazardous material, underground tanks specialist and/or industrial hygienist if needed. If Engineer knows or learns of hazardous materials, underground tanks, or environmentally related deficiencies on-site, he will notify Owner of such materials.

Q. LEED:
The LEED Green Building Rating System, Version 4.0, Leadership in Energy and Environment Design, published by the US Green Building Council will be excluded from this design. Should the Owner desire to pursue "Green Building Design", then Gipe Associates, Inc. reserves the right to renegotiate our fee.

R. Life Cycle Cost Analysis:
Due to Life Cycle Cost Analysis already being performed in our HVAC Study dated June 5, 2025, Life Cycle Cost Analysis shall not be performed related to mechanical system selection.

S. Lighting Design:
The scope of services shall not include the design of lighting systems, including luminaire selection, lighting calculations, lighting controls, etc.

T. Modular/Portable Facilities:
Gipe Associates, Inc.'s fee and scope does not include MEP work associated with Modular/Portable facilities.

U. Phasing:
The Engineer's scope of services includes the quantity of inspections. Should the project require phasing necessitating the need for multiple substantial completion and final completion inspections, the Owner shall compensate the Engineer hourly.

V. Preliminary studies, reports, or feasibility analysis are not included in our scope of services.

W. Preparation of Operation and Maintenance Manuals:
The preparation of Operation and Maintenance Manuals is the responsibility of the Contractor and is not in our scope of services. However, we will review the Operation and Maintenance Manuals.

X. Record Drawings:
The drawing of Record Drawings is included in Gipe Associates, Inc.'s scope of services and fee. Preparation of record drawings shall be based on Contractor's red-line markups. Upon completion of the construction, we shall compile for, and deliver to, the Owner a set of Record Drawings conforming to the construction records of the Contractor as provided to us. This set of documents shall consist of corrected plans showing the reported location of the Work. The information submitted by the Contractor and incorporated by us into the Record Drawings will be assumed to be reliable, and Gipe Associates will not be responsible for the accuracy of this information, nor the any errors or omissions which may appear in the Record Drawings as a result. We will deliver these drawings in AutoCAD (.dwg) format and PDF format via electronic file transfer and/or electronic media, e.g. USB flash drive.

Y. Reproduction of plans, specifications, or other contract documents for review or for bidding purposes unless covered under reimbursable expenses is not included in our scope of services.

Z. Security Systems:
Security systems including but not limited to access control, intrusion detection, and video surveillance systems design is not included in our scope of services.

AA. Site/Civil Engineering:
The scope of services shall not include civil engineering or site work related to mechanical/electrical systems, including but not limited to grading, fencing, etc. If it is determined that civil engineering is needed or desired, then civil engineering services shall be treated as additional services and Gipe Associates, Inc. shall engage a civil engineer for providing such additional services.

BB. Site Lighting Design:
The scope of services shall not include the design of site lighting systems, including luminaire selection, lighting calculations, pole base design, etc.

CC. Structural Engineering:
The scope of services shall not include structural engineering. If it is determined that structural engineering is needed or desired, then structural engineering services shall be treated as additional services and Gipe Associates shall engage a structural engineer for providing such additional services.

DD. State/Government Document Submissions:
Document Submissions to the State and/or Government entities is not included in Gipe Associates, Inc.'s scope of services or fee.

EE. Substitutions:
The review of Contractor initiated and proposed substitutions during the Bidding Phase or Contract Administration Phase shall not be included in Engineer's basic services. Should the Owner request in writing that the Engineer review a proposed substitution, then the Engineer shall be compensated hourly in accordance with the rates as set forth. Engineer shall record time required by Engineer and Engineer's consultants in evaluating substitution proposed or submitted

by Contractor. The Supplementary Conditions, if prepared by the Engineer, shall require the Contractor to reimburse Owner for Engineering and Engineer's consultants for evaluating such proposed substituted item.

FF. Tax/Utility Rebate Assistance:
Gipe Associates, Inc.'s basic fee does not include providing assistance in obtaining tax credits or utility rebates.

GG. Temporary Power:
The scope of services shall not include the design of a temporary power supply system to provide temporary power during planned outages for tie-ins or to accommodate phasing.

HH. Utility Locating:
Utility locating is not included in our scope of services. All underground utilities shall be located by the Owner. Utility locations shall be provided to Gipe Associates, Inc. in a timely manner.

II. Utility Service Applications:
We include design coordination with the utilities for gas and electric services (if required) including submitting the initial service applications for said services during design. We are not responsible for the utility's lack of response or delayed response to service requests or costs associated with any of their delays in responding in a timely fashion. Once the project goes to construction, it is the Contractor's responsibly, not Gipe Associates', to follow-up with the utility companies to coordinate the timely installation of said utilities.

JJ. Value Engineering:
Value engineering and/or value management is not included in the Engineer's scope of services.

KK. Water Meters:
The scope of services does not include the design or specification of a building water meter which shall be the responsibility of the Civil Engineer.

Fees would be due and payable monthly based on our invoices showing the percentage or work completed. Gipe Associates, Inc. reserves the right to stop work on this project if payment is not received within 45 days of billing. Payments not received within 45 days of invoice date would be subject to an additional charge of 1-½ percent per month (18% per annum).

Additional site visits during the construction phase and punch-out/close-out would be performed on call and at the rate of $500.00 per person per trip, plus reimbursable expenses.

This Agreement may be terminated by either party after giving thirty days written notice of the intent to terminate to the other party and by payment of the balance due to Gipe Associates, Inc. This balance will be arrived at by an estimate by Gipe Associates, Inc. of the percentage completion of the project at the time of termination plus any reimbursable expense due to termination.

If you are not a corporation and subsequent to the making of this Agreement you incorporate your business with or without the knowledge of Gipe Associates, Inc., you agree to be jointly and severally liable to Gipe

Associates, Inc. for any indebtedness incurred by or transferred to such corporation. If you are a corporation or partnership and you are not a general partner, your signing this letter warrants that you are duly authorized to do so and you agree to be jointly and severally liable with the corporation or partnership for any indebtedness owing by them to Gipe Associates, Inc.

In the event that your account with Gipe Associates, Inc. becomes delinquent and past due, and Gipe Associates, Inc. engages the services of an attorney to collect the account, then, subject to the applicable law, you and any person jointly and severally liable with you, agree to reimburse to Gipe Associates, Inc. attorneys' fees in an amount equal to 20% of the amount due, whether or not litigation is commenced and court costs.

Ownership of plans, maps, drawings and all other documents, including original drawings, field notes and data are to remain the property of Gipe Associates, Inc. as instruments of service. Upon payment of all services billed, the Owner may at his expense obtain a set of reproducible record prints and drawings and copies of other documents in consideration of which the Owner will use them solely in connection with this project and no other project.

Neither this contract nor any rights or duties hereunder may be assigned or delegated to any other person or entity without the express written consent of Gipe Associates, Inc.

We appreciate the opportunity of submitting this proposal. If these terms are agreeable, please sign and return one copy for our files.

Sincerely,

GIPE ASSOCIATES, INC.



David R. Hoffman, P.E., LEED AP
President

DRH/pvm

WORCESTER COUNTY GOVERNMENT

Accepted: _____

Date: _____

CIP Project Name: Ocean City Inlet Dredging

Project Director (Name & Title): Robert Mitchell, LEHS, REHS/RS, Director of Environmental Programs
Phone Number: 410-632-1220
Project Location: Ocean City Inlet

Project Summary

This project will utilize $9.6 M allocated in Federal FY25 to dredge the Ocean City Inlet to its authorized depth + 2 feet. Work will also include dredging federal channels to Isle of Wight and Sinepuxent if there are remaining funds/capacity to do so. These are separate funds from regular, ongoing projects that annually provided sediment removal to the OC Inlet area. The local component is considered a match and consists of the requirement to locate, secure, and prepare/maintain a suitable site or sites for the dredge disposal. This component could have funding involved if in-kind services are not sufficient to provide this project with the disposal capacity necessary for placement of the removed sediment.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design								**0**
Land Acquisition								**0**
Site Work								**0**
Construction	6,300,000	3,050,000						**9,350,000**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**6,300,000**	**3,050,000**	**0**	**0**	**0**	**0**	**0**	**9,350,000**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								**0**
Solid Waste User Fees								**0**
Grant Funds	6,200,000	3,000,000						**9,200,000**
State Match								**0**
State Loan								**0**
Assigned Funds	100,000	50,000						**150,000**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - Please Specify								**0**
TOTAL	**6,300,000**	**3,050,000**	**0**	**0**	**0**	**0**	**0**	**9,350,000**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
The abatement of the shoaling depends on the weather and the tides. This scale of sediment removal has not been attempted for some time so we expect the project to provide at least 5-10 years of clearance before issues arise where annual maintenance dredging is not keeping up with sediment accretion in the inlet and federal channels.

Will this project generate revenue?
This may generate revenue for local businesses through federal contracts for the dredging. This will benefit local commerce for charter and recreational fishing and the commercial harbor and the fishermen utilizing that harbor as the inlet and channels will be cleaned out in a way that hasn't been done in a long time. If we are able to use the material for resiliency projects, that material may save costs for project funding for those grant funded projects that will protect waterfront communities.

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
The US Army Corps of Engineers has already secured an additional $9.6 M in federal funds for their portion of the project.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
We may have some cost-share from the state and other parties. This might be part to

Is there a Federal or State mandate related to this project? If so, please elaborate:
The federal funding of maintenance dredging of designated US shipping channels is highly subject to Congressional budget approval. This was an ask of the Baltimore Corps District to fund this project and it was granted.

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
The County is responsible for a local match component limited to securing and providing outlets for the dredged materials. There may be in-kind or actual funds expended in this effort to secure and prepare land-based site(s) to receive those materials.

CIP Project Name: Buckingham Elementary School

Project Director (Name & Title): Vince Tolbert, Chief Financial Officer, Worcester County Public Schools
Phone Number: 410-632-5063
Project Location: Buckingham Elementary School, 100 Buckingham Road, Berlin, MD 21811

Project Summary

A feasibility study for the Buckingham Elementary School (BES) project began in July 2022. The study documented existing building, site, and instructional deficiencies at BES and presented options to address them. In January 2023, the Worcester County Board of Education approved the construction of a replacement school on the existing site, followed by approval from the Worcester County Commissioners in March 2023. Educational Specifications were completed in May 2023, and Conceptual Planning was finalized in September 2023.

After the State determined the BES replacement school project was ineligible for State funding, a BES Workgroup was formed in May 2024 to review alternatives. The Workgroup evaluated five options and recommended proceeding with construction of the BES replacement school, to be followed by a Berlin Intermediate School replacement project. This recommendation will be presented to the Board of Education on September 17, 2024, and to the County Commissioners in October 2024.

In May 2025, the Worcester County Board of Education (WCBOE) and Worcester County Commissioners approved the project's Schematic Design.

All information and costs included in this form are contingent upon approval by both the Board of Education and the Worcester County Commissioners, as well as the successful execution of a Memorandum of Understanding between the Commissioners and the State.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design	562,520	358,656	358,656	60,466		1,827,088	631,826	**3,799,212**
Land Acquisition								**0**
Site Work	689,532	4,137,134	4,137,224	689,532				**9,653,422**
Construction	3,704,226	22,225,213	22,225,213	4,297,851				**52,452,503**
Equipment/Furnishings				1,780,881				**1,780,881**
Other - Please Specify	676,263	1,348,008	1,348,008	224,661		83,547		**3,680,487**
TOTAL	**5,632,541**	**28,069,011**	**28,069,101**	**7,053,391**	**0**	**1,910,635**	**631,826**	**71,366,505**
SOURCES OF FUNDS								
General Fund								**0**
User Fees								**0**
Grant Funds								**0**
State Match	5,632,541	11,277,000	11,277,000	947,000		1,860,329		**30,993,870**
State Loan								**0**
Assigned Funds						50,306	631,826	**682,132**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds		16,792,011	16,792,101	6,106,391				**39,690,503**
Other - Built to Learn State Funding								**0**
TOTAL	**5,632,541**	**28,069,011**	**28,069,101**	**7,053,391**	**0**	**1,910,635**	**631,826**	**71,366,505**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project? The useful life of the Buckingham Elementary School replacement project is estimated at **30–50 years**. This timeframe reflects the expected longevity of new school facilities constructed to current State and local standards. The project replaces the existing 46-year-old facility, which has aging structural, mechanical, and electrical systems, and requires ongoing maintenance and the use of portable classrooms. By incorporating energy-efficient design features and modern building systems, the replacement school is anticipated to provide decades of reliable service to students, staff, and the community before major reinvestment is required.

Will this project generate revenue? The project will not generate revenue.

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
State school construction funding will be requested through the Interagency Commission on School Construction (IAC) and the Maryland Stadium Authority (MSA) under the Built-to-Learn program. The maximum amount of State funding will be established through a Memorandum of Understanding (MOU) between the IAC and the County Commissioners.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding? The State funding calculation for the project is $25,756,000, including Build to Learn (BTL) funding.

Is there a Federal or State mandate related to this project? If so, please elaborate: No.

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance? The Buckingham Elementary School replacement project will result in a facility larger than the existing 49,000 square feet. However, the inclusion of energy-efficient design features and modern building systems with reduced maintenance requirements is expected to minimize any significant increase in General Fund operating expenditures.

CIP Project Name: Berlin Intermediate

Project Director (Name & Title): Vince Tolbert, Chief Financial Officer, Worcester County Public Schools
Phone Number: 410-632-5063
Project Location: Berlin Intermediate School, 309 Franklin Ave, Berlin, MD 21811

Project Summary

The Buckingham Elementary School (BES) Replacement Project sought to construct a new facility that addresses aging infrastructure and provides a modern learning environment to meet the needs of students, staff, and the Berlin community.

Following the State's determination that the BES replacement project was not eligible for State funding, Worcester County Public Schools convened a BES Workgroup in May 2024. The Workgroup evaluated five potential options to advance the project. The option to proceed with construction of a BES replacement school, followed by a Berlin Intermediate School (BIS) replacement school, was endorsed by the Workgroup and is scheduled to be presented to the Board of Education on September 17, 2024, and to the County Commissioners in October 2024.

WCPS is currently completing a Feasibility Study to determine whether renovation or full replacement of the existing BIS facility is the most viable option and to identify projected funding requirements.

All cost estimates and information included in this submission remain contingent upon approval by both the Board of Education and the Worcester County Commissioners, as well as the successful execution of a Memorandum of Understanding between the County Commissioners and the State.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design	2,776,995	246,131	151,895	473,508		180,000	474,435	**4,302,964**
Land Acquisition								**0**
Site Work				4,978,798			5,808,598	**10,787,396**
Construction				26,890,023	10,984,500		20,925,078	**58,799,601**
Equipment/Furnishings							2,017,014	**2,017,014**
Other - Please Specify	94,624		511,474	1,644,180			1,918,218	**4,168,496**
TOTAL	**2,871,619**	**246,131**	**663,369**	**33,986,509**	**10,984,500**	**180,000**	**31,143,343**	**80,075,471**
SOURCES OF FUNDS								
General Fund								**0**
User Fees								**0**
Grant Funds								**0**
State Match	2,027,000			10,133,500	10,984,500			**23,145,000**
State Loan								**0**
Assigned Funds	844,619	246,131	663,369			180,000		**1,934,119**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds				23,853,009			31,143,343	**54,996,352**
Other - Please Specify								**0**
TOTAL	**2,871,619**	**246,131**	**663,369**	**33,986,509**	**10,984,500**	**180,000**	**31,143,343**	**80,075,471**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project? 30-50 years

Will this project generate revenue? No.

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant? State school construction funding will be requested through the Interagency Commission on School Construction (IAC). Maximum State funding (preliminarily $23,145,000) will be determined through the MOU between the IAC and the County Commissioners.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding? The preliminary State funding calculation for the project is $23,145,000 pending BOE and Commissioner approval and execution of the MOU.

Is there a Federal or State mandate related to this project? If so, please elaborate: No.

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance? The Berlin Intermediate Replacement (or renovation) School project will provide more efficient square footage than the existing 101,000 square feet facility. Also, with energy efficiency elements included in the future design and new building systems requiring minimal maintenance costs, impact on general funds should be lessened compared to those of the existing 54-year-old building.

CIP Project Name: Replace Roof: Worcester Technical High School

Project Director (Name & Title): Vince Tolbert, Chief Financial Officer, Worcester County Public Schools
Phone Number: 410-632-5063
Project Location: Worcester Technical High School, 6290 Worcester Highway, Newark, MD. 21801

Project Summary

This project will replace the existing shingle roof system at Worcester Technical High School, which has reached the end of its serviceable life after repeated leak repairs and documented condition ratings of 1.5–2.5 out of 4 during annual inspections.

The work will include removal of all existing shingles, installation of new insulation and high-temperature underlayment, and construction of a new standing seam metal roof system across all roof sections (approx. 58,000–65,000 sq. ft. based on Eagle View measurements). The scope also includes:
- Installation of new gutters and downspouts throughout.
- Snow retention systems at all required slopes.
- Metal coping, edge, and fascia systems meeting ANSI-SPRI ES-1 standards.
- All insulation installed to meet or exceed the State of Maryland R-30 requirement.
- Factory Mutual–approved systems and components.

Upon completion, the new system will carry a 30-year warranty, providing long-term protection and significantly reducing ongoing leak response and repair costs.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design	398,000							**398,000**
Land Acquisition								**0**
Site Work								**0**
Construction	2,729,828	7,856,000						**10,585,828**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**3,127,828**	**7,856,000**	**0**	**0**	**0**	**0**	**0**	**10,983,828**
SOURCES OF FUNDS								
General Fund								**0**
User Fees								**0**
Grant Funds								**0**
State Match	3,127,828	2,378,000						**5,505,828**
State Loan								**0**
Assigned Funds		5,478,000						**5,478,000**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - Please Specify FY27 State CIP Request								**0**
TOTAL	**3,127,828**	**7,856,000**	**0**	**0**	**0**	**0**	**0**	**10,983,828**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project? 30-40 years

Will this project generate revenue? No.

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant? State School Construction funding will be requested through the Interagency Commission on School Construction (IAC).

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding? State School Construction funding will be requested through the Interagency Commission on School Construction (IAC).

Is there a Federal or State mandate related to this project? If so, please elaborate: No.

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance? Yes. WCPS anticipates decreased utility costs at Worcester Technical High School upon completion of the project due to improved building envelope insulation characteristics. In recent years, ongoing maintenance expenditures have risen significantly to address roof deficiencies. With the installation of the new roof system, these recurring maintenance requirements will be substantially reduced, resulting in long-term operational savings for the General Fund.

CIP Project Name: Stephen Decatur Roof Replacement

Project Director (Name & Title): Vince Tolbert, Chief Financial Officer, Worcester County Public Schools
Phone Number: 410-632-5063
Project Location: Stephen Decatur High School, 9913 Seahawk Rd, Berlin, MD 21811

Project Summary

Stephen Decatur High School originally opened in 1958 and underwent a major renovation and addition project, including a roof replacement, in 2002. The first phase of this work was completed in 1999, meaning portions of the current roof will be approximately 30 years old when the planned roof replacement project begins in 2028.

Evaluations and inspections conducted by both the WCPS roofing consultant and State of Maryland maintenance inspectors have consistently identified deficiencies in the existing roof system, including blisters, seam separations, pitch pan failures, drain issues, and expansion joint deterioration. The roof has been assigned an overall condition rating of Fair/Poor.

This project will replace the aging built-up roof system with a new, durable roofing system designed to address current deficiencies and extend the useful life of the facility.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design		282,000						**282,000**
Land Acquisition								**0**
Site Work								**0**
Construction		4,000,009	11,032,008					**15,032,017**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**0**	**4,282,009**	**11,032,008**	**0**	**0**	**0**	**0**	**15,314,017**
SOURCES OF FUNDS								
General Fund								**0**
User Fees								**0**
Grant Funds								**0**
State Match		282,000	7,032,000					**7,314,000**
State Loan								**0**
Assigned Funds		4,000,009	4,000,008					**8,000,017**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other								**0**
TOTAL	**0**	**4,282,009**	**11,032,008**	**0**	**0**	**0**	**0**	**15,314,017**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project? 30-40 years.

Will this project generate revenue? No

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant? Yes, WCPS listed the SDHS Roof Replacement in its Future Projects through the IAC and will request funding in FY28.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding? Yes, WCPS will request fundingfrom the IAC in FY28.

Is there a Federal or State mandate related to this project? If so, please elaborate: N/A

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance? WCPS anticipates decreased utility costs at Stephen Decatur High School following completion of the project, due to improved building envelope insulation. In recent years, ongoing maintenance requirements have increased to address roof deficiencies; however, these needs will be significantly reduced once the new roof is installed.

CIP Project Name:	Ocean City Elementary School Roof Replacement
Project Director (Name & Title):	Vince Tolbert, Chief Financial Officer, Worcester County Public Schools
Phone Number:	410-632-5063
Project Location:	Ocean City Elementary School, 12828 Center Dr, Ocean City, MD 21842

Project Summary

Ocean City Elementary School, opened in 2005, will undergo a roof replacement in 2029 when the existing shingle and built-up roof systems reach 24 years of service. The project will remove the current assemblies and install new roofing designed to correct deficiencies documented in recent inspections, including wind-damaged shingles, seam separations, drainage failures, and deteriorating expansion joints. The scope of work includes replacement of shingle and built-up roof sections, updated drainage systems, improved flashings and pitch pans, and insulation that meets or exceeds State performance standards. The new system will provide a long-term warranty, reduce maintenance needs, and ensure a watertight, reliable building envelope. With enrollment projected to rise from 548 students in 2024 to 648 by 2033, this project is critical to protecting the facility and supporting a safe, effective learning environment for the growing student population on the northern end of Worcester County.

	FY 27	FY 28	FY 28	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design			115,000					**115,000**
Land Acquisition								**0**
Site Work								**0**
Construction				6,120,500				**6,120,500**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**0**	**0**	**115,000**	**6,120,500**	**0**	**0**	**0**	**6,235,500**
SOURCES OF FUNDS								
General Fund								**0**
User Fees								**0**
Grant Funds								**0**
State Match			115,000	2,860,000				**2,975,000**
State Loan								**0**
Assigned Funds				3,260,500				**3,260,500**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other -								**0**
TOTAL	**0**	**0**	**115,000**	**6,120,500**	**0**	**0**	**0**	**6,235,500**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project? 30-40 years.

Will this project generate revenue? No

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant? Yes, WCPS listed the SDHS Roof Replacement in its Future Projects through the IAC and will request funding in FY28.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding? Yes, WCPS will request fundingfrom the IAC in FY28.

Is there a Federal or State mandate related to this project? If so, please elaborate: N/A

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance? WCPS anticipates decreased utility costs at Stephen Decatur High School following completion of the project, due to improved building envelope insulation. In recent years, ongoing maintenance requirements have increased to address roof deficiencies; however, these needs will be significantly reduced once the new roof is installed.

CIP Project Name: Wor-Wic Student Success and Wellness Center

Project Director (Name & Title): Jennifer Sandt, Vice President for Administrative Services
Phone Number: 410-334-2911
Project Location: 32000 Campus Drive, Salisbury MD 21804

Project Summary

A Student Success and Wellness Center is being proposed for design in FY 2028 and completion in FY 2030. This building will be a 50,000 to 80,000 square foot building. The building will include offices for several departments within the student affairs division, including a new athletic department. Additional offices/suites are planned for the public safety department and a new events department. We also vision the building to include a multi-purpose gym, physical fitness equipment, locker rooms, several multi-purpose meeting rooms with a stage for performances, a food service/concession space, the college bookstore, an esports arena, and conference rooms. Comfortable and collaborative spaces designed for students to study, relax and socialize, such as lounges, study zones, a meditation/religious observance room, rooms for student clubs and the food pantry, will also be included. An outdoor multi-purpose athletic field with a track and a field house are also planned as part of the project. The college will need to redesign at least one roadway and some parking areas as part of this project. The college currently has a space deficit for offices, and student wellness and recreational spaces. The new building, field and roadway work is projected to cost approximately $84.5 million. The cost estimate was provided by Forella Group in March 2025 as part of consulting services to assist with writing the State program. If approved, the State would fund 75% of the project. The college is submitting a request to Worcester and Wicomico Counties for consideration, as part of their Capital Improvement Plans, for the 25% local share of the project.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design			529,925					**529,925**
Land Acquisition								**0**
Site Work								**0**
Construction				2,522,713	2,522,712			**5,045,425**
Equipment/Furnishings					237,050			**237,050**
Other - Please Specify								**0**
TOTAL	**0**	**0**	**529,925**	**2,522,713**	**2,759,762**	**0**	**0**	**5,812,400**
SOURCES OF FUNDS								
General Fund								**0**
User Fees								**0**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds			529,925	2,522,713	2,759,762			**5,812,400**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - Please Specify								**0**
TOTAL	**0**	**0**	**529,925**	**2,522,713**	**2,759,762**	**0**	**0**	**5,812,400**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
50+ years

Will this project generate revenue?
NA

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
NA

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
State capital funding of 75% of the project, if approved

Is there a Federal or State mandate related to this project? If so, please elaborate:
No

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
Impacts to the college's operating budget

CIP Project Name: Landings Water Tower Rehabilitation

Project Director (Name & Title): Dallas Baker Jr., P.E. - Director of Public Works
Phone Number: 410-632-5623
Project Location: Landings Water Tower
(Landings Service Area)

Project Summary

Painting and rehabilitation of the Landings Water Tower. Repainting, and miscellaneous improvements to the Landings Water Tower. Scope was determined by the County's tank consultant MBW tanks. The Landings water tower was last painted in 2004 and the coating system is due to be redone.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design	30,000							**30,000**
Land Acquisition								**0**
Site Work								**0**
Construction	550,000							**550,000**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**580,000**	**0**	**0**	**0**	**0**	**0**	**0**	**580,000**
SOURCES OF FUNDS								
General Fund								**0**
Waste Water User Fees								**0**
Solid Waste User Fees								
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds								**0**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - USDA / MDE	580,000							**580,000**
TOTAL	**580,000**	**0**	**0**	**0**	**0**	**0**	**0**	**580,000**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
15-20 years, based off of estimated lifespan at other County-operated facilities

Will this project generate revenue?
No

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
No

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
No

Is there a Federal or State mandate related to this project? If so, please elaborate:
No

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
No

CIP Project Name: Ocean Pines Water Well Rehabilitation

Project Director (Name & Title): Dallas Baker Jr., P.E. - Director of Public Works
Phone Number: 410-632-5623
Project Location: Ocean Pines Water Treatment
(Ocean Pines Service Area)

Project Summary

Currently there are five (5) existing raw water wells that serve the Ocean Pines water service area. During high flow events, such as over the July 4th weekend, the service area experiences production shortfalls and multiple operational challenges. Equipment has failed due to age and the overall mechanical and control setup. George Miles and Buhr was contracted in November of 2024 to complete an evaluation of all production wells, to identify deficiencies, and opportunities for future improvements. Items that were identified varied from MDE/EPA deficiencies in chemical backup storage, ventilation, scada equipment, and included heavily corroded piping internal to the well house. This improvement to the Ocean Pines Drinking Water Wells is not an option, without it Worcester County's largest residential water customer can go without water.

GMB completed study outlines phase 1 necessity short term repairs that need to be completed and phase 2. Additionally, Public Works has included funding for engineering inspection and oversight during the repairs being put in place. One well will be required to be done for the next five years until completed.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design	50,000	20,000	20,000	20,000	20,000			**130,000**
Land Acquisition								**0**
Site Work								**0**
Construction	300,000	350,000	300,000	300,000	300,000			**1,550,000**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**350,000**	**370,000**	**320,000**	**320,000**	**320,000**	**0**	**0**	**1,680,000**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees	350,000	370,000	320,000	320,000	320,000			**1,680,000**
Solid Waste User Fees								
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds								**0**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - USDA / MDE								**0**
TOTAL	**350,000**	**370,000**	**320,000**	**320,000**	**320,000**	**0**	**0**	**1,680,000**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
30 years, based off of estimated

Will this project generate revenue?
No

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
No

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
No

Is there a Federal or State mandate related to this project? If so, please elaborate:
No

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
No

CIP Project Name: Ocean Pines - Force Main Replacement Station N to L

Project Director (Name & Title): Dallas Baker Jr., P.E. - Director of Public Works
Phone Number: 410-632-5623
Project Location: Ocean Pines Collection Station N to Station L along Ocean Parkway (Ocean Pines Service Area)

Project Summary

This project is to replace the failing force main from Station N to L. The pipe material is deteriorating and is in need of replacement. The existing force main from Stations N to L has a common line that has failures routinely over the last three years. The number of failures over the last two years is 8 breaks which has yielded fines to the service area and emergency repair work. The limits of the project would be to replace in-kind with the same size pipe but with a stronger material to the common manifold point. Historically, the same force main has been repaired over 24 times in the last 5 years based upon patches in the road.

The primary benefit of this project to the Citizens and the County is it would minimize the amount of fines, eliminate some of the emergency repair work, minimize the number of patches, routine disturbance to the neighboring property owners, and minimize the need for staff to do traffic control at such a busy intersection on the south side of Ocean Pines. (Macklin Creek and Ocean Parkway)

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design	200,000							**200,000**
Land Acquisition								**0**
Site Work								**0**
Construction		1,500,000						**1,500,000**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**200,000**	**1,500,000**	**0**	**0**	**0**	**0**	**0**	**1,700,000**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees	200,000	1,500,000						**1,700,000**
Solid Waste User Fees								
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds								**0**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - USDA / MDE								**0**
TOTAL	**200,000**	**1,500,000**	**0**	**0**	**0**	**0**	**0**	**1,700,000**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
30 years, based off of estimated

Will this project generate revenue?
No

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
No

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
No

Is there a Federal or State mandate related to this project? If so, please elaborate:
Not yet, however, MDE has issued several fines to the County for sanitary sewer overflows related to pipe breaks along this force main. If the breaks continue to occur, MDE may issue a consent order to replace the force main.

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
No

CIP Project Name: Ocean Pines Drying Beds

Project Director (Name & Title): Dallas Baker Jr., P.E. - Director of Public Works
Phone Number: 410-632-5623
Project Location: Ocean Pines WWTP
(Ocean Pines Service Area)

Project Summary

This project is to design and construct drying beds in support to the new belt filter press equipment. The Ocean Pines WWTP had originally 6 drying beds 3 were utilized for sludge. During the 1994 plant upgrades, three of the drying beds were demo'ed and only three remain currently. The decrease in drying bed storage creates a operational issue for continuous wasting causing less efficient solids management within the treatment trains. The primary benefit of this project increase efficiency of the Ocean Pines Wastewater Treatment Plant solids handling activities.

	FY 27	FY 28	FY 28	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design	50,000							**50,000**
Land Acquisition								**0**
Site Work								**0**
Construction		500,000						**500,000**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**50,000**	**500,000**	**0**	**0**	**0**	**0**	**0**	**550,000**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees	50,000	500,000						**550,000**
Solid Waste User Fees								
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds								**0**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - USDA / MDE								**0**
TOTAL	**50,000**	**500,000**	**0**	**0**	**0**	**0**	**0**	**550,000**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
30 years, based off of estimated

Will this project generate revenue?
No

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
No

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
No

Is there a Federal or State mandate related to this project? If so, please elaborate:
No

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
No

CIP Project Name: River Run Sewer Interconnection to Ocean Pines

Project Director (Name & Title): Dallas Baker Jr., P.E. - Director of Public Works
Phone Number: 410-632-5623
Project Location: River Run WWTP to Ocean Pines Collections (River Run Service Area)

Project Summary

Interconnect the River Run and Ocean Pines Sewer systems via the installation of a new sewer line. This will allow for the River Run lagoon liner to be replaced while still treating the service area's wastewater via the Ocean Pines WWTP. In the future, this interconnect allows for redundancy in the event of an emergency or unexpected shutdown of one of the connected plants.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design	100,000							**100,000**
Land Acquisition								**0**
Site Work								**0**
Construction		2,000,000						**2,000,000**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**100,000**	**2,000,000**	**0**	**0**	**0**	**0**	**0**	**2,100,000**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								**0**
Solid Waste User Fees								**0**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds								**0**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - USDA / MDE	100,000	2,000,000						**2,100,000**
TOTAL	**100,000**	**2,000,000**	**0**	**0**	**0**	**0**	**0**	**2,100,000**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
40 years, based off of estimated

Will this project generate revenue?
No

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
No

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
No

Is there a Federal or State mandate related to this project? If so, please elaborate:
No

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
No

CIP Project Name: Newark Transite Pipe Replacement

Project Director (Name & Title): Dallas Baker Jr., P.E. - Director of Public Works
Phone Number: 410-632-5623
Project Location: Newark WTP
(Newark Service Area)

Project Summary

The funding will be used to replace a water main within the Newark Sanitary Service Area, which is over 50 years old. This project will help the brown water problem in the community water system. This project involves the design, permitting, and construction necessary to replace approximately 2,000 feet of aging 8-inch asbestos-lined concrete water main (Transite) with modern C900 PVC pipe. Originally installed in 1972, the existing Transite pipe has exceeded its useful life and poses both structural and water quality concerns. Over time, its rough interior has accumulated significant iron sediment, which has contributed to Newark's persistent "brown water" issues. Replacing the outdated infrastructure with smooth-lined PVC will significantly reduce sediment buildup and improve water quality for the community. Additionally, this project will replace older homes services without backflow preventions and bring them to current standards protecting our water system.

	FY 27	FY 28	FY 28	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design	100,000							**100,000**
Land Acquisition								**0**
Site Work								**0**
Construction		2,000,000						**2,000,000**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**100,000**	**2,000,000**	**0**	**0**	**0**	**0**	**0**	**2,100,000**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								**0**
Solid Waste User Fees								
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds								**0**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - USDA / MDE	100,000	2,000,000						**2,100,000**
TOTAL	**100,000**	**2,000,000**	**0**	**0**	**0**	**0**	**0**	**2,100,000**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
30 years, based off of estimated

Will this project generate revenue?
No

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
This project will be submitted to MDE/USDA for any potential grant/loan opportuntity. MDE did not give any funding to the project in the FY25 application.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
No

Is there a Federal or State mandate related to this project? If so, please elaborate:
No

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
No

CIP Project Name: Newark WTP Rehabilitation

Project Director (Name & Title): Dallas Baker Jr., P.E. - Director of Public Works
Phone Number: 410-632-5623
Project Location: Newark WTP (Newark Service Area)

Project Summary

Replacement of the Newark Water Treatment plant building and equipment as the existing treatment plant is at the end of its useful life. The current Newark WTP and building was put into service in 1971. While numerous upgrades have been made over the last 50 years, the plant is nearing the end of its useful life. A new WTP building will need to be built at an undetermined site so that the existing plant can remain in-service during construction. As part of a new WTP construction, at least one new supply well will need to be constructed. Project is required to maintain the operation of the Newark Water Treatment Plant to continue to efficiently serve the Newark Service Area.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design	150,000							**150,000**
Land Acquisition								**0**
Site Work								**0**
Construction		5,887,500						**5,887,500**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**150,000**	**5,887,500**	**0**	**0**	**0**	**0**	**0**	**6,037,500**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees	150,000	487,500						**637,500**
Solid Waste User Fees								**0**
Grant Funds		2,550,000						**2,550,000**
State Match								**0**
State Loan								**0**
Assigned Funds								**0**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - USDA Grant/Loan		2,850,000						**2,850,000**
TOTAL	**150,000**	**5,887,500**	**0**	**0**	**0**	**0**	**0**	**6,037,500**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
40 years

Will this project generate revenue?
No

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
Public works has submitted a grant funding request to USDA for this project. In addition, the project was submitted for Federal Earmarks process but was not awarded funds. The project will be submitted to MDE for additional loan/grant requests.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
No

Is there a Federal or State mandate related to this project? If so, please elaborate:
No, but MDE is aware of the iron sediment issues the community's water system has been facing.

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
No

CIP Project Name: Mystic Harbour Effluent Connection to Riddle Farm Lagoon

Project Director (Name & Title): Dallas Baker Jr., P.E. - Director of Public Works
Phone Number: 410-632-5623
Project Location: Mystic Harbour WWTP to Riddle Farm WWTP lagoon (Mystic Harbour Service Area)

Project Summary

Connection of the Mystic Harbor Effluent Discharge to the Riddle Farm WWTP lagoon via installation of a force main. This will allow for interconnectivity of the plants during emergency situations while also allowing Mystic to utilize excess effluent discharge capacity already available within the Riddle Farm Lagoon.

Design and construction of a force main to allow the connection of the Mystic Harbor Effluent Discharge to the Riddle Farm WWTP lagoon via installation of a force main. This will allow for interconnectivity of the plants during emergency situations while also allowing Mystic to utilize excess effluent discharge capacity already available within the Riddle Farm Lagoon. George Miles and Buhr provided the County with a preliminary cost estimate on July 25, 2023 outlining two paths. Option one was utilizing Maryland SHA right of ways and option two was utilizing Worcester County right of way for the path of the force main. Option one total cost was $8,551,410 and Option two total cost was $6,209,830. The costs reflected on this sheet have been updated to account for inflation.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design		400,000						**400,000**
Land Acquisition								**0**
Site Work								**0**
Construction			6,100,000					**6,100,000**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**0**	**400,000**	**6,100,000**	**0**	**0**	**0**	**0**	**6,500,000**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								
Solid Waste User Fees								**0**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds								**0**
Private Donation								**0**
Enterprise Bonds		400,000	6,100,000					**6,500,000**
General Bonds								**0**
Other - USDA / MDE								**0**
TOTAL	**0**	**400,000**	**6,100,000**	**0**	**0**	**0**	**0**	**6,500,000**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
30 years, based off of estimated

Will this project generate revenue?
No

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
No

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
No

Is there a Federal or State mandate related to this project? If so, please elaborate:
No

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
No

CIP Project Name: Mystic Harbour WTP Rehabilitation

Project Director (Name & Title): Dallas Baker Jr., P.E. - Director of Public Works
Phone Number: 410-632-5623
Project Location: Mystic Harbour WTP (Mystic Harbour Service Area)

Project Summary

Rehabilitation of the Mystic Harbour Water Treatment plant building and equipment. The project includes rehabilitation of the exterior and interior of the Water Treatment building at Mystic Harbour. The exterior of the building needs a new roof, repair of the concrete block, painting or siding to make the building more aesthetically acceptable, and security fencing around the site to secure the property. The building interior requires a new interior ceiling, cleaning and painting of the walls, sandblasting and painting of the interior piping and filters. In addition there are a number of electrical improvements needed, safety issues addressed and chemical feed systems upgraded to current standards. All of these repairs will extend the useful life of this building.

The Mystic Harbor Water Treatment Plant was constructed in 1975 and has been in continuous use since. The building the treatment equipment is housed in has never been updated. There are holes in the roof, corroded electrical panels, corroded equipment and support. In Fall 2021, local engineering firm George, Miles, & Buhr conducted a feasibility study for rehabilitating the building. Their findings include rehabilitation of the exterior and interior of the building. The exterior of the building needs a new roof, repair of the concrete block and either painting or siding to make the building more aesthetically acceptable. The building interior requires a new interior ceiling, cleaning and painting of the walls, sandblasting and painting of the interior piping and filters. In addition, there are a number of electrical improvements needed, safety issues addressed and chemical feed systems upgraded to current standards.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design		200,000						**200,000**
Land Acquisition								**0**
Site Work								**0**
Construction		1,400,000						**1,400,000**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**0**	**1,600,000**	**0**	**0**	**0**	**0**	**0**	**1,600,000**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								**0**
Solid Waste User Fees								**0**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds								**0**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - USDA/MDE/CDBG		1,600,000						**1,600,000**
TOTAL	**0**	**1,600,000**	**0**	**0**	**0**	**0**	**0**	**1,600,000**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
40 Years

Will this project generate revenue?
No

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
No, although Public Works has applied to MDE over the past 2 years for grant funds to cover the needed rehab. Grant applications will continue to be submitted until funding is secured.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
No

Is there a Federal or State mandate related to this project? If so, please elaborate:
No

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
No

CIP Project Name: Mystic Harbour Water To Riddle Farm

Project Director (Name & Title): Dallas Baker Jr., P.E. - Director of Public Works
Phone Number: 410-632-5623
Project Location: Mystic Harbour WTP to Riddle Farm WTP

Project Summary

Interconnect Mystic Harbor water to Riddle Farm service area as a backup via water main. This will allow Mystic Harbor to provide Riddle Farm water in the event of emergency. This project scope involves the interconnection of the Mystic Harbor water to Riddle Farm WTP. The work entails running a water main from Mystic Harbor plant down Old Bridge Road Rt. 707, along Rt. 50 heading west, boring underneath Herring Creek, and eventually turning North into Man O War Ln. This project would include permitting work within Maryland SHA right of way for a utility permitting and traffic control. J.W. Salm Engineering provided 85% design showing the layout and submitted permit applications to MDE/SHA.

This interconnect would minimize the potential for downtime in the event of equipment failure at Riddle Farm, Mystic Harbor, or Ocean Pines water. Since these three facilities will be interconnected for water we could push water whichever way we see is needed to assist. The negative impacts of not funding or delaying this project would be Riddle Farm would be reliant upon Ocean Pines water in the event of a failure.

	FY 27	FY 28	FY 28	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design						67,765		**67,765**
Land Acquisition								**0**
Site Work								**0**
Construction		2,000,000						**2,000,000**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**0**	**2,000,000**	**0**	**0**	**0**	**67,765**	**0**	**2,067,765**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								**0**
Solid Waste User Fees								**0**
Grant Funds						67,765		**67,765**
State Match								**0**
State Loan								**0**
Assigned Funds								**0**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - USDA/MDE		2,000,000						**2,000,000**
TOTAL	**0**	**2,000,000**	**0**	**0**	**0**	**67,765**	**0**	**2,067,765**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
40 years, based off of estimated

Will this project generate revenue?
No

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
Yes, $67765 has been secured for design using Tri-County grant funds. Funding has not been secured for construction however grant applications have been submitted to MDE.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
No

Is there a Federal or State mandate related to this project? If so, please elaborate:
No

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
No

CIP Project Name: Edgewater Pump Station Replacement

Project Director (Name & Title): Dallas Baker Jr., P.E. - Director of Public Works
Phone Number: 410-632-5623
Project Location: Edgewater Acres
(Edgewater Acres Service Area)

Project Summary

Edgewater Acres pump station replacement is to replace an existing pump station that was built in Feb 1991. This pump station serves 123 customers and is showing signs of deterioration. The wet well that holds the raw wastewater is a steel barrel and has been patched in previous years. Additionally, the station does not have an emergency bypass connection in the event of failure. The stations emergency generator is over 40 years old and parts have been obsolete. With this stations close proximity to the local water ways and residents of the area Public Works is requesting funding for design and construction.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design						140,000		**140,000**
Land Acquisition								**0**
Site Work								**0**
Construction		1,000,000						**1,000,000**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**0**	**1,000,000**	**0**	**0**	**0**	**140,000**	**0**	**1,140,000**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees						140,000		**140,000**
Solid Waste User Fees								**0**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds								**0**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - USDA / MDE		1,000,000						**1,000,000**
TOTAL	**0**	**1,000,000**	**0**	**0**	**0**	**140,000**	**0**	**1,140,000**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
30 years, based off of estimated

Will this project generate revenue?
No

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
This project will have to be submitted to MDE for any potential grant/loan opportunity. It will not qualify for USDA funding.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
No

Is there a Federal or State mandate related to this project? If so, please elaborate:
No

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
No

CIP Project Name: Assateague Point Replacement Liner

Project Director (Name & Title): Dallas Baker Jr., P.E. - Director of Public Works
Phone Number: 410-632-5623
Project Location: Assateague Point WWTP
(Assateague Point Service Area)

Project Summary

Replacement of the liner at the Assateague Point WWTP Lagoon. Current liner is at the end of its useful life with increasing repair costs every year. Scope is based off of the need for an in-kind replacement of the liner at the lagoon. Extending the life of this lagoon will allow for continued operations of a critical WWTP in the County's network. A replacement liner will lessen the risk of breaks and tears which cost money to repair and open the potential for fines from MDE.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design		100,000						**100,000**
Land Acquisition								**0**
Site Work								**0**
Construction			1,500,000					**1,500,000**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**0**	**100,000**	**1,500,000**	**0**	**0**	**0**	**0**	**1,600,000**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees		100,000						**100,000**
Solid Waste User Fees								**0**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds								**0**
Private Donation								**0**
Enterprise Bonds			1,500,000					**1,500,000**
General Bonds								**0**
Other - USDA / MDE								**0**
TOTAL	**0**	**100,000**	**1,500,000**	**0**	**0**	**0**	**0**	**1,600,000**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
30 years, based off of estimated lifespan of liners at other County-operated facilities

Will this project generate revenue?
No

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
No

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
No

Is there a Federal or State mandate related to this project? If so, please elaborate:
No

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
No

CIP Project Name: Assateague Point Replacement Liner

Project Director (Name & Title): Dallas Baker Jr., P.E. - Director of Public Works
Phone Number: 410-632-5623
Project Location: Assateague Point WWTP
(Assateague Point Service Area)

Project Summary

Replacement of the liner at the Assateague Point WWTP Lagoon. Current liner is at the end of its useful life with increasing repair costs every year. Scope is based off of the need for an in-kind replacement of the liner at the lagoon. Extending the life of this lagoon will allow for continued operations of a critical WWTP in the County's network. A replacement liner will lessen the risk of breaks and tears which cost money to repair and open the potential for fines from MDE.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design		100,000						**100,000**
Land Acquisition								**0**
Site Work								**0**
Construction			1,500,000					**1,500,000**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**0**	**100,000**	**1,500,000**	**0**	**0**	**0**	**0**	**1,600,000**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees		100,000						**100,000**
Solid Waste User Fees								**0**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds								**0**
Private Donation								**0**
Enterprise Bonds			1,500,000					**1,500,000**
General Bonds								**0**
Other - USDA / MDE								**0**
TOTAL	**0**	**100,000**	**1,500,000**	**0**	**0**	**0**	**0**	**1,600,000**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
30 years, based off of estimated lifespan of liners at other County-operated facilities

Will this project generate revenue?
No

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
No

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
No

Is there a Federal or State mandate related to this project? If so, please elaborate:
No

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
No

CIP Project Name: Bali-Hi Sewer Connection

Project Director (Name & Title): Robert Mitchell, LEHS, REHS/RS, Director of Environmental Programs
Phone Number: 410-632-1220
Project Location: Bishopville, MD

Project Summary

This project will connect the Bali-Hi Cooperative Campground to the Lighthouse Sound WWTP. Since the Lighthouse Sound WWTP does not have the treatment capability to handle this additional flow, the campground will need to construct a package WWTP capable of providing the nutrient reduction needed to maintain compliance with the Lighthouse Sound Groundwater discharge permit. The connection of the campground will provide a large nutrient credit to the Lighthouse system, but treatment will still be necessary. Construction of a force main, pump station, and Lighthouse plant and spray field modifications will also be a part of this project.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design		50,000	75,000					**125,000**
Land Acquisition								**0**
Site Work								**0**
Construction				550,000				**550,000**
Equipment/Furnishings								**0**
Other - Please Specify Capacity Costs				600,000				**600,000**
TOTAL	**0**	**50,000**	**75,000**	**1,150,000**	**0**	**0**	**0**	**1,275,000**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								**0**
Solid Waste User Fees								**0**
Grant Funds		50,000	75,000	800,000				**925,000**
State Match								**0**
State Loan								**0**
Assigned Funds								**0**
Private Donation								**0**
Enterprise Bonds				350,000				**350,000**
General Bonds								**0**
Other - Please Specify								**0**
TOTAL	**0**	**50,000**	**75,000**	**1,150,000**	**0**	**0**	**0**	**1,275,000**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
The construction will have typical W&WW lifetimes of 20-30 years.

Will this project generate revenue?
This will enable a resort campground to continue to thrive, provide the County with tax and other revenues, and seasonal tourist spending their dollars in our jurisdiction. The addition of a large and stable customer for the Lighthouse Service Area is also a plus.

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
The use of local Bay Restoration Grant Funds, MDE Water Quality Infrastructure Funding, and USDA Rural Development Funding will be sought.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
All options will be investigated.

Is there a Federal or State mandate related to this project? If so, please elaborate:
The need for reduction of nutrient inputs to the County's watersheds is a TMDL (Total Max Daily Loads) requirement which is both a federal and state mandate.

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
This will be an addition to a service area and will impact the Enterprise Fund budget for Lighthouse Sound.

CIP Project Name: River Run Replacement Liner

Project Director (Name & Title): Dallas Baker Jr., P.E. - Director of Public Works
Phone Number: 410-632-5623
Project Location: River Run WWTP
(River Run Service Area)

Project Summary

Replacement of the liner at the River Run lagoon. Current liner is at the end of its useful life with increasing repair costs every year. Scope is based off of the need for an replacement of the Hypalon liner with a more durable 100 mil thick HDPE liner. Extending the life of this lagoon will allow for continued operations of a critical WWTP in the County's network. A replacement liner will lessen the risk of breaks and tears which cost money to repair and open the potential for fines from MDE.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design			100,000					**100,000**
Land Acquisition								**0**
Site Work								**0**
Construction				1,500,000				**1,500,000**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**0**	**0**	**100,000**	**1,500,000**	**0**	**0**	**0**	**1,600,000**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees			100,000					**100,000**
Solid Waste User Fees								**0**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds								**0**
Private Donation								**0**
Enterprise Bonds				1,500,000				**1,500,000**
General Bonds								**0**
Other - USDA / MDE								**0**
TOTAL	**0**	**0**	**100,000**	**1,500,000**	**0**	**0**	**0**	**1,600,000**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
30 years, based off of estimated lifespan of liners at other County-operated facilities

Will this project generate revenue?
No

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
No

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
No

Is there a Federal or State mandate related to this project? If so, please elaborate:
No

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
No

CIP Project Name: Mystic Harbour Effluent Disposal Expansion

Project Director (Name & Title): Dallas Baker Jr., P.E. - Director of Public Works
Phone Number: 410-632-5623
Project Location: Mystic Harbour WWTP/West OC
(Mystic Harbour Service Area)

Project Summary

Expansion of the effluent disposal network for Mystic Harbour Wastewater Treatment Plant by tying in the Assateague Point and Landings WWTP systems. This will allow for additional effluent disposal capabilities for the network. Expansion of the effluent capacity needs to be created as soon as possible as the WWTP's in this area (Mystic, Landings, Assateague Point) can collectively treat more than can be disposed of.

Continued development along the Rt 611 corridor will require adequate public utilities. Expansion of the effluent capacity needs to be created as soon as possible as the WWTP's in this area (Mystic, Landings, Assateague Point) can collectively treat more than can be disposed of. Negative impacts would simply mean limited development and potentially a hold on the sale of EDUs.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design			150,000					**150,000**
Land Acquisition								**0**
Site Work								**0**
Construction				3,500,000				**3,500,000**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**0**	**0**	**150,000**	**3,500,000**	**0**	**0**	**0**	**3,650,000**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees			150,000					**150,000**
Solid Waste User Fees								**0**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds								**0**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - USDA / MDE / CBDG				3,500,000				**3,500,000**
TOTAL	**0**	**0**	**150,000**	**3,500,000**	**0**	**0**	**0**	**3,650,000**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
30 years

Will this project generate revenue?
No

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
No

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
No

Is there a Federal or State mandate related to this project? If so, please elaborate:
No

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
No

CIP Project Name: Bayview Estates Sewer Connection

Project Director (Name & Title): Robert Mitchell, LEHS, REHS/RS, Director of Environmental Programs
Phone Number: 410-632-1220
Project Location: Bishopville, MD

Project Summary

This project will connect the Bayview Estates community of 42 homes to the Sussex County sewer system and allow their septic systems to be retired. The need to connect this community comes as septic systems are continuing to fail there and replacement systems there are becoming increasingly difficult to properly complete due to the poor soils on these waterfront lots which front on bulkheaded canals opening up to Grey's Creek, an impacted watershed. Two-thirds of the community are on the Delaware side of the state line and they are serviced by public sewer and the force main ends at the state line. These lots on the Maryland side would have grinder pumps installed which would connect to a low-pressure force main that would be installed in the community, mostly by the use of horizontal boring.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design			50,000	25,000				**75,000**
Land Acquisition								**0**
Site Work								**0**
Construction				566,000				**566,000**
Equipment/Furnishings								**0**
Other - Please Specify Capacity Costs				354,900				**354,900**
TOTAL	**0**	**0**	**50,000**	**945,900**	**0**	**0**	**0**	**995,900**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								**0**
Solid Waste User Fees								**0**
Grant Funds			50,000	500,000				**550,000**
State Match								**0**
State Loan								**0**
Assigned Funds								**0**
Private Donation								**0**
Enterprise Bonds				445,900				**445,900**
General Bonds								**0**
Other - Please Specify								**0**
TOTAL	**0**	**0**	**50,000**	**945,900**	**0**	**0**	**0**	**995,900**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
The construction will have typical W&WW lifetimes of 20-30 years.

Will this project generate revenue?
This will enable a water front community with an aggregate property value approaching $40 M to continue to thrive, provide the County with tax and other revenues. The removal of any uncertainty regarding wastewater disposal will help provide a measure of stability for the community and their pocketbooks.

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
The use of local Bay Restoration Grant Funds, MDE Water Quality Infrastructure Funding, and USDA Rural Development Funding will be sought.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
All options will be investigated.

Is there a Federal or State mandate related to this project? If so, please elaborate:
The need for reduction of nutrient inputs to the County's watersheds is a TMDL (Total Max Daily Loads) requirement which is both a federal and state mandate.

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
This will be an additional service area that will be similar in nature to Edgewater Acres.

CIP Project Name: Hidden Harbor Sewer Connection

Project Director (Name & Title): Robert Mitchell, LEHS, REHS/RS, Director of Environmental Programs
Phone Number: 410-632-1220
Project Location: Bishopville, MD

Project Summary

This project will connect the Hidden Harbor community of 72 homes and remaining buildable lots to the Sussex County sewer system and allow their septic systems to be retired. The need to connect this community comes as septic systems are continuing to fail there and replacement systems there are becoming increasingly difficult to properly complete due to the poor soils on these waterfront lots which front on bulkheaded canals opening up to Grey's Creek, an impacted watershed. Adjacent to this community are large communities on the Delaware side of the state line and they are serviced by public sewer and even public water and access to the force main is at the state line. These lots on the Maryland side would have grinder pumps installed which would connect to a low-pressure force main that would be installed in the community, mostly by the use of horizontal boring. There are some lots on the western portion of the community that may have the potential to subdivide if public sewer is provided.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design				50,000	25,000			**75,000**
Land Acquisition								**0**
Site Work								**0**
Construction					1,260,000			**1,260,000**
Equipment/Furnishings								**0**
Other - Please Specify Capacity Costs					608,400			**608,400**
TOTAL	**0**	**0**	**0**	**50,000**	**1,893,400**	**0**	**0**	**1,943,400**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								**0**
Solid Waste User Fees								**0**
Grant Funds				50,000	700,000			**750,000**
State Match								**0**
State Loan								**0**
Assigned Funds								**0**
Private Donation								**0**
Enterprise Bonds					1,193,400			**1,193,400**
General Bonds								**0**
Other - Please Specify								**0**
TOTAL	**0**	**0**	**0**	**50,000**	**1,893,400**	**0**	**0**	**1,943,400**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?
The construction will have typical W&WW lifetimes of 20-30 years.

Will this project generate revenue?
This will enable a water front community with an aggregate property value approaching $54 M to continue to thrive, provide the County with tax and other revenues. The removal of any uncertainty regarding wastewater disposal will help provide a measure of stability for the community and their pocketbooks.

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?
The use of local Bay Restoration Grant Funds, MDE Water Quality Infrastructure Funding, and USDA Rural Development Funding will be sought.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?
All options will be investigated.

Is there a Federal or State mandate related to this project? If so, please elaborate:
The need for reduction of nutrient inputs to the County's watersheds is a TMDL (Total Max Daily Loads) requirement which is both a federal and state mandate.

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?
This will be an additional service area that will be similar in nature to Edgewater Acres. There are some lots on the western portion of the community that may have the potential to subdivide if public sewer is provided. That may positively impact the financing of this project as these lot owners and the seven (7) undeveloped lots in the community would be paying full connection and infrastructure charges as any grant received would be for existing lots only.

CIP Project Name: Landfill Gas Collection System

Project Director (Name & Title): David Candy, Superintendent, Solid Waste
Phone Number: 410-632-3177
Project Location: Central Site Landfill, Newark MD

Project Summary

The Gas Collection System has to be built in the time MDE gave Counties to comply with the new Methane regulations. After results of testing done late last year, MDE has given us 1 year to design the system and 2 years to complete construction.

The Gas Collection System will attach several gas wells with header and lateral piping to extract the Methane and take the it to an enclosed flare. The flare is used to burn off the methane in a more efficient manner. EA Engineering is doing the design work on the Gas Collection System.

Cost estimate is based on engineering and design from EA Engineering.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design						126,550		**126,550**
Land Acquisition								**0**
Site Work	4,500,000							**4,500,000**
Construction								**0**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**4,500,000**	**0**	**0**	**0**	**0**	**126,550**	**0**	**4,626,550**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								
Solid Waste User Fees	4,500,000					126,550		**4,626,550**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds								**0**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
Other - Please Specify								**0**
TOTAL	**4,500,000**	**0**	**0**	**0**	**0**	**126,550**	**0**	**4,626,550**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**17,200**	**17,200**	**17,200**	**17,200**	**17,200**			**86,000**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?

The gas collection system should last for many years with preventive maintenance.

Will this project generate revenue?

No.

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?

No.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?

No.

Is there a Federal or State mandate related to this project? If so, please elaborate:

Yes. The Maryland Department of the Environment is mandating Worcester County install a gas collection system.

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?

No.

CIP Operating Impact Projections

Project:

Personnel Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Operating Cost
Job Title & Salary/Benefit Costs (List Separately)						
						0
						0
						0
						0
						0
						0
EXPENDITURES						
New Positions Salary & Benefits TOTAL	**0**	**0**	**0**	**0**	**0**	**0**

Operating Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Total Operating Cost
Utilities ELECTRIC	5,000	5,000	5,000	5,000	5,000	**25,000**
Telephone	200	200	200	200	200	**1,000**
Custodial						**0**
Cleaning						**0**
Maintenance Repairs	2,000	2,000	2,000	2,000	2,000	**10,000**
Refuse						**0**
Fire/Security Alarm						**0**
Internet						**0**
Vehicle Expense						**0**
Other CONTRACTUAL SERVICES	10,000	10,000	10,000	10,000	10,000	**50,000**
						0
EXPENDITURES						
Operating TOTAL	**17,200**	**17,200**	**17,200**	**17,200**	**17,200**	**86,000**

Capital Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Total Operating Cost
Furnishings						**0**
Equipment						**0**
						0
						0
						0
EXPENDITURES						
Capital TOTAL	**0**	**0**	**0**	**0**	**0**	**0**

Projected Revenue Impact	FY 27	FY 28	FY 29	FY 30	FY 31	Revenue Total
						0
						0
						0
						0
						0
REVENUES						
Project Revenue TOTAL	**0**	**0**	**0**	**0**	**0**	**0**
PROJECTED OPERATING IMPACTS	17,200	17,200	17,200	17,200	17,200	86,000

Operating Impacts

Complete the following questions:

Employee Positions
Will the project change staffing needs? How many positions are added or removed? Indicate if they are full-time, part-time, contractual, grant-funded, or enterprise-funded. What is the estimated cost or savings? Include benefit costs: use 63% for full-time and 49% for part-time with insurance.

N/A

Utility Costs
Will the project increase or decrease costs for electricity, oil, gas, phone, water, or sewer?

Electricity will increase an estimated $5,000 annually.

Maintenance Costs
Will internal maintenance costs or external vendor agreements change? Consider custodial, field, road, or general maintenance.

Flare and ignitor maintenance.

Insurance Costs
Will insurance costs change? Include liability, property, and vehicle coverage.

N/A

Telecommunications
Will the project require additional phones, copiers, computers, or other hardware? List them below.

An additional cellular line will be needed for alarm service

Furniture, Equipment, or Capital Outlay
Will the need for furniture, equipment, or other capital outlay increase or decrease? Is the cost change one-time or ongoing?

N/A

OTHER:

Contractual Services - Gas well monthly tuning for correct ratio of oxygen, methane and carbon mixture.

CIP Project Name: Cell 6 Design & Construction

Project Director (Name & Title): David Candy, Superintendent, Solid Waste
Phone Number: 410-632-3177
Project Location: Central Site Landfill, Newark MD

Project Summary

EA Engineering did a study on the amount of existing trash in Cell 5. They found Cell 5 will run out of landfill space by December 2027. By building Cell 6, Worcester County residents should have landfill space until the year 2042. If we don't build, Worcester County will need to find a place for trash when Cell 5 is full.

EA Engineering gave Worcester County Public Works a cost estimate for Cell 6 using their experience from designing Cells 1 thru 5 and other landfills around the state to work up the estimate.

Cell 6 needs to have the design work done in FY26 so the construction can start in FY27. This will make Cell 6 available to Solid Waste by the fall of FY27 to start putting the fluff trash in the bottom of the cell. This time line will allow Cell 5 to reach capacity and move into Cell 6. Public Works Solid Waste Division needs to move forward with the design and construction of Cell 6 now to keep Worcester County from running out of landfill space.

	FY 27	FY 28	FY 29	FY 30	FY 31	Prior Allocation	Balance to Complete	Total Project Cost
EXPENDITURES								
Engineering/Design						1,000,000		**1,000,000**
Land Acquisition								**0**
Site Work								**0**
Construction	8,900,000	6,100,000						**15,000,000**
Equipment/Furnishings								**0**
Other - Please Specify								**0**
TOTAL	**8,900,000**	**6,100,000**	**0**	**0**	**0**	**1,000,000**	**0**	**16,000,000**
SOURCES OF FUNDS								
General Fund								**0**
Water Wastewater User Fees								**0**
Solid Waste User Fees	8,900,000					1,000,000		**9,900,000**
Grant Funds								**0**
State Match								**0**
State Loan								**0**
Assigned Funds								**0**
Private Donation								**0**
Enterprise Bonds		6,100,000						**6,100,000**
General Bonds								**0**
Other - Please Specify								**0**
TOTAL	**8,900,000**	**6,100,000**	**0**	**0**	**0**	**1,000,000**	**0**	**16,000,000**

If this project will have operating impacts, the fields below will populate from the data that is entered on the Operating Impact Projection tab of this workbook

PROJECTED OPERATING IMPACTS	**38,950**	**38,950**	**38,950**	**38,950**	**38,950**			**194,750**

Additional Project Information

Complete the following questions:

What is the useful life of the asset/project?

6 - 8 years.

Will this project generate revenue?

Yes, Cell 6 will generate revenue for the Solid Waste Enterprise fund.

Are there any grant funds available? If so, through what agency? What is the grant deadline? How much funding will you be requesting through the grant?

No.

Does this project qualify for IAC funding or other state funding? If so, what is the status of the funding?

No.

Is there a Federal or State mandate related to this project? If so, please elaborate:

No.

Are there impacts to the General Fund operating expenditures such as personnel or utilities & maintenance?

No.

CIP Operating Impact Projections

Project:

Personnel Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Operating Cost
Job Title & Salary/Benefit Costs (List Separately)						
						0
						0
						0
						0
						0
						0
EXPENDITURES						
New Positions Salary & Benefits TOTAL	**0**	**0**	**0**	**0**	**0**	**0**

Operating Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Total Operating Cost
Utilities ELECTRICITY	3,500	3,500	3,500	3,500	3,500	**17,500**
Telephone PUMP STATIONS	450	450	450	450	450	**2,250**
Custodial						**0**
Cleaning						**0**
Maintenance Repairs						**0**
Refuse						**0**
Fire/Security Alarm						**0**
Internet						**0**
Vehicle Expense						**0**
Other LEACHATE HAULING	35,000	35,000	35,000	35,000	35,000	**175,000**
						0
EXPENDITURES						
Operating TOTAL	**38,950**	**38,950**	**38,950**	**38,950**	**38,950**	**194,750**

Capital Expenses	FY 27	FY 28	FY 29	FY 30	FY 31	Total Operating Cost
Furnishings						**0**
Equipment						**0**
						0
						0
						0
EXPENDITURES						
Capital TOTAL	**0**	**0**	**0**	**0**	**0**	**0**

Projected Revenue Impact	FY 27	FY 28	FY 29	FY 30	FY 31	Revenue Total
						0
						0
						0
						0
						0
REVENUES						
Project Revenue TOTAL	**0**	**0**	**0**	**0**	**0**	**0**
PROJECTED OPERATING IMPACTS	38,950	38,950	38,950	38,950	38,950	194,750

Operating Impacts

Complete the following questions:

Employee Positions
Will the project change staffing needs? How many positions are added or removed? Indicate if they are full-time, part-time, contractual, grant-funded, or enterprise-funded. What is the estimated cost or savings? Include benefit costs: use 63% for full-time and 49% for part-time with insurance.

N/A

Utility Costs
Will the project increase or decrease costs for electricity, oil, gas, phone, water, or sewer?

Electricity useage will increase by an estimated $3500 annually.

Maintenance Costs
Will internal maintenance costs or external vendor agreements change? Consider custodial, field, road, or general maintenance.

Leachate hauling will increase by an estimated $35,000 annually.

Insurance Costs
Will insurance costs change? Include liability, property, and vehicle coverage.

N/A

Telecommunications
Will the project require additional phones, copiers, computers, or other hardware? List them below.

2 additional cell phones will be needed for pump stations at an estimated cost of $450 annually.

Furniture, Equipment, or Capital Outlay
Will the need for furniture, equipment, or other capital outlay increase or decrease? Is the cost change one-time or ongoing?

N/A

DEPARTMENT OF
ENVIRONMENTAL PROGRAMS
Worcester County
GOVERNMENT CENTER
ONE WEST MARKET STREET, ROOM 1306
SNOW HILL, MARYLAND 21863
TEL:410.632.1220 / FAX: 410.632.2012

AGRICULTURAL PRESERVATION
CONSERVATION PROGRAM
WATER & SEWER PLANNING
SHORELINE CONSTRUCTION

WELL & SEPTIC
NATURAL RESOURCES
PLUMBING & GAS
COMMUNITY HYGIENE

Memorandum

TO: Candace Savage, Deputy Chief Administrative Officer

FROM: Katherine Munson, Planning Manager KM

SUBJECT: Bishopville-Showell Rural Legacy Area—Mumford/Lynch - Tax Map 10, Parcel 67 Agreement of Sale

DATE: October 27, 2025

This project is to be funded by FY25 Bishopville-Showell Rural Legacy Area grant as well as funds from the Coastal Bays FY23 Rural Legacy grant. An aerial image of the property and a map of the property location within the RLA are attached.

This 59.04 +/--acre property is a productive farm that contains prime agricultural soils and has been subdivided into five (5) lots. The lots will be consolidated, and the deed of easement will extinguish all subdivision rights and limit impervious surface in perpetuity.

Attached please find an agreement of sale (reviewed by Roscoe Leslie) signed by the landowners and the summary sheets from the two appraisals:

William McCain: $676,000

Associated Appraisers: $738,000

The landowner has agreed to the average of the two appraised values, $11,974.93/acre ($707,000.00).

I have indicated on the contract where signature is required. Please let me know of any questions you have.

cc: Robert Mitchell, Director, Environmental Programs; Roscoe Leslie, County Attorney
Attachments

SUMMARY OF IMPORTANT DATA AND CONCLUSIONS

REPORT TYPE:	Appraisal Report File No. CC19939	
REPORT DATE:	September 16, 2025	
LOCATION:	North of St Martins Neck Rd Bishopville, MD 21813 Map 10 Parcel 67, lots 1 - 5	
OWNER OF RECORD:	Isaiah C. Mumford Family LP, Vaughn Lynch & Keti Lynch	
LAND AREA BEFORE/AFTER:	59.04 +/- Acres (survey)	59.04 +/- Acres
IMPROVEMENTS:	None	
ZONING:	A-1	
CENSUS TRACT:	9508.00	
FLOOD MAP STATUS:	Zone X - The subject is not in a flood zone. Panel 24047C0045H, July 16, 2015	
FLOOD ZONE COMMENTS	The subject is not in a flood zone.	
HIGHEST AND BEST USE BEFORE:	Residential development	
HIGHEST AND BEST USE AFTER:	Agriculture w/ a dwelling	
PROPERTY RIGHTS APPRAISED:	Fee Simple	
BEFORE VALUE	**$1,148,000**	
AFTER VALUE	**$472,000**	
VALUE OF EASEMENT/DIFFERENCE:	**$676,000**	
EFFECTIVE DATE	September 8, 2025	
APPRAISERS:	F. Lee Gosnell William McCain, MAI, MBA	

Executive Summary

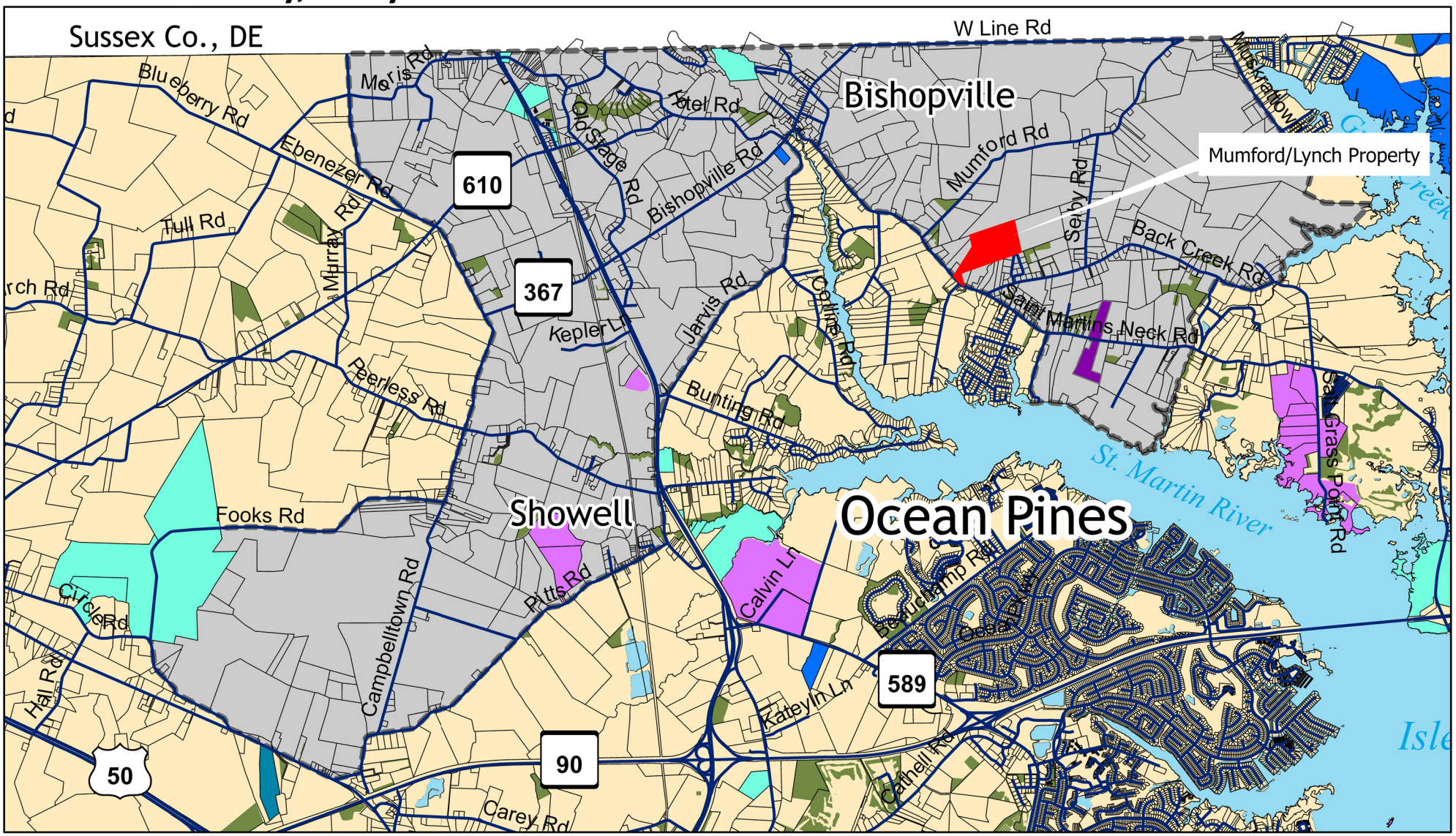
Appraisal Of	Tax Map 10, Grid 7, Parcel 67, Lots 1-5
Effective Date of Value	August 1, 2025
Date of Inspection	August 1, 2025
Report Date:	September 8, 2025
Report Type:	Appraisal Report
Owner(s) of Record	Isaiah C. Mumford Family Limited Partnership and Vaughn H Lynch, Jr and Keti Lynch.
Intended User	The client and intended user is Worcester County and its designated contractors and agents.
Intended Use	The intended use is to provide an opinion of market value of the larger parcel for the placement of a Rural Legacy Conservation Easement on the larger parcel in accordance with the "Before and After Rule."
Property Location	Tax Map 10, Grid 7, Parcel 67, Lots 1-5 North of St. Martins Neck Road and East of Mumford Road

Tax Identification

Lot	Size-Acres	Tax ID
1	28.95	24-05-769825
2	5.89	24-05-769826
3	9.36	24-05-769827
4	10.89	24-05-769828
5	3.95	24-05-769829

Total Land Area - Larger Parcel	59.04 +/- Acres
Property Rights Appraised	Fee Simple
Improvements	Vacant and unimproved
Highest and Best Use Larger Parcel	Agriculture and passive outdoor recreation and future residential development of 5 development rights
Highest and Best Use As Encumbered	Agriculture and passive outdoor recreation, development of one remaining development right
Value	
Before Value	$ 1,240,000
After Value	$ 502,000
Estimated Value of Easement	$ 738,000
Unit Value per Acre of Acquisition	$ 12,500

Bishopville-Showell Rural Legacy Area
Worcester County, Maryland



October 27, 2025

0 0.75 1.5 3 Miles

Map prepared by Worcester County, Environmental Programs
Data sources: MDP, MD DNR, LSLT,
and Worcester County

RLA Boundary
Parcel Boundary
LSLT Easements
CREP Easements
State Lands
Forest Conservation Easements
parks
RLA Easement
Mumford/Lynch Property



Mumford/Lynch Property
Tax Map 10, Parcel 67
59.04 acres
Bishopville-Showell Rural Legacy Area

0 0.04 0.08 0.16 Miles

AGREEMENT OF SALE

THIS AGREEMENT OF SALE ("Agreement"), dated as of the _____ day of _____, 2025 is made by and between Isaiah C. Mumford Family Limited Partnership and Vaughn H. Lynch, Jr. and Keti Lynch ("Sellers"), and the County Commissioners of Worcester County, Maryland ("Buyer").

1. The Sellers are the owners of that property ("Property") located in the fifth tax district of Worcester County, Maryland; which is one parcel, 59.04 acres total, more or less, divided into five (5) lots, 59.04 acres total, more or less, and on St. Martin's Neck Road, Bishopville, Maryland having tax ID numbers of 05-769825, 05-769826, 05-769827, 05-769828 and 05-769829, described in the deed recorded in Worcester County Land Records at Book 7315, Page 397.

2. The Buyer desires to purchase a conservation easement from the Sellers over and across the Property on the terms and conditions set forth in this Agreement.

3. The Sellers are willing to grant to Buyer and/or its assigns for the hereinafter price, a conservation easement in perpetuity, on, over, and across the Property.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the parties agree as follows:

SECTION 1. PURCHASE AND SALE.

Subject to the terms and conditions set forth in this Agreement, Sellers hereby agree to sell to Buyer and Buyer hereby agrees to purchase from Sellers a Conservation Easement on, over and across the Property: attached is **Exhibit A** which is a description of the property.

SECTION 2. PURCHASE PRICE AND PAYMENT.

2.1. The Purchase Price to be paid for the Rural Legacy Program Easement (as defined below) shall be Eleven Thousand, Nine Hundred Seventy-Four Dollars and Ninety-Three Cents ($11,974.93) per acre, of which $1.00 has been paid upon signing.

2.2. At Closing (as defined below), the entire Purchase Price shall be payable by Buyer to Seller by cash or County check.

2.3. The payment of the Purchase Price for the Deed of Conservation Easement is complete payment for the status and quality of the title to the Property required to be conveyed under this Agreement.

SECTION 3. CLOSING.

The consummation of the transaction contemplated in this Agreement ("Closing") shall take place on or before June 30, 2026 at a date, time and at a place as set by Buyer, unless extended in writing for an additional 90 days by Buyer in order to obtain the approvals required by the Rural Legacy Board and Board of Public Works.

SECTION 4. CONVEYANCE OF THE EASEMENT.

4.1. At Closing, Sellers shall convey to Buyer, and/or its assigns the Deed of Conservation Easement ("Easement") to the Property in the same form and containing those restrictions and conditions set forth in the Easement attached hereto as **Exhibit B**, and made a part hereof. Title shall be good and marketable and free and clear of any and all encumbrances, exceptions, limitations, leases and liens whatsoever, except that any mortgages shall be subordinate to the Easement at Closing if they are to remain as a lien. Title to the Property shall be insurable at regular rates by Buyer's title insurance company without any exception for mechanic's liens or rights of persons in possession. In the event a lien holder fails to execute a required subordination at or prior to Closing to the satisfaction of the Buyer, the Buyer at its sole option, may terminate this Agreement and the parties shall have no further obligation to each other.

4.2. Sellers shall not mortgage, lease, encumber or otherwise dispose of the Property, or any part thereof, prior to Closing or the termination of this Agreement without first having obtained the prior written consent of the Buyer.

SECTION 5. CONDITION OF THE PROPERTY AND RISK OF LOSS.

5.1. If prior to or through Closing, all or a substantial part of the Property is destroyed or damaged, without fault of the Buyer, then this Agreement, at the option of the Buyer, upon written notice to Sellers, shall be null and void and of no further effect and the parties shall have no further obligation to each other, in which event the Deposit and any interest accrued thereon shall be returned to the Buyer.

5.2. Sellers covenant that at Closing, the Property shall be in the following condition:

i) No major alterations or construction that would be inconsistent with the terms of the Easement will be made to the Property from and after the effective date of this Agreement.

5.3. From and after the effective date of this Agreement, Sellers grant permission to the Buyer and its contractors and subcontractors to enter upon the Property for the purpose of making tests, surveys and inspections of the Property and the improvements thereon. Without limiting the generality of the foregoing, Buyer shall have the right to inspect the Property, one or more times prior to Closing, for the purpose of determining whether the Property is in the condition, status and quality required under this Agreement.

5.4. The Sellers are responsible for the removal of dumps of materials including but not limited to soil, rock, other earth materials, trash, ashes, garbage, waste, abandoned vehicles, appliances, machinery or other material on the Property to the satisfaction of the Buyer. Soil, rock, other earth materials and vegetative matter may remain stored on the Property for reasonable agriculture and silviculture purposes or for construction or maintenance of structures or means of access ongoing at the time of this Agreement and permitted under the Easement, as determined by the Buyer.

SECTION 6. CLOSING COSTS.

6.1. Buyer shall pay the following costs associated with the consummation of the transaction contemplated in this Agreement:

i) any state or county recordation and transfer taxes or fees or other costs imposed upon the recordation of the Easement.

ii) all expenses for examination of title and the premium for any title insurance obtained by it.

6.2. Sellers shall pay the following costs associated with the consummation of the transaction contemplated in this Agreement:

i) all taxes and fees relating to the recordation of any release or subordination of a mortgage, deed of trust, or other lien or encumbrance affecting the Property which is to be released, subordinated or discharged at Closing;

ii) any attorney's fees incurred by the Sellers, and

iii) all real estate taxes and personal property taxes owing for the then current year levied or assessed with respect to the Property. All taxes and other assessments against said property shall be in and remain the exclusive responsibility of the Sellers, including but not limited to the payment of real estate taxes.

SECTION 7. SELLER'S REPRESENTATIONS.

7.1. Sellers make the following representations and warranties as of the date of this Agreement and as of Closing.

7.2. Sellers represent and warrant that:

i) no hazardous material of any kind, nor storage tanks have been deposited, stored, treated, disposed of, managed, generated, manufactured, produced, released, emitted or discharged on, onto, in, into, from or under the Property by the Sellers, their agents, employees, officers, invitees, contractors, subcontractors, and any person in possession or use of the Property under it, and to the best of its knowledge, information and belief, any other person, which could expose a landowner to liability under federal law,

ii) neither Sellers nor any of their agents, employees, officers, invitees, contractors, subcontractors, and any person in possession or use of the Property under it, and to the best of its knowledge, information and belief, any other person, have brought to the Property as materials or waste materials, or used on the Property or generated therein as a product or by-product of activities on the Property, or otherwise placed, handled, stored or released on the Property any (1) polychlorinated biphenyls ("PCBs"), (2) asbestos, (3) lead paint, (4) petroleum products, distillates, or by-products, (5) radioactive materials, chemicals known to cause cancer or reproductive toxicity, (6) waste, materials, or substances which would qualify as hazardous waste, hazardous substances, hazardous materials, toxic waste, toxic materials or toxic substances under any "Environmental Laws", which shall mean under the following: the Resource Conservation and Recovery Act, the Comprehensive Environmental Response Compensation and Liability Act, the Toxic Substance Control Act, the Superfund Amendments and Reauthorization Act, the Occupational Safety and Health Act, the Consumer Product Safety Act, the Federal Water Pollution Control Act, the Clean Water Act, the Clean Air Act, the National

Environmental Policy, or any amendments thereto, or any similar or successor laws, whether federal state or local, or any regulations adopted or incorporated thereunder (Hereinafter referred to collectively as "Environmental Laws"),

iii) as of Closing, the status and condition of the Property or any portion thereof, including by way of example, the soil, paint or tiles, although then not in violation of the Environmental Laws is such that disturbance, removal or relocation thereof shall not create or result in a condition or status which is, or with the passage of time may become, unlawful under the Environmental Laws,

iv) no governmental or private action, suit or proceeding to enforce or impose liability under any Environmental Laws has been instituted or threatened concerning the Property and no lien has been created under any applicable Environmental Laws,

v) Sellers have no notice or knowledge of conditions or circumstances at the Property which pose a risk to the environment or to the health and safety of persons,

vi) no work shall have been done or materials provided for or about any of the Property within one hundred eighty (180) days ending on the day of the Closing or which the person performing the work or providing the materials has not acknowledged in writing that is has been paid in full at or before Closing.

7.3. The Sellers' representations and warranties set forth above shall not merge with or into the Easement and shall survive delivery of the Easement at Closing.

SECTION 8. OBLIGATIONS OF SELLER AT CLOSING.

8.1. At Closing, Sellers shall execute and deliver the Easement to the Buyer.

8.2. At Closing, Sellers shall execute and deliver to the Buyer's title insurance company or Buyer such affidavits and writings reasonably requested from a seller in connection with the settlement of like property.

SECTION 9. OBLIGATIONS OF BUYER AT CLOSING.

At Closing, Buyer shall deliver the Purchase Price in accordance with the terms and conditions of this Agreement.

SECTION 10. DEFAULT.

10.1. In the event that Sellers cannot convey to Buyer the easement on the Property as required under this Agreement, Buyer shall:

i) permit Sellers to take any action necessary to perfect their title and remove any and all legal, equitable and beneficial grounds of objection to or defect of the title, at Sellers' sole cost and expense, and

ii) extend Closing until such action is completed, but not longer than one hundred twenty (120) days from the Sellers' receipt of notice from Buyer of such defect or defects to the title.

In the event that Sellers fail to cure the defect or defects to title within that one hundred twenty (120) day period, then and only then shall Sellers be in default of their obligations to convey the easement on the Property under this Agreement.

10.2. Subject to Section 10.1, in the event that Sellers default in any of the terms, provisions, covenants or agreements to be performed by the Sellers under this Agreement, Buyer shall be entitled, after such default, to:

i) waive any failure to perform in writing;

ii) terminate this Agreement, in which event the parties hereto shall thereafter be relieved of any and all further rights, liabilities and obligation under or pertaining to this Agreement, other than those which by the express terms of this Agreement are intended to survive termination, in which event the Deposit and any interest accrued thereon shall be returned to the Buyer provided Seller must then pay to Buyer an amount equal to all Buyer's survey costs and

iii) exercise any and all rights and seek any and all remedies which Buyer may have or to which Buyer may be entitled at law or in equity, including, without limitation, seeking damages or specific performance.

10.3. In the event Buyer defaults in any of the terms, provisions, covenants or agreement to be performed by Buyer under this Agreement, Seller shall be entitled, after such default, to:

i) waive any failure of performance in writing,

ii) terminate this Agreement in entirety, in which event the parties hereto shall thereafter be relieved of any and all further rights, liabilities and obligations, other than those, which by the express terms of this Agreement are intended to survive such termination, or

iii) institute such actions or proceedings for monetary damages and/or equitable relief as are authorized by applicable law.

SECTION 11. GENERAL PROVISIONS.

11.1. This Agreement is the full agreement among the parties on the matters set forth herein. This Agreement can only be amended by written amendment executed by the parties hereto.

11.2 The parties hereto further agree that this Agreement is expressly contingent upon the approval by the Maryland Rural Legacy Board and the Maryland State Board of Public Works. In the event the Maryland Rural Legacy Board or the Board of Public Works fails to approve this Agreement, the Buyer, at its sole option, may terminate this Agreement by written notice to Seller, and the parties shall have no further obligation to each other.

SECTION 12. SURVEY PROVISION

12.1 Buyer, at Buyer's expense, will cause the survey (Exhibit A) to be prepared as required by Worcester County to consolidate the lots and depict the Property as one parcel. Seller shall pay for all government agency fees required to complete consolidation. In the

event the Sellers may void this Agreement and/or not enter a new Agreement all sums paid hereunder shall be returned to Buyer and Sellers shall reimburse Buyer for Buyer's out of pocket costs for the survey.

12.2 The parties shall cooperate with, and assist, the surveyor who shall be permitted all necessary access to the property.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed and delivered, the day and year first written above.

Witness/Attest:

SELLERS

ISAIAH C. MUMFORD FAMILY LIMITED PARTNERSHIP

By: _____ (Seal)
William Paul Mumford

By: _____ (Seal)
Vaughn H. Lynch, Jr.

By: _____ (Seal)
Keti Lynch

BUYER
County Commissioners of Worcester County, Maryland

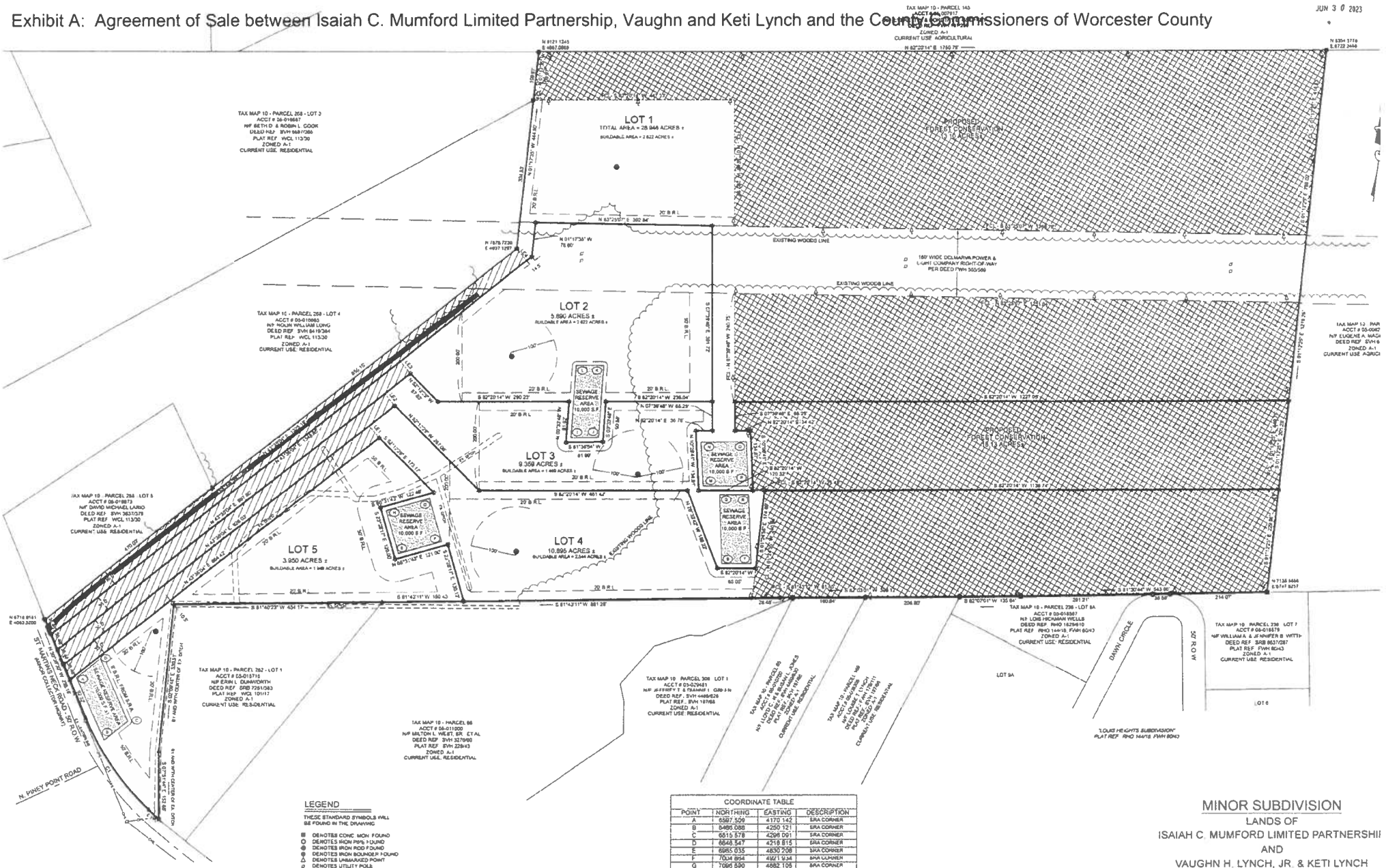
_____
Weston Young
Chief Administrative Officer

By: _____ (Seal)
Theodore J. Elder, President

Approved as to legal form and sufficiency.

_____
Roscoe Leslie
Worcester County Attorney

Exhibit A: Agreement of Sale between Isaiah C. Mumford Limited Partnership, Vaughn and Keti Lynch and the County Commissioners of Worcester County


LOT 1
TOTAL AREA = 28.946 ACRES ±
BUILDABLE AREA = 2.822 ACRES ±
PROPOSED FOREST CONSERVATION 19.10 ACRES ±
LOT 2
9.890 ACRES ±
BUILDABLE AREA = 1.623 ACRES ±
LOT 3
9.359 ACRES ±
BUILDABLE AREA = 1.468 ACRES ±
LOT 4
10.895 ACRES ±
BUILDABLE AREA = 2.044 ACRES ±
LOT 5
3.950 ACRES ±
BUILDABLE AREA = 1.948 ACRES ±
PROPOSED FOREST CONSERVATION 16.13 ACRES ±
SEWAGE RESERVE AREA 10,000 S.F.
EXISTING WOODS LINE
160' WIDE DELMARVA POWER & LIGHT COMPANY RIGHT-OF-WAY PER DEED FWH 555/588
TAX MAP 10 - PARCEL 258 - LOT 3
ACCT # 08-016667
N/F BETH D. & ROBIN L. COOK
DEED REF SVH 968/086
PLAT REF WCL 113/30
ZONED A-1
CURRENT USE: RESIDENTIAL
TAX MAP 10 - PARCEL 258 - LOT 4
ACCT # 03-010883
N/F NOLAN WILLIAM LONG
DEED REF SVH 84/0364
PLAT REF WCL 113/30
ZONED A-1
CURRENT USE: RESIDENTIAL
TAX MAP 10 - PARCEL 258 - LOT 5
ACCT # 08-016873
N/F DAVID MICHAEL LARIO
DEED REF SVH 3637/378
PLAT REF WCL 113/30
ZONED A-1
CURRENT USE: RESIDENTIAL
TAX MAP 10 - PARCEL 262 - LOT 1
ACCT # 03-015716
N/F ERIN L. DUNWORTH
DEED REF SRB 7261/363
PLAT REF WCL 101/17
ZONED A-1
CURRENT USE: RESIDENTIAL
TAX MAP 10 - PARCEL 66
ACCT # 08-011000
N/F MILTON L. WEST, SR. ET AL
DEED REF SVH 327/065
PLAT REF SVH 228/43
ZONED A-1
CURRENT USE: RESIDENTIAL
TAX MAP 10 - PARCEL 308 - LOT 1
ACCT # 03-029481
N/F JEFFREY T. & TAMMIE L. GIBSON
DEED REF SVH 4469/626
PLAT REF SVH 197/66
ZONED A-1
CURRENT USE: RESIDENTIAL
TAX MAP 10 - PARCEL 239 - LOT 8A
ACCT # 03-015967
N/F LORI HICHMAN WELLS
DEED REF RHO 1629/610
PLAT REF RHO 144/18, FWH 80/43
ZONED A-1
CURRENT USE: RESIDENTIAL
TAX MAP 10 - PARCEL 239 - LOT 7
ACCT # 08-015879
N/F WILLIAM A. & JENNIFER B. WITTE
DEED REF SRB 8637/287
PLAT REF FWH 80/43
ZONED A-1
CURRENT USE: RESIDENTIAL
LOT 9A
LOT 6
DAWN CIRCLE
30' R/W
"LOUIS HEIGHTS SUBDIVISION" PLAT REF RHO 144/18, FWH 80/43
ST MATTHEWS CHURCH ROAD - 30' R/W
N. PINEY POINT ROAD
EXISTING DRIVEWAY
EXISTING GARAGE
EXISTING SHED
EXISTING WELL
EXISTING SEPTIC
EXISTING DWELLING
EXISTING GAZEBO
EXISTING SHED
EXISTING DRIVEWAY

Tax Account ID(s) as of date of recordation of this Deed: 05-769825, 05-769826, 05-769827, 05-769828 and 05-769829

This document is exempt from recordation tax and transfer tax pursuant to Maryland Code Ann., Tax Property Art., §§ 12-108(a) and 13-207(a)(1).

NOTICE: THIS DEED OF CONSERVATION EASEMENT CONTAINS COVENANTS THAT INCLUDE RESTRICTIONS ON USE, SUBDIVISION, AND SALE OF LAND IN PERPETUITY AND REQUIRES SPECIFIC REFERENCE IN A SEPARATE PARAGRAPH OF ANY SUBSEQUENT DEED OR OTHER LEGAL INSTRUMENT BY WHICH ANY INTEREST IN THE PROPERTY IS CONVEYED.

DEED OF CONSERVATION EASEMENT

THIS DEED OF CONSERVATION EASEMENT ("Conservation Easement") made this _____ day of _____, 20__, by and between ISAIAH C. MUMFORD FAMILY LIMITED PARTNERSHIP AND VAUGHN H. LYNCH, JR. AND KETI LYNCH, having an address at 8338 Tanhouse Road, Snow Hill, Maryland 21863 (collectively, "Grantors") and THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND a county government having an address at 1 West Market Street, Room 1103, Snow Hill, Maryland 21863 ("Grantee").

WHEREAS, this Conservation Easement is based upon a form that assumes there are multiple Grantors and multiple Grantees. If this assumption is wrong for this Conservation Easement, then, as appropriate, any Provision assuming multiple Grantors or Grantees shall be interpreted to mean only one Grantor or Grantee, as the case may be.

WHEREAS, the Department of Natural Resources (DNR) is a principal department of the government of the State of Maryland created pursuant to Md. Code Ann., Natural Resources § 1-101(a) (2023 Repl. Vol., as amended from time to time) for the purpose generally of preserving and maintaining the natural resources of the State;

WHEREAS, the Bishopville-Showell Rural Legacy Area and Plan were approved by the Maryland Rural Legacy Board in 2024 to preserve the agricultural and natural resources in the Bishopville-Showell Rural Legacy Area;

WHEREAS, Worcester County, Maryland is a local government with a Rural Legacy Plan approved under the Rural Legacy Program administered by DNR through which it is entitled to hold easement interest;

WHEREAS, the Rural Legacy Board, established in the Department, has been authorized

under Md. Code Ann., Nat. Res. § 5-9A-01 et seq., to administer the Rural Legacy Program and to provide grants to Sponsors of Rural Legacy Areas to acquire conservation easements in designated Rural Legacy Areas.

WHEREAS, the Grantors own in fee simple 59.04 acres, or less, of certain real property in Worcester County, Maryland, and more particularly described in Exhibit A attached hereto, which was conveyed to the Grantors by ------ by Deed dated -------- and recorded among the Land Records of Worcester County, Maryland in Liber -----, Folio ----- (the "Property"). The address of the Property is St. Martins Neck Road, Bishopville, MD 21813. The Property is identified on tax map 10, parcel 67;

WHEREAS, the Property consists of 59.04 acres of agricultural land (including related structures); scenic value of significant public benefit on St. Martin's Neck Road.

WHEREAS, in recognition of the Conservation Attributes defined below, Grantors intend hereby to grant a perpetual Conservation Easement over the Property, thereby restricting and limiting the use of the Property as provided in this Conservation Easement for the Conservation Purposes set forth below.

These Recitals are incorporated into this Deed as if set forth below.

ARTICLE I. CONSIDERATION, GRANT AND DURATION OF EASEMENT

A. The Rural Legacy Board has agreed, with the approval of the Maryland Board of Public Works, to pay the sum of Seven Hundred Seven Thousand Dollars ($707,000.00) to Grantors as full monetary consideration for granting this Conservation Easement.

B. In consideration of Seven Hundred Seven Thousand Dollars ($707,000.00) the facts stated in the recitals and the covenants, terms, conditions and restrictions (the "Terms") hereinafter set forth, the receipt and sufficiency of which are hereby acknowledged by the parties, Grantors, for themselves, their personal representatives, successors, and assigns, unconditionally and irrevocably hereby grant and convey unto Grantees, their successors and assigns, forever and in perpetuity a Conservation Easement of the nature and character and to the extent hereinafter set forth, in, on, and over the Property, for the purpose of ensuring the perpetual preservation and conservation of the Property by restricting and limiting the use and development of the Property in perpetuity.

C. This Conservation Easement shall be perpetual. It is an easement in gross and as such it is inheritable and assignable in accordance with Article XII, runs with the land as an incorporeal interest in the Property, and is enforceable with respect to the Property by Grantees

and by the State of Maryland, acting by and through the Rural Legacy Board ("RLB") against Grantors and their personal representatives, heirs, successors, assigns and all future owners of the Property. Grantor and Grantee acknowledge and agree that the RLB is a primary party of interest under this Conservation Easement and an intended third-party beneficiary hereunder. The Parties agree that the State of Maryland, acting by and through the RLB may initiate legal action to enforce the terms of the Conservation Easement acquired with Rural Legacy funds.

ARTICLE II. CONSERVATION ATTRIBUTES AND CONSERVATION PURPOSE

The conservation of the Property will protect the following Conservation Attributes, as further set forth in Exhibit B and which include: certain natural, agricultural, environmental, scenic and rural characteristics of the Property, and which seek to maintain viable resource-based land use and proper management of tillable areas of the Property, and, to the extent hereinafter provided, prevent the use or development of the Property for any purpose or in any manner that would conflict with the maintenance of the Property in its open-space condition, for the following Conservation Purposes: (1) the protection of relatively natural habitat of fish, wildlife or plants, or similar ecosystems; (2) the preservation of open space for the scenic enjoyment of the general public and which yields a significant public benefit, or pursuant to a clearly delineated Federal, State, or local governmental conservation policy and which yields a significant public benefit.

The intention of the Grantors and Grantees is for this Conservation Easement to preserve and protect in perpetuity the Conservation Attributes of the Property identified above and further described in Exhibit B, and to prevent the use or further development of the Property in any manner that would conflict with these Conservation Purposes. The Conservation Attributes are not likely to be adversely affected to any substantial extent by the continued use of the Property as authorized herein or by the use, maintenance, or construction of those Structures (as defined below) that exist on the Property or are allowed herein.

ARTICLE III. DEFINITIONS

A. "Agriculture" or "Agricultural" means production and/or management of products such as livestock, poultry, crops, trees, shrubs, plants and other vegetation, and aquaculture, but not surface, sub-surface, or spring water. This includes, by way of example and not limitation, the related activities of: tillage, fertilization, application of pesticides, herbicides and other chemicals, harvesting and mowing, irrigation, and the feeding, housing, breeding, raising, boarding, training and maintaining of animals such as horses, ponies, cattle, sheep, goats, hogs, and poultry.

B. "Buffer" means a naturally vegetated area consisting of warm or cool season grasses,

shrubs and or trees/forest, or an area established in vegetation of native warm or cool season grasses, shrubs, and or trees/forest that is maintained to protect the adjacent aquatic resources, shoreline/streambank, and the area of habitat along shoreline/stream from manmade disturbances, sediment, excess nutrients, and potentially harmful substances in stormwater runoff. Buffer does not mean a vegetated area composed of turf grass or lawn. Provisions for the Buffer on the Property are in Article IV.K. of this Conservation Easement.

C. "Building" means any Structure which is designed, built, or occupied as a shelter for persons, animals, or personal property.

D. "Commercial" means any use or activity conducted by Grantors or a third party for the purpose of generating revenue or other benefit to Grantor, their designees, or such third party from the exchange of goods or services by sale, barter, or trade, as well as any activity generally recognized as commercial by zoning authorities in this State. "Commercial" specifically includes, by way of example and not limitation, any industrial, warehouse, office, and/or marina use or activity.

E. "Conservation Attributes" are those specific features of the Property listed and described further in Exhibit B that are worthy of perpetual protection by this Conservation Easement.

F. "Conservation Purposes" means purposes of this Conservation Easement as set forth in Article II.

G. "Dwelling Unit" means a Building that contains one or more rooms arranged for independent living facilities for at least one person including provisions for (i) sanitation; (ii) cooking; (iii) sleeping; and (iv) other activities routinely associated with habitation; and also means any Building used or occupied as a dwelling, that does not have a foundation or footer, for example a mobile home or a trailer.

H. "Ecosystems Services" are those services allowed pursuant to, and in accordance with, Nat. Res. § 5-9A-05, if such services are approved by DNR, for the protection, management, maintenance, or improvement of (i) climate resilience, (ii) carbon sequestration, (iii) the provision of wildlife habitat, (iv) contribution to forest health, or (v) the protection or restoration of wetlands.

I. "FIDS" means forest interior dwelling bird species.

J. "FIDS Guidelines" means the FIDS/Forestry Task Force Chesapeake Bay Critical Area Timber Harvest Plan Guidelines published June 2, 1999 by the Maryland Department of Natural Resources, or comparable guidelines, regulations or other requirements which may

replace the June 2, 1999 FIDS Guidelines in the future.

K. "Forest Stewardship Plan" has the same meaning as that which is contained in Nat. Res. § 5-101(f).

L. "Grantee" means the County Commissioners of Worcester County, and any successor or assign.

M. "Grantors" means the current fee simple owner(s) of the Property, their successors, personal representatives, heirs, and assigns, and all future owners of the Property.

N. "Gross Floor Area" means the area of a Building calculated by first multiplying the exterior footprint of the portions of the Structure with multiple stories by the number of stories with windows and then adding the exterior footprint of any portions of the Structure with one story, including, but not limited to, porches and garages but excluding basements, attics, and unenclosed decks.

O. "Lien" means a mortgage, lien, or other encumbrance securing the payment of money.

P. "Lienholders" means any person who has a Lien on the Property including but not limited to all mortgagees, all beneficiaries and/or trustees of deeds of trust, and other creditors whose debts are secured by the Property.

Q. "Means of Access" means gravel or paved driveways, lanes, farm roads, and parking areas meant to carry vehicular traffic to allowed uses and Structures.

R. "Original Grantor(s)" means the Grantors who signed this Conservation Easement on the date set forth above.

S. "Passive Recreation" or "Passive Recreational" as the context may require, means low-impact activities conducted outdoors, including, by way of example and not by way of limitation, nature study, orienteering, hunting, fishing, hiking, kayaking, canoeing, sailing, boating, horseback riding, camping, and cross-country skiing.

T. "Private" means the intensity of activity that could reasonably be expected in proportion to the number of residents that would typically occupy the allowed Dwelling Unit(s) on the Property.

U. "Provisions" means the covenants, terms, conditions, and restrictions in this

Conservation Easement.

V. "Rural Legacy Board" means the Rural Legacy Board established in the Department of Natural Resources under Nat. Res. §5-9A-03, to administer the Rural Legacy Program and to provide grants to Sponsors of Rural Legacy Areas to acquire conservation easements in designated Rural Legacy Areas.

W. "Structure" means anything constructed or erected typically with a fixed location on the ground or attached to something typically having a fixed location on the ground.

X. "Utilities" means non-Commercial utilities to serve allowed uses and Structures on the Property only and includes, but is not limited to, satellite dishes, electric power lines and facilities, sanitary and storm sewers, septic systems, cisterns, wells, water storage and delivery systems, telephone and communication systems, and renewable energy systems, including, but not limited to: solar energy devices; geothermal heating and cooling systems; wind energy devices; systems based on the use of Agricultural byproducts and waste products from the Property to the extent not prohibited by governmental regulations; and other renewable energy systems not otherwise prohibited by law.

Y. "Vegetation" means trees, shrubs, grasses or other plants.

Z. "Wetlands" means portions of the Property defined by Maryland law or federal law as wetlands at the time of the proposed activity.

ARTICLE IV. LAND USE AND STRUCTURES

A. General. This Article sets forth certain specific restrictions, prohibitions, and allowed activities, uses, and Structures on the Property encumbered by this Conservation Easement. All manner of industrial activities and uses are prohibited. In addition to the specifically enumerated Provisions described below, other uses of the Property that are otherwise consistent with the Conservation Purposes of this Conservation Easement are allowed. If Grantors believe or reasonably should believe that an activity not expressly prohibited by this Conservation Easement may have a significant adverse effect on the Conservation Purpose of this Conservation Easement, Grantors shall notify Grantee in writing before undertaking such activity.

B. Reserved Rights Exercised to Minimize Damage. All rights reserved by Grantors and activities not prohibited by this Conservation Easement shall be exercised so as to prevent or to minimize damage to the Conservation Attributes and Conservation Purposes identified herein, and including: water quality, air quality, land/soil stability and productivity, wildlife habitat, forested areas, wetlands, scenic and cultural values, and the natural topographic and open space

character of the Property.

C. Agricultural Uses and Activities. Agricultural uses and activities allowed by local, state, and federal law are allowed on the Property on a Commercial and a non-Commercial basis.

Forestry uses and activities are permitted on the Property on a Commercial (as defined below) or non-Commercial basis. Forestry uses are subject to the provisions of Article III.L. below.

D. Commercial Uses and Activities. Commercial activities and uses that are allowed shall be limited to those appropriate to the size and location of the Property and shall not materially and adversely affect the Conservation Purposes and Conservation Attributes.

The following Commercial uses and activities are allowed:

i. Commercial activities conducted within Dwelling Units (as defined below) (for example: ongoing activities such as a professional office, at-home child day care, a bed and breakfast); or occasional activities (such as fundraisers) within allowed Structures or outdoors;

ii. Commercial activities related to Agriculture inside of Structures or Buildings used for Agriculture (for example: farm machine repair shop or seed and mineral shop);

iii. seasonal or occasional outdoor Commercial activities that are accessory to the Agricultural uses of the Property such as: hay-rides, corn mazes, farm animal petting zoo, pick your own produce, and sale of Agricultural products produced off of the Property but associated with such seasonal or occasional activities, such as the sale of apple cider at one of the above-referenced activities;

iv. production, processing, and sale, within an allowed Structure, of Agricultural products and derivatives, which are sourced from the Property or another property owned or leased by Grantors;

v. Commercial services related to equestrian sports: events, shows, horse boarding, the training of horses/ponies and riders, and the provision of recreational or therapeutic riding opportunities; and

vi. Commercial Passive Recreational uses and activities are allowed on the Property but shall be limited to those appropriate to the size and location of the Property and shall not materially and adversely affect the Conservation Purposes and impact Conservation Attributes. Structures associated with these uses are only allowed pursuant to Article IV.G.v below.

vii. Leasing the Property or a portion of the Property for Commercial Passive Recreational hunting in accordance with the provisions of Article IV.E. below.

E. Private Passive Recreational Uses and Activities. Private Passive Recreational uses and activities are allowed on the Property but shall be limited in scale and intensity to those appropriate to the size and location of the Property and shall not materially and adversely affect the Conservation Purposes and impact Conservation Attributes.

F. Prohibition of Commercial Improvements. Buildings, Structures, and any other improvements used for the following activities or uses are prohibited:

i. Industrial activities and uses;

ii. Small-animal kennel operations;

iii. All Commercial uses and activities not expressly allowed by Article IV.D.;

iv. Athletic leagues, competitions, or tournaments, and golf; or

v. motor cross; all-terrain vehicle ("ATV"); off-road vehicle ("ORV"); and off highway vehicle ("OHV") riding.

This paragraph shall not be construed to prevent the Grantors from traversing the property in an ATV, ORV or OHV in a manner consistent with the Provisions of this easement.

G. Structures, Buildings, Dwelling Units, and Means of Access. Structures, Buildings, Dwelling Units, and Means of Access are prohibited on the Property, unless reserved to the Grantors as stated within this section or included among those listed in Exhibit C:

i. One (1) single-family detached Dwelling Unit(s). The/An allowed Dwelling Unit may be remodeled, renovated, replaced, or maintained without the prior written approval of Grantee. The location or relocation of the/a Primary Dwelling Unit, or the conversion of any previously non-residential Structure to a Primary Dwelling Unit shall be subject to Grantee's approval as further set forth in Article VI below.

ii. Zero (0) Dwelling Unit(s) accessory in nature to a Primary Dwelling Unit. Accessory Dwelling Units are defined as, but are not limited to, the following types: detached guest house, detached caretaker residence, detached farm manager's or employee's house, detached pool house or detached boat house if either Structure meets the definition of Dwelling Unit herein, an apartment within a barn, or accessory apartment located within a Primary Dwelling Unit

described in paragraph (i) above ("Accessory Dwelling Unit").

iii. An apartment within a Structure such as a barn, and an accessory apartment located within a Dwelling Unit shall constitute a Dwelling Unit for purposes of calculating the maximum number of Dwelling Units allowed on the Property pursuant to this Conservation Easement. The total number of all Dwelling Units on the Property shall never exceed one (1), inclusive of those one (1) Dwelling Units identified in Exhibit C and the location of any new Structure containing a Dwelling Unit shall be subject to Grantee's approval as further set forth in Article VI below.

iv. Non-residential accessory Structures designed, constructed, and utilized for the purpose of serving the/a Dwelling Unit(s), for example: a detached garage; a well house; a boat house; a pool house; or a swimming pool;

v. Non-residential Structures related to allowed Commercial or Private Passive Recreational uses and activities such as hunting, boating, or orienteering, including, but not limited to deer stands or waterfowl blinds, or water-dependent Structures such as piers or docks (such water-dependent structures being subject to Grantee's approval as set forth in Article VI), as long as they do not diminish or negatively impact the Conservation Purposes of the Property;

vi. Non-residential Structures designed, constructed, and utilized in connection with the Agricultural uses of the Property. This Provision shall not be construed to permit what is otherwise defined herein as a Dwelling Unit, even if the structure is designed, constructed, or utilized for dwelling or residential purposes associated or in conjunction with the Agricultural uses of the Property.

vii. Means of Access serving the Structures set forth above in III.E and other allowed uses; provided, however, that any new Means of Access for an allowed Dwelling Unit or an allowed Commercial use is subject to Grantee's approval in accordance with Article VI below; and

viii. Fencing, fences, and gates, may be constructed, maintained, improved, removed, or replaced to mark boundaries, to secure the Property, or as needed in carrying out activities allowed by this Conservation Easement as long as they do not diminish or negatively impact the Conservation Purposes of the Property.

ix. The total Impervious Surface on the Property shall never exceed two percent (2%) of the Property or ----- square feet. "Impervious Surface" means any surface composed of man-made materials that significantly impedes or prevents natural infiltration of water into the soil, such as rooftops, concrete, and asphalt, excluding however, reasonable means of access to the Dwelling Unit(s), so long as such access does not exceed an average of twenty (20) feet in width.

H. Utilities. Grantor may repair and replace existing Utilities and may install new Utilities that are sized and designed to serve the Property only but may not do so for the purpose of facilitating development, use, or activities on an adjacent or other property. Cellular communication Structures are prohibited. Solar energy devices or Structures may be installed or maintained on an allowed Building, or with the approval of Grantee pursuant to Article VI, on a Structure that is not a Building. To the extent allowed by law, any net excess generation produced by such renewable energy installation(s) may be credited to the Grantors' utility bill or sold to the utility and shall not constitute an impermissible Commercial activity.

I. Grants to Others Across and Upon the Property. No right-of-way for utilities or roadways shall be granted across the Property in conjunction with any industrial, commercial, or residential use or development of an adjacent or other property not protected by this Conservation Easement without the prior written approval of Grantee, as per Article VI. Other conservation easements and overlay easements may only be granted to any person or government agency in, on, over, or under the Property with the prior written approval of Grantee per Article VI.

J. Subdivision. The division, partition or subdivision ("Division") of the Property, for any purpose, including the lease of any portion less than one hundred percent (100%) of the Property for a term in excess of twenty (20) years, into more than the one (1) parcel of land that currently constitute the Property is prohibited. The Property may not be consolidated into a larger parcel, and the boundary lines of the Property may not be adjusted. Grantee, may, however, approve the Subdivision of the Property for reasons which Grantee determine, in their sole discretion, are sufficiently extraordinary to justify an exception to the prohibition.

K. Buffer Requirements. Buffer Requirements. A fifty (50) foot vegetative buffer along each side of the tributaries of Latchum Creek measured from the top of the bank is required on the Property. If, in the future, the existing ditches or agricultural ditches on the Property are restored or maintained as non-tidal intermittent or perennial streams, Grantors shall allow the buffer strip along each side of all restored or maintained streams to naturally revegetate or be planted with native species, and once established, shall retain the fully vegetated buffer. A fifty (50) foot buffer strip shall be required along each side of any such future streams. Grantors shall maintain such Buffer if it currently exists or allow it to naturally revegetate or plant such

Buffer with native species. Once established, Grantors shall not disturb such Buffer, except when reasonably required for: (1) erosion control; (2) Passive Recreational uses which require water access and allowed Structures associated with that use, subject to Grantees' approval, per Article VI; (3) access to the water for irrigation of the Property; (4) control of non-native and invasive species by means of mowing or removal of dead, diseased, or infected trees as provided for in Article III.N below; (5) access to portions of the Property which are accessible only by crossing said water body; (6) livestock stream crossings in accordance with an approved Soil and Water Conservation Plan prepared by the Soil Conservation District; (7) enhancement of Wetlands (as defined below), wildlife habitat or water quality. If the buffer is not entirely forested which does not mean forested buffers should not be the standard, but for those unique instances when the entire buffer is not forested: Seasonal mowing of portions the Buffer that are native warm or cool season grasses not dominated by woody vegetation as a means of maintaining native warm or cool season grasses does not constitute a prohibited disturbance. Grantors shall not store manure or compost nor use or deposit pesticides, insecticides, herbicides or fertilizers (except for revegetation or planting of native species, or control of invasive or diseased species) within the Buffer.

L. Wetlands. The diking, draining, filling, dredging or removal of Wetlands is prohibited. The creation, restoration and maintenance of Wetlands and man-made ponds is allowed with all necessary and appropriate local, state, or federal permits. The maintenance of Agricultural drainage ditches is allowed.

M. Soil Conservation and Water Quality Plan. Within one (1) year of the date of this Conservation Easement, Grantors shall have a Soil Conservation and Water Quality Plan (the "Soil and Water Plan") prepared and approved by the local Soil Conservation District that identifies resource concerns related to soil erosion and water quality problems on the Agricultural areas of the Property and shall include a schedule of implementation of best management practices to address the problems identified. The Soil Conservation and Water Quality Plan shall be updated by Grantors and the local Soil Conservation District upon any change in the Property's land use practices or management, or every ten (10) years. Exceptions may be considered by Grantee on a case-by-case basis. Grantors shall provide a copy of the Soil and Water Plan and any revisions to the Soil and Water Plan to Grantee.

N. Forest Management. Management and harvesting of all forests on the Property shall be consistent with the *Soil Erosion and Sediment Control Guidelines for Forest Harvest Operations in Maryland*, prepared by the Maryland Department of Environment (the "Guidelines"), or comparable provisions of any guidelines or regulations which may replace the Guidelines in the future and as they may be amended from time to time.

The Grantor shall implement a Forest Stewardship Plan ("the Plan") in the Forest Areas prepared by a licensed, registered forester and approved by the Maryland Department of Natural

Resources, in accordance with the Management Practice Schedule of the Plan, within three (3) years of the date of this Conservation Easement, or prior to any timber harvest, whichever occurs first. Revisions to the Plan, including the schedule of implementation, may be made by Grantors and a licensed, registered forester, as land use practices or management changes, however, Grantors shall be in full compliance with the Plan within six (6) years of the date of this Conservation Easement. Exceptions may be considered by Grantees on a case-by-case basis. Grantors shall provide a copy of the Plan and any revisions to the Plan to Grantees.

At a minimum, the Plan shall include:

i. an inventory of any physical and natural features of the land (including wetlands, streams, water bodies, roads, trails, public use areas, special plant and wildlife habitats, rare or unique species and communities, and other environmentally sensitive features) including any features identified in this Conservation Easement;

ii. a vegetation map, a soils map and a topographic map;

iii. an access plan for the Property, including all areas to be commercially managed;

iv. erosion control measures, specifically addressing water bodies and wetland areas; and

v. management strategies for sensitive habitats such as riparian areas (including the need to leave cover over streams and water bodies), endangered or threatened species habitat, steep slopes, and the features identified in the inventory described in (1) above;

vi. [Optional: strategies to minimize the effects of structures in the Forest Area.]

In the Forest Areas (as defined below), Grantor shall be in compliance with (i) the FIDS/Forestry Task Force Chesapeake Bay Critical Area Timber Harvest Plan Guidelines (the "FIDS Guidelines") and (ii) a Plan whose objective is establishment and maintenance of a forest ecosystem for species of birds (FIDS) that require relatively large blocks of undisturbed forest land to successfully nest. At a minimum, the Plan shall include:

i. an inventory of any physical and natural features of the land (including wetlands, streams, water bodies, roads, trails, public use areas, special plant and wildlife habitats, rare or unique species and communities, and other environmentally sensitive features) including any features identified in this Conservation Easement;

ii. a vegetation map, a soils map and a topographic map;

iii. an access plan for the Property, including all areas to be commercially managed;

iv. erosion control measures, specifically addressing water bodies and wetland areas; and

v. management strategies for sensitive habitats such as riparian areas (including the need to leave cover over streams and water bodies), endangered or threatened species habitat, steep slopes, and the features identified in the inventory described in (1) above;

vi. [Optional: strategies to minimize the effects of structures in the Forest Areas.]

In the Forest Areas, there shall be no burning, mowing, cutting, removal, grazing, livestock access, plowing, tilling or destruction (collectively, "Destruction") of trees, shrubs, grasses or other vegetation (collectively, "Vegetation") unless: (i) Grantor and said activity are in compliance with the Plan and the FIDS Guidelines and (ii) said activity is in compliance with the Soil Erosion and Sediment Control Guidelines for Forest Harvest Operations in Maryland (the "Guidelines") prepared by the Maryland Department of Environment, as they may be amended from time to time, or comparable provisions of any guidelines, regulations or other requirements which may replace the Guidelines in the future. Notwithstanding the Terms of this Article _____, Destruction of Vegetation is prohibited during the April to July breeding season except by approval of Grantees.

In no event is conversion of a Forest to non-Forest permitted in the Forest Areas.

Clear-cutting may be permitted in order to regenerate a forest pursuant to the Forest Stewardship Plan.

O. Dumping. Dumping or placing of soil or other substance or material as landfill, or dumping or placing of trash, ashes, garbage, waste, abandoned vehicles, appliances, machinery, hazardous or toxic substances, dredge spoils, industrial and commercial byproducts, effluent and other materials on the Property is prohibited, whether by Grantors or third parties. Soil, rock, other earth materials, vegetative matter, or compost may not be placed except when reasonably required for: (1) Agriculture or other permitted uses on the Property; or (2) the construction and/or maintenance of Structures, Buildings, Dwelling Units, and Means of Access permitted under this Conservation Easement. This Conservation Easement does not permit or require Grantee to become an operator or to control any use of the Property that may result in the treatment, storage, disposal, or release of hazardous materials within the meaning of the Comprehensive Environmental Response, Compensation, and Liability Act of 1980, as amended.

P. Excavation; Surface and Sub-surface Extraction. Excavation, dredging, or removal of loam, peat, gravel, soil, rock, sand, surface or sub-surface water or other material substance in a manner as to affect the surface or otherwise alter the topography of the Property is prohibited, whether by Grantors or third parties, except for: (1) the purpose of combating erosion or flooding, (2) Agriculture or other allowed uses on the Property, (3) Wetlands or stream bank restoration, or (4) the construction and/or maintenance of allowed Structures and associated Utilities, Means of Access, man-made ponds and wildlife habitat. Grantors shall not sell, transfer, lease, or otherwise separate any mineral rights, currently owned or later acquired, from the surface of the Property. Surface and sub-surface mining is prohibited.

Q. Signage. Display of billboards, signs or advertisements is prohibited on or over the Property, except to: (1) state solely the name and/or address of the Property and/or the owners; (2) advertise the sale or lease of the Property; (3) advertise the Agricultural uses of the Property; (4) advertise the goods or services sold or produced in accordance with permitted Commercial uses of the Property; (5) commemorate the history of the Property, its recognition under local, state or federal historical registers, or its protection under this Conservation Easement or federal, state or local environmental or game laws; (6) provide directions to permitted uses and Structures on the Property; and/or (7) address recreation, hunting, fishing, or trespassing (including signs or blazes on trees, the latter of which may be unlimited in number, for the purpose of delineating trails, or Property boundaries to assist in preventing encroachments). No billboard, sign, or advertisement on or over the Property shall exceed sixteen (16) square feet in area. Multiple signs shall be limited to a reasonable number, shall be placed at least five hundred (500) feet apart, and shall be placed in accordance with applicable local regulations, except that signs permitted under exceptions (5) and (7) may be placed the lesser of one hundred (100) feet apart or the distance required by law.

R. Ecosystem Services. Notwithstanding any other Provisions in this Conservation Easement, and pursuant to Section 5.9A.05 of the Natural Resources Article, Grantors may realize an economic return from the protection, management, maintenance, or improvement of Ecosystem Services, as defined in Section 5-9A-05(p)(1), provided by the Property, so long as the Department of Natural Resources determines that those uses affirmatively increase the Conservation Attributes of the Property beyond the requirements of this Conservation Easement, and any credits created in accordance with this paragraph are used only: (1) to mitigate offsite environmental damage in a Priority Funding Area, as defined in Section 5-7B-02 of the State Finance and Procurement Article, or (2) in a manner the Department of Natural Resources determines to be consistent with the applicable local comprehensive plan and State and Local objective for land protection.

S. Authorization. Grantors authorize the Soil Conservation District and any other entities or government agencies to release to Grantee information contained in Grantors

Soil Conservation and Water Quality Plan, Forest Stewardship Plan, Forest Management Plan or any other information applicable to the Terms of this Conservation Easement.

ARTICLE V. GRANT OF UNRESERVED PROPERTY RIGHTS

Grantors remain owners of their fee simple interest in the Property and therefore retain the right to sell, devise, transfer, lease, mortgage or otherwise encumber the Property subject to the Provisions of this Conservation Easement. Grantors retain the right to sell, trade, or exchange credits allocated to Agricultural products produced on the Property.

Grantors hereby grant to Grantee all rights, except as specifically reserved herein, that are now or hereafter allocated to, implied, reserved or inherent in the Property, and the parties agree that such rights are terminated and extinguished and may not be used or transferred to any other property adjacent or otherwise, and may not be used for the purpose of calculating permissible lot yield of the Property or any other property. Grantors further agree that the Property shall not be used to provide required open space for the development or subdivision of another property, nor shall it be used in determining any other permissible residential, commercial or agricultural uses of another property.

ARTICLE VI. GRANTEE APPROVAL PROCESS

A. Grantee Approval for Contingent Reserved Rights. As described in this Conservation Easement, Grantors must give written notice to Grantee before taking certain actions on the Property or exercising certain reserved rights. In specific circumstances described herein, Grantee must first give their approval upon their sole determination that such action(s) will not adversely affect the perpetual duration of the Conservation Purposes and Conservation Attributes of the Property. These specific circumstances include, but are not limited to:

i. location of any new Structure containing a Dwelling Unit, as per Article IV.G.i. and ii.;

ii. location of any replacement Dwelling Unit if different from the location of the replaced Dwelling Unit, as per Article IV.G.i. and ii.;

iii. conversion of any previously non-residential Structure to be or include a Dwelling Unit, as per Article IV.G.i. and ii.;

iv. location, type, size and height of an Agricultural Structure outside of a Building Area, as per Article IV.G.";

v. location, configuration, and dimensions of any new or relocated Means of Access, as per Article IV.G.vii.;

vi. size of a parking area and Means of Access for a small-scale seasonal or occasional outdoor Commercial use or activity accessory to Agriculture, as per Article IV.D.iii.;

vii. access across the Property for utilities or roadways serving another property, or for any overlay easement, as per Article IV.I;

viii. Subdivision of the Property, as per Article III.J;

ix. location and siting of solar facility on a Structure that is not in a Building as per Article IV.H. ;

x. use of the Property for Ecosystems Services, as per Article IV.R.;

xi. water dependent Structures, such as piers and docks and boathouses, associated with Passive Recreational water uses, located within the 100-foot Buffer strip, as per Article IV.G.v.

B. Requirements for Grantors' Request for Approval. Whenever the Provisions of this Conservation Easement require the permission, consent or approval of Grantee, Grantors shall submit to Grantee a written and visual description of the request for which approval is sought, accompanied by such plats, maps, Subdivision plans, drawings, photographs, written specifications, or other materials as Grantee may need to consider the request. Said materials shall be submitted prior to any start of construction and in advance of, or concurrent with, application for permits from federal, state, or local governments. Grantee shall evaluate the submission for completion and may require of Grantors additional information necessary for a complete submission. When Grantee deems the submission complete ("Request"), Grantee shall act on the Request within the timeframe provided for in Article VI.C below.

In evaluating the Request, Grantee shall consider the specific Provision of this Conservation Easement requiring the approval and said approval shall be granted or denied based on such Grantee's sole discretion as to whether the Request conforms to the Conservation Attributes listed in Article II and Exhibit B of this Conservation Easement and the Conservation Purpose of this Conservation Easement. Approval is required by Grantee.

If Grantors, with the support of a state or local government, are seeking approval of access across the Property for utilities or roadways as referenced in Article IV.I, Grantee shall consider, in addition to the Conservation Attributes listed in Article II and Exhibit B of this

Conservation Easement and the Conservation Purpose of this Conservation Easement, the following:

i. Does the project serve a valid public purpose, promote the public interest, or provide a public benefit;

ii. Can the project be located in an alternative site without significant expense to a public agency;

iii. Has the project received the written support of a state or local government;

iv. Does the project maximize the use of concealment methods, if applicable;

v. Is the location of the project acceptable to Grantee;

vi. Will the project provide a private benefit to Grantors;

vii. Will the party making the Request compensate Grantee for Grantee's actual administrative costs and/or attorneys' fees (including but not limited to outside counsel fees) related to its review of the Request (whether or not such Request is approved), and, if approved, inspection of installation of the project, monitoring for violations and enforcement related to the project;

viii. Has the party making the Request proffered acceptable mitigation, on or off the Property, to address the adverse impacts of the project and provide a net gain in Conservation Attributes, if feasible (for example, additional plantings, the grant of additional land, or a monetary payment).

If Grantors are seeking location approval for a permitted Dwelling Unit or are seeking approval of a reserved Subdivision right, all Grantors who have a real property interest in the portion of the Property at issue must join in the submission before it will be deemed a Request. If Grantors are seeking location approval for a permitted Dwelling Unit and the requested Dwelling Unit is to be situated on a newly Subdivided lot, Grantors shall submit a Request for such Subdivision at the same time.

C. Grantee shall each provide to Grantors a written decision regarding the Request within ninety (90) days after receipt of the Request, unless the time for consideration is extended by mutual agreement of the parties. If any Grantee does not respond to the request within ninety days of submission, such non-response shall be deemed a constructive denial by such Grantee. A constructive denial is not a decision by Grantee on the merits of Grantors' request, it is not final or binding on Grantee, and Grantors may resubmit the same or a similar request for approval.

D. If an expert within the Maryland Department of Natural Resources advises Grantee of an occurrence of a rare, threatened, or endangered species that was not previously recognized on the Property, and that the habitat, survivability, or fitness for such species could be enhanced by a practice or activity which would otherwise result in a violation of a Provision of this Conservation Easement, Grantee, in their sole discretion, may approve of such a practice or activity.

ARTICLE VII.
GRANTEE'S AND RLB'S RIGHTS AND DUTIES REGARDING STEWARDSHIP AND ENFORCEMENT OF THE CONSERVATION EASEMENT

A. Right of Inspection of Property. Grantee, and/or the RLB, their employees and agents, shall have the right to enter the Property at reasonable times for the purpose of inspecting and surveying the Property to determine whether Grantors are complying with the Provisions of this Conservation Easement. Grantee and/or the RLB shall provide prior notice to Grantors at their last known address, unless they determine that immediate entry is required to prevent, terminate, or mitigate a suspected or actual violation of this Conservation Easement which poses a serious or potentially permanent threat to Conservation Attributes, in which latter case prior reasonable notice is not required.

Grantors specifically grant permission to the Grantee, and/or the RLB, to photograph and video-record the Property, Structures, and activities being conducted upon the Property. During such inspection, Grantee and/or the RLB may inspect the interior of Buildings and Structures for the purpose of determining compliance with this Conservation Easement. If a dispute arises between Grantee, and/or the RLB, and Grantors as to whether a Building or Structure is a Dwelling Unit which would not otherwise be allowed by this Conservation Easement, such Building or Structure shall be deemed to contain a Dwelling Unit unless proven otherwise by the Grantors at Grantors' sole expense. Grantee and/or the RLB may also monitor the Property at any time and without notice using aerial imagery obtained in compliance with local, state and federal law.

B. Remedies for Grantee or RLB Upon Violation of Conservation Easement. Upon any violation, or upon notice of imminent violation, of this Conservation Easement, and after notice to Grantors and allowance of time to cure at Grantor's expense, Grantee or the RLB may seek any legal or equitable remedy, together with all associated costs and fees, including, but not limited to:

i. a lawsuit to seek injunctive relief to specifically enforce the Provisions of this Conservation Easement, to restrain present or future violations, and to compel restoration of natural resources and Conservation Attributes destroyed or altered as a result of the violation;

ii. an order that the Property and any natural resources and Conservation Attributes destroyed or altered because of the violation be restored promptly to the condition required by this Conservation Easement at the expense of the Grantors;

iii. a money judgment together with interest as allowed by applicable law upon a judicial determination that a violation of the Provisions of this Conservation Easement has caused irreparable harm to the Conservation Attributes and/or Purposes.

C. Imminent Harm. No notice or cure period is required if circumstances require prompt action to prevent or mitigate irreparable harm or alteration to a Conservation Attribute or other feature of the Property described and subject to the perpetual protection of this Conservation Easement.

D. Grantee's or RLB's Remedies Are Cumulative. Grantee's remedies shall be cumulative and shall be in addition to any other rights and remedies available to Grantee or the RLB, at law or equity. If a Grantee, and/or the RLB, is the prevailing party in any action against Grantors to enforce or defend this Conservation Easement, Grantors shall reimburse Grantee, and/or the RLB, for any costs or expenses incurred to enforce, enjoin, defend, or cure a breach of the Conservation Easement, including court costs, mediation costs, litigation expenses, including but not limited to survey, appraisal, and expert costs and reasonable attorneys' fees. If Grantors ultimately prevail in a judicial enforcement action and receive a court order that there has been no easement violation, each party shall bear its own costs and expenses and neither party shall seek court orders to pay their own costs or expenses.

E. No Waiver or Estoppel. No failure or delay on the part of Grantee or the RLB to enforce any Provision of this Conservation Easement shall discharge or invalidate such Provision or any other Provision or affect the right of Grantee or the RLB to enforce the same in the event of a subsequent breach or default. The failure or delay of the Grantee or the RLB, for any reason whatsoever, to take any action required or contemplated hereunder or to discover a violation or initiate an action to enforce this Conservation Easement or any other action shall not constitute a waiver, laches, or estoppel.

F. Independent Enforcement Authority. Each Grantee, and/or the RLB, has independent authority to enforce the Provisions of this Conservation Easement. If the Grantee or the RLB do not agree as to whether the Grantors are complying with the Provisions, then Grantee or the RLB may proceed with enforcement actions without the consent of any other Grantee.

G. Right to Interpret the Conservation Easement. The grant of this Conservation

Easement to Grantee vests in Grantee or the RLB the right to interpret the Provisions of this Conservation Easement, and at the request of the Grantors, to provide Grantors with an explanation of the application of the Provisions to then-existing or proposed activities on the Property.

ARTICLE VIII. PUBLIC ACCESS

Although this Conservation Easement will benefit the public in the ways recited above, the granting of this Conservation Easement does not convey to the public the right to enter the Property for any purpose whatsoever.

ARTICLE IX. BASELINE DOCUMENTATION REPORT

By their signatures to this Conservation Easement, the parties acknowledge that the Baseline Documentation Report attached to this Conservation Easement consisting of Exhibits A – F[*G*], adequately, accurately, and clearly describes and depicts: (1) the Property; (2) the Conservation Purposes and Conservation Attributes of the Property; and (3) the public benefits gained from the restrictions placed on the Property. This Baseline Documentation Report establishes the conditions of the Property encumbered by this Conservation Easement as of the effective date of this Conservation Easement. Grantors acknowledge the Baseline Documentation Report will be used by Grantee to monitor and enforce the Conservation Easement and to ensure that any changes to the Property or use of the Property are consistent with the Provisions of this Conservation Easement. Grantors acknowledge the Baseline Documentation Report will be recorded in the Land Records of the County in which the Property is located and that it will thereby become part of the public record. The use of the Baseline Documentation Report does not preclude Grantee from using other evidence to establish existing conditions of the Property in the event of a dispute. All the following Exhibits are incorporated into and made a part of this Deed of Conservation Easement:

A. Exhibit A: Boundary Description and Property Reference is attached hereto and made a part hereof. Exhibit A consists of ____ (___) pages.

B. Exhibit B: Conservation Purposes and Attributes is attached hereto and made a part hereof. Exhibit B consists of ____ (___) pages.

C. Exhibit C: Inventory of Existing Structures is attached hereto and made a part hereof. Exhibit C consists of ____ (___) pages.

D. Exhibit D: Color Digital Images of the Property are attached hereto and made a

part hereof. Exhibit D consists of a list of the image numbers, vantage points, and image descriptions consisting of _____ (__) pages, a photo point map, and ____ (___) color digital images.

E. Exhibit E: Aerial Photograph of the Property are attached hereto and made a part hereof. Exhibit E consists of two (2) pages. Exhibit E consists of one (1) page.

F. Exhibit F: Tax Map Showing Approximate Location of Property is attached hereto. This is to be used only by Grantee as an aid for locating the Property. It is not a plat or legal description of the Property. Exhibit F consists of one (1) page.

A complete, color scanned copy of this Baseline Documentation Report as recorded in the land records, as well as the original digital image files of Exhibit D are kept on file at the principal office of the Department and as required by law, at the Maryland State Archives.

ARTICLE X. DUTIES AND WARRANTIES OF GRANTORS

A. Continuing Duties of Grantors. For purposes of this Conservation Easement, "Grantors" shall mean only, at any given time, the then current fee simple owner(s) of the Property and shall not include the Original Grantors or other successor owners preceding the current fee simple owner(s) of the Property, except that if any such preceding owners have violated any term of this Conservation Easement, they shall continue to be liable therefor. Grantors agree that they will protect the Conservation Purposes and Conservation Attributes of the Property and that they will notify Grantee in writing, and obtain Grantee approval, before undertaking an activity on the Property not expressly prohibited by this Conservation Easement that Grantors believe or reasonably should believe may have a significant, adverse effect on the Conservation Purposes or Conservation Attributes. As to violations arising from the acts or omissions of third parties, the Grantors agree that they have a duty and responsibility to take all reasonable actions to prevent or halt third parties from violating this Conservation Easement. Grantors agree they have a duty and responsibility to restore the Property to a condition in compliance with this Conservation Easement. Grantee or the RLB shall have a right to enforce this Conservation Easement directly against the Grantors if Grantors fail to cooperate in all reasonable respects to halt, abate, or remediate a violation resulting from such acts or omissions or fails to promptly report a known or suspected violation to the Grantee.

B. Change of Ownership. Grantors shall provide written notice to Grantee of the names and addresses of any natural person or entity to whom the Property, or any part thereof, is sold or conveyed as required by Maryland Code Ann., Real Property §10-705(f). Grantors, their personal representatives, heirs, successors and assigns further agree to make specific reference to

this Deed of Conservation Easement in a separate paragraph of any subsequent deed or other legal instrument by which any interest in the Property is conveyed.

C. Subordination. Grantors warrant to Grantee that the Property, is, as of the effective date of this Deed of Conservation Easement, free and clear of Liens, or if it is not, that Grantors have obtained the legally binding subordination of the Liens affecting the Property as of the effective date of this Conservation Easement. Grantors have provided, or shall provide, a copy of this Conservation Easement to all Lienholders already affecting the Property or which will affect the Property prior to the recording of this Conservation Easement and shall also provide notice to Grantee of all such Liens. Each of the Lienholders has subordinated, or shall subordinate prior to recordation of this Conservation Easement, its Lien to this Conservation Easement either by signing a subordination instrument contained at the end of this Conservation Easement which shall become a part of this Conservation Easement and recorded with it, or by recording a separate subordination agreement pertaining to any such Lien.

D. Real Property Taxes. Except to the extent provided for by federal, state or local law, nothing in this Conservation Easement shall relieve Grantors of the obligation to pay taxes in connection with the ownership or transfer of the Property.

E. Warranties. The Original Grantors who signed this Conservation Easement on the date set forth above are the sole owner(s) of the Property in fee simple and have the right and ability to convey this Conservation Easement to Grantee. The Original Grantors warrant that the Property is free and clear of all rights, restrictions, and encumbrances other than those subordinated to this Conservation Easement or otherwise specifically agreed to in writing by the Grantee. The Original Grantors warrant that they have no actual knowledge of any use or release of hazardous waste or toxic substances on the Property that is in violation of a federal, state, or local environmental law and will defend, indemnify, and hold Grantee harmless against any claims of contamination from such substances. The Original Grantors warrant that Exhibit C is an exhaustive list of all Structures on the Property.

F. Economic Hardship. Grantors are aware and acknowledge that the activities and uses allowed on the Property once encumbered by this Conservation Easement may be less profitable than prohibited activities and uses. This circumstance shall not be grounds for judicial extinguishment of this Conservation Easement.

ARTICLE XI. JUDICIAL EXTINGUISHMENT, CONDEMNATION, PROCEEDS

A. Grantee's Easement Percentage Interest. Grantors and Grantee agree that the grant of this Conservation Easement and the restrictions contained herein gives rise to a property right immediately vested in Grantee that has a fair market value at least equal to the proportionate

value that the perpetual conservation restriction on the effective date of this grant bears to the value of the Property as a whole. The Grantee's easement percentage interest remains constant.

B. Condemnation. By acceptance of this Conservation Easement by Grantee and the Maryland Board of Public Works, the purposes of the Property as restricted for Agricultural, natural and cultural resource preservation are hereby considered to be the highest public use of the Property. Whenever all or part of the Property is taken in the exercise of eminent domain, so as to abrogate, in whole or in part, the restrictions imposed by this Conservation Easement, or this Conservation Easement is extinguished, in whole or in part, by other judicial proceeding, Grantors and Grantee shall be entitled to proceeds payable in connection with the condemnation or other judicial proceedings in an amount equal to the greater of: (i) the percentage arrived by taking the proportionate fair market value of the Conservation Easement as it bears on the value of the Property as a whole at the date of this instrument, or (ii) the proportion that the value of this Conservation Easement at the time of extinguishment bears to the then fair market value of the Property as a whole. In the event Grantee did not contribute funds to the purchase of this Conservation Easement, then the Rural Legacy Board shall be entitled to the aforementioned proceeds. Any costs of a judicial proceeding allocated by a court to Grantors and Grantee shall be allocated in the same manner as the proceeds are allocated.

ARTICLE XII. MISCELLANEOUS

A. Assignment. Each Grantee may assign, upon prior written notice to Grantors, its rights under this Conservation Easement to any "qualified organization" within the meaning of I.R.C. § 170(h)(3)or the comparable provision in any subsequent revision of the IRC and only with assurances that the Conservation Purpose will be maintained. Any such successor shall be a "qualified organization" within the meaning of I.R.C. § 170(h)(3) or the comparable provision in any subsequent revision of the IRC. No assignment may be made by any Grantee of its rights under this Conservation Easement unless Grantee, as a condition of such assignment, requires the assignee to carry out the Conservation Purpose. A land trust may not hold exclusive title to real property interests acquired under the Rural Legacy Program, pursuant to. Md. Code Ann., Nat. Res. §.5-9A-01, *et seq*.

B. Amendment. Grantee, and/or the RLB, have no obligation under this Conservation Easement, or otherwise, to (1) agree to any amendment; or (2) negotiate regarding any amendment. Grantee may, however, in their sole discretion agree to amend this Conservation Easement; provided, that:

i. The amendment must be approved in writing by the Rural Legacy Board, and such approval shall accompany or be recorded with the amendment; and

ii. The amendment is subject to and dependent upon approval of the Maryland Board of Public Works; and

iii. No amendment shall be made that would: (i) affect the perpetual duration of this Conservation Easement or the perpetual protection of its Conservation Purposes; (ii) create an impermissible private inurement or private benefit in violation of federal tax law (which terms shall have the same meanings ascribed to them in I.R.C. § 501(c)(3) and associated Treasury Regulations.); (iii) allow development, improvements, or uses prohibited by this Conservation Easement on its effective date unless, in Grantee's sole discretion, such development, improvement, or use, either on its own or in conjunction with other measures required by Grantee, is determined to enhance and have no adverse effect on the Conservation Attributes, is consistent with the Conservation Purposes of this Easement, complies with I.R.C. § 170(h) and any regulations promulgated pursuant to such section, and complies with all applicable federal, state and local laws; (iv) conflict with or be contrary to or inconsistent with the Conservation Purposes of this Conservation Easement; (v) reduce the protection of the Conservation Purposes; or (vi) affect the status of a Grantee as a "qualified organization" or "eligible donee;" and

iv. Grantee shall not consent to any amendment of this Conservation Easement unless Grantors submit a written request for amendment pursuant to Grantee's existing amendment policy and such amendment otherwise qualifies under Grantee's policy, then in effect, respecting conservation easement amendments; and

v. The amendment must be recorded among the Land Records in the county or counties where this Conservation Easement is recorded.

Grantors and Grantee may agree to an amendment in lieu of engaging in full condemnation proceedings provided that Grantee determine that the exercise of condemnation would be lawful, the best interest of all parties would be better served by negotiating a settlement with the condemning authority, and the Grantee receive and use compensation as set forth in Art. X. above. In such event, an amendment shall only be required to satisfy Art. XII.B(ii) and (v).

C. Compliance with Other Laws. The Provisions of this Conservation Easement do not replace, abrogate, or otherwise set aside any local, state or federal laws, requirements or restrictions imposing limitations on the use of the Property. The Grantors agree and acknowledge that the Provisions of this Conservation Easement may impose greater restrictions upon the Property than local, state, or federal law.

In the event that any applicable state or federal law imposes affirmative obligations on owners of land which if complied with by Grantors would be a violation of a Provision of this Conservation Easement, Grantors shall: (i) if said law requires a specific act without any discretion on the part of Grantor, comply with said law and give Grantee written notice of Grantors' compliance as soon as reasonably possible, but in no event more than thirty (30) days from the time Grantors begins to comply; or (ii) if said law leaves to Grantors' discretion how to comply with said law, use the method most protective of the Conservation Attributes of the Property listed herein and in Exhibit B and give Grantee written notice of Grantors' compliance as soon as reasonably possible, but in no event more than thirty (30) days from the time Grantors begin to comply.

D. Construction. This Conservation Easement shall be construed to promote the purposes of the statutes creating and governing the Rural Legacy Program, the purposes of Md. Code Ann, Real Property § 2-118, and the Conservation Purpose, including such purposes as are defined in I.R.C. § 170(h)(4)(A). This Conservation Easement shall be interpreted under the laws of the State of Maryland, resolving any ambiguities and questions of the validity of specific provisions in a manner consistent with the Conservation Purpose.

E. Entire Agreement and Severability. This instrument sets forth the entire agreement of the parties with respect to the Conservation Easement and supersedes all prior discussions, negotiations, understandings, or agreements relating to this Conservation Easement. If any Provision is found to be invalid, the remainder of the Provisions of this Conservation Easement, and the application of such Provision to persons or circumstances other than those as to which it is found to be invalid, shall not be affected thereby.

F. No Extinguishment Through Merger. Grantors and Grantee agree that if the Grantee, or their successors or assigns, come to own all or a portion of the fee interest in the Property, then the Grantee shall have the benefit of and be bound by the terms of the Conservation Easement and the obligations of the Grantors, and that this Conservation Easement shall survive and not be extinguished in whole or in part through the doctrine of merger or unity of title for the purpose of protecting the public interest in the enforcement and perpetual duration of this Conservation Easement. Should Grantee come to own all or any portion of the underlying fee interest in the Property while they hold this Conservation Easement, this Conservation Easement shall remain effective, and Grantee shall be bound by its terms.

G. Joint and Several. If Grantors at any time own the Property in joint tenancy, tenancy by the entireties or tenancy in common, all such tenants shall be jointly and severally liable for all obligations set forth in this Conservation Easement.

H. Recordation and Effective Date. Grantee shall record this instrument in a timely

fashion among the Land Records of Worcester County, Maryland, and may subsequently file a Notice in the land records pursuant to Md. Code Ann., Real Property §3-102.1, as may be amended from time to time. Grantor and Grantee intend that the restrictions arising hereunder take effect on the day and year this Deed of Conservation Easement is recorded.

I. Notice to Grantee. Any notices by Grantor to Grantee pursuant to any Provision hereof shall be sent by registered or certified mail, return receipt requested, addressed to:

County Commissioners of Worcester County, Maryland
Worcester County Government Center, Room 1103
1 West Market Street
Snow Hill, MD 21863

or to such other addresses as Grantee may establish in writing on notification to Grantor, or to such other address as Grantor know to be the actual location(s) of Grantee.

Notice to Grantors shall be satisfied by regular mail to the address of the Grantors, or the Property, or by electronic mail to the Grantors.

J. Counterpart Signatures. The parties may execute this Conservation Easement in two or more counterparts, by any means authorized by state law, which shall, in the aggregate, be signed by all parties; each counterpart shall be deemed an original instrument as against any party who has signed it. In the event of any disparity between the counterparts produced, the recorded counterpart shall be controlling. Signatures, including notary signatures, provided by electronic means including, by way of example and not of limitation, facsimile, Adobe, PDF, and sent by electronic mail, or via an electronic signature program, shall be deemed to be original signatures as long as they are affixed in compliance with state law.

K. Captions. The captions in this Conservation Easement have been inserted solely for convenience of reference and are not a part of this instrument. Accordingly, the captions shall have no effect upon the construction or interpretation of the Provisions of this Conservation Easement.

TO HAVE AND TO HOLD unto the County Commissioners of Worcester County their successors and assigns, forever. The covenants agreed to and the terms, conditions, and restrictions imposed as aforesaid shall be binding upon Grantors, their survivors, agents, personal representatives, heirs, assigns and all other successors to them in interest, and shall continue as a servitude running in perpetuity with the Property.

AND Grantors covenant that they have not done or suffered to be done any act, matter or thing whatsoever, to encumber the interest in the Property hereby conveyed; that they will warrant specially the Property granted and that they will execute such further assurances of the same as may be requisite.

[SIGNATURES ON THE FOLLOWING PAGES]

IN WITNESS WHEREOF, Grantors and Grantee have hereunto set their hands and seals the day and year above written.

GRANTORS:

_____(SEAL)

_____(SEAL)

STATE OF MARYLAND, _____ of _____, TO WIT:

I HEREBY CERTIFY, that on this _____ day of _____, 20__, before me the subscriber, a Notary Public of the State aforesaid, personally appeared _____, known to me (or satisfactorily proven) to be a Grantor of the foregoing Deed of Conservation Easement and acknowledged that he/she/it executed the same for the purposes therein contained and in my presence signed and sealed the same.

WITNESS my hand and Notarial Seal.

_____
Notary Public
My Commission Expires: _____

SIGNATURES CONTINUE ON THE FOLLOWING PAGES

ACCEPTED BY GRANTEE:

The County Commissioners of Worcester County, Maryland

_____(SEAL)
Theodore J. Elder
President

SIGNATURES CONTINUE ON THE FOLLOWING PAGES

I hereby certify this deed was prepared by or under the supervision of _____, an attorney admitted to practice by the Supreme Court of Maryland.

_____
Worcester County Attorney

The Maryland Board of Public Works approved the acceptance of this Deed of Conservation Easement by the Department of Natural Resources on _____. Agenda Item Number: ____ of the Department of Natural Resource – Real Property Supplement.

Deed of Conservation Easement
XXXX, Grantors
COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, Grantee

BASELINE DOCUMENTATION REPORT
DATE

A color scanned copy of this Baseline Documentation Report is kept on file at the principal office of the Sponsor.

EXHIBIT A	Boundary Description and Property Reference
EXHIBIT B	Conservation Purposes and Attributes
EXHIBIT C	Inventory of Existing Structures
EXHIBIT D	Color Digital Images of the Property and Photo Point Map
EXHIBIT E	Aerial Photograph and Topographic Map of the Property
EXHIBIT F	Tax Map Showing Approximate Location of Property

This Baseline Documentation Report was prepared by Katherine Munson a planner at Worcester County, Department of Environmental Programs ("Preparer"). The Preparer has been employed at Worcester County for 28 years and has been trained to document property specific information necessary to develop this Baseline Documentation Report. The Preparer has considerable field experience and attends regular trainings and conferences to expand and enhance her skill set. In addition, the Preparer has college and graduate level course work in ecology, natural resource management, herbaceous and woody plant identification, water resources, land use planning, conservation planning and Geographic Information Systems ("GIS").

_____ _____
Signature of Preparer Date

_____ _____
Signature of Grantors Date

Exhibit A
Deed of Conservation Easement

Boundary Description and Property Reference

Exhibit B
Deed of Conservation Easement
Mark S. Drew and Mildred Kathy Drew
Conservation Purposes and Attributes

Exhibit C
Deed of Conservation Easement
Mark S. Drew and Mildred Kathy Drew
Inventory of Existing Structures
Page One of One

Exhibit D
Deed of Conservation Easement
Mark S. Drew and Mildred Kathy Drew
Color Digital Images of the Property
Page One of One

Color Digital Images of the Property are recorded herewith and also kept on file at the principal office of Environmental Programs, Worcester County. A list of the vantage points, image captions, and image numbers is recorded herewith. Exhibit D consists of () color digital images and __ (___) pages.

Preparer visited the Property on DATE, and captured the images.

Image #	View Toward	Image Description

Rural Legacy Program – Model Deed of Conservation Easement – Effective 01.01.2025. This instrument will not be recorded without approval of the Maryland Board of Public Works.

EXHIBIT E
Deed of Conservation Easement
Aerial Photograph of Property
Page One of One

The color Aerial image of the Property is also kept on file at the office of the Maryland Department of Natural Resources Rural Legacy Program and is fully and completely incorporated into this Conservation Easement as though attached hereto and made a part hereof.

Insert the color Aerial image here

EXHIBIT F

Deed of Conservation Easement
Tax Map Showing Approximate Location of Property
Page One of One

This is to be used only by Grantee as an aid for locating the Property. It is not a plat or legal description of the Property.

MARYLAND'S Coast WORCESTER COUNTY

Worcester County Administration
One West Market St. Room 1103 | Snow Hill MD 21863 | (410) 632-1194 | www.co.worcester.md.us

To: County Commissioners

From: Roscoe R. Leslie

Date: October 29, 2025

RE: Forfeiture Authority

The State's Attorney is requesting that the Commissioners designate the SAO as the forfeiting authority for proceedings seeking the forfeiture of assets seized by the Worcester County Sheriff's Office.

This designation will be consistent with current and past practice by the Commissioners.

The State's Attorney will be available to answer any specific questions.

OFFICE OF THE STATE'S ATTORNEY FOR WORCESTER COUNTY

Kristin Heiser
State's Attorney

106 Franklin Street
Snow Hill, MD 21863

Circuit Court Division (410) 632-2166
Fax (410) 632-3250
www.worcestersao.com

District Court Division (410) 632-2177
Fax (410) 632-2175
sao@co.worcester.md.us

October 28, 2025

Worcester County Commissioners
1 West Market Street
Snow Hill, Maryland 21863

Dear Commissioners:

I write to request that you formally designate the State's Attorney as the forfeiting authority for all civil forfeiture proceedings seeking the forfeiture of assets seized by the Worcester County Sheriff's Office in accordance with Title 12 of the Criminal Procedure Article of the Annotated Code of Maryland. Historically, the County Commissioners and the State's Attorney have agreed that the State's Attorney (or Assistant State's Attorney designated by the State's Attorney) is the most appropriate official to determine whether and when to file a complaint for civil forfeiture of assets. In practice, I am not aware of any civil forfeiture proceedings in the past 2 decades which were initiated by a party other than the State's Attorney in Worcester County.

There are meeting records from past years indicating that the County Commissioners previously voted to authorize my two most recent predecessors, former State's Attorneys Beau Oglesby and Joel Todd, as the forfeiting authority for these proceedings, however, these votes did not result in any written agreement or letter of appointment, and even if they had, the authorization was given to my predecessors by name, and not by title. Therefore, at this time, I am seeking a letter of appointment to further demonstrate the ongoing agreement between the County Commissioners and the State's Attorney that the individual holding the position of Worcester County State's Attorney (or his/her designee) may act as the forfeiting authority for all civil forfeiture proceedings seeking the forfeiture of assets seized by the Worcester County Sheriff's Office. I have provided the County Attorney with draft language that may be used in an appointment letter for your review and consideration.

I would be happy to answer any related questions in a closed session. I thank you in advance for your consideration of this request.

Regards,

Kristin Heiser

MARYLAND'S Coast WORCESTER COUNTY

Worcester County Administration
One West Market St. Room 1103 | Snow Hill MD 21863 | (410) 632-1194 | www.co.worcester.md.us

To: County Commissioners

From: Roscoe R. Leslie

Date: October 28, 2025

RE: County Mutual Aid

Attached for approval and signature is a universal mutual aid agreement requested by the State's Attorney's Office for application across the County.

The goal is for each eligible law enforcement agency to be authorized to provide mutual aid to any other agency for operations within Worcester County.

The State's Attorney will be available to answer any specific questions.

LAW ENFORCEMENT RECIPROCAL MUTUAL AID AGREEMENT OF WORCESTER COUNTY, MARYLAND

This Law Enforcement Reciprocal Mutual Aid Agreement of Worcester County, Maryland is made this ____ day of ____ 2025, by and between the parties as defined below and collectively referred to as the "Parties".

WHEREAS, it is in the public interest that law enforcement agencies throughout the State of Maryland cooperate to the greatest extent possible to provide prompt, effective and professional police services; and

WHEREAS, the federal and state governments encourage law enforcement agencies to employ regional approaches to public safety, planning, preparedness and responses to public safety needs; and

WHEREAS, all municipal police officers and deputy sheriffs (hereinafter "police officers") employed by these agencies are certified by and trained in current law enforcement techniques, and completed a course of training prescribed by the Maryland Police Training and Standards Commission pursuant to Public Safety Article, §3-201, et seq. of the Annotated Code of Maryland; and

WHEREAS, the County Commissioners of Worcester County, Maryland and the Mayor and Council of each municipality within Worcester County desire to enable collaboration and communication across law enforcement agencies operating within Worcester County to enhance policing services and community safety; and

WHEREAS, the County Commissioners of Worcester County, Maryland and the Mayor and Council of each municipality within Worcester County, as named below, have determined it is in the public interest and mutual advantage to enter into this Law Enforcement Reciprocal Mutual Aid Agreement of Worcester County, Maryland (hereinafter "Agreement") to authorize, establish and provide for reciprocal mutual aid among all participating law enforcement agencies operating within Worcester County, Maryland, as named below, pursuant to Maryland Criminal Procedure Article §2-105 and as otherwise provided herein.

The Parties:
County Commissioners of Worcester County, Maryland
Mayor and Council - Town of Berlin, Maryland, a Maryland municipal corporation
Mayor and City Council of Ocean City, a Maryland municipal corporation
Mayor and Council - Pocomoke City, Maryland, a Maryland municipal corporation
Mayor and Council of Snow Hill, a Maryland municipal corporation

Participating Law Enforcement Agencies:
Worcester County Sheriff's Office
Worcester County Fire Marshal
Berlin Police Department
Town of Ocean City Police Department
Town of Ocean City Fire Marshal

Pocomoke City Police Department
Town of Snow Hill Police Department
Worcester County Jail

NOW THEREFORE, the Parties, in consideration of the mutual promises contained herein and pursuant to Criminal Procedure Article §2-105(b), do hereby agree as follows:

I. **Circumstances Applicable to Mutual Aid.** Pursuant to Criminal Procedure Article §2-105(b), the Parties hereby agree and determine that the circumstances under which their respective police officers and other officers, agents and employees of the county or municipal corporation, together with all necessary equipment, may lawfully go or be sent beyond the boundaries of the county or municipal corporations are as follows: upon request by any participating law enforcement agency of any participating law enforcement agency, and for a lawful, public and governmental purpose occurring or set to occur within Worcester County, Maryland.

II. **Intent of the Parties.** If the participating law enforcement agencies involved in a mutual aid request agree that mutual aid is necessary, available and appropriate, it is the intent and commitment of the Parties that mutual aid shall be provided.

III. **Law Enforcement Authorized to Provide Mutual Aid.** The Parties further agree and authorize their respective participating law enforcement agencies to provide mutual aid outside of the agency's territorial and jurisdictional boundaries but within the territory and jurisdiction of Worcester County, Maryland, as each agency is able and when each agency determines it is appropriate, for a lawful, public and governmental purpose, and in response to a request by any other participating law enforcement agency having jurisdiction over a territory located within Worcester County.

IV. **Agreement by Law Enforcement Agencies.** The Parties further agree that the request for mutual aid and response providing mutual aid is dependent upon the needs of the requesting law enforcement agency and the ability and suitability of the assisting law enforcement agency to meet those needs, as determined and agreed upon by both law enforcement agencies.

V. **Mutual Aid Response.** A mutual aid response may include deployment of police officers, or other officers, agents or employees of the law enforcement agency, as well as deployment or use of specific or specialized equipment, intelligence or any other law enforcement-related resources.

VI. **Manner of Requests and Scene Command.** A request for mutual aid may be made by any participating law enforcement agency to any other participating law enforcement agency, either formally or informally, and need not be made in writing. To the extent possible, the request shall indicate the circumstances generating the need for assistance, the number of law enforcement officers requested, the expected duration of the assignment, the reporting time and location, and the officer in charge of the location. A record of the request shall, however, be made in writing, by each Party, either coincidental with the request or subsequent thereto which shall include the time of the request, and the extent of the aid requested. The record of the request shall indicate the specific circumstances generating the need for assistance, the number of law enforcement officers requested and ultimately present, the expected

and ultimate duration of the assignment, the reporting time and location, and the officer in charge of the location.

VII. **Command and Control**. Command and control at a scene where mutual aid is being provided will remain with the requesting law enforcement agency unless relinquished at the discretion of the requesting law enforcement agency.

VIII. **Costs.** The Parties acknowledge that any acts performed pursuant to this Agreement by participating law enforcement agencies and their police officers, agents and employees, and any expenditures made by any participating law enforcement agencies shall be deemed conclusively to be for lawful, public and governmental purposes, and each participating law enforcement agency will bear its own costs incurred by acts undertaken pursuant to this Agreement.

IX. **Mutual Aid Authority to Enforce State and Vehicle Law.** The Parties further agree that police officers providing mutual aid pursuant to this Agreement, coming from Worcester County to a municipal corporation within Worcester County, from a municipal corporation within Worcester County to Worcester County, or coming from one municipal corporation to another within Worcester County, may enforce the laws of the State, including the Maryland Vehicle Laws, to the same extent as authorized law enforcement officers of the county or municipal corporation receiving the mutual aid, pursuant to Criminal Procedure Article §2-105(g)(1).

X. **Denial and Recall of Mutual Aid.** This Agreement places participating law enforcement agencies under no obligation to respond to a request for law enforcement services that it is unable or unwilling to honor. The assisting law enforcement agency may determine that, in certain instances, they are unable to meet the needs of the requesting law enforcement agency, in which instance they may deny the mutual aid request. The assisting law enforcement agency may recall personnel, equipment and other resources provided as mutual aid at any time and for any reason and shall provide notice of such recall to the requesting law enforcement agency.

XI. **Extra-Jurisdictional Exercise of Police Powers.** This Agreement for the provision of mutual aid among participating law enforcement agencies confers authorization for the extra-jurisdictional exercise of police powers related to the provision of mutual aid to participating law enforcement agencies. The police powers made available to participating law enforcement agencies by virtue of this Agreement are separate, distinct, and in addition to the other powers already provided to police under Maryland law, including, but not limited to, the police powers conferred by Criminal Procedure Article §2–102 and §2–301, and Criminal Law Article §5-801, §5-802, §5-807, §5-808, and §5-901. This Agreement shall not be construed to limit or otherwise impede the exercise of any and all police powers and authority as provided under Maryland or other applicable law.

XII. **Immunity of Parties.** Each Party retains for itself all the immunities from liability enjoyed by that jurisdiction and its law enforcement agency, including the actions of police officers, agents, or employees taken for a public or governmental purpose within its territorial limits to the same extent when acting pursuant to other lawful authority and this Agreement beyond the territorial limits of the Party.

XIII. **Immunity of Participating Law Enforcement Agencies.** The Parties acknowledge that the police officers, agents and employees of participating law enforcement agencies acting pursuant to this Agreement beyond the territorial limits of the jurisdiction in which they are commissioned or employed have all the immunities

from liability and exemptions from laws, ordinances and regulations and have all of the same wages, pension, relief, disability, workers' compensation, and other benefits enjoyed by them while performing their respective duties within the territorial limits of the jurisdiction in which they are commissioned or employed. Said officers remain, for all purposes, employees of their respective jurisdictions, subject to the rules, regulations, procedures, supervision and control of these respective agencies. The police officers, agents and employees shall not be considered joint employees of the other jurisdiction for any purpose. Said costs for the police officer remain with that officer's agency.

XIV. **Insurance.** Each of the Parties shall obtain and maintain liability insurance, including general liability and automobile liability, which said insurance shall be extended to cover all claims arising out of this Agreement. Self-insurance or pooled insurance may satisfy this requirement. Each of the Parties shall provide Workers' Compensation insurance as required by Maryland law.

XV. **Indemnification.** The Parties and participating law enforcement agencies agree that to the extent permitted by law, they will mutually indemnify and hold each other harmless from any and all claims by third parties for property damage, personal injury or wrongful death that might arise out of the activities covered in this Agreement while personnel or equipment are outside of their respective territories and jurisdictions while responding to a request for aid.

XVI. **Waiver.** The Parties and participating law enforcement agencies waive any and all claims they might have against any other Party to this Agreement for property damage, personal injury or wrongful death arising out of the activities of the other pursuant to this Agreement, while personnel or equipment are outside of their respective territories and jurisdictions while responding to a request for aid and vice versa.

XVII. **Defense of Claims.** The Parties and participating law enforcement agencies agree to cooperate fully with any other Party or participating law enforcement agency in the defense of claims, pursuant to the indemnification provisions contained herein. This cooperation will include the following: (1) immediate notification to all Parties involved, any accident or incident resulting in injury or property damage having potential for liability; (2) recognition that each Party to this Agreement involved in an accident or incident resulting in personal injury, property damage or having the potential for liability may conduct a parallel and independent investigation of such accident or incident; and (3) each party involved in such accident or incident shall make personnel, records and equipment available for the purpose of the defense of any claim or suit.

XVIII. **Effective Date.** This Agreement becomes effective on the date of the last Party's or participating law enforcement agency's signature and remains in effect until any Party or participating law enforcement agency withdraws from the Agreement by sending a written notice to each of the Parties and participating law enforcement agencies at least 30 days prior to the withdrawal. The withdrawal of one Party or participating law enforcement agency from this Agreement does not terminate the Agreement for the other Parties or participating law enforcement agencies. Any Party that unreasonably fails or refuses to cooperate under the terms of this Agreement will be deemed to have waived its right to participate.

XIX. **Disputes.** Representatives of the Parties will meet annually, or on or near the original execution date and review the terms of this Agreement to ensure its continued validity, completeness and necessity. Failure to comply with this paragraph, however, will not affect the validity of the Agreement. If any dispute or issue arises under this Agreement, the Parties agree to resolve the issue with the lowest management level of each Party. In the event the issue remains unresolved, the Parties will immediately escalate the issue to upper-level management (the county and municipality administrative directors) for their consideration. In all events, the Parties will negotiate in good faith a mutually agreeable solution. In the event all Parties cannot agree on a solution, the issue shall be presented to the governing bodies of the Parties.

XX. **Miscellaneous.** This Agreement shall be subject to and governed by the laws of the State of Maryland. This Agreement shall inure to the benefit of and be binding upon each Party and his/her/its personal representatives, successors and permitted assigns. This Agreement contains the entire understanding of the Parties. There are no representations, warranties, promises, covenants, or undertakings other than those expressly set forth herein. Any modification or termination of this Agreement shall be in writing and adopted by all Parties to be effective.

IN WITNESS WHEREOF, the Parties hereto, pursuant to the authority of the governing body of each Party and participating law enforcement agency, have executed this Agreement on the date and year as indicated next to each signature.

I, the undersigned, have read the Law Enforcement Reciprocal Mutual Aid Agreement of Worcester County, Maryland and consent to its terms on behalf of the governing body or agency I am authorized to represent.

_____ _____

Theodore Elder, President — Date
County Commissioners of Worcester County Maryland

_____ _____

Matthew Crisafulli, Sheriff — Date
Worcester County Sheriff's Office

_____ _____

Matthew Owens, Fire Marshal — Date
Worcester County Fire Marshal's Office

_____ _____

Timothy Mulligan, Warden — Date
Worcester County Jail

Richard Meehan, Mayor
Mayor and City Council of Ocean City — Date 8/2/25

Matthew James, Council President
Mayor and City Council of Ocean City — Date 9/2/25

Raymond Austin, Chief
Town of Ocean City Police Department — Date 9/3/25

~~Joshua Bunting~~, Fire Marshal JOSEPH SIERALLER
Town of Ocean City Fire Marshal's Office — Date 9/3/25

Zackery Tyndall, Mayor and Council President
Town of Berlin, Maryland — Date 8/26/2025

Dean Burrell, Council Vice- President
Town of Berlin, Maryland — Date 8/26/2025

Arnold Downing, Chief
Berlin Police Department — Date 08/26/25

Janet Simpson, Mayor and Council President
Mayor and Council of Snow Hill — Date 10/14/25

Andrew McGee, Chief
Town of Snow Hill Police Department — Date 10/14/25

Todd Nock, Mayor and Council President
Pocomoke City, Maryland — Date

Arthur Hancock, Chief
Pocomoke City Police Department — Date

Richard Meehan, Mayor
Mayor and City Council of Ocean City

Date

Matthew James, Council President
Mayor and City Council of Ocean City

Date

Raymond Austin, Chief
Town of Ocean City Police Department

Date

Joshua Bunting, Fire Marshal
Town of Ocean City Fire Marshal's Office

Date

Zackary Tyndall, Mayor and Council President
Town of Berlin, Maryland

Date

Dean Burrell, Council Vice- President
Town of Berlin, Maryland

Date

Arnold Downing, Chief
Berlin Police Department

Date

Janet Simpson, Mayor and Council President
Mayor and Council of Snow Hill

Date

Andrew McGee, Chief
Town of Snow Hill Police Department

Date

Todd Nock, Mayor and Council President
Pocomoke City, Maryland

9/18/2025
Date

Arthur Hancock, Chief
Pocomoke City Police Department

8/7/25
Date

WORCESTER COUNTY
LIBRARY

To: Weston Young, Chief Administrative Officer
From: Jennifer Ranck, Library Director JR
Date: October 27, 2025
Re: New Pocomoke Library – Porch Funding

Construction of the new Pocomoke Library continues with substantial completion projected for April 2026. Plans for a "Children's Porch" were part of the original design but later removed to save overall costs. Adding the porch will cost $109, 895. To date, the Worcester County Library Foundation has raised $35,000 towards the project and will continue to fundraise over the next six months. The Library is requesting assistance from the County to fund the difference of $74,895, to ensure that the porch can be added now, while all the trades are on-site. This will be a more cost-effective approach than adding the porch to the building at a later date. Any additional funds raised by the Foundation will go towards the porch and offset the County's contribution.

The cost estimate and porch renderings are attached to this memo.

Thank you for your consideration and please let me know if you require any further information.

Keller Brothers, Inc.
1012 Rising Ridge Road
Mount Airy, MD 21771
Phone: 301.607.9300

Proposed Change Order

DATE: 09/23/2025

TO: Worcester County, Maryland

ATTN: Bill Bradshaw - Worcester County, Maryland

CC: -

PROJECT: 10273- - Pocomoke Library

PCO NUMBER: 3

RELATED DOCUMENTS:

DESCRIPTION OF FIELD CHANGE:

Pricing for the additional work as outlined as part of SKA-3. Pricing includes an $8000 allowance for lighting and electrical services at this location. Final costs to be reconciled at completion of design.

QUALIFICATION(S) OF CHANGE:

TOTAL AMOUNT OF CHANGE ORDER REQUEST: **$ 109,895.00**

TOTAL CHANGE IN CONTRACT TIME: **0 Days**

ACCEPTANCE OF PROPOSED CHANGE ORDER

Keller Brothers, Inc.

David Kimmel **10/24/2025**
Signature / Date

ARCHITECT/OWNER

Signature / Date

Keller Brothers, Inc.
1012 Rising Ridge Road
Mount Airy, MD 21771
Phone: 301.607.9300

Cost Breakdown

Change Order Request # : 3 SKA-3 - Treehouse

Item : 1 SKA-3 - Treehouse

Phase	Description	Vendor	Cost Type	Estimated Cost
03-110-	Cast-in-Place Concrete		4 Subcontract	11,777.00
06-100-	Wood Framing and Roofing		4 Subcontract	82,294.00
16-100-	Electrical		4 Subcontract	8,000.00
		Subtotal Item 1		**$102,071.00**
		Overhead & Profit	5.00%	**5,104.00**
		Bond	1.50%	**1,632.00**
		Insurance	1.00%	**1,088.00**
		Total For Item 1		**$109,895.00**
		Total For Change Order		**$109,895.00**

Above All Construction, LLC
4507 Gun and Rod Club Rd
Houston DE 19954

Phone # 302-853-0029 estimator1@aboveallde.com

Estimate

Date	Estimate #
10/21/2025	2203

Name / Address
Keller Brothers tree house

Project

Purchase: Rafters 6x8 @ 16' Purlin 6x6 purlin Facia 1 x 10 Asphalt Shingles approx 600sq ft Gaf Shingles Faux Copper Cap Pole Cover x 9 qty Lattice 1x6 Porch Materials - Decking - finish trim Plywood Bracket Hanger Fasteners Stairs materials Guardrails @ 42" TBD 1x12 Trim over rim joist Exclude Sono Tube Concrete	1	57,600.00	57,600.00
		Total	

Above All Construction, LLC
4507 Gun and Rod Club Rd
Houston DE 19954

Phone # 302-853-0029 estimator1@aboveallde.com

Estimate

Date	Estimate #
10/21/2025	2203

Name / Address
Keller Brothers tree house

Project

Install Materials per plan: Frame Deck Install 2x6 decking Frame Porch Roof Install rafters Install Purlin Install Shingle Install Stairs 3 Mechanics @ 9 hrs per day x 7.5 working days = 202.5hrs 202.5 hrs x $85.00 = $17,212.00	1	17,212.00	17,212.00
Profit and Overhead @ 10%	1	7,481.20	7,481.20
		Total	$82,293.20

P.O. Box 1299 -- Ashton, MD 20861 (301) 384-2700 BartleyCorp.com

M.H.I.C. 110248

CONCRETE CONSTRUCTION PROPOSAL FOR:

Proposal Date: Enter today's date

Customer:	Keller Brothers	Job Address:	301 Market Street
Address:	1008 Rising Ridge Road		Pocomoke City, MD 21851
	Mount Airy, MD 21771	Contact:	Daniel Lapp
Telephone:	301-607-9300	Email:	dlapp@kellerbrothers.com
Job Name:	Worcester County Library	Cell:	301-703-6610

Bartley Rep: Brandon Long Phone: 301-252-8352 Email: brandon@bartleycorp.com

The Bartley Corporation is pleased to propose quantities, information and pricing for the construction project referenced above based on the documents transmitted prior to the above proposal date. Price quote is good for 60 days from proposal date.

Concrete:

		please initial items chosen
Foundation Footing	$5,855.00	_____
Piers	$5,922.00	_____

Contract Acceptance

The prices, specifications, and conditions on all pages of this proposal are hereby accepted on the transaction date below. Changes to the contract cannot be made without documented approval. Either party has the right to cancel this transaction as per the terms of this contract. Bartley Corporation is authorized to perform the work, and payments will be made within net 30 days from invoice with approved credit application; otherwise, as per an agreed upon pre-paid payment schedule.

By: _____ Date

Keller Brothers

By: _____ Date

Bartley Corp.

Additional Services:

Engineer Inspection		*$380*	*per visit*
Concrete Pumping	*up to 39M*	*$175*	*per hour*
Stone Delivery		*$325*	*per load plus material*
Stone Delivery & up to 50' conveyance		*$400*	*per load plus material*
Protection / Drainage Board		*$1.81*	*per sf*
Exterior Bollards (supplied by others)		*$500*	*per ea budget*
Metal Decking		*$15*	*per sf budget*
Underpinning		*$1,500*	*per cy budget*
Helical Piers - 2-7/8" round shaft		*$2,000*	*per ea budget*
Compaction of Foundation Backfill		*$7*	*per cy budget*
Basement Egress Wells, and Light Wells		*$980*	*per ea budget*
Core Drilling, Sawing, and selective demolition		*Call Bartley Core Builders for pricing, (301) 252-4850*	
Pavix Clear Concrete Sealant - single application technology		*$0.98*	*per sf budget*
Exterior Light Post Foundations		*$2,000*	*per ea budget*
Sheeting and Shoring		*$75*	*per sf budget*
Sediment Control Fencing & Related		*NIC*	*call for pricing*
Drywells		*NIC*	*call for pricing*
MEP / Housekeeping Pads		*$800*	*per cyd budget*
Concrete infill due to undercut	*(including excavation up to 4' deep)*	*$343*	*per cyd.*
Add'l 2" Mud-mat due to preservation subgrade		*$4*	*per sf*
Add'l Wall Height		*TBD*	*per cyd.*
Lower level slab after floor framing above		*$2*	*per sf add'l*
Add'l Grading Mobilizations	*skid loader, portal to portal*	*$115*	*per hour*
Rock breaking and removal	*no blasting*	*$225*	*per hour*
Washout Pit	*straw & poly*	*$1,300*	*per each*
Wall sleeves	*supplied by others*	*$35*	*per each*
Unforeseen or non-standard mobilizations		*$1,800*	*per each*
Saturday work acceleration		*$35*	*per hour*
Additional work @ T&M		*see "Rates for Additional Work" listed below*	
Performance Bond @ 1.7% for first $500,000, 1% thereafter		*$201.00*	

Exclusions:

Liquidated Damages
Wage scale and certified payroll requirements
Traffic control and road safety measures
Permits, inspections, engineering, & engineered shop drawings
Sediment Control measures and maintenance (unless included above)
OSHA compliant site safety measures (ie. railing, fencing, sheeting/shoring)
Parking, toilet, lay-down area, and wash out area
Surveying, benchmarks, and engineered hubs
Transport of spoils displaced by concrete from the work area
Protection of subgrades and soil stockpiles
Remediation of poor or unsuitable soil
Import of suitable backfill material
Concrete testing including facilities and curing box
Soil testing
Wall bracing, and wall bracing engineering
Shoring/reshoring, pour stops, safety rails, toe kicks, and sealant of metal decking
Architectural finishes or preparation for same
Grinding, rub & finish
Floor drains and piping
Supply of MEP sleeves and blockouts
Supply of Anchor bolts, hold-downs, base plates, embeds, and other structural steel and misc metals
Supply and installation of post-installed embeds/anchors
Bulk backfill (above lowest adjacent subgrade)
Reinforcement, grouting or concrete infill for other trades (ie. masonry, duct banks, etc.)
Concrete curing methods other than liquid curing compound
Solid rock removal or blasting
Dewatering of ground water or storm water
Core Drilling and selective demolition
Tenting, space heating
Night or off-hours work
Sunday work

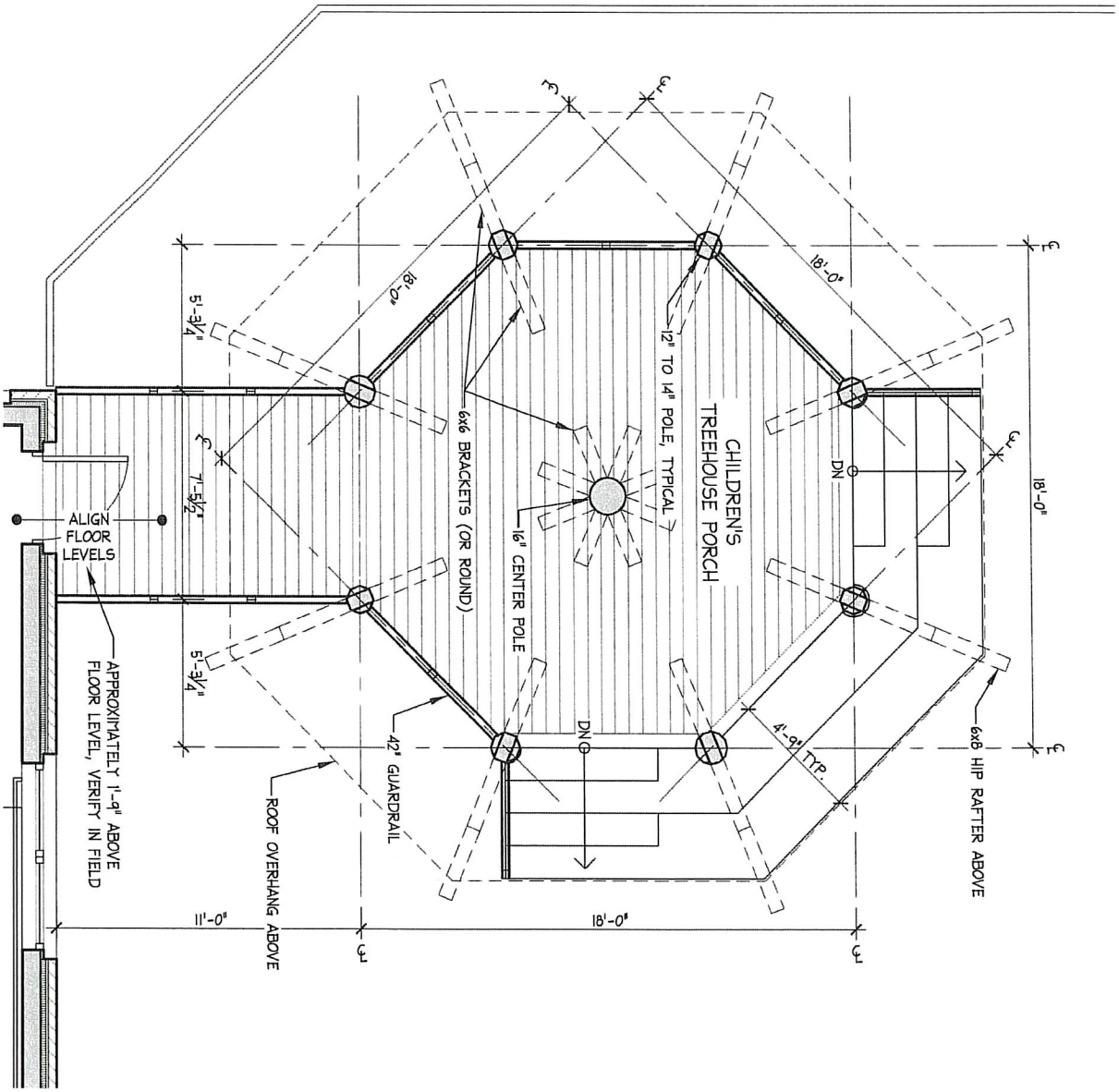
Conditions:

Subgrade to be provided within 0.2 ft, cut balance fill.
Clean, stable access to work site to be provided by others
All exposed wall surfaces are SF2.0, as-cast, non-architectural, Class B finish
All unexposed concrete surfaces are SF2.0, as-cast, non-architectural, Class C finish
All exposed floors are Ff=25, Fl=17, non architectural finish. (Ff and Fl numbers are applicable to slabs on ground only)
Payment within net 30 days from invoice with approved credit application;
otherwise, as per an agreed upon deposit and payment schedule
This proposal excludes liquidated damages(LD). If LDs cannot be excluded because of a conflict with the prime contract, or for any other reason, our proposal price shall be increased by three times the amount of the per diem liquidated damages contained in the contract documents
This proposal is subject to change as material costs fluctuate.
Only those items explicitly included herein are included in the contract. All other items are excluded.
Force Majeure:
Neither party shall be responsible for any resulting loss if the fulfillment of any of the terms or provisions of this agreement is delayed, prevented or becomes commercially impracticable by terrorist attacks, revolutions, insurrections, riots, wars, acts of enemies, national emergency, strikes, floods, fires, acts of God, epidemics, pandemics, or by any other cause not within the control of the party whose performance is interfered with and by the exercise of reasonable diligence such party is unable to prevent, whether of the class of causes identified above or not.
Modifications or repairs executed by others will be solely at the expense of others, and could affect warranty.

Rates for Additional Work

Labor / Operator / Driver / Supervisor *(incl wages, benefits, taxes, management, vehicles, fuel, small equipment, small tools, and profit)*	*$80.00*	*PER HOUR*
Skid loader / Minihoe / Backhoe / Dump Truck	*$115.00*	*PER HOUR*
Trackhoe / Loader	*$150.00*	*PER HOUR*
Rock-breaker / Mini-hoe	*$215.00*	*PER HOUR*
Rock-breaker / Track-hoe	*$350.00*	*PER HOUR*
Add Ice to concrete	*$0.80*	*PER LB.*
Add Chilled water to concrete	*$11.50*	*PER CY*
Add 1% retarder to concrete	*$2.00*	*PER CY*
Add 2% retarder to concrete	*$4.00*	*PER CY*
Add Hot Water to concrete	*$4.50*	*PER CY*
Add 1% Non-Chloride Accelerator to concrete	*$7.00*	*PER CY*
Add 2% Non-Chloride Accelerator to concrete	*$14.00*	*PER CY*
Straight Portland Cement in concrete	*$8.00*	*PER CY*
Insulating blankets *(including delivery, initial Install, 1 mo. rental, pickup)*	*$0.50*	*PER SF*

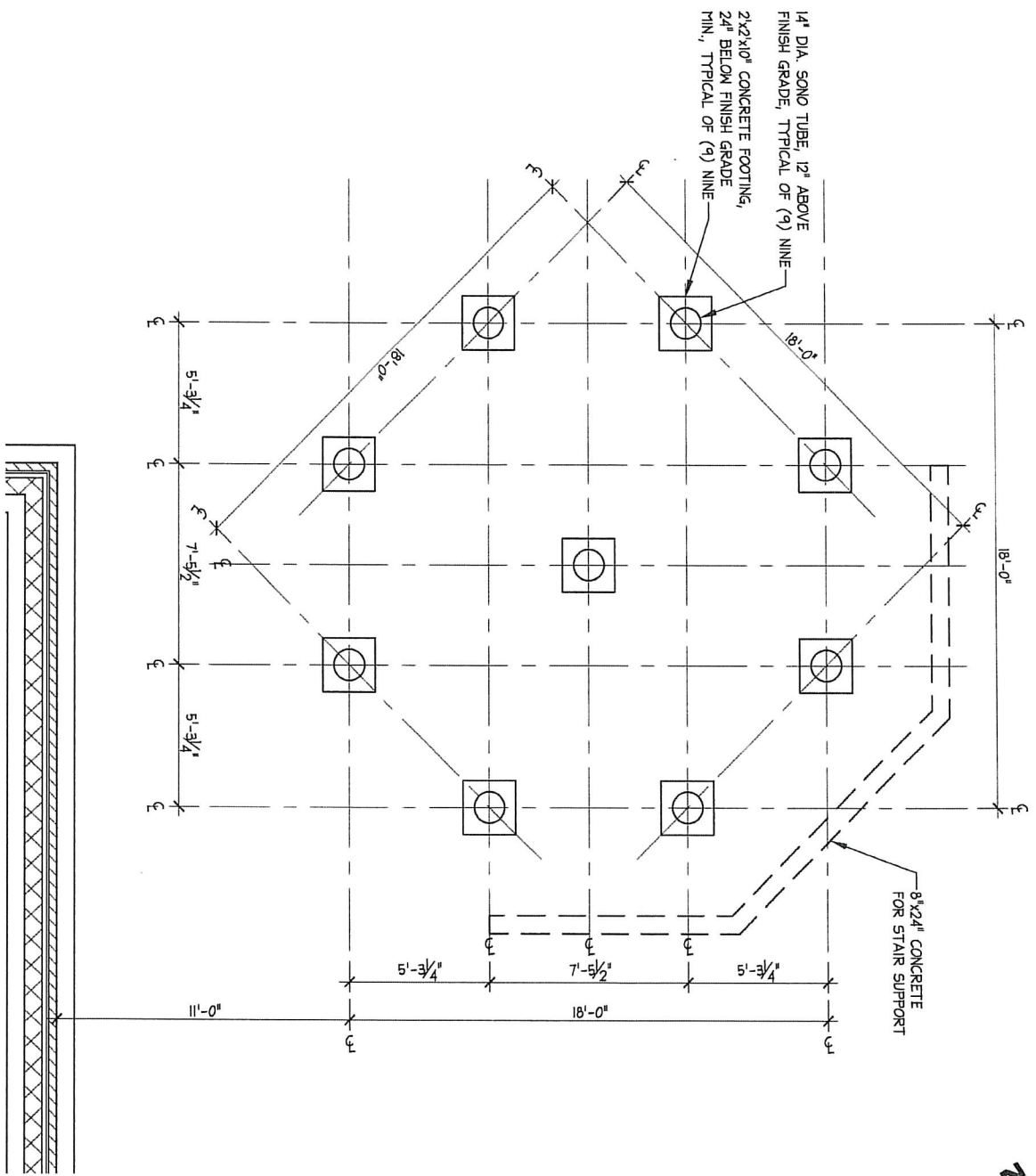
ITEM 13



Floor Plan

N

The Design Group Architecture Planning & Interior Design	Jeff Schoellkopf, AIA PO Box 237 Warren VT 05674 tel 802-496-2166 www.tdgvt.com	Worcester County Library Pocomoke Branch	Children's Treehouse Porch	Scale: 1/4"=1'-0" Date: 02.26.2025	SKA-3.1

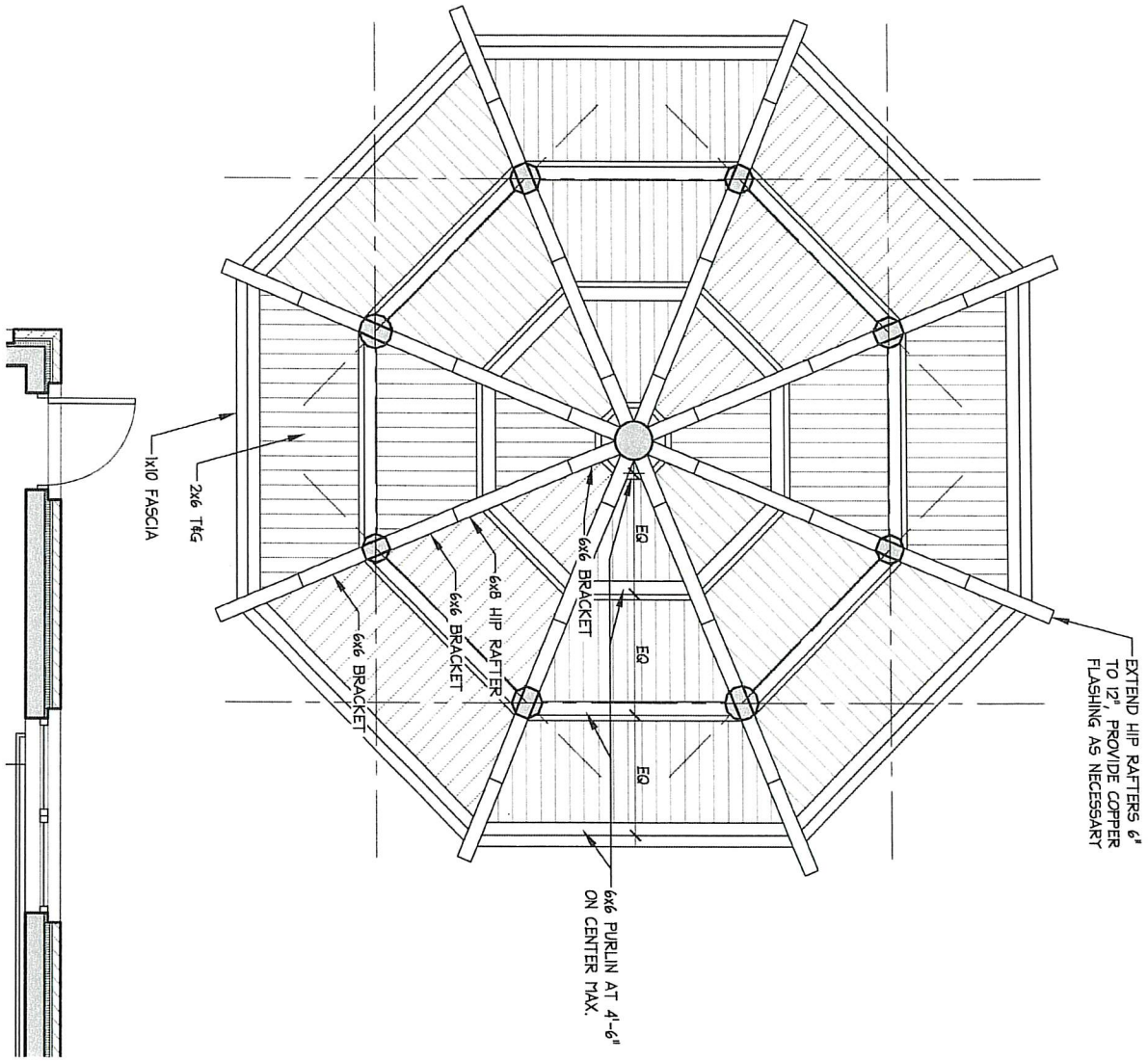


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Foundation Plan

The Design Group Architecture Planning & Interior Design	Jeff Schoellkopf, AIA PO Box 237 Warren VT 05674 tel 802-496-2166 www.tdgvt.com	Worcester County Library Pocomoke Branch	Children's Treehouse Porch	Scale: 1/4"=1'-0" Date: 02.26.2025	SKA-3.2

ITEM 13

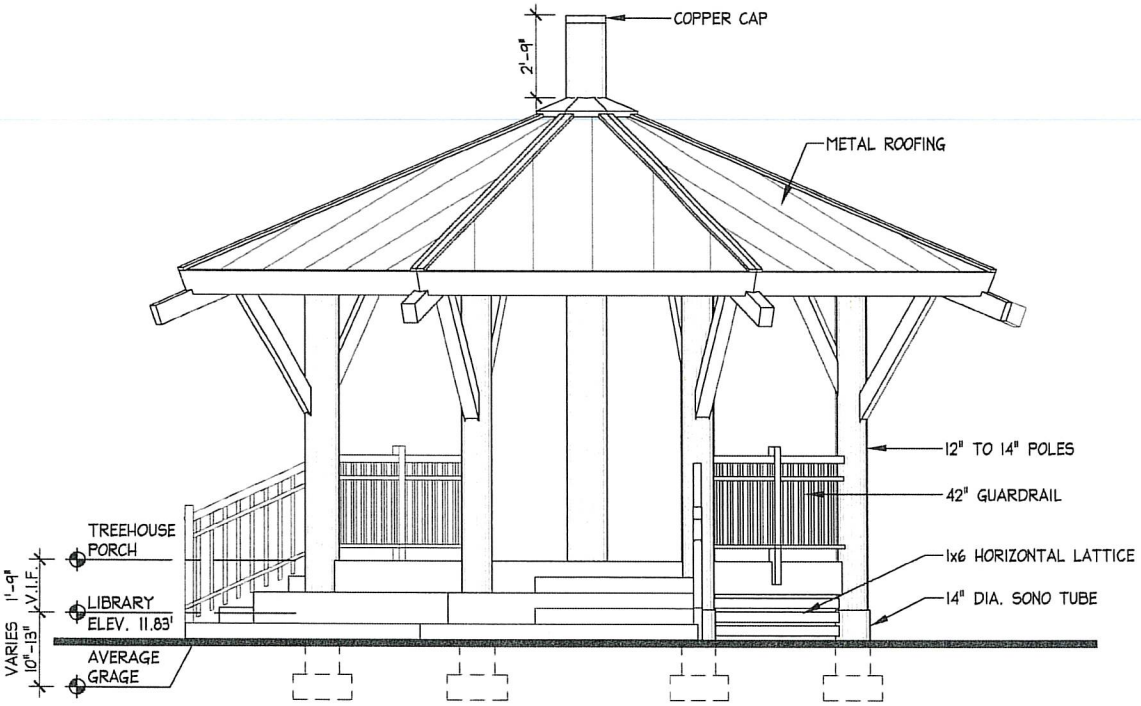


Reflected Ceiling Plan

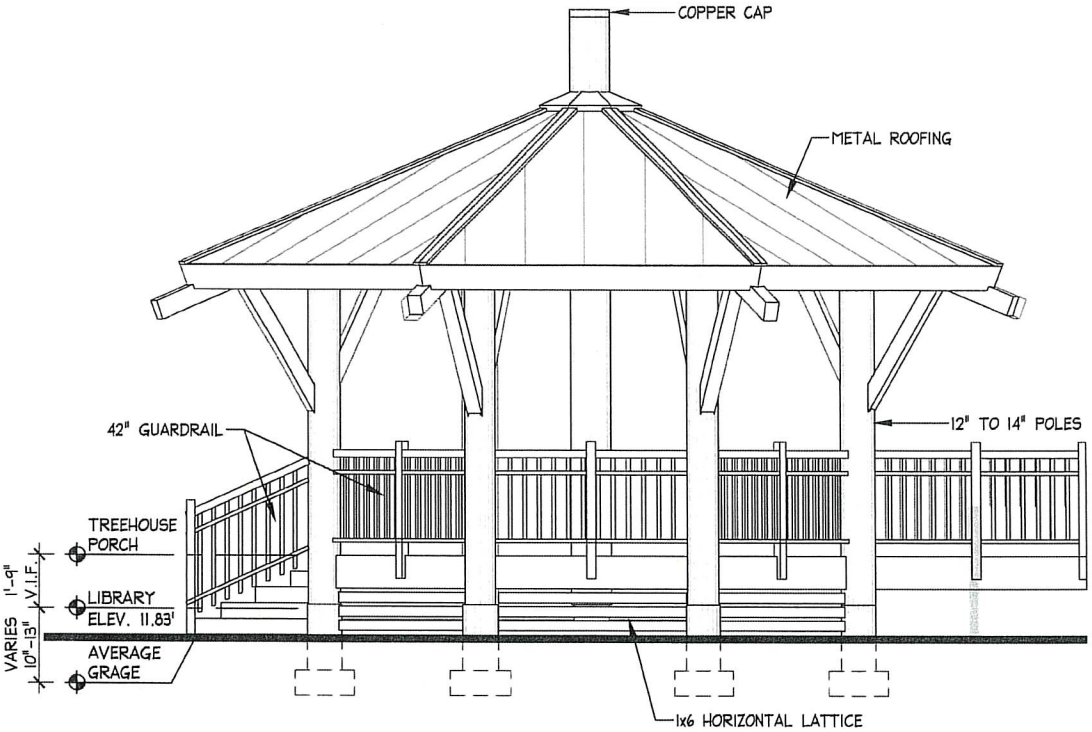
N

The Design Group Architecture, Planning & Interior Design	Jeff Schoellkopf, AIA PO Box 237 Warren VT 05674 tel 802-496-2166 www.tdgvt.com	Worcester County Library Pocomoke Branch	Children's Treehouse Porch	Scale: 1/4"=1'-0" Date: 02.26.2025	SKA-3.3

S:\Projects\jsd\WCPL\WCPL Drawings\CAD Files\WCPL SKA-3 Outdoor Treehouse.dwg, SKA-3.4, 2/26/2025 9:39:54 PM, DWG To PDF.pc3, ANSI full bleed B (11.00 x 17.00 Inches), jeremy



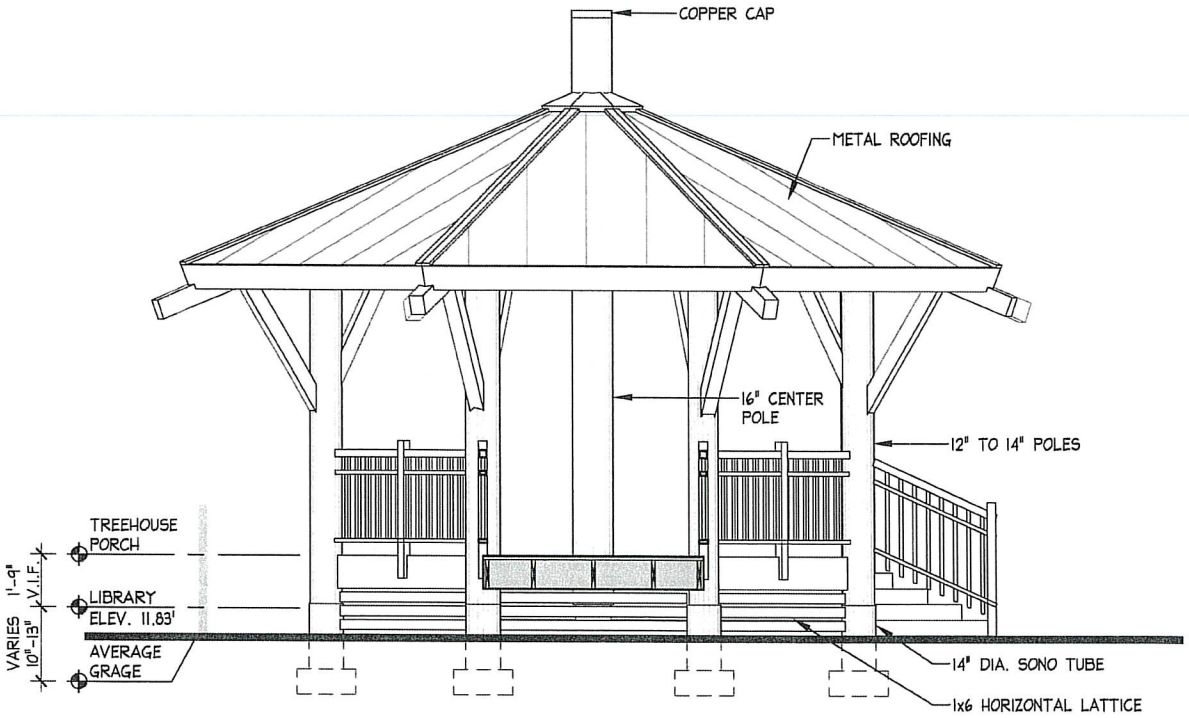
East Elevation



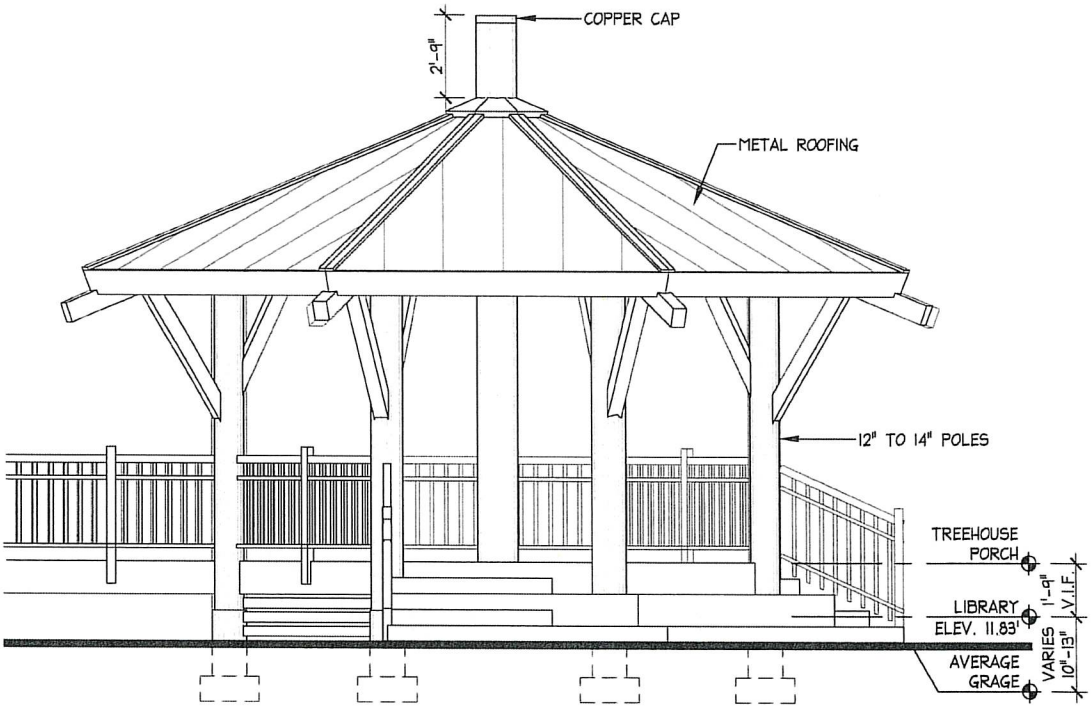
North Elevation

The Design Group Architecture, Planning & Interior Design	Jeff Schoellkopf, AIA PO Box 237 Warren VT 05674 tel 802-496-2166 www.tdgvt.com	Worcester County Library Pocomoke Branch	Children's Treehouse Porch	Scale: 1/4"=1'-0" Date: 02.26.2025	SKA-3.4

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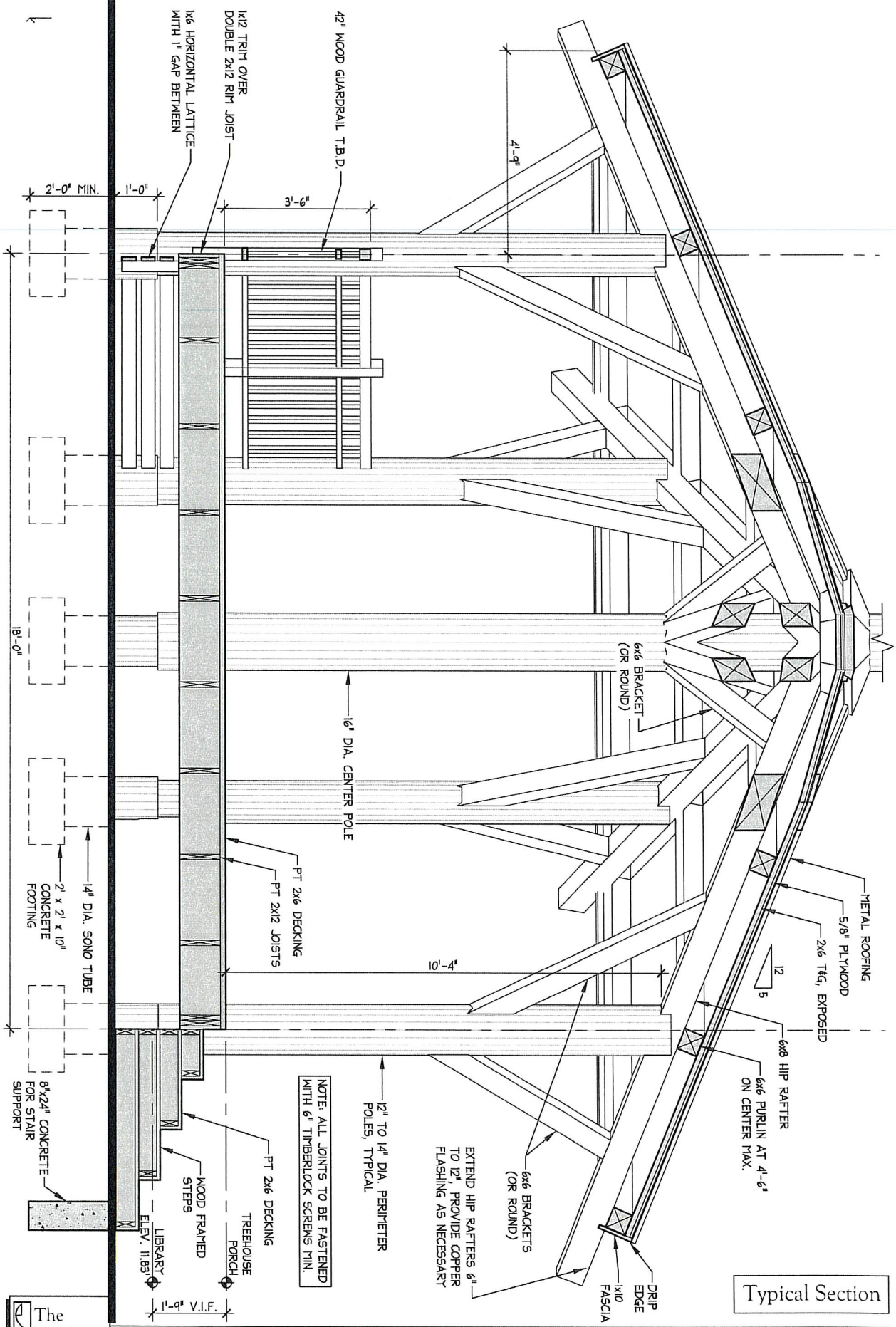


West Elevation



South Elevation

The Design Group Architecture, Planning & Interior Design	Jeff Schoellkopf, AIA PO Box 237 Warren VT 05674 tel 802-496-2166 www.tdgvt.com	Worcester County Library Pocomoke Branch	Children's Treehouse Porch	Scale: 1/4"=1'-0" Date: 02.26.2025	SKA-3.5



Typical Section

The Design Group
Architecture Planning & Interior Design

Jeff Schoellkopf, AIA
PO Box 237
Warren VT 05674
tel 802-496-2166
www.tdgvt.com

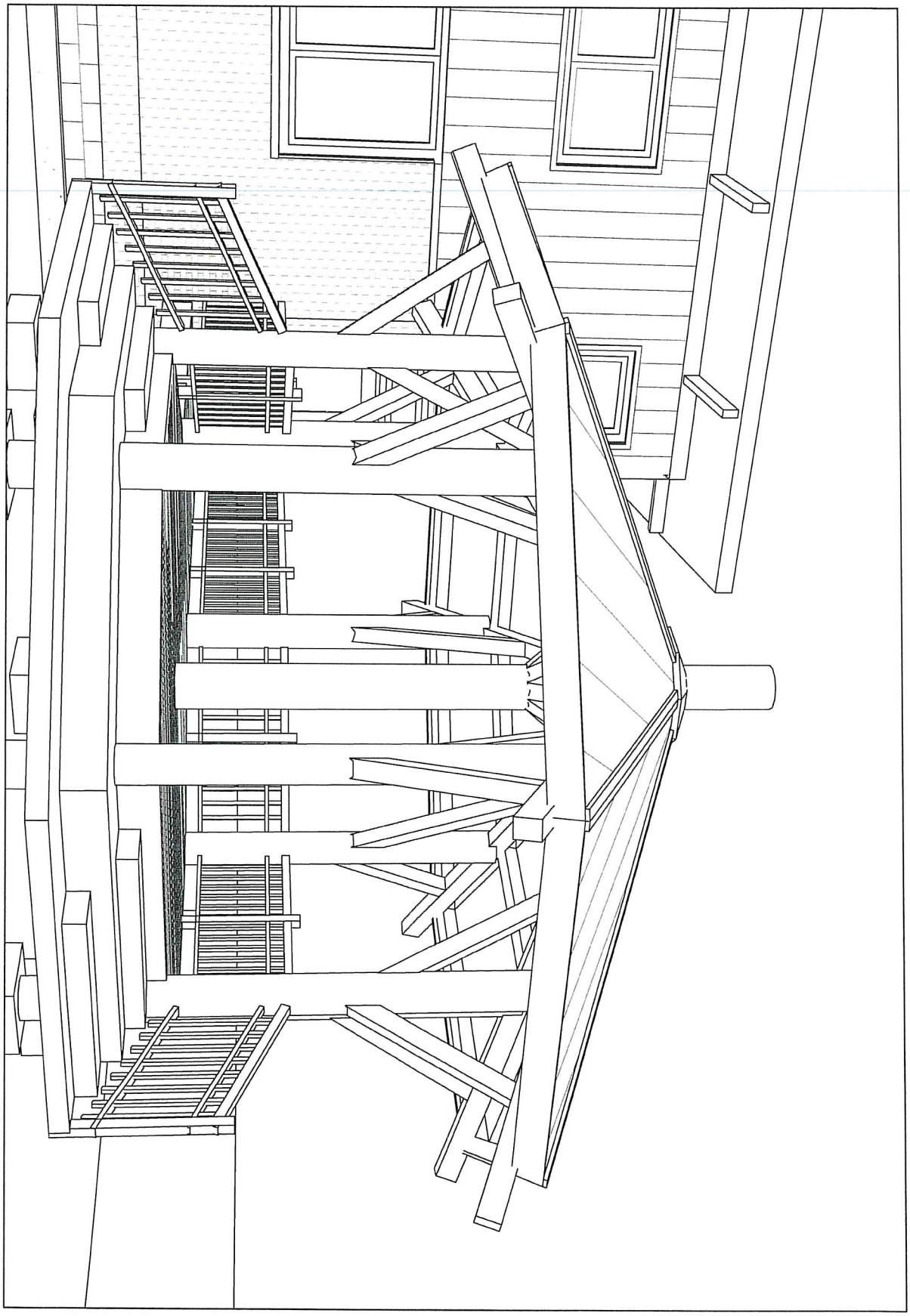
Worcester County Library
Pocomoke Branch

Children's Treehouse Porch

Scale: 1/2"=1'-0"
Date: 02.26.2025

SKA-3.6

ITEM 13



The Design Group Architecture, Planning & Interior Design	Jeff Schoellkopf, AIA PO Box 237 Warren VT 05674 tel 802-496-2166 www.tdgvt.com	Worcester County Library Pocomoke Branch	Children's Treehouse Porch	Scale: N.T.S. Date: 02.26.2025	SKA-3.7

DEPARTMENT OF
INFORMATION TECHNOLOGY

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET, ROOM 1003
SNOW HILL, MARYLAND 21863
TEL:410.632.5610
www.co.worcester.md.us/departments/it

To: Weston Young, Chief Administrative Officer

From: Brian Jones, IT Director

Re: Camera System Project/Additions

Date: October 27, 2025

As you know, the County is currently undertaking a comprehensive upgrade of our camera system. During the initial planning phase, several departments expressed interest in adding new cameras or upgrading existing systems that are not already part of the county infrastructure. The priority of the original RFP was to replace the dated systems we had in place.

Fortunately, the overall project is tracking well under budget. Given this, I've invited all departments to submit updated camera requirements so we can evaluate and potentially fulfill them using the remaining funds. The original RFP focused solely on replacing an end-of-life system that had reached its capacity.

We are requesting a sole source procurement for this phase of the project, as the new equipment must integrate seamlessly with our existing camera servers and software network. Attached is a spreadsheet summarizing the departments requesting additional coverage, along with a detailed cost breakdown.

The estimated total cost for this expansion is **$412,358.29**, which includes Cradlepoints, and network switches required to provide internet connectivity to County facilities.

This project will be funded through **GL 100.1090.070.9010.040**.

WORCESTER COUNTY IP CAMERA SYSTEM - ADDITIONAL LOCATIONS

Ocean City Library - 10003 Coastal Hwy. Ocean City, Md. 21842
$29,519.92

Ocean Pines Library - 11107 Cathell Rd. Berlin, Md. 21811
$32,674.90

Berlin Library - 13 Harrison Ave. Berlin, Md. 21811
$13,719.99

Recycle Centers (6) - Bishopville, Ocean Pines, Whaleyville, Berlin, Snow Hill, PC HOCC
$51,389.82

Pocomoke Middle School Basket Ball Courts - 800 8th St. Pocomoke, Md. 21851
$8,673.85

Worcester County Bank St. Bldg. - 301-305 Bank St. Snow Hill, Md. 21863
$3,314.96

Circuit Court for Wor. Co. - 1 West Market St. Snow Hill, Md. 21863
$29,469.95

Wor. Co. Rec. Showell Park - 11281 Race Track Rd. Berlin, Md. 21811
$10,389.84

Northern Wor. Co. Athletic Complex - 9906 Buckingham Ln. Berlin, Md. 21811
$12,125.56

Wor. Co. Pocomoke Newtown Park - 2001 Groton Rd. Pocomoke, Md. 21851
$10,389.84

Ocean Pines 5 Well Bldgs. and 2 Water Towers - North Gate OP Side
$40,595.49

Newark Water Tower, Water Plant & Waste Water - 7214 Mill St. & 8336 Newark Rd. Newark, Md.
$16,749.56

River Run Waste Water Plant - 11517 River Run Ln. Berlin, Md. 218111
$8,295.95

The Landings Water and Waste Water Plant - 8731 Stephen Decatur Hwy. Berlin, Md. 21811
$8,556.89

Lighthouse Sound Waste Water Plant - 12516 St. Martins Neck Rd. Berlin, Md. 21811
$6,259.49

Assateague Pointe Water & Waste Water Plant - 12078 & 11501 Assateague Way Berlin, Md. 21811
$14,250.56

Mystic Harbor Water & Waste Water Plant - 9624 Stephen Decatur Hwy. Berlin, Md. 21811
$22,989.96

Glen Riddle Water & Waste Water Plant - 11401 Grays Corner Rd. Berlin, Rd. 21811
$19,989.74

Extra Install Materials - Conduit, Boxes, Connectors, Strapping, J-hooks and Beam Clamps
$4876. 50

Commission on Aging-Will not be on County Server-Independent server
$19,995,28

Treasurers Office Area - 1 West Market St. Snow Hill, Md. 21863
$2,995.86

WOR. CO. IT DEPT. TO PROVIDE AND INSTALL - CRADLE POINTS & SMALL BATTERY BACK-UP UPS
* WE WILL BE USING CLIMATE CONTROLLED NEMA ENCLOSURES INSTEAD OF DATA RACK
OR DATA ENCLOSURES

Absolute	Switches 8	Cradlepoints 24	Licenses	Total
$29,519.92	10,385.88	29,625.00	10,000	
$32,674.90				
$13,719.99				
$51,389.82				
$8,673.85				
$3,314.96				
$29,469.95				
$10,389.84				
$12,125.56				
$10,389.84				
$40,595.49				
$16,749.56				
$8,295.95				
$8,556.89				
$6,259.49				
$14,250.56				
$22,989.96				
$19,989.74				

$4876. 50				
$19,995.28				
$2,995.86				
$362,347.41	**$10,385.88**	**$29,625.00**	**10,000**	**$412,358.29**

Atlanta Office
4850 River Green Parkway
Duluth, GA 30096

Philadelphia Office
510 Township Line Road, Suite 120
Blue Bell, PA 19422

verinext

Worcester Count Government IT - camera switch 2

Prepared By:
Russ Barker
russ.barker@verinext.com

Prepared For:
Worcester County Government
Lance Thomas
lthomas@co.worcester.md.us

Ship To:
Worcester County Government
4767 Snow Hill Road
Snow Hill, MD 21863
ATTN: Lance Thomas

Quote Information:
Quote #: Q-45068
Quote Date: 10/23/2025
Expiration Date: 11/22/2025

Hardware

Item No.	Description	Qty	Price	Ext. Price
FS-224E-POE	FortiSwitch-224E-POE Fortinet, Inc. - FS-224E-POE	8	$880.71	$7,045.68
FN-TRAN-SX	1GE SFP SX transceiver module Fortinet, Inc. - FN-TRAN-SX	12	$54.17	$650.04
			Subtotal:	**$7,695.72**

Support

Item No.	Description	Qty	Price	Ext. Price
FC-10-W0301-247-02-36	FortiSwitch-224E-POE 3 Year FortiCare Premium Support Fortinet, Inc. - FC-10-W0301-247-02-36	8	$336.27	$2,690.16
			Subtotal:	**$2,690.16**

Quote Summary:

Description	Amount
Hardware	$7,695.72
Support	$2,690.16

Total: $10,385.88

Terms & Conditions
Taxes, shipping, handling, and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors. Unless an existing contract for a sale of goods or services (such as an MSA) is in place between the parties, this quote shall, at all times, be governed and controlled by the terms and conditions, respectively, for the sale of goods found here https://verinext.com/terms-and-conditions-of-sale/ and for the sale of services found here https://verinext.com/msa/

Absolute Security Group
300 Mill St., Ste A
Salisbury, MD 21801
410-860-0620
www.absolutesecuritygroup.com

Proposal

Client Information

Worcester County Commission on Aging- Burg
4767 Snow Hill Rd
Snow Hill, MD 21863

Proposal Number 6173
Date 9/10/2025 **Expires** 10/10/2025
Salesperson Steve Smith

Qty	Description
1	BLACKJACK AI DX WINDOWS 11 24TB
4	1 DW SPECTRUM LICENSE
1	50 FT HDMI V1.4 CABLE W/ETH
1	43" Class Crystal UHD 4K Smart TV
1	MEDIUM FULL MOTION TV MOUNT
1	TRIPP LITE WALL MOUNT 6U RACK ENCLOSURE
1	TRIPP LITE RACK MOUNT BATTERY BACK UP/UPS/SURGE PROTECTOR
1	TRIPP LITE DATA RACK FIXED SHELF
2	GENESIS CAT 6 CABLE - YELLOW 1M BOX
8	5MP TURRET IP CAMERA WITH 2.8MM FIXED LENS AND IR
4	Back NOX FOR MR9 CAMERAS
4	WALL MOUNT FOR MTT SERIES
1	Install Material & Hardware
1	LABOR
1	Project Notes

THIS QUOTE IS FOR NEW IP CAMERA SYSTEM - FALLS IN LINE WITH THE COUNTY WIDE CAMERA SYSTEM PLATFORM - ALL DW SPECTRUM SERVER AND CAMERAS

PRICE INCLUDES - LABOR, WIRE, INSTALL, SET-UP, PROGRAMMING AND DEMONSTRATION

INCLUDES - FULL ONE YEAR WARRANTY ON ALL PARTS AND LABOR

WOR. CO. MAINT. DEPT. - MAY BE REQUIRED TO INSTALL AN ELECTRICAL OUTLET FOR THE WALL MOUNT DATA RACK

FOUR CAMERAS ON THE INTERIOR AND FOUR CAMERAS ON THE EXTERIOR

Sub Total **$19,995.28**

Thank you for your interest in Verizon.
Here is your quote.

verizon business

This quotation is based on the terms and conditions of the NASPO Value Point (NVLPT) #MA152-1 Contract (f/k/a WSCA) ("the Agreement"). The NVLPT Agreement, Addenda and Attachments can be found on www.naspovaluepoint.org site for your review. Please note Promotional Offers in this quote may expire prior to the quote expiration date and are subject to change at any time without notice.

Created: 10/24/2025 **Expires:** 12/22/2025 **Quote ID:** 110435026-Q-32511316

Prepared for:
WORCESTER COUNTY
SHERIFFS OFFI
1 W MARKET ST
SNOW HILL, MD, 21863

Prepared by:
Joshua Dukeman
3025303572
joshua.dukeman@verizonwireless.com
Location: 0067301

Quote overview

$39.99/mo per line
Average cost per line for 25 lines before taxes, fees, or surcharges

$11,997.00 Total Cost
Over 12 months before taxes, fees, or surcharges

Your estimated charges

With applicable discounts; additional charges, taxes, fees and surcharges apply.

Due monthly[1]

$999.75/mo

Plans & Features	$999.75/mo
* includes monthly instant savings	

Due today[1]

$29,625.00

Devices	$29,625.00
Estimated Taxes & Fees	$0.00

Download on the App Store GET IT ON Google Play Download the My Verizon for Business App to shop, manage your account, and more.

verizon business

Total due monthly for plan & features	**$999.75** $999.75
Taxes & fees	
Total due today with tax for devices(s) & accessories for business solution(s)	**$29,625.00** $29,625.00 $0.00

Additional fees for usage and coverage may apply. Offers & Coverage vary by services & equipment. See Verizonwireless.com for coverage map. Equipment and accessories are subject to availability while supplies last. Additional charges, taxes, fees and surcharges apply.

verizon business

Why Verizon

The network businesses rely on

If your network is down, you're down. Our award-winning network delivers the speed, reliability, coverage and performance that you need to succeed.

Superior Coverage

Our 4GLTE network covers 327 million people. That's over 99% of the U.S.population.

5G innovation

Veriozn 5G Ultra Wideband is the fastest 5G in the world[1], with ultra-low lag and Massive capacity.[2]

Trusted security

Managing over 500,000 security network and hosting devices gives us valuable insights into the digital landscape.

Performance

Verizon is the most awarded brand for Wireless Network Quality according to J.D Power.[3]

Massive capacity

We obsess over the details, analyzing millions of gigabytes of data every day.

Easy integration

We've certified 900+ machine-to-machine (M2M) chipsets, modules and devices.

1 Global claim from May 2020, based on Opensignal independent analysis of mobile measurements recorded during the period January 31 – April 30, 2020 © 2020 Opensignal Limited.

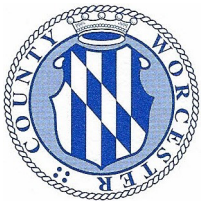
2 5G Ultra Wideband (UWB) available only in parts of select cities. 5G UWB access requires a 5G capable device with select voice/data & 5G UWB plans. 5G Nationwide available in 2,700+ cities.

3 Verizon received the highest number of awards in network quality for the 25th time as compared to all other brands in the J.D. Power 2003- 2020 Volume 1 and 2 U.S. Wireless Network Quality Performance Studies. Network Quality measures customers' satisfaction with their network performance with wireless carriers. For J.D. Power 2020 award information, visit jdpower.com/awards for more details.



Download on the App Store | GET IT ON Google Play
Download the My Verizon for Business App to shop, manage your account, and more.

TEL: 410-632-5623
FAX: 410-632-1753
WEB: co.worcester.md.us



DALLAS BAKER JR., P.E.
DIRECTOR

Worcester County
DEPARTMENT OF PUBLIC WORKS
6113 TIMMONS ROAD
SNOW HILL, MD 21863

CHRISTOPHER CLASING, P.E.
DEPUTY DIRECTOR

MEMORANDUM

TO: **Weston Young P.E., Chief Administrative Officer**
Candace Savage, CGFM, Deputy Chief Administrative Officer
FROM: **Dallas Baker Jr., P.E., Director** Dallas Baker Jr
DATE: **October 28, 2025**
SUBJECT: **Isle of Wight Interior Building Renovation**

Public Works is requesting approval to proceed with the interior renovation of the Isle of Wight building for a contracted total of $747,810.95 with various contractors. There is $885,887 remaining in the FY25 assigned fund balance New World Project Code "IOW Bldg" dedicated to this project.

The project was advertised with numerous contractors bidding on various parts of the project (see attached summary). After thoroughly evaluating all bid submissions, our award recommendations and financial breakdown for the lowest qualified bidder are:

- Underwood Contracting LLC for demolition, mechanical, plumbing, carpentry, insulation, and flooring for a total of $494,091.00.
- Frick Electric for electrical work, $77,800.00.
- Premier Coatings & Flooring for painting and moving & storage of building contents, $61,032.00.

The following sections were not bid as we would use our preferred contracted vendors.

- Absolute Security for fire, security, access control and camera systems, $72,552.95.
- Modern Controls for the HVAC incorporation into our building automation systems, $38,725.00.
- We also recommend using F.A. O'Toole, the manufacturer's preferred vendor, to move a large health department file system for $3,610.00.

The Maintenance Division will be acting as the General Contractor, scheduling and coordinating all work and contractors. We are requesting $5,000 in contingency funding to cover additional expenses for items such as portable toilets, trash removal, and other minor miscellaneous expenses. Remaining funding will be used for outfitting the building with new furniture. The renovation timeline is approximately 18 weeks beginning around November 30, 2025 if approved. The facility will be closed for the duration of construction. Departments will be relocating staff temporarily and notifications to the public will be sent out.

This building's interior is largely original from construction in 1971. Some minor reconfiguration and regular building maintenance have been completed since. The interior is obviously dated, and the proposed renovation will improve public access to county services. This renovation was planned in conjunction with the Health Department and Treasurer's Office.

Please let me know if there are any questions.

Attachments

Cc: Kim Reynolds
Michael Hutchinson

Isle of Wight Facility Renovation
Wednesday, October 8, 2025 @ 2:30 pm

Bid Summary

Vendor Name	Base Bid	Demolition	Mechanical	Electrical	Plumbing	Carpentry/Drywall	Insulation	Low Voltage	Painting	Floor Covering	Moving	HVAC Controls	Move File System
INL Construction LLC	$527,953.39												
Premier Coatings and Flooring LLC						$13,833.00			**$34,781.00**		**$26,251.00**		
RW Management LLC	$872,341.00	$48,000.00	$138,000.00	$138,000.00	$90,000.00	$202,694.00	$54,000.00		$24,000.00	$78,396.00			$99,251.00
Wilfre Co.			$95,675.00		$31,325.00								
Value Carpet One										$73,413.00			
Underwood Contracting LLC		**$43,000.00**	**$77,715.00**	$97,800.00	**$28,864.00**	**$253,212.00**	**$22,500.00**		$39,288.00	**$68,800.00**			
Bradshaw Drywall						$219,433.00					$34,127.00		
Smith & Weston	$658,334.00												
Frick Electric				**$77,800.00**									
Absolute Security								**$72,552.95**					
Modern Controls												**$38,725.00**	
F.A. O'Toole													**$3,610.00**

WORCESTER COUNTY, MARYLAND
OFFICE OF THE COUNTY COMMISIONEERS
1 WEST MARKET STREET, ROOM 1103
SNOW HILL, MARYLAND 21863
410-632-1194
FAX: 410-632-3131

Weston Young
Chief Administrative Officer

CONTRACT

THIS CONTRACT, made on November 4, 2025, between the County Commissioners of Worcester County, Maryland ("County"); and Absolute Security Group Inc. ("Successful Vendor").

WITNESSED: That for and in consideration for payment and agreements hereinafter mentioned:

1. Successful Vendor will commence and complete the Isle of Wight Facility Renovation
2. Successful Vendor will furnish all the material, supplies, tools, equipment, labor and other services necessary for the Work described herein.
3. Successful Vendor will commence and complete the Work required by the Contract Documents within the timeframes listed in the Bid Documents unless the period for completion is extended otherwise.
4. Successful Vendor agrees to perform all the Work described in the Contract Documents and comply with the terms therein for the sum of $72,552.95 (seventy two thousand five hundred fifty two dollars and ninety five cents) or as shown in the Form of Bid.
5. The term 'Contract Documents' means and includes the following:
    a. This Contract
    b. Exhibit A - Worcester County Maryland Standard Terms and Conditions
    c. Advertisement
    d. Section I: Introduction
    e. Section II: General Information
    f. Section III: General Conditions
    g. Section IV: Bid Specifications
    h. Form of Bid
    i. References
    j. Exceptions
    k. Individual Principal
    l. Vendor's Affidavit of Qualification to Bid
    m. Non-Collusive Affidavit
    n. Successful Vendor's Completed Bid Documents
    o. Notice of Award
    p. Notice to Proceed

6. Any inconsistency or conflict between the Contract Documents shall be resolved in their order listed above.
7. The County will pay the Successful Vendor in the manner and at such times as set forth in the Bid Documents.
8. This Contract will be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Contract in duplicate each of which will be deemed an original on the date first above written.

ATTEST:

COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND

_____

_____
Theodore J. Elder
President
Date:

WITNESS:

CONTRACTOR:
ABSOLUTE SECURITY GROUP INC.

_____

_____
By:
Title:
Date:

WORCESTER COUNTY, MARYLAND
OFFICE OF THE COUNTY COMMISIONEERS
1 WEST MARKET STREET, ROOM 1103
SNOW HILL, MARYLAND 21863
410-632-1194
FAX: 410-632-3131

Weston Young
Chief Administrative Officer

CONTRACT

THIS CONTRACT, made on November 4, 2025, between the County Commissioners of Worcester County, Maryland ("County"); and F.A. O'Toole Office & Industrial Systems. ("Successful Vendor").

WITNESSED: That for and in consideration for payment and agreements hereinafter mentioned:

1. Successful Vendor will commence and complete the Isle of Wight Facility Renovation
2. Successful Vendor will furnish all the material, supplies, tools, equipment, labor and other services necessary for the Work described herein.
3. Successful Vendor will commence and complete the Work required by the Contract Documents within the timeframes listed in the Bid Documents unless the period for completion is extended otherwise.
4. Successful Vendor agrees to perform all the Work described in the Contract Documents and comply with the terms therein for the sum of $3,610.00 (three thousand six hundred ten dollars and zero cents) or as shown in the Form of Bid.
5. The term 'Contract Documents' means and includes the following:
    a. This Contract
    b. Exhibit A - Worcester County Maryland Standard Terms and Conditions
    c. Advertisement
    d. Section I: Introduction
    e. Section II: General Information
    f. Section III: General Conditions
    g. Section IV: Bid Specifications
    h. Form of Bid
    i. References
    j. Exceptions
    k. Individual Principal
    l. Vendor's Affidavit of Qualification to Bid
    m. Non-Collusive Affidavit
    n. Successful Vendor's Completed Bid Documents
    o. Notice of Award
    p. Notice to Proceed

6. Any inconsistency or conflict between the Contract Documents shall be resolved in their order listed above.
7. The County will pay the Successful Vendor in the manner and at such times as set forth in the Bid Documents.
8. This Contract will be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Contract in duplicate each of which will be deemed an original on the date first above written.

ATTEST:

COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND

_____

_____
Theodore J. Elder
President
Date:

WITNESS:

CONTRACTOR:
F.A. O'TOOLE OFFICE & INDUSTRIAL SYSTEMS

_____

_____
By:
Title:
Date:

WORCESTER COUNTY, MARYLAND
OFFICE OF THE COUNTY COMMISIONEERS
1 WEST MARKET STREET, ROOM 1103
SNOW HILL, MARYLAND 21863
410-632-1194
FAX: 410-632-3131

Weston Young
Chief Administrative Officer

CONTRACT

THIS CONTRACT, made on November 4, 2025, between the County Commissioners of Worcester County, Maryland ("County"); and Frick Electric HVAC Co. Inc. ("Successful Vendor").

WITNESSED: That for and in consideration for payment and agreements hereinafter mentioned:

1. Successful Vendor will commence and complete the Isle of Wight Facility Renovation
2. Successful Vendor will furnish all the material, supplies, tools, equipment, labor and other services necessary for the Work described herein.
3. Successful Vendor will commence and complete the Work required by the Contract Documents within the timeframes listed in the Bid Documents unless the period for completion is extended otherwise.
4. Successful Vendor agrees to perform all of the Work described in the Contract Documents and comply with the terms therein for the sum of $77,800.00 (seventy-seven thousand eight hundred dollars and no cents) or as shown in the Form of Bid.
5. The term 'Contract Documents' means and includes the following:
    a. This Contract
    b. Exhibit A - Worcester County Maryland Standard Terms and Conditions
    c. Advertisement
    d. Section I: Introduction
    e. Section II: General Information
    f. Section III: General Conditions
    g. Section IV: Bid Specifications
    h. Form of Bid
    i. References
    j. Exceptions
    k. Individual Principal
    l. Vendor's Affidavit of Qualification to Bid
    m. Non-Collusive Affidavit
    n. Successful Vendor's Completed Bid Documents
    o. Notice of Award
    p. Notice to Proceed

6. Any inconsistency or conflict between the Contract Documents shall be resolved in their order listed above.
7. The County will pay the Successful Vendor in the manner and at such times as set forth in the Bid Documents.
8. This Contract will be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Contract in duplicate each of which will be deemed an original on the date first above written.

ATTEST:

COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND

_____

_____
Theodore J. Elder
President
Date:

WITNESS:

CONTRACTOR:
FRICK ELECTRIC HVAC CO. INC.

_____

_____
By:
Title:
Date:

WORCESTER COUNTY, MARYLAND
OFFICE OF THE COUNTY COMMISIONEERS
1 WEST MARKET STREET, ROOM 1103
SNOW HILL, MARYLAND 21863
410-632-1194
FAX: 410-632-3131

Weston Young
Chief Administrative Officer

CONTRACT

THIS CONTRACT, made on November 4, 2025, between the County Commissioners of Worcester County, Maryland ("County"); and Modern Controls Inc. ("Successful Vendor").

WITNESSED: That for and in consideration for payment and agreements hereinafter mentioned:

1. Successful Vendor will commence and complete the Isle of Wight Facility Renovation
2. Successful Vendor will furnish all the material, supplies, tools, equipment, labor and other services necessary for the Work described herein.
3. Successful Vendor will commence and complete the Work required by the Contract Documents within the timeframes listed in the Bid Documents unless the period for completion is extended otherwise.
4. Successful Vendor agrees to perform all the Work described in the Contract Documents and comply with the terms therein for the sum of $38,725.00 (thirty eight thousand seven hundred twenty five dollars and zero cents) or as shown in the Form of Bid.
5. The term 'Contract Documents' means and includes the following:
    a. This Contract
    b. Exhibit A - Worcester County Maryland Standard Terms and Conditions
    c. Advertisement
    d. Section I: Introduction
    e. Section II: General Information
    f. Section III: General Conditions
    g. Section IV: Bid Specifications
    h. Form of Bid
    i. References
    j. Exceptions
    k. Individual Principal
    l. Vendor's Affidavit of Qualification to Bid
    m. Non-Collusive Affidavit
    n. Successful Vendor's Completed Bid Documents
    o. Notice of Award
    p. Notice to Proceed

6. Any inconsistency or conflict between the Contract Documents shall be resolved in their order listed above.
7. The County will pay the Successful Vendor in the manner and at such times as set forth in the Bid Documents.
8. This Contract will be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Contract in duplicate each of which will be deemed an original on the date first above written.

ATTEST:

COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND

_____

_____
Theodore J. Elder
President
Date:

WITNESS:

CONTRACTOR:
MODERN CONTROLS INC.

_____

_____
By:
Title:
Date:

WORCESTER COUNTY, MARYLAND
OFFICE OF THE COUNTY COMMISIONEERS
1 WEST MARKET STREET, ROOM 1103
SNOW HILL, MARYLAND 21863
410-632-1194
FAX: 410-632-3131

Weston Young
Chief Administrative Officer

CONTRACT

THIS CONTRACT, made on November 4, 2025, between the County Commissioners of Worcester County, Maryland ("County"); and Underwood Contracting LLC. ("Successful Vendor").

WITNESSED: That for and in consideration for payment and agreements hereinafter mentioned:

1. Successful Vendor will commence and complete the Isle of Wight Facility Renovation
2. Successful Vendor will furnish all of the material, supplies, tools, equipment, labor and other services necessary for the Work described herein.
3. Successful Vendor will commence and complete the Work required by the Contract Documents within the timeframes listed in the Bid Documents unless the period for completion is extended otherwise.
4. Successful Vendor agrees to perform all of the Work described in the Contract Documents and comply with the terms therein for the sum of $494,091.00 (four hundred ninety four thousand ninety one dollars and no cents) or as shown in the Form of Bid.
5. The term 'Contract Documents' means and includes the following:
    a. This Contract
    b. Exhibit A - Worcester County Maryland Standard Terms and Conditions
    c. Advertisement
    d. Section I: Introduction
    e. Section II: General Information
    f. Section III: General Conditions
    g. Section IV: Bid Specifications
    h. Form of Bid
    i. References
    j. Exceptions
    k. Individual Principal
    l. Vendor's Affidavit of Qualification to Bid
    m. Non-Collusive Affidavit
    n. Successful Vendor's Completed Bid Documents
    o. Notice of Award
    p. Notice to Proceed

6. Any inconsistency or conflict between the Contract Documents shall be resolved in their order listed above.
7. The County will pay the Successful Vendor in the manner and at such times as set forth in the Bid Documents.
8. This Contract will be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Contract in duplicate each of which will be deemed an original on the date first above written.

ATTEST:

COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND

_____

_____
Theodore J. Elder
President
Date:

WITNESS:

CONTRACTOR:
UNDERWOOD CONTRACTING LLC.

_____

_____
By:
Title:
Date:

WORCESTER COUNTY, MARYLAND
OFFICE OF THE COUNTY COMMISIONEERS
1 WEST MARKET STREET, ROOM 1103
SNOW HILL, MARYLAND 21863
410-632-1194
FAX: 410-632-3131

Weston Young
Chief Administrative Officer

CONTRACT

THIS CONTRACT, made on November 4, 2025, between the County Commissioners of Worcester County, Maryland ("County"); and Premier Coatings and Flooring LLC. ("Successful Vendor").

WITNESSED: That for and in consideration for payment and agreements hereinafter mentioned:

1. Successful Vendor will commence and complete the Isle of Wight Facility Renovation
2. Successful Vendor will furnish all the material, supplies, tools, equipment, labor and other services necessary for the Work described herein.
3. Successful Vendor will commence and complete the Work required by the Contract Documents within the timeframes listed in the Bid Documents unless the period for completion is extended otherwise.
4. Successful Vendor agrees to perform all the Work described in the Contract Documents and comply with the terms therein for the sum of $61,032.00 (sixty-one thousand thirty-two dollars and no cents) or as shown in the Form of Bid.
5. The term 'Contract Documents' means and includes the following:
    a. This Contract
    b. Exhibit A - Worcester County Maryland Standard Terms and Conditions
    c. Advertisement
    d. Section I: Introduction
    e. Section II: General Information
    f. Section III: General Conditions
    g. Section IV: Bid Specifications
    h. Form of Bid
    i. References
    j. Exceptions
    k. Individual Principal
    l. Vendor's Affidavit of Qualification to Bid
    m. Non-Collusive Affidavit
    n. Successful Vendor's Completed Bid Documents
    o. Notice of Award
    p. Notice to Proceed

6. Any inconsistency or conflict between the Contract Documents shall be resolved in their order listed above.
7. The County will pay the Successful Vendor in the manner and at such times as set forth in the Bid Documents.
8. This Contract will be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Contract in duplicate each of which will be deemed an original on the date first above written.

ATTEST:

COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND

_____

_____
Theodore J. Elder
President
Date:

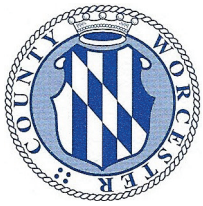
WITNESS:

CONTRACTOR:
PREMIER COATINGS AND FLOORING LLC.

_____

_____
By:
Title:
Date:

TEL: 410-632-5623
FAX: 410-632-1753
WEB: co.worcester.md.us



Worcester County
DEPARTMENT OF PUBLIC WORKS
6113 TIMMONS ROAD
SNOW HILL, MD 21863

DALLAS BAKER JR., P.E.
DIRECTOR

CHRISTOPHER CLASING, P.E.
DEPUTY DIRECTOR

TO: **Weston Young P.E., Chief Administrative Officer**
Candace Savage, CGFM, Deputy Chief Administration Officer
FROM: **Dallas Baker Jr., P.E., Director** Dallas Baker Jr
DATE: **October 28, 2025**
SUBJECT: **Combination Sewer Cleaner Truck Lease**

Public Works is requesting Commissioner approval to lease a Combination Sewer Cleaner Truck to be utilized in all service areas. Funding in the amount of $800,000 was included in the approved FY 26 budget Construction Group Capital Equipment account, 511.9010.010. This piece of equipment was reviewed by staff and is listed on the competitively bid Source Well Contract #092424-NCL & #101221-GRD and includes $17,376.58 in savings. Annual lease payments will equal $93,976.69 for 7 years, with no balloon payment. Leasing this equipment will help distribute costs over multiple fiscal years, reducing financial burden on all service areas.

The sewer cleaner truck will support both emergency repairs and routine maintenance throughout the service areas. The existing Vacuum Truck, built in 2006, has experienced multiple breakdowns over the past three years, resulting in downtime of six weeks or longer on several occasions. This downtime has required the use of third-party vendors for emergency work, creating unanticipated expenses. Repair costs for the current unit have averaged approximately $25,000 over the past two years.

Failure to replace this equipment would likely lead to increased outsourcing and additional costs to maintain essential operations. The proposed lease ensures continued reliability and efficiency in maintaining the County's infrastructure.

Please let me know if there are any questions.

Attachments

CC: Ondrea Starzhevskiy
Quinn Dittrich
Tony Fascelli

NCL Government Capital

MUNICIPAL LEASE APPLICATION

Fax To: (866) 763-9600

Name of Applicant: Worcester County, Maryland				**Federal Tax ID #:** 52-6001604
Applicant Address: 1 W Market St.	**City:** Snow Hill	**State:** MD	**Zip:** 21863	**Business Phone #** 410-632-0686
Equipment Location: 1000 Shore Lane	**City:** Ocean Pines	**State:** MD	**Zip:** 21811	**Business Fax #**

Contact Person: Quinn Dittrich	**Phone # & E-mail Address:** 410-632-0686 qmdittrich@worcestermd.gov	**Bond Rating:** Moody's: Aa2 Fitch: AAA S&P: AA+
Who will be signing the lease? Quinn Dittrich	**Title:** Enterprise Fund Controller	**Recording Secretary:**

Bank Qualified Y/N? (Are the applicant's obligations bank qualified i.e. expected to issue less than $10million in Tax-Exempt Financing this calendar year)
Not expected to issue tax-exempt financing this calendar year.

Type of Municipality (check one)

☐ City ☐ School ☐ Town ☒ County ☐ Other_____

Equipment Description and Pricing:

X_____ X_____ #_____

DATE SIGNATURE Phone # where individual can be reached in the next 4 hrs.

Contact (320) 763-7600 with any questions concerning this application

NCL Government Capital

Sourcewell Awarded Contract
Contract # 092424-NCL

October 20, 2025

Worcester County

Re: Tax Exempt Municipal Lease Proposal

Dear Sir or Madam:

Lease Servicing Center, Inc. dba NCL Government Capital ("NCL") is pleased to propose to Worcester County the following Tax Exempt Municipal Lease transaction as outlined below. Under this transaction, Worcester County would enter into a Tax Exempt Municipal Lease agreement with NCL for the purpose of acquiring Vacall AJV 1215 Combination Sewer Cleaner Truck. This transaction is subject to formal review and approval by both the Lessor and Lessee.

LESSEE:	Worcester County
LESSOR:	Lease Servicing Center, Inc. dba NCL Government Capital
EQUIPMENT:	Vacall AJV 1215 Combination Sewer Cleaner Truck
EQUIPMENT COST:	$554,310.85
DOWN PAYMENT / TRADE-IN:	$0.00
AMOUNT FINANCED:	$554,310.85
FUNDING DATE:	November 14, 2025
DEFERRAL DAYS:	61
FIRST PAYMENT DUE:	January 14, 2026
TERM:	**7 Years**
ANNUAL LEASE PAYMENTS:	$93,976.69
ALTERNATIVE LEASE OPTIONS:	

BALLOON PAYMENT:	$0.00
PRICING:	The payments outlined above are locked, provided this proposal is accepted by the Lessee and the transaction closes/funds prior to November 20, 2025. After these days, the final payments shall be adjusted commensurately with market rates in effect at the time of funding and shall be fixed for the entire lease term.
DOCUMENTATION FEE:	$500 paid to Lessor at closing
DOCUMENTATION:	Lessor shall provide all of the documentation necessary to close this transaction. This documentation shall be governed by the laws of the State of Lessee.
TITLE / INSURANCE:	Lessee shall retain title to the equipment during the lease term. Lessor shall be granted a perfected security interest in the equipment and the Lessee shall keep the equipment free from any/all liens or encumbrances during the term. Lessee shall provide adequate loss and liability insurance coverage, naming Lessor as additional insured and loss-payee.
TAX STATUS:	This transaction must be designated as Tax-Exempt under Section 103 of the IRS code of 1986 as amended.
SOURCEWELL CONTRACT: #092424-NCL	NCL has been competitively bid and awarded a contract through Sourcewell (Formerly NJPA). **NCL's Sourcewell Contract # is 092424-NCL.**

We appreciate this opportunity to offer an NCL Financing Solution. Please do not hesitate to contact me if you have any questions at (320) 763-7600. Acceptance of this proposal is required prior to credit underwriting by NCL. Upon acceptance of this proposal, please scan and e-mail to my attention. Thank you again.

Sincerely,

Jacob Ost - (320) 763-7600
jakeo@nclgovcap.com

ACCEPTANCE

As a duly authorized agent of Worcester County, I hereby accept the proposal as outlined above and intend to close this financing with NCL, subject to final approval.

ACCEPTED: _____ DATE: _____

NAME: _____ TITLE: _____

PHONE: _____

WE ARE PROVIDING THE INFORMATION CONTAINED HEREIN FOR INFORMATIONAL PURPOSES ONLY IN CONNECTION WITH POTENTIAL ARMS-LENGTH COMMERCIAL BANKING TRANSACTIONS. IN PROVIDING THIS INFORMATION, WE ARE ACTING FOR OUR OWN INTEREST AND HAVE FINANCIAL AND OTHER INTERESTS THAT DIFFER FROM YOURS. WE ARE NOT ACTING AS A MUNICIPAL ADVISOR OR FINANCIAL ADVISOR TO YOU, AND HAVE NO FIDUCIARY DUTY TO YOUR OR ANY OTHER PERSON PURSUANT TO SECTION 15B OF THE SECURITIES EXCHANGE ACT OF 1934. THE INFORMATION CONTAINED IN THIS DOCUMENT IS NOT INTENDED TO BE AND SHOULD NOT BE CONSTRUED AS "ADVICE" WITHIN THE MEANING OF SECTION 15B OF THE SECURITIES EXCHANGE ACT OF 1934 AND THE MUNICIPAL ADVISOR RULES OF THE SEC. WE ARE NOT RECOMMENDING THAT YOU TAKE AN ACTION WITH RESPECT TO THE INFORMATION CONTAINED HEREIN. BEFORE ACTING ON THIS INFORMATION, YOU SHOULD DISCUSS IT WITH YOUR OWN FINANCIAL AND/OR MUNICIPAL, LEGAL, ACCOUNTING, TAX AND OTHER ADVISORS AS YOU DEEM APPROPRIATE. IF YOU WOULD LIKE A MUNICIPAL ADVISOR THAT HAS LEGAL FIDUCIARY DUTIES TO YOU, THEN YOU ARE FREE TO ENGAGE A MUNICIPAL ADVISOR TO SERVE IN THAT CAPACITY.

Vacall - AJV1215 - Worcester County

Worcester County (Water & Wastewater Division)
1000 Shore Lane
Berlin, MD 21811
United States

Reference: 20250527-115036435
Quote created: May 27, 2025
Quote expires: June 26, 2025
Quote created by: Chris Croston
Maryland Territory Manager
chris@weareisg.com
+14436132280

Comments from Chris Croston

Pricing per Sourcewell Contract #101221-GRD
Worcester County Sourcewell Account # 21046

Products & Services

Item & Description	Quantity	Unit Price	Total
Vacall AJV 1215 (12 Yard / 1500 Water) 85 GPM Sewer Cleaner Truck w/ Hydro Excavation System PLEASE SEE VACALL BUILD SPECS ON ACCOMPANYING PAGES.	1	$554,310.85	$554,310.85
		One-time subtotal	$554,310.85
		Total	**$554,310.85**

Purchase terms

Net 30
PDI, Delivery and One Day Training included

Questions? Contact me



Chris Croston
Maryland Territory Manager
chris@weareisg.com
+14436132280

Infrastructure Solutions Group, Inc.
8383 Old Richfood Road
Mechanicsville, VA 23116-8071
United States

INFRASTRUCTURE SOLUTIONS GROUP

Infrastructure Solutions Group
Presents a Sourcewell Quote of a:

Vacall AJV 1215 Combination Sewer Cleaner



For:

Worcester County DPW - Water Wastewater
1000 Shore Lane
Berlin, MD 21811

VACALL™

Sourcewell Awarded Contract Contract # 101221-GRD

AJV 1215

Quote Date: 10/20/2025

Quote: 25878
PWO:
Sales Order:
Estimated Ship Date:

Buyer: Infrastructure Solutions Group Inc.
Pete Kurz
8383 Old Richfood Road
Mechanicsville, VA 23116
United States

Ship To: Infrastructure Solutions Group Inc.
8383 Old Richfood Road
Mechanicsville, VA 23116
United States

Customer: Worcester County, MD
Customer PO:

Supplied By: Vacall Supplied
Chassis Description: Vacall Supplied, New, Freightliner, 370 HP, Auto, No BOC Non-CARB, 198" CA G1
Chassis Make: Freightliner
Chassis Model: 108SD/SBA
Chassis Year:
Chassis VIN#:
GVW: 66,000

Chassis Arrival Date:
Chassis Paint Code: L0006EY White Elite EY ; 14405143 **Spec Code:** G1 25 1 210 CA" Non-CARB
HP: 370 @ 2100 RPM
Vacall Part#: _____

Transmission: Allison 3000 RDS Automatic 6 Speed
Engine Model: Cummins L9 370 HP

Model	Quantity	Description
AJV 1215	1	12 CUBIC YARD/1500 GALLON
Chassis		
_____	1	Electric Back Up Alarm
_____	1	Fenders
_____	1	Mud Flaps Behind Rear Tires
_____	1	Rear Dot Under Ride Protection (Bumper)
_____	1	Tow Hooks - Front
_____	1	Factory Mounting Tandem Axle
_____	1	Tow Hooks - Rear
Paint		
_____	1	Powder Coat Subframe, Power Frame, Hose Reel Mount And Base, And Exhaust Silencer Black
_____	1	Air/Water Separator Exterior Only Powder Coated Black
14405143	1	Powder Coat Unit Gradall STD White Dupont N0006 Pt#14405143 (Excludes Cab / Chassis)
_____	1	Debris Tank Galvanized With The Supreme Finish
Power Module		
_____	1	Direct Drive For Vacuum Pump
_____	1	Hydraulic Temp / Level Sight Eye
_____	1	Shut-Off Valve(S) On Suction Side
_____	1	Transfer Case
_____	1	Variable Volume 2.7 Cir Hydraulic Piston Pump Direct Mounted To Omsi Tc For Hydraulic Functions
_____	1	Hydrostatic Drive For Water Pump Flows To 85gpm@2000psi (115 HP Max)
_____	1	Platform And Steps On Power Frame
_____	1	Transfer Case Remote Sight Glass And Fill
Debris Tank		
_____	1	Single Hoist Cylinder
_____	1	Stainless Steel Float Ball Shut-Off
_____	1	Tailgate Power Up / Down, Hydraulic Locks
_____	1	Single Debris Body Safety Prop
_____	1	Single Rear Door Safety Prop
_____	1	Stainless Steel Float Ball Cage
_____	1	Carbon Steel Splash Shield
_____	1	Float Level Indicator With Stainless Steel Ball (Not Used With Recycler Option)

_____	1	Ground Level Grease Fitting For Float Level Indicator (Not Used With Recycler Option)
_____	1	Ground Level Grease Fitting For Hoist Cylinder
_____	1	Ground Level Grease Manifold For Tailgate Hinge And Lock Assembly
_____	1	Internal Tank Flusher-Full Flow (Not Required with Recycler Option)
Debris Tank Decant		
_____	1	6" Decant Port On Rear Door With 6" X 20'-0" Layflat Hose & Storage Basket
_____	1	4" Valve On Sludge Pump Inlet - Brass Slide Gate
_____	1	Decant Port Screen (304 SS)(In Lieu Of Carbon Steel Screen)
_____	1	Sludge Pump Port Screen (304 SS)(In Lieu Of Carbon Steel Screen)
_____	1	Sludge Pump System On Rear Door 4" Hydraulic (710 Gpm@10' Head)
Water Tank		
_____	1	4" Air Gap Water Tank Fill
_____	1	Water Tank Electronic Level Indicator In Front Control Panel Display
_____	1	2-1/2" Y-Strainer On Fill Line
VA80039054	1	Sight Level Tube On Passenger Side Front of Water Tank
High Pressure Water System		
_____	1	Drain Valve In Water Pump Supply Line
_____	1	Pressure Relief Valve
_____	1	Strainer On Water Pump Inlet (Not Used On Recycler Models)
_____	1	Valve On Water Pump Inlet
_____	1	Water Distribution Manifold (Centrally Located)
_____	1	87 G.P.M./2000 PSI -120 HP
_____	1	Cold Weather Recirculation - Without Recycler
_____	1	Passengers Side Self-Winding Handgun Hannay Hose Reel W/ 50 Foot 1/2" Hose And Handgun (800 PSI @ 20 GPM)
_____	1	Air Purge System
_____	1	Hxx System Off Main Water Pump 15-20 GPM Can Only Have Pressure Rating Less Than Or Equal To Main Water Pump Inc. 1/2" X 50' Spring Rewind Hannay Hose Reel W/50' Of 1/2" Hose And Pistol Grip Style Hand Gun W/Lance Nozzle
_____	1	Low Point Drain - Front Mount
Vacuum System		
_____	1	Cyclone Separator With Drop Box Clean Out
_____	1	8x24 Vac Pump 4000CFM@ 18"HG (245"H20) 200HP @ 2470 RPM With(2) Vac Relief Valves
_____	1	2" Brass Ball Valve Mounted On Bottom Of Blower Exhaust Silencer
_____	1	2" Brass Ball Valve Mounted On Bottom Of Cyclone Dropout Box
_____	1	Air Operated 4" Vacuum Relief Valve Controlled At Control Panel & Handheld Pendant (If Equipped)
_____	1	Carbon Steel Strainer Basket In Cyclone Separator (Not Used With Inlet Filter Option)
Boom		
_____	1	Front Mounted Hydraulic Boom (180 Degree Rotation)
_____	1	Hydraulic Extending Boom
_____	1	Extra Heavy Duty Steel Elbow
_____	1	Remote Grease Fitting For Boom Rotation And Extension
Hose Reel - Main		
_____	1	Direct Drive Hose Reel
_____	1	Hydraulic Hose Reel Tilt (Electric Over Hydraulic)
_____	1	Reel Pivot-180 Degree With Air Brake
_____	1	Front Reel With 800' Capacity (1" Hose)
_____	1	Dual Roller Level Wind
_____	1	Blockbuster / Jackhammer Valve / Manual Type
_____	1	Digital Sewer Hose Footage Counter Displayed At Operators Station
2190300007	1	Hose Tensioner Air Operated
_____	1	Remote Grease Manifold For Rotate Bearing 2 Swivels,Pillow Block & Pivot Pins 6 Total Hose Reel
Operator Controls		
_____	1	Blower Hourmeter (At Front Control Panel Lcd Display)
_____	1	Boom Control Joystick Recessed For Protection
_____	1	Color LCD Display With 32 Output Microprocessor Control (Expandable) W/J1939 Can Communication
_____	1	Emergency Stop
_____	1	Hydraulic Pressure Gauge
_____	1	Ip66 Sealed Exterior Electrical Controls And Wiring Harness W/Protective Cover That Exceeds Nema 4 Ratings
_____	1	Tachometer / Hourmeter On Color LCD Display Module
_____	1	Throttle Control At Hose Reel Control Panel
_____	1	Transfer Case Shift Controls In Cab

_____	1	Two Channel Camera System With 7" Swivel Color LCD Monitor
_____	1	Vacuum Gauge On Color LCD Display Module
_____	1	Water Pressure Gauge On Color LCD Display Module
_____	1	Water Pump Hourmeter (At Front Control Panel Lcd Display)
_____	1	Water Pump On/Off Switch
_____	1	Drivers Side Mounting Of Water Manifold And Hydraulic Control Valve.
_____	1	Camera System - Two Channel 7" Swivel Colored LCD Monitor With (1) Additional Camera. Additional Camera Mounted Per 2190170016. (Front Mounted Hose Reel)
2130170047	1	Linus-4 Wireless Remote Control To Control All Boom Functions, Throttle, Blower On/Off, Hose Reel Pay In/Out, E-Stop (Returns Eng To Idle), Water Pump Speed Control. Includes Carrying Belt For Transmitter And A 10M Cable (Not Available For The High Dump Option Or Fully Automated Controls).
_____	1	Low Water Light And Horn Combination
_____	1	Over Ride Switch For Low Water And Or High Debris Horn
_____	1	Reel Shift For Transfer Case
Lighting		
_____	1	LED D.O.T. Lighting (Includes Stop,Tail,Turn And Back-Up)
_____	1	Boom Work Lights-Two
_____	1	Installation, Rear Mounted, Traffic Advisor Bar - LED With Controls(TACF 85)
_____	1	Power Module Work Lights- (2)
_____	1	Rear Work Light - Two
2190190025	1	Strobe Light - Front-Two- Mirror Mounted Whelen L22LAP Class 2 360 Degree Super LED W/ Limb Guard
Toolboxes		
_____	1	Tube Rack Mounted On Silencer
_____	1	One Lockable Tool Box, Aluminum (18 X 18 X 36)
_____	1	(1) Above Water Pump Horizontal Mounted Single (1) 18"X18"X36" Aluminum Lockable Toolbox With Access Ladder (No Size Variations-Not Available With Recycler Option) Reference-2190490001 & 2190490037.
2190490037	1	(1) Rear Underride Vertical Mounted 15"X18"X24" Aluminum Lockable Toolbox Drivers Side (No Size Variations)
_____	1	Front Bumper Toolbox Aluminum
_____	1	Rear Door Tube Rack / Holds (3) Tubes
2190490021	1	Toolbox Back Of Cab X-Body Aluminum 1 Door Each End 96" X 36" X 16" (Verify Chassis Selection)
_____	1	Traffic Cone Holder
Packaged Items		
80363250	1	Fire Extinguisher (5#) (Not For Skid Mounted Units Shipping To Mexico)
VA34240095	1	Emergency Road Kit
_____	1	Tigertail Hose Guide (One)
2130360004 & 2130360003	1	Nozzle, Blue Star, 1" Standard, 80 GPM @ 2000PSI PN 2130360004 & Nozzle, Blue Star, 1" Arrow, 80 GPM @ 2000PSI PN 2130360003
43NZA30190-S16S	1	Small Nozzle Skid 1" X 3-7/8" X 15" Long
_____	1	24' X 8" Flat Flanged Style Aluminum Vacuum Tubes, (2) 4.0' 2130010008, (2) 5.0' VA40020072, (1) 3.0' VA40020073, (7) 8" Clamps VA40020075, (7) 8" Gaskets VA40020074, (1) VA40020069 8" X 3'-0 Nozzle Aluminum Alligator (Catch Basin Nozzle)
32SHB2K3	1	Sewer Hose 1" - 2500 PSI 600'
Accessories		
VA39100140	1	10' X 1" Leader Hose
2250010002	3	Assembly, 72" Lance Extension
2250010006	1	Assembly, Hydro-Excavator Handgun (Pistol) (Additional)
VA32050001	1	Fill Hose 25' X 2 1/2"
VA32050004	1	Hydrant Wrench
2130010031	1	Manhole Hook - 36"
2130010008	2	Tube, Aluminum, 8" X 4' - Flat Flanged Style
2130010009	2	8" X 6' Flat Flanged Aluminum Tube
Manuals		
_____	1	(1) Paper Copy Provided For Operator & Safety Manual
Dealer Supplied		
	1	Lat. Cleaning Kit, W/ 200' X 1/2" Sewer Hose Hannay Hose Reel W/Man. Hand Crank, With (2) 1/2" Nozzles (Front Mounted)

Total Machine & Attachment Net Price:	$440,579.43
4.00% Sourcewell Discount Adjustment:	$17,376.58
Vacall Supplied, New, Freightliner, 370 HP, Auto, No BOC Non-CARB, 210" CA G2 :	$128,608.00
Freight, PDI, Operator Training	$2,500.00
Total Sourcewell Purchase Price:	$554,310.85

Notes:

- Quote valid until 11/20/25
- Payment terms: NET 30

Tri-County Council
for the Lower Eastern Shore of Maryland

31901 Tri-County Way
Suite 203
Salisbury, Maryland 21804
Phone: 410-341-8989
Fax: 410-341-8988
www.lowershore.org

October 20, 2025

Dear Mr. Young,

With the final quarter of 2025 upon us, I want to thank the Worcester County Commission for their service to the Tri-County Council over the past year. As we look forward to 2026, it is time to solicit nominations for next year.

Tri-County Council
Per the Tri-County Council Bylaws, Article V, Section 1(d), membership shall include: *Five County Commissioners of Worcester County;*

The following Commissioners currently serving as voting members are:

- Commissioner Theodore J. "Ted" Elder
- Commissioner Joseph M. Mitrecic
- Commissioner Caryn Abbott
- Commissioner Diana Purnell
- Commissioner Eric Fiori

Tri-County Council Executive Board
In 2026 Worcester County will hold the **Chair** and **3rd Vice Chair** positions on the Executive Board. The Commissioners currently serving on the 2025 Executive Board are:

- Commissioner Joseph Mitrecic– 1st Vice Chair
- Commissioner Diana Purnell – Secretary

I would appreciate it if the Worcester County Commission would confirm its voting members and nominees for the Executive Board positions by Tuesday, November 11, 2025.

Thank you again for the commitment and partnership from Worcester County throughout the past year, and we look forward to working together again in 2026.

Sincerely,

Gregory Padgham
Executive Director

Attachments

- 2025 TCCLES Executive Board with 2026 Nomination Template
- Bylaws of the Tri-County Council for the Lower Eastern Shore

Tri-County Council for the Lower Eastern Shore of Maryland

2025 Executive Board

Councilman Jeff Merritt – Chair, Wicomico County

Commissioner Joseph Mitrecic – 1st Vice Chair, Worcester County

Commissioner Randy Laird – 2nd Vice Chair, Somerset County

Councilman James Winn – 3rd Vice Chair, Wicomico County

Commissioner Diana Purnell – Secretary, Worcester County

Commissioner Darryl Webster – Treasurer, Somerset County

Senator Mary Beth Carozza – At-Large

Commissioner Eldon Willing – Immediate Past Chair (non-voting), Somerset County

2026 Executive Board Positions for Nomination

_____	Chair, Worcester County
_____	1st Vice Chair, Somerset County
_____	2nd Vice Chair, Wicomico County
_____	3rd Vice Chair, Worcester County
_____	Secretary, Somerset County
_____	Treasurer, Wicomico County
Senator Mary Beth Carozza	At-Large
Councilman Jeff Merritt	Immediate Past Chair, Wicomico County

Amended 12/10/2009

BYLAWS
OF
TRI-COUNTY COUNCIL FOR THE LOWER EASTERN SHORE OF MARYLAND

ARTICLE I

Name

The name of the organization shall be Tri-County Council for the Lower Eastern Shore of Maryland, hereby known as the Council, which said organization is a public body politic and corporate of the State of Maryland. Unless otherwise specified in these bylaws, terms used herein that are defined in the Economic Development Article of the Annotated Code of Maryland shall have the meanings specified therein.

ARTICLE II

Purpose

Section 1: The Council is a tax-exempt public body politic and corporate that shall operate as a cooperative regional planning and development agency within the area consisting of Somerset, Wicomico, and Worcester Counties to foster the physical, economic and social development of the Region and utilize effectively the assistance provided by the State or other public or private sources. It shall initiate and coordinate regional plans and projects for the development of human and economic resources of the Lower Shore. It shall also serve as a resource for the three local governments to assist them with developing of grants, conducting research, and other activities deemed appropriate by the Council.

Section 2: The Council shall perform any and all duties as required or any duties which it determines are in the best interest of the Area, as set forth in the Economic Development Article of the Annotated Code of Maryland, as amended.

ARTICLE III

Authority and Relationship to Other Agencies

Section 1: The Council obtains its authority from the public laws of Maryland as set forth in the Economic Development Article of the Annotated Code of Maryland, as amended. The Council will cooperate with any and all State departments and agencies concerned and submit for approval plans and projects of the Council in which such departments or agencies have statutory functions and responsibilities and coordinate with all of the counties. At the request of the County government, the Council may review that County's local plans, proposals for projects, and

ordinances having an impact outside the boundaries of that County and within the Region. The Council also has the authority to:

(a) Sue and be sued in contract and in tort;
(b) Complain and defend in all courts;
(c) Make and enter into all contracts or agreements necessary or incidental to the performance of its duties;
(d) Borrow money and apply for and accept advances, loans, grants, contributions and any other form of assistance from the federal government, the State, or other public body, or from any sources, public or private; and
(e) Execute any instruments and perform any acts or things necessary, convenient, or desirable for its purposes or to carry out the powers expressly given in the Economic Development Article of the Annotated Code of Maryland, as amended.

Section 2: The Council shall select and retain its own legal counsel.

Section 3: Notwithstanding Section 2 of this article, the Attorney General of Maryland may serve as legal adviser to the Council in all matters pertaining to the Council's activities.

ARTICLE IV

Seal

The corporate seal of the Council shall be in such form and shall have such inscription thereon as the Council may determine.

ARTICLE V

Membership

Section 1: The members of the organization entitled to vote shall be as follows:

(a) Five (5) County Commissioners of Somerset County;
(b) The County Executive of Wicomico County;
(c) Four (4) County Councilpersons of Wicomico County;
    (i) The County Council must provide written notification to the Council prior to its annual meeting as to which members will be serving as voting members for that year.
(d) Five County Commissioners of Worcester County;
(e) Three (3) municipal elected officials, one (1) from each County,
    (i) Appointed by their respective municipal corporations; or
    (ii) If the municipal corporations located within a County are unable to choose a municipal elected official within a reasonable period of time determined by the Council, The Eastern Shore Municipal Association shall appoint an

elected municipal official to represent the municipal corporations of that County;

(f) Members of the General Assembly representing the Region the majority of whose legislative districts are in the Region.

(g) Private individuals designated as additional members of the Council by the Executive Board.

Section 2: Other members of the General Assembly representing the Region the majority of whose legislative districts are not in the region, County Commissioners/Councilpersons who are not selected by their respective Counties as voting members, the three (3) County Administrators/Managers, one from each County, and one (1) representative from the Maryland Department of Business and Economic Development or its successors will serve as non-voting members.

Section 3: Other County staff may be added as non-voting members as determined by the Council.

Section 4: Each member of the Council shall be entitled to one (1) vote, except those members specified in Article V, Sections 2 and 3 above, who shall have no vote on any issue to come before the Council.

Section 5: A voting commissioner/councilperson or Wicomico County Executive, as defined in Section 1 a, b c, and d, may designate another commissioner/councilperson or County administrator/manager representing the same County to vote by proxy on behalf of the voting commissioner/councilperson or Wicomico County Executive when the voting commissioner/councilperson or Wicomico County Executive is absent from a meeting.

Section 6: Members of the Council shall serve without compensation.

Section 7: The members of the Council who hold membership by virtue of their elected or appointed positions shall retain their membership on the Council only during their terms of office.

Section 8: Vacancies on the Council by reason of death, resignation, change of residence, or other cause shall be filled for the duration of the term in the same manner as is provided for in the original appointment.

Section 9: At the end of a term, a member continues to serve until a successor is appointed.

Section 10: If a County commission increases its official membership to more than five (5) members, it must provide written notification to the Council prior to the annual meeting of which five (5) members will be serving as voting members for that year.

ARTICLE VI

Officers

Section 1: The officers of the organization shall be a Chairman, First Vice-Chairman, Second Vice-Chairman, Third Vice-Chairman, Secretary, and Treasurer who must be selected from among the voting members of the Council.

Section 2: Each Vice-Chairman shall be from a different County.

Section 3: The officers shall be elected for a term of one (1) year at the annual meeting of the council and shall hold office for a one (1) year period or until the next annual meeting. The Chairman may not be re-elected to serve more than one consecutive term.

Section 4: The officers and members of the Executive Board of the Council shall be elected by a majority vote of the voting members of the Council.

Section 4.1: The office of chairman shall rotate annually among the counties. Each year at the annual meeting, the chairman shall be selected from the county holding the office of first vice-chairman during the immediately preceding year.

Section 5: The offices of First, Second, and Third Vice-Chairman shall rotate annually, county by county, according to the following order: in the first year the First, Second, and Third Vice-Chairmen shall be from Somerset, Wicomico, and Worcester counties respectively; in the second year – Wicomico, Worcester, and Somerset; in the third year – Worcester, Somerset, and Wicomico; and beginning with the fourth year the process shall be repeated.

Section 6: The Executive Board shall consist of the officers of the Council, plus one (1) at-large member assuring balanced representation. There will be no more than three (3) representatives from each County on the Executive Board. For the purposes of this Section, County representation is defined as the County's municipal representative, County commissioners/councilpersons, and the Wicomico County Executive. Decisions of the Executive Board shall be subject to the ratification of the full Council.

Section 7: The newly elected officers and Executive Board shall assume their duties upon election at the annual meeting of the Council.

Section 8: The election of the Council officers will occur at the first meeting following the General Election in November. A five (5) member nominating committee made up of three (3) members of the Executive Board and two (2) members of the Council not on the Executive Board will submit a slate of officers at that meeting. Other nominations will be accepted from the floor. Once nominations are complete, elections will be held.

Section 9: The Immediate Past Chairman will be a non-voting member of the Executive Board.

ARTICLE VII

Duties of the Council and Its Officers

Section 1: The Council shall establish the general policies and procedures for the organization, adopt the annual budget, elect the officers and Executive Board members, and appoint the Executive Director of the Council.

Section 2: The Chairman Shall preside at all of the meetings of the Council and the Executive Board. The Chairman shall perform all duties pertaining to the office, including the appointment of all standing and special committees, ensuring that those committees consist of a cross-section of the Council's membership.

Section 3: The Vice-Chairmen. In the absence or temporary incapacity of the Chairman, the First Vice-Chairman shall perform the duties and exercise the powers of the Chairman. In the event of the death of the Chairman or his resignation, the First Vice-Chairman shall become the Acting Chairman, performing the duties and exercising the powers of the Chairman until the members of the Council elect a new Chairman. If the remaining term of the Chairman is greater than six (6) months, the remaining members of the Executive Board shall call a special meeting of the Council for the election of a new Chairman. The Second Vice-Chairman and the Third Vice-Chairman shall be succeeding officers to the Chairman's position in the event of incapacity, resignation or death of the Chairman and First Vice-Chairman and shall perform the duties required of the officer whom they succeed.

Section 4: The Treasurer shall receive, or cause to be received, all monies and make all disbursements of funds. The Treasurer shall be accountable for all financial transactions and be responsible for reporting on the financial condition of the Council and the end of the fiscal year. The Treasurer shall maintain all books of account and monies of the Council, have the authority to sign checks issued by the Council, keep and maintain complete and accurate accounts of all receipts and disbursements, and make reports thereof at each meeting. All financial transactions will require signatures from two of the following: Executive Director, Chairman, Treasurer, or one member to be determined by the Executive Board.

Section 5: The Secretary shall take or cause to be taken and keep the minutes of each meeting of the Council and shall have custody of and maintain all records of proceedings of the various meetings, including committee reports and all other official reports of the Council. The Secretary shall maintain a list of all members of the Council and record and keep such other records as may be required.

Section 6: The Executive Board shall have the responsibility for monitoring the implementation of Council policies and procedures by the Executive Director and for recommendation of new policies and procedures for the consideration of the Council as appropriate. The Executive Board shall have additional responsibilities and powers as may be granted to it by the Council.

ARTICLE VIII

Executive Director

Section 1: The Council shall have the power to hire an Executive Director.

Section 2: The Executive Director is the chief administrative, fiscal, and planning officer and regular technical advisor of the Council. Subject to the approval of the Executive Board, the Executive Director may make agreements with local planning agencies and economic development agencies, within the jurisdiction of the Council, with the concurrence of appropriate public officials for temporary transfer or joint use of staff employees and may contract for professional or consultative services from other governmental and private agencies. The Executive Director shall serve as the co-custodian with the Secretary of all minutes of the Council.

Section 3: The Council shall be authorized to pay to the Executive Director an established salary that is commensurate with the responsibilities of the position and contingent upon the Council's funding. The Council shall authorize the Executive Director, in accordance with the law establishing the Council, to hire employees to assist the Executive Director in carrying out the purposes of the Council as set forth in the law establishing the Council and shall authorize the Executive Director to pay established salaries to the employees within the confines of the budget available to the Council.

Section 4: The Executive Board shall designate not more than three (3) of its members to conduct an annual performance evaluation of the Executive Director to determine whether the Executive Director is meeting organizational goals and objectives that have been set by the Council. The Executive Director serves at the pleasure of the Council.

ARTICLE IX

Meetings

Section 1: The Council shall meet at least quarterly, and any special meetings of the Council may be called at the discretion of a simple majority of the Executive Board or of the Chairman of the Council at any time upon giving notice as required herein. The annual meeting of the Council shall be held as close to the beginning of the Council's Fiscal Year as is practical.

Section 2: The Executive Board shall meet as necessary.

Section 3: At all meetings of the Council there shall be a quorum when at least twelve (12) voting members of the Council are present, including at least two (2) voting members from each County. For these purposes, the members from each County are defined as the voting commissioners/councilpersons and Wicomico County Executive, their proxies, and the Counties' municipal representatives.

Section 4: The Secretary shall give written notice to the members at least fourteen (14) days in advance of all meetings of the Council and at least five (5) days in advance of all meetings of the Executive Board if practical.

Section 5: At all meetings of the Executive Board there shall be a quorum when at least four (4) members of the Executive Board are present.

ARTICLE X

Voting

The members shall be entitled to vote as previously stated in Article V entitled "Membership," and no one shall have more than one (1) vote.

ARTICLE XI

Fiscal Year

The fiscal year of the Council shall begin on the first day of July and end on the thirtieth day of June of the following year.

ARTICLE XII

Independent Audit

Beginning in Fiscal Year 2003, an independent auditor, certified in the State of Maryland, shall be retained to audit the financial records of the Council at the end of the fiscal year, whose report and findings will be presented to the Council at the next quarterly meeting.

ARTICLE XIII

Committees

The Chairman of the Council, with the approval of the Executive Board, may appoint such balanced committees as the work of the Council may from time to time require. The Chairman and the Executive Board have the express authority to appoint such committees without receiving the approval of the full Council, not withstanding Article VI Section 6 of these bylaws.

ARTICLE XIV

Governing Rules

The rules contained in Robert's Rules of Order Revised shall govern the organization in all cases to which they are applicable and where they are not inconsistent with these bylaws.

ARTICLE XV

Amendments

Amendments to these bylaws may be adopted at a meeting of the Council where a quorum is present, two-thirds or more of the voting members present approve the proposed amendments, and notice of the meeting and the text of the proposed amendments has been provided to all voting members of the Council at least fourteen (14) calendar days in advance of the meeting at which approval of the proposed amendments is requested.

TEL: 410-632-1194
FAX: 410-632-3131
WEB: www.co.worcester.md.us

COMMISSIONERS
Theodore Elder, President
Eric J. Fiori, Vice President
Caryn G. Abbott
Anthony W. Bertino, Jr.
Madison J. Bunting, Jr.
Joseph M. Mitrecic
Diana Purnell

OFFICE OF THE
COUNTYCOMMISSIONERS
Worcester County
GOVERNMENT CENTER
ONE WEST MARKET STREET• ROOM 1103
SNOW HILL, MARYLAND
21863-1195

Weston S. Young, P.E.
Chief Administrative Officer
Candace I. Savage, CGFM
Deputy Chief Administrative Officer
Roscoe R. Leslie
County Attorney

October 28, 2025

To: Worcester County Commissioners
From: Karen Hammer, Administrative Assistant V
SUBJECT: Upcoming Board Appointments -Terms Beginning January 1, 2025_

Commissioner Bertino – **You have Four (4) positions open:**

- George Solyak – **Term Ended**– Agricultural Reconciliation Bd.
- J. T. Novak – **Term Ending** – Electrical Examiners Board
- Maria C- Lawrence –**Term Ended**– Housing Review Board
- John Collins – **Term Ending** – W & S Advisory Board – Ocean Pines

Commissioner Purnell – You have Two (2) positions open:

- Roy Case – **Term Ending** – Electrical Examiners Board
- Nancy Howard – **Termed Out** – Social Services Advisory Board

Commissioner Bunting - You have Two (2) positions open:

- Mike Poole – **Term Ending –** Building Code Appeals Board
- Harry Hammond – **Term Ended** – Social Services Advisory Bd.

Commissioner Abbott – **You have Four (4) positions open:**

- Kevin Holland – **Term Ended** – Building Code Appeals Bd.
- Glen Holland – **Termed Out** – Agricultural Preservation Advisory Board
- Keri-Ann Byrd – **Resigned –** Housing Review Board
- Patricia Tomasovic – **Termed Out** – Board of Library Trustees

Commissioner Mitrecic – You have Three (3) positions open:

- Bill Paul – **Resigned** – Building Code Appeals Board
- Kimberly List – **Termed Out** – Commission for Women
- Rebecca Ferguson – **Resigned** – Social Services Advisory Board

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Commissioner Elder – **<u>You have Eight (8) positions open</u>:**

- Joan Scott - **Resigned -** Commission for Women
- Ed Phillips – **Termed Out** – Agricultural Preservation Advisory Board
- Alan Hudson - **Termed Out** – Agricultural Preservation Advisory Board
- Curt Lambertson - **Termed Out** – Agricultural Preservation Advisory Board
- Kelley Gravenor - **Termed Out** – Agricultural Preservation Advisory Board
- Harry Wimbrow – **Term Ending** – Economic Development
- Carl Smith - **Term Ending** – Electrical Examiners Board
- Kerrie Bunting – **Term Ending** – Tourism Advisory Board

Commissioner Fiori - **<u>You have Nine (9) positions open</u>:**

- Joe Schanno – **Term Ended** – Economic Development
- Bruce Spangler – **Term Ending** – Ethics Board
- Ken Church – **Term Ending** _ Planning Commission
- Norman Bunting – **Term Ending** – Recreation Advisory Board
- Keith Swanton -**Term Ended** - Water & Sewer Advisory Council, West Ocean City
- Blake Haley – **Term Ended** - Water & Sewer Advisory Council, West Ocean City
- Todd Ferrante - **Term Ending** - Water & Sewer Advisory Council, West Ocean City
- Elizabeth Rodier -**Term Ended**- Commission for Women- Not a Reappointment
- Voncelia Brown – **Termed Out** – Social Services Advisory Board

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All Commissioners:

(4)-Adult Public Guardianship Board -
3– Terms Expiring – Dr. Greer, Richard Collins, and Nancy Howard
1 – Vacancy – Psychiatrist

(3)-Drug and Alcohol Abuse Council –3- Term Ends – Kim Moses, Rev. Jones, and Alyce Marzola

(2)-Local Development Council for the Ocean Downs Casino-
Previously Expired Terms - **Mark Wittmyer, At-Large –** (Suggested Replacement), and **David Massey** (**At-Large**-Business O.P.).

(1)– Property Tax Assessment Appeal Board - Alternate Seat Vacancy

(2) – Social Services Advisory Board – Commissioner Diana Purnell has served the maximum term; this Board requires one member to be a commissioner. Mary White has served the maximum term for this At-Large seat. **Note: Interest Letter.**

(1) – Solid Waste Advisory Board - Town of Berlin member – James Charles's term is ending.

(2)- Water and Sewer Advisory Council- West Ocean City- 1 Term Ended Dec. 2021 – Keith Swanton and Blake Haley

(4- Total): Commission for Women:
(2) - Resigned - (Fiori) - Elizabeth Rodier; (Elder) – Joan Scott

(2) - Currently Termed Out - Kimberly List (Mitrecic),

(Term ends in Dec. 2025), Windy Phillips - (BD. of ED).

ADULT PUBLIC GUARDIANSHIP BOARD

Reference: PGL Family Law 14-402, Annotated Code of Maryland

Appointed by: County Commissioners

Function: Advisory
Perform 6-month reviews of all guardianships held by a public agency.
Recommend that the guardianship be continued, modified or terminated.

Number/Term: 11/3 year terms
Terms expire December 31st

Compensation: None, travel expenses (under Standard State Travel Regulations)

Meetings: Semi-annually

Special Provisions:
1 member must be a professional representative of the local department
1 member must be a physician
1 member must be a psychiatrist from the local department of health
1 member must be a representative of a local commission on aging
1 member must be a representative of a local nonprofit social services organization
1 member must be a lawyer
2 members must be lay individuals
1 member must be a public health nurse
1 member must be a professional in the field of disability
1 member must be a person with a physical disability

Staff Contact: Department of Social Services - Roberta Baldwin (410-677-6872)

Current Members:

Member's Name	Representing	Years of Term(s)
Roberta Baldwin	Local Dept. Rep. - Social Services	03-06-09-12-15-18-21-24-27
Melissa Banks	Public Health Nurse	*02-03-06-09-12-15-18-21-24-27
Dr. William Greer	Physician	07-10-13-16-19-22-25 Term Exp.
Richard Collins	Lawyer	95-16-19-22-25 Term Exp.
Nancy Howard	Lay Person	*17-19, 19-22-25 Term Exp.
Brandy Trader	Comm. On Aging	*15-17, 17-20, 20-23-26
Stephanie James	Wor. Co. Dev. Center	23-26
Vacancy	Psychiatrist	
Tina Dykes	Commission on Aging Rep.	25-28

* = Appointed to fill an unexpired term

Updated: September 16, 2025
Printed: September 18, 2025

AGRICULTURAL PRESERVATION ADVISORY BOARD

Reference: PGL Agriculture 2-504.1, Annotated Code of Maryland

Appointed by: County Commissioners

Functions: Advisory
Advise the County Commissioners and State Agricultural Preservation Foundation on establishment of agricultural districts and priorities for purchase of easements; promote preservation of agriculture in the County.

Number/Term: 7/4 years***
Terms expire December 31st

Compensation: $100 per meeting (policy)

Meetings: As Needed

Special Provisions: 4 members to be owner-operators of commercial farms
Membership limited to two consecutive full terms

Staff Contact: Katherine Munson, Dept. of Environmental Programs (410-632-1220)

Current Members: (O-O = Commercial Farm Owner-Operator)

Member's Name	Nominated By	Resides	Terms (Year)
Glen Holland (O-O)	Abbott	D-1, Pocomoke	13-17-21-25 **Termed Out**
Ed Phillips (O-O)	Elder	D-4, Whaleyville	05-10-14-18-22-26 **Termed Out**
Alan Hudson (O-O)	Elder	D-4, Berlin	14-18-22-26 **Termed Out**
Christian Martin	Purnell	D-2, Berlin	22 -23-27
Curt Lambertson	Elder	D-4, Snow Hill	15-19-23-27**Termed Out**
Stuart Cooper	Bunting	D-6, Bishopville	23-27
Kelley Gravenor	Elder	D-4, Snow Hill	*14-16-20-24-28**Termed Out**

Prior Members:

Norman Ellis
Richard Bradford
Charles Fulton
Elmer Hastings
David Stevens
Curtis Shockley
Gerald Redden
William Sirman, Jr.
Harold Purnell
Chauncy Henry (96-97)
Lieselotte Pennewell (93-98)
Carlton Magee (90-00)
Harry Mitchell (90-00)
Frank Baker (98-01)
Ed Anderson (98-03)
Robert Gray (00-05)
Orlando Bishop (01-06)
Roger Richardson (96-07)
Anne Hastings (06-11)
Earl Ludey (07-13)
George Lee Clayville (00-14)
Sandra Frazier (03-14)
Donnie Powell (06-15)
Bill Bruning(O-O) (11-19)
Billy Thompson (19-23)
Kathy Drew (06-23)

* = Appointed to fill an unexpired term
** = Appointed to partial term to create proper staggering of terms
***=Membership expanded from 5 to 7 members and terms reduced from 5 to 4-years each in 2006

Updated: September 4, 2025
Printed: September 4, 2025

AGRICULTURAL RECONCILIATION BOARD

Reference: Public Local Law § ZS 1-346 (Right to Farm Law)

Appointed by: County Commissioners

Function: Regulatory
Mediate and arbitrate disputes involving agricultural or forestry operations conducted on agricultural lands and issue opinions on whether such agricultural or forestry operations are conducted in a manner consistent with generally accepted agricultural or forestry practices and to issue orders and resolve disputes and complaints brought under the Worcester County Right to Farm Law.

Number/Term: 5 Members/4-Year Terms - Terms expire December 31st

Compensation: None - Expense Reimbursement as provided by County Commissioners

Meetings: At least one time per year, more frequently as necessary

Special Provisions:
- All members must be County residents
- Two Members chosen from nominees of Worcester County Farm Bureau
- One Member chosen from nominees of Worcester County Forestry Board
- Not less than 2 but not more than 3 members shall be engaged in the agricultural or forestry industries (**At-Large members - non-ag/forestry**)

Staff Contact: Dept. of Development Review & Permitting
- Jennifer Keener (410-632-1200)

County Agricultural Extension Agent - As Consultant to the Board
- Doug Jones, District Manager, Resource Conservation District - (632-3109, x112)

Current Members:

Member's Name	Nominated By	Ag/Forest Industry	Resides	Years of Term(s)
George Solyak	At-Large	No	Ocean Pines	18-22
Dean Ennis	Farm Bureau	Yes	Pocomoke	06-10-14-18-22-26
Tom Babcock	At-Large	No	Whaleyville	14-18-22-26
Stacey Esham	Forestry Bd.	Yes	Berlin	12-16-20-24-28
Brooks Clayville	Farm Bureau	Yes	Snow Hill	00-04-08-12-16-20-24-28

Prior Members: Since 2000

Michael Beauchamp (00-06)
Phyllis Davis (00-09)
Richard G. Holland, Sr. (00-12)
Rosalie Smith (00-14)
Betty McDermott *(09-17)

* = Initial terms staggered

Updated: December 17, 2024
Printed: December 18, 2024

BUILDING CODE APPEALS BOARD

Reference: PGL - Public Safety Article - Section 12-501 - 12-508 - Annotated Code of Maryland
COMAR 05.02.07 (Maryland Building Performance Standards)
- International Building Code, International Residential Code

Appointed by: County Commissioners

Function: Quasi-Judicial
Hear and decide upon appeals of the provisions of the International Building Code (IBC) and International Residential Code for one- and two-family dwellings (IRC)

Number/Term: 7/4-year terms
Terms expire December 31

Compensation: $100 per meeting (by policy)

Meetings: As Needed

Special Provisions: Members shall be qualified by reason of experience, training or formal education in building construction or the construction trades.

Staff Contact: Jennifer Keener, Director
Development Review & Permitting (410-632-1200, ext. 1123)

Current Members:

Member's Name	Nominated By	Resides	Years of Term(s)
Bill Paul	D-7 - Mitrecic	Ocean Pines	15-19-23 **Resigned**
Kevin Holland	D-1 - Abbott	Pocomoke	96-04-08-12-16-20, 20-24
Mike Poole	D-6 - Bunting	Bishopville	17-21, 21-25
Mark Bargar	D-4 - Elder	Berlin	14-18-22-26
Jim Wilson	D-3 - Fiori	Berlin	02-06-10-14-18-22-26
Elbert Davis	D-2 - Purnell	Snow Hill	*03-07-11-15-19-23-27
James Spicknall	D-5 - Bertino	Ocean Pines	04-08-12-16-20-24-28

Prior Members:

Robert L. Cowger, Jr. (92-95)
Charlotte Henry (92-97)
Robert Purcell (92-98)
Edward DeShields (92-03)
Sumei Prete (97-04)
Shane C. Spain (03-14)
Dominic Brunori (92-15)
Richard P. Mueller (98-17)

* = Appointed to fill an unexpired term

Updated: December 3, 2024
Printed: December 3, 2024

Reference: PGL Health-General, Section 8-1001

Appointed by: County Commissioners

Functions: Advisory
Develop and implement a plan for meeting the needs of the general public and the criminal justice system for alcohol and drug abuse evaluation, prevention and treatment services.

Number/Term: At least 18 - At least 7 At-Large, and 11 ex-officio (also several non-voting members)
At-Large members serve 4-year terms; Terms expire December 31

Compensation: None

Meetings: As Necessary

Special Provisions: Former Alcohol and Other Drugs Task Force was converted to Drug and Alcohol Abuse Council on October 5, 2004.

Staff Contact: Regina Mason, Council Secretary, Health Department (410-632-1100)
Doug Dods, Council Chair, Sheriff's Office (410-632-1111)

Current Members:

Name	Representing	Years of Term(s)
	At-Large Members	
Kim Moses	Knowledgeable on Substance Abuse Issues	08-12-16-20, 20-24
Rev. James Jones	Knowledge of Substance Abuse Issues	*21-25
Alyce Marzola	Knowledge of Substance Abuse Treatment	*24-25
Eric Gray (Designee)	Substance Abuse Treatment Provider	*15-18-22-26
Sue Abell-Rodden	Recipient of Addictions Treatment Services	10-14-18-22-26
Colonel Doug Dods	Knowledgeable on Substance Abuse Issues	04-10 (adv)-14-18-22-26
Jim Freeman, Jr.	Knowledgeable on Substance Abuse Issues	04-11-15, 15-19-23-27
Mimi Dean	Substance Abuse Prevention Provider	*18-19-23-27
Michael Trader	Knowledgeable on Substance Abuse Issues	23-27
Matthew Giardina	Knowledgeable on Substance Abuse Issues	24-28
	Ex-Officio Members	
Rebecca Jones	Health Officer	Ex-Officio, Indefinite
Roberta Baldwin	Social Services Director	Ex-Officio, Indefinite
Crystal Duffy	Juvenile Services, Regional Director	Ex-Officio, Indefinite
Travis Knapp	Field Supervisor	Ex-Officio, Indefinite
Kris Heiser	State's Attorney	Ex-Officio, Indefinite
Chasity Simpson	District Public Defender	Ex-Officio, Indefinite
Sheriff Matt Crisafulli	County Sheriff	Ex-Officio, Indefinite
Todd Ferrante	Board of Education President	Ex-Officio, Indefinite
Diana Purnell	County Commissioners	Ex-Officio, Indefinite
Judge Brian Shockley (Jen Bauman)	Circuit Court Administrative Judge	Ex-Officio, Indefinite
Hon. Melvin Jews	District Court Administrative Judge	Ex-Officio, Indefinite
Timothy Mulligan	Warden, Worcester County Jail	Ex-Officio, Indefinite

Advisory Members

* Appointed to a partial term for proper staggering, or to fill a vacant term

Updated: January 16,2024
Printed: January 22, 2025

Reference: County Commissioners= Resolutions of March 1976, 4/16/85, 9/16/97, 5/4/99 and 03-6 on 2/18/03

Appointed by: County Commissioners

Function: Advisory
Provide the County with advice and suggestions concerning the economic development needs of the County; review applications for financing; review Comprehensive Development Plan and Zoning Maps to recommend to Planning Commission appropriate areas for industrial development; review/comment on major economic development projects.

Number/Term: 7/4-Year - Terms expire December 31st.

Compensation: $100 per meeting as expense allowance

Meetings: At least quarterly, more frequently as necessary

Special Provisions: One member nominated by each County Commissioner
Members may be reappointed

Staff Contact: Economic Development Department - Melanie Pursel (410-632-3110)

Current Members:

Member=s Name	Nominated By	Resides	Term(s)
Joe Schanno	D-3, Fiori	West Ocean City	*19-20, 20-24
Harry Wimbrow	D-4, Elder	Snow Hill	*22-25
Steven Habeger	D-5, Bertino	Ocean Pines	19-23-27
Natoshia Collick Owens	D-2, Purnell	Ocean Pines	*15-19-23-27
Stephen Kolarik, Jr.	D-6, Bunting	Bishopville	23-27
C.D. Hall	D-1, Abbott	Pocomoke	*22-24-28
Ashley Harrison	D-7, Mitrecic	Ocean City	19-21-25-29

Prior Members: Since 1972

George Gering
Margaret Quillin
Robert W. Todd
Charles Fulton
E. Thomas Northam
Charles Bailey
Terry Blades
Roy Davenport
M. Bruce Matthews
Barbara Tull
Tawney Krauss
Dr. Francis Ruffo
William Smith
Saunders Marshall
Elsie Marshall
Halcolm Bailey
Norman Cathell
Mary Humphreys

Theodore Brueckman
Shirley Pilchard
W. Leonard Brown
Charles Nichols (92-97)
Jeff Robbins (97-98)
Colleen Smith (94-98)
Tommy Fitzpatrick (97-99)
John Rogers (92-98)
Jennifer Lynch (98-99)
Don Hastings (92-99)
Jerry Redden (92-00)
Keith Mason (98-00)
Bob Pusey (99-00)
Harold Scrimgeour (00-02)
Scott Savage (98-03)
Gabriel Purnell (91-03)
Michael Avara (99-03)
Annette Cropper (00-04)
Billie Laws (91-08)

Anne Taylor (95-08)
Mary Mackin (04-08)
Thomas W. Davis, Sr. (99-09)
Mickey Ashby (00-12)
Priscilla Pennington-Zytkowicz (09-14)
Barbara Purnell (08-15)
Timothy Collins (03-15)
Joshua Nordstrom (12-16)
William Sparrow (16-18)
Greg Shockley (14-18)
Tom Terry (15-19)
John Glorioso (08-19)
Ralph Shockley (*08-21)
Robert Clarke (*08-22)
Marc Scher (*19-22)
Robert Fisher (87-22)

* = Appointed to fill an unexpired term

Updated: October 21, 2025
Printed: October 28, 2025

BOARD OF ELECTRICAL EXAMINERS

Reference: Public Local Law BR §2-203

Appointed by: County Commissioners

Function: Regulatory
Regulate licensing of electricians in Worcester County.

Number/Term: 7/3 years
Terms expire December 31st

Compensation: $100 meeting for expenses (as determined by County Commissioners)

Meetings: As Needed (1 per month)

Special Provisions: 1 must be electrical contractor in Worcester County for 5-years prior.
1 must be electrician in Worcester County.
All must be residents of Worcester County.

Staff Contact: Department of Development Review & Permitting
Deborah Mooney 410-632-1200

Current Members:

Member's Name	Nominated By	Resides	Years of Term(s)
Roy M. Case (ME)	D-2, Purnell	Berlin	10-13-16-19-22-25
Carl Smith (ME-5)	D-4, Elder	Snow Hill	98-10-13-16-19-22-25
J.T. Novak (ME-5)	D-5, Bertino	Ocean Pines	07-10-13-16-19-22-25
Kenneth Lambertson (ME-5)	D-1, Abbott	Pocomoke	96-11-14-17-20-23-26
Michael Patchett (ME-5)	D-7, Mitrecic	West Ocean City	08-11-14-17-20-23-26
Steve Kolarik (ME)	D-6, Bunting	Bishopville	12-21-24-27
Duane Duncan (ME-5)	D-3, Fiori	Berlin	*05-12-15-18-21-24-27

(Key: ME-5 = Master Electrician at least 5-years; ME = Master Electrician; EL = Electrician Limited)

Prior Members: (Since 1972)

Harrison Lambertson
William Molnar
Thomas Ashby
Billy Burton Cropper
Alonza Anderson
Gus Foltz
Robert Conner
Gus Payne
Robert Farley
Mike Costanza
Herbert Brittingham
Otho Mariner
Mark Odachowski
Howard Pusey
Elwood Bunting
W. Prentiss Howard
Frank Bradshaw (90-96)
H. Coston Gladding (90-96)
Willard W. Ward (92-97)
Walter Ward (92-98)
Dale Venable (94-00)
Gary Frick (96-03)
Thomas Duncan (02-05)
Mike Henderson (00-06)
Brent Pokrywka (02-07)
Joel Watsky (03-08)
Bob Arnold (97-10)
Jamie Englishmen (06-12)

* = Appointed to fill an unexpired term

ETHICS BOARD

Reference: Public Local Law, Section CG 5-103

Appointed by: County Commissioners

Function: Advisory
Maintain all Ethics forms; develop procedures and policies for advisory opinions to persons subject to the Ethics Law and for processing complaints alleging violations of the Ethics Law; conduct a public information program regarding the purpose and application of the Ethics Law; annually certify compliance to the State; and recommend any changes to the Commissioners in order to comply with State Ethics Law.

Number/Term: 7/4 years
Terms expire December 31st

Compensation: $100 per meeting

Meetings: As Necessary

Special Provisions:

Staff Contact: Roscoe Leslie, County Attorney (410-632-1194)

Current Members:

Member's Name	Nominated By	Resides	Years of Term(s)
Bruce Spangler	D-3, Fiori	Berlin	*02-05-09-13-17-21-25
Iola Tariq	D-2, Purnell	Berlin	*22-26
Mickey Ashby	D-1, Abbott	Pocomoke	14-18-22-26
David Deutsch	D-6, Bunting	Ocean Pines	17-21-23-27
Frank Knight	D-7, Mitrecic	Ocean City	*14-19-23-27
Judy Giffin	D-5, Bertino	Ocean Pines	*21-24-28
Joseph Stigler	D-4, Elder	Berlin	16-20-24-28

Prior Members: (Since 1972)

J.D. Quillin, III
Charles Nelson
Garbriel Purnell
Barbara Derrickson
Henry P. Walters
William Long
L. Richard Phillips (93-98)
Marigold Henry (94-98)
Louis Granados (94-99)
Kathy Philips (90-00)
Mary Yenney (98-05)
Bill Ochse (99-07)
Randall Mariner (00-08)
Wallace D. Stein (02-08)
William Kuhn (90-09)
Walter Kissel (05-09)
Marion Chambers (07-11)
Jay Knerr (11-14)
Robert I. Givens, Jr. (98-14)
Diana Purnell (09-14)
Kevin Douglas (08-16)
Lee W. Baker (08-16)
Richard Passwater (09-17)
Jeff Knepper (16-21)
Faith Mumford (14-22)

* = Appointed to fill an unexpired term

Updated: December 17, 2024
Printed: December 18, 2024

HOUSING REVIEW BOARD

Reference: Public Local Law 'BR 3-104

Appointed by: County Commissioners

Function: Regulatory/Advisory
To decide on appeals of code official=s actions regarding the Rental Housing Code. Decide on variances to the Rental Housing Code. Review Housing Assistance Programs.

Number/Term 7/3-year terms
Terms expire December 31st

Compensation: $100 per meeting (policy)

Meetings: As Needed

Special Provisions: Immediate removal by Commissioners for failure to attend meetings.

Staff Support: Development Review & Permitting Department
Davida Washington, Housing Program Administrator - 410-632-1200 Ext: 1171

Current Members:

Member=s Name	Nominated By	Resides	Years of Terms(s)
Maria Campione-Lawrence	D-5, Bertino	Ocean Pines	*22-23
Keri-Ann F. Byrd	D-1, Abbott	Pocomoke	22-25
Don Furbay	D-3, Fiori	W. Ocean City	23-26
Charlie Murphy	D-7, Mitrecic	Ocean City	*23-26
Carl Smith	D-4, Elder	Snow Hill	24-27
Felicia Green	D-2, Purnell	Ocean Pines	*21-24-27
Debbie Hileman	D-6, Bunting	Ocean Pines	10-13-16-19-22-25-28

Prior Members:

Phyllis Mitchell
William Lynch
Art Rutter
William Buchanan
Christina Alphonsi
Elsie Purnell
William Freeman
Jack Dill
Elbert Davis
J. D. Quillin, III (90-96)
Ted Ward (94-00)
Larry Duffy (90-00)
Patricia McMullen (00-02)
William Merrill (90-01)
Debbie Rogers (92-02)
Wardie Jarvis, Jr. (96-03)
Albert Bogdon (02-06)
Jamie Rice (03-07)
Howard Martin (08)
Marlene Ott (02-08)
Mark Frostrom, Jr. (01-10)
Joseph McDonald (08-10)
Sherwood Brooks (03-12)
Otho Mariner (95-13)
Becky Flater (13-14)
Ruth Waters (12-15)
John Glorioso (*06-19)
Sharon Teagle (00- 20)
Davida Washington (*21-21)
Donna Dillion (08-22)
C.D. Hall 10-22
Chase Church (*19-22)
Jake Mitrecic (15-21)
Scot Tingle 14-24

* = Appointed to fill an unexpired term

Updated October 21, 2025
Printed: October 27, 2025

BOARD OF LIBRARY TRUSTEES

Reference: PGL Education 23-403, Annotated Code of Maryland

Appointed by: County Commissioners (from nominees submitted by Board of Library Trustees)

Function: Supervisory
Responsible for the general control and development of the County library system. Oversees management of the libraries, assists in preparation of library budget and other fiscal matters, arranges for an annual audit, makes an annual report to the County Commissioners, make recommendations to the County Commissioners regarding library acquisitions/development.

Number/Term: 7/5 years
Terms expire December 31st.

Compensation: None

Meetings: 1 per month except July, and August

Special Provisions: Nominees submitted by Library Board; Maximum 2 consecutive terms

Staff Contact: Library Director - Jennifer Ranck (410) 632-2600

Current Members:

Name	Resides	Years of Term(s)
Patricia Tomasovic	Pocomoke	*19, 19-24
Sandra Buchanan	Pocomoke	21-26
Jocelyn Briddell	Newark	21-26
Nancy Howard	Ocean City	16-21, 21-26
Kathryn Culbertson	Snow Hill	*21-23-28
Vicki O'Mara	Ocean Pines	*18-23-28
Jeff Smith	Berlin	19-24-29

Prior Members: Since 1972

Herman Baker
Lieselette Pennewell
Edith Dryden
Clifford D. Cooper, Jr.
Klein Leister
Evelyn Mumford
Ann Eschenburg
Barbara Ward
Donald F. McCabe
Fannie Russell
Stedman Rounds
Donald Turner
Sarah Dryden
L. Richard Phillips
Barbara Bunting
Joanne Mason

Jere Hilbourn
Janet Owens
Ruth Westfall
Helen Farlow
Judy Quillin
Gay Showell
Susan Mariner
Jacqueline Mathias
Ann S. Coates (88-97)
Jim Dembeck (91-97)
Bill Waters (88-98)
Geraldine Thweatt (97-98)
Martha Hoover (87-99)
Eloise Henry-Gordy (98-00)
William Cropper (91-01)
Ms. Willie Gaddis (89-01)
Leola Smack (99-02)
Jean Tarr (94-04)
Lois Sirman (01-06)
Amanda DeShields (00-07)
David Nedrow (04-09)
Belle Redden (99-09)

Beverly Dryden Wilkerson (06-10)
John Staley (97-11)
James Gatling (01-11)
Shirley Dale (02-12)
Edith Barnes (07-13)
Richard Polhemus (11-16)
Richard Warner Davis (11-16)
Frederick Grant (13-17)
Rosemary S. Keech (12-18)
Vivian Pruitt (09-19)
Ron Cascio 09-19
Donald James Bailey (16-21)
Holly Anderson (*10-21)
Leslie Mulligan (*17-21)

* = Appointed to fill an unexpired term

Updated: December 3, 2024
Printed: December 4, 2024

LOCAL DEVELOPMENT COUNCIL FOR THE OCEAN DOWNS CASINO

Reference: Subsection 9-1A-31(c) - State Government Article, Annotated Code of Maryland

Appointed by: County Commissioners

Function: Advisory
Review and comment on the multi-year plan for the expenditure of the local impact grant funds from video lottery facility proceeds for specified public services and improvements; Advise the County on the impact of the video lottery facility on the communities and the needs and priorities of the communities in the immediate proximity to the facility.

Number/Term: 15/4-year terms; Terms Expire December 31

Compensation: None

Meetings: At least semi-annually

Special Provisions: Membership to include State Delegation (or their designee); one representative of the Ocean Downs Video Lottery Facility, seven residents of communities in immediate proximity to Ocean Downs, and four business or institution representatives located in immediate proximity to Ocean Downs.

Staff Contacts: Kim Moses, Public Information Officer, 410-632-1194
Roscoe Leslie, County Attorney, 410-632-1194

Current Members:

Member=s Name	Nominated By	Represents/Resides	Years of Term(s)
Mark Wittmyer	At-Large	Business - Ocean Pines	15-19
David Massey [c]	At-Large	Business - Ocean Pines	09-13-17, 17-21
Bobbi Jones	Ocean Downs Casino	Ocean Downs Casino	23-indefinite
Mary Beth Carozza	Indefinite	Maryland Senator	14-indefinite
Wayne A. Hartman	Indefinite	Maryland Delegate	18-indefinite
Charles Otto	Indefinite	Maryland Delegate	14-indefinite
Matt Gordon	Dist. 1 – Abbott	Resident - Pocomoke	19-22, 22-26
Ivy Wells	Dist. 3 - Church	Resident - Berlin	22-26
Cam Bunting [c]	At-Large	Business - Berlin	*09-10-14-18-22-26
Roxane Rounds	Dist. 2 - Purnell	Resident - Berlin	*14-15-19-23-27
Michael Donnelly	Dist. 7 - Mitrecic	Resident - Ocean City	*16-19-23-27
Kerrie Bunting	Dist. 4 - Elder	Resident - Snow Hill	*22-24-28
Mayor Rick Meehan [c]	At-Large	Business - Ocean City	*09-12-16-20-24-28
Tina Kolarik	Dist. 6 - Bunting	Resident -Bishopville	24-28
Bob Gilmore	Dist. 5 - Bertino	Resident - Ocean Pines	*19-21, 21-25-29

Prior Members: Since 2009

J. Lowell Stoltzfus [c] (09-10)
Mark Wittmyer [c] (09-11)
John Salm [c] (09-12)
Mike Pruitt [c] (09-12)
Norman H. Conway [c] (09-14)
Michael McDermott (10-14)
Diana Purnell [c] (09-14)
Linda Dearing (11-15)
Todd Ferrante [c] (09-16)
Joe Cavilla (12-17)
James N. Mathias, Jr.[c] (09-18)
Ron Taylor [c] (09-14)
James Rosenberg (09-19)
Rod Murray [c] (*09-19)
Gary Weber (*19-21)
Charlie Dorman (12-19)
Gee Williams (09-21)
Bobbi Sample (17-23)
Steve Ashcraft (19-24)

* = Appointed to fill an unexpired term/initial terms staggered
[c] = Charter Member

Updated: October 21, 2025
Printed: October 27, 2025

PLANNING COMMISSION

Reference: Public Local Law ZS '1-112

Appointed by: County Commissioners

Functions: Advisory/Regulatory
Make investigations and recommendations regarding zoning text and map amendment applications; recommend conditional rezoning; make recommendations to the Board of Zoning Appeals; review public projects, proposed facility development plans, regulations and standards; review and approve site plans; review and make recommendations regarding residential planned communities; review and approve subdivision plats.

Number/Term: 7/5 years; Terms expire December 31st

Compensation: $100 per meeting (policy)

Meetings: 1 regular meeting per month; additional meetings held as necessary

Special Provisions: Historically - one member from each Commissioner District, plus two At-Large members; one member per district once expanded to seven districts.

Staff Contact: Department of Development Review & Permitting
Jennifer Keener, Director (410-632-1200, ext. 1123)

Current Members:

Member=s Name	Nominated By	Resides	Years of Term(s)
Ken Church	D-3, Fiori	Berlin	20-25
Phyllis Wimbrow	D-4, Elder	Snow Hill	23-28
Marlene Ott	D-5, Bertino	Ocean Pines	08-13-18-23-28
Kathy Drew	D-6, Bunting	Bishopville	*23-26
Betty M. Smith	D-2, Purnell	Berlin	*07-09-14-19-24-29
Mary Knight	D-7, Mitrecic	Berlin	*20-24-29
Jerry Barbierri	D-1, Abbott	Pocomoke	*12-15-20-25-30

Prior Members: Since 1972

David L. Johnson
N. Paul Joyner
Daniel Trimper, IV
Hugh F. Wilde
Warren Frame
Roland E. Powell
Harry Cherrix
W. David Stevens
Granville Trimper
J. Brad Aaron
Lester Atkinson
Paul L. Cutler
Edward R. Bounds
Edward Phillips
Vernon McCabe
R. Blaine Smith
Edward A. Tudor
Terry Bayshore
Larry Widgeon
Charles D. ACD@ Hall
Ernest ASandy@ Coyman
Rev. Donald Hamilton
Dale Stevens
Marion L. Butler, Sr.
Ron Cascio (96-97)
Louie Paglierani (90-99)
Robert Hawkins (96-99)
Ilia Fehrer (94-99)
Rob Clarke (99-00)
W. Kenny Baker (97-02)
James Jarman (99-03)
Harry Cullen (00-03)
Ed Ellis (96-04)
Troy Purnell (95-05)
Larry Devlin (04-06)
Tony Devereaux (03-07)
Wilbert ATom@ Pitts (99-07)
Doug Slingerland (07-08)
Carolyn Cummins (90-94, 99-09)
Madison AJimmy@ Bunting (05-10)
Jeanne Lynch (06-11)
H. Coston Gladding (96-12)
Wayne A. Hartman (09-14)
Jay Knerr (14-20)
Mike Diffendal (10-20)
Brooks Clayville (02-22)
Richard Wells (11-23)

* = Appointed to fill an unexpired term

Updated: October 7, 2025
Printed: October 7, 2025

RECREATION ADVISORY BOARD

Reference: County Commissioners= Action 6/13/72 and Resolution of 12/27/83 and Resolution 97-51 of 12/23/97 and Resolution 03-6 of 2/18/03

Appointed by: County Commissioners

Function: Advisory
Provide the County with advice and suggestions concerning the recreation needs of the County and recommendations regarding current programs and activities offered.
Review and comment on proposed annual Recreation Department budget.

Number/Term: 7/4-year term
Terms expire December 31st

Compensation: $100 per meeting expense allowance, subject to funding

Meetings: At least quarterly, more frequently as necessary

Special Provisions: One member nominated by each County Commissioner

Staff Support: Recreation and Parks Department - Lisa Gebhardt (410) 632-2144

Current Members:

Member=s Name	Nominated By	Resides	Years of Term(s)
Norman Bunting, Jr.	D-3, Fiori	Berlin	*16-17-21-25
Alvin Handy	D-2, Purnell	Ocean City	06-10-14-18-22-26
John Gehrig	D-7, Mitrecic	Ocean City	14-18-22-26
Joseph Stigler	D-4, Elder	Snow Hill	*21-23-27
Missy Denault	D-5, Bertino	Berlin	*15-16-20-24-28
Scott Holland	D-1, Abbott	Pocomoke	24-28
William Gabeler	D-6, Bunting	Ocean Pines	21-25-29

Prior Members: Since 1972

Howard Taylor
Arthur Shockley
Rev. Ray Holsey
William Tingle
Mace Foxwell
Nelson Townsend
J.D. Townsend
Robert Miller
Jon Stripling
Hinson Finney
John D. Smack, Sr.
Richard Street
Ben Nelson
Shirley Truitt
Cyrus Teter
Warren Mitchell
Edith Barnes
Glen Phillips
Gerald Long
Lou Ann Garton
Milton Warren
Ann Hale
Claude Hall, Jr.
Vernon Davis
Rick Morris
Joe Lieb
Donald Shockley
Fulton Holland (93-95)
Gregory Purnell (83-96)
Vernon Redden, Jr.(83-98)
Richard Ramsay (93-98)
Mike Daisy (98-99)
Cam Bunting (95-00)
Charlie Jones (98-03)
Rick Morris (03-05)
Gregory Purnell (97-06)
George AEddie@ Young (99-08)
Barbara Kissel (00-09)
Alfred Harrison (92-10)
Janet Rosensteel (09-10)
Tim Cadotte (02-12)
Craig Glovier (08-12)
Joe Mitrecic (10-14)
Sonya Bounds (12-15)
Burton Anderson (05-15)
William Regan (02-16)
Shawn Johnson(15-19)
Devin Bataille (19-20)
Chris Klebe (*11-21)
Mike Hooks (12-24)

* = Appointed to fill an unexpired term

Updated: October 21, 2025
Printed: October 27, 2025

SOCIAL SERVICES ADVISORY BOARD

Reference: Human Services Article - Annotated Code of Maryland - Section 3-501

Appointed by: County Commissioners

Functions: Advisory
Review activities of the local Social Services Department and make recommendations to the State Department of Human Resources.
Act as liaison between Social Services Dept. and County Commissioners.
Advocate social services programs on local, state and federal level.

Number/Term: 9 to 13 members/3 years
Terms expire June 30th

Compensation: None - (Reasonable Expenses for attending meetings/official duties)

Meetings: 1 per month (Except June, July, August)

Special Provisions: Members to be persons with high degree of interest, capacity & objectivity, who in aggregate give a countywide representative character.
Maximum 2 consecutive terms, minimum 1-year between reappointment
Members must attend at least 50% of meetings
One member (ex officio) must be a County Commissioner
Except County Commissioner, members may not hold public office.

Staff Contact: Roberta Baldwin, Director of Social Services - (410-677-6806)

Current Members:

Member's Name	Nominated By	Resides	Years of Term(s)
Harry Hammond	D-6, Bunting	Bishopville	15-21, 21- 24 Term Expired
Shelly Daniels	D-1, Abbott	Pocomoke City	22-25
Rebecca Colt-Ferguson	D-7, Mitrecic	Ocean City	22-25 Resigned
Janice Chiampa	D-5, Bertino	Ocean Pines	22-25
Diana Purnell	ex officio - Commissioner		14-18-22-25 Term Expired
Voncelia Brown	D-3, Fiori	Berlin	16-19-22-25 Term Expired
Mary White	At-Large	Berlin	*17-19-22-25 Term Expired
Margaret Labesky	D-4, Elder	Snow Hill	23-26
Nancy Howard	D-2, Purnell	Ocean City	09-16-17-20-23-26 Term Expired

* = Appointed to fill an unexpired term

Updated: November 21, 2023
Printed: September 2, 2025

Reference: County Commissioners= Resolution 5/17/94 and 03-6 on 2/18/03

Appointed by: County Commissioners

Function: Advisory
Review and comment on Solid Waste Management Plan, Recycling Plan, plans for solid waste disposal sites/facilities, plans for closeout of landfills, and to make recommendations on tipping fees.

Number/Term: 11/4-year terms; Terms expire December 31st.

Compensation: $100 per meeting expense allowance, subject to annual appropriation

Meetings: At least quarterly

Special Provisions: One member nominated by each County Commissioner; and one member appointed by County Commissioners upon nomination from each of the four incorporated towns.

Staff Support: Solid Waste - Solid Waste Superintendent – David Candy - (410-632-3177)
Solid Waste - Recycling Coordinator – Bob Keenan - (410-632-3177)
Department of Public Works - Dallas Baker- (410-632-5623)

Current Members:

Member=s Name	Nominated By	Resides	Years of Term(s)
James Charles	Town of Berlin		21-25
Bob Gilmore	D-5, Bertino	Ocean Pines	*21-22, 22-26
George Linvill	D-1, Abbott	Pocomoke	14-18-22-26
George Dix	D-4, Elder	Snow Hill	*10-18-22-26
John O'Brien	D-6, Bunting	Bishopville	*22-23-27
Don Furbay	D-3, Fiori	Berlin	20-24-28
Granville Jones	D-7, Mitrecic	Berlin	*15-16-20-24-28
Mike Wyatt	Town of Pocomoke City		24-28
Aaron Lumpkins	Town of Snow Hill		25-29
Vaughn White	D-2, Purnell	Berlin	*19-21, 21-25-29
Brain Scarborough	Town of Ocean City		21-25-29

Prior Members: (Since 1994)

Ron Cascio (94-96)
Roger Vacovsky, Jr. (94-96)
Lila Hackim (95-97)
Raymond Jackson (94-97)
William Turner (94-97)
Vernon ACorey@ Davis, Jr. (96-98)
Robert Mangum (94-98)
Richard Rau (94-96)
Jim Doughty (96-99)
Jack Peacock (94-00)
Hale Harrison (94-00)
Richard Malone (94-01)
William McDermott (98-03)
Fred Joyner (99-03)
Hugh McFadden (98-05)
Dale Pruitt (97-05)

Frederick Stiehl (05-06)
Eric Mullins (03-07)
Mayor Tom Cardinale (05-08)
William Breedlove (02-09)
Lester D. Shockley (03-10)
Woody Shockley (01-10)
John C. Dorman (07-10)
Robert Hawkins (94-11)
Victor Beard (97-11)
Mike Gibbons (09-14)
Hank Westfall (00-14)
Marion Butler, Sr. (00-14)
Robert Clarke (11-15)
Bob Donnelly (11-15)
Howard Sribnick (10-16)
Dave Wheaton (14-16)
Wendell Purnell (97-18)
George Tasker (*15-20)

Rodney Bailey *19
Steve Brown *10-19
Bob Augustine 16-19
Michael Pruitt *15-19
James Rosenburg (*06-19)
Jamey Latchum *17-19
Hal Adkins (*20-21)
Mike Poole (11-22)
Michelle B-El Soloh (*19-24)
Michael Pruitt (*22-24)

* = Appointed to fill an unexpired term

. Updated: October 21, 2025
Printed: October 27, 2025

TOURISM ADVISORY COMMITTEE

Reference: County Commissioners= Resolution of May 4, 1999 and 03-6 of 2/18/03

Appointed by: County Commissioners

Function: Advisory
Advise the County Commissioners on tourism development needs and recommend programs, policies and activities to meet needs, review tourism promotional materials, judge tourism related contests, review applications for State grant funds, review tourism development projects and proposals, establish annual tourism goals and objectives, prepare annual report of tourism projects and activities and evaluate achievement of tourism goals and objectives.

Number/Term: 7/4-Year term - Terms expire December 31st

Compensation: $100 per meeting expense allowance

Meetings: At least bi-monthly (6 times per year), more frequently as necessary

Special Provisions: One member nominated by each County Commissioner

Staff Contact: Tourism Department – Melanie Pursel, Director of Tourism 410-632-3110

Current Members:

Member=s Name	Nominated By	Resides	Years of Term(s)[2]
Kerrie Anne Bunting	D-4, Elder	Snow Hill	21-25 **Term Ending**
Gregory Purnell	D-2, Purnell	Berlin	14-18-22-26
CL Marshall	D-1, Abbott	Pocomoke	*24-27
Thomas Shuster	D-3, Fiori	West Ocean City	23-27
Ruth Waters	D-6, Bunting	Bishopville	19-23-27
Sarah Ash	D-5, Bertino	Berlin	25-29
Lauren Taylor	D-7, Mitrecic	Ocean City	13-17-21-25-29

Prior Members: Since 1972

Isaac Patterson[1]
Lenora Robbins[1]
Kathy Fisher[1]
Leroy A. Brittingham[1]
George ABuzz@ Gering[1]
Nancy Pridgeon[1]
Marty Batchelor[1]
John Verrill[1]
Thomas Hood[1]
Ruth Reynolds (90-95)
William H. Buchanan (90-95)
Jan Quick (90-95)
John Verrill (90-95)
Larry Knudsen (95)
Carol Johnsen (99-03)
Jim Nooney (99-03)
Barry Laws (99-03)
Klein Leister (99-03)
Bill Simmons (99-04)
Bob Hulburd (99-05)
Frederick Wise (99-05)
Wayne Benson (05-06)
Jonathan Cook (06-07)
John Glorioso (04-08)
David Blazer (05-09)
Ron Pilling (07-11)
Gary Weber (99-03, 03-11)
Annemarie Dickerson (99-13)
Diana Purnell (99-14)
Kathy Fisher (11-15)
Linda Glorioso (08-16)
Teresa Travatello (09-18)
Molly Hilligoss (15-18)
Denise Sawyer (*18-19)
Isabel Morris (11-19)
Michael Day *19-21
Barbara Tull (03-23)
Elena Ake *16-23 Released
Nola Tullar (23-24) Released
Joh Davis (*19-24)

* = Appointed to fill an unexpired term
1 = Served on informal ad hoc committee prior to 1990, Committee abolished between 1995-1999
2 = All members terms reduced by 1-year in 2003 to convert to 4-year terms

Updated: October 21, 2025
Printed: October 28, 2025

WATER AND SEWER ADVISORY COUNCIL
OCEAN PINES SERVICE AREA

Reference: County Commissioners' Resolution of November 19, 1993

Appointed by: County Commissioners

Function: Advisory
Advise Commissioners on water and sewer needs of the Service Area; review amendments to Water and Sewer Plan; make recommendations on policies and procedures; review and recommend charges and fees; review annual budget for the service area.

Number/Term: 5/4-year terms
Terms Expire December 31

Compensation: $100.00/ Meeting

Meetings: Monthly

Special Provisions: Must be residents of Ocean Pines Service Area

Staff Support: Department of Public Works - Water and Wastewater Division
Chris Clasing- (410-641-5251)

Current Members:

Name	Resides	Years of Term(s)
John F. (Jack) Collins, Jr.	Ocean Pines	*18-21, 21-25
William Gabeler	Ocean Pines	22 - 26
Robert Kane	Ocean Pines	22-26
James Spicknall	Ocean Pines	07-10-14-18-22-26
Frederick Stiehl	Ocean Pines	*06-24, 24-28

Prior Members: (Since 1993)

Andrew Bosco (93-95)
Richard Brady (96-96, 03-04)
Michael Robbins (93-99)
Alfred Lotz (93-03)
Ernest Armstrong (93-04)
Jack Reed (93-06)
Fred Henderson (04-06)
E. A. "Bud" Rogner (96-07)
David Walter (06-07)
Darwin "Dart" Way, Jr. (99-08)
Aris Spengos (04-14)
Gail Blazer (07-17)
Mike Hegarty (08-17)
Michael Reilly (14-18)
Bob Poremski (17-20)
Gregory Sauter (17-21)

* = Appointed to fill an unexpired term

WATER AND SEWER ADVISORY COUNCIL
WEST OCEAN CITY SERVICE AREA

Reference: County Commissioners' Resolution of November 19, 1993

Appointed by: County Commissioners

Function: Advisory
Advise Commissioners on water and sewer needs of the Service Area; review amendments to Water and Sewer Plan; make recommendations on policies and procedures; review and recommend charges and fees; review annual budget for the service area.

Number/Term: 5/4-year terms
Terms Expire December 31

Compensation: $100.00/Meeting

Meetings: Monthly

Special Provisions: Must be residents/ratepayers of West Ocean City Service Area

Staff Support: Department of Public Works - Water and Wastewater Division
Chris Clasing - (410-641-5251)

Current Members:

Member's Name	Resides/Ratepayer of	Terms (Years)
Keith Swanton	West Ocean City	13-17, 17-21
Blake Haley	West Ocean City	*19-20, 20-24
Todd Ferrante	West Ocean City	13-17-21-25
Gail Fowler	West Ocean City	99-23-27
Deborah Stanley	West Ocean City	95-23-27

Prior Members: (Since 1993)

Eleanor Kelly[c] (93-96)
John Mick[c] (93-95)
Frank Gunion[c] (93-96)
Carolyn Cummins (95-99)
Roger Horth (96-04)
Whaley Brittingham[c] (93-13)
Ralph Giove[c] (93-14)
Chris Smack (04-14)
Andrew Delcorro (*14-19)

* = Appointed to fill an unexpired term
[C] = Charter member

Updated: March 1, 2020
Printed: February 6, 2025

COMMISSION FOR WOMEN

Reference: Public Local Law CG 6-101

Appointed by: County Commissioners

Function: Advisory

Number/Term: 11/3-year terms; Terms Expire December 31

Compensation: None

Meetings: At least monthly (3rd Tuesday at 5:30 PM - alternating between Berlin and Snow Hill)

Special Provisions: 7 district members, one from each Commissioner District
4 At-large members, nominations from women=s organizations & citizens
4 Ex-Officio members, one each from the following departments: Social Services, Health & Mental Hygiene, Board of Education, Public Safety
No member shall serve more than six consecutive years

Contact: Coleen Colson, Chair and , Laura Morrison, Co-Chair
Worcester County Commission for Women - P.O. Box 211, Snow Hill, MD 21863

Current Members:

Member=s Name	Nominated By	Resides	Years of Term(s)
Kimberly List	D-7, Mitrecic	Ocean City	18- 21-24 **Termed Out**
Elizabeth Rodier	D-3, Fiori	Bishopville	18-21 **Resigned**
Jocelyn Briddell	At-Large	Berlin	23-26
Windy Phillips	Board of Education		19-22-25 **Will Term Out**
Laura Morrison	At-Large	Pocomoke	*19-20-23-26
Crystal Bell, MPA	Health Department		*22-23-26
Jeannine Jerscheid	Public Safety – Sheriff's Office		23-26
Sharnell Tull	At-Large	Pocomoke	23 -26
Joan Scott	D-4, Elder	Newark	23-26 **Resigned**
Susan Ostrowski	D-6, Bunting	Berlin	24-27
Dorothy Shelton-Leslie	D-5, Bertino	Ocean Pines	24-27
Dr. Darlene Jackson- Bowen	D-2, Purnell	Pocomoke	*19-21-24-27
Michelle Goad	D-1, Abbott	Pocomoke City	25-28
Cheryl Middleton	At-Large	West O. City	25-28
Kelsey Moran	Dept of Social Services		25-28

Prior Members: Since 1995

Ellen Pilchard[c] (95-97)
Helen Henson[c] (95-97)
Barbara Beaubien[c] (95-97)
Sandy Wilkinson[c] (95-97)
Helen Fisher[c] (95-98)
Bernard Bond[c] (95-98)
Jo Campbell[c] (95-98)
Karen Holck[c] (95-98)
Judy Boggs[c] (95-98)
Mary Elizabeth Fears[c] (95-98)
Pamela McCabe[c] (95-98)
Teresa Hammerbacher[c] (95-98)
Bonnie Platter (98-00)
Marie Velong[c] (95-99)
Carole P. Voss (98-00)
Martha Bennett (97-00)
Patricia Ilczuk-Lavanceau (98-99)
Lil Wilkinson (00-01)
Diana Purnell[c] (95-01)
Colleen McGuire (99-01)
Wendy Boggs McGill (00-02)
Lynne Boyd (98-01)
Barbara Trader[c] (95-02)
Heather Cook (01-02)
Vyoletus Ayres (98-03)
Terri Taylor (01-03)
Christine Selzer (03)
Linda C. Busick (00-03)
Gloria Bassich (98-03)
Carolyn Porter (01-04)
Martha Pusey (97-03)
Teole Brittingham (97-04)
Catherine W. Stevens (02-04)
Hattie Beckwith (00-04)
Mary Ann Bennett (98-04)
Rita Vaeth (03-04)
Coleen Colson (19-25)

* = Appointed to fill an unexpired term
c = Charter member

Updated: October 7, 2025
Printed: October 7, 2025

Worcester County Administration
One West Market St. Room 1103 | Snow Hill MD 21863 | (410) 632-1194 | www.co.worcester.md.us

TO: *The Salisbury Daily Times* and *OC Today Dispatch Group*
FROM: Candace Savage, Deputy Chief Administrative Officer
DATE: October 30, 2025
SUBJECT: Worcester County Public Hearing Notice

Please print the below Public Hearing Notice in *The Salisbury Daily Times* and *Ocean City Digest/OC Today Dispatch* on October 16, 2025 and October 23, 2025. Thank you.

WORCESTER COUNTY
NOTICE OF PUBLIC HEARING

The Worcester County Commissioners will conduct a Public Hearing and will receive public comment on **Tuesday, November 4, 2025, at 10:30 AM** in the Worcester County Government Center, Room 1101, One West Market Street, Snow Hill, Maryland:

To provide information on the progress of the Housing Study which was funded under the Maryland Community Development Block Grant Program which is a federally funded program designed to assist governments with activities directed toward neighborhood and housing revitalization, economic development, and improved community facilities and services.

A copy of the Housing Study is available to view online at www.co.worcester.md.us or during normal business hours at the Department of Development, Review and Permitting, One West Market Street, Room 1201, Snow Hill, MD. Efforts will be made to accommodate the disabled and non-English speaking residents with 3 days advance notice to Candace Savage, Deputy Chief Administrative Officer at 410-632-1194.

The Worcester County Commissioners

DEPARTMENT OF
DEVELOPMENT REVIEW AND PERMITTING
Worcester County
GOVERNMENT CENTER
ONE WEST MARKET STREET, ROOM 1201
SNOW HILL, MARYLAND 21863
TEL:410.632.1200 / FAX: 410.632.3008
http://www.co.worcester.md.us/departments/drp

ZONING DIVISION
BUILDING DIVISION
DATA RESEARCH DIVISION

ADMINISTRATIVE DIVISION
CUSTOMER SERVICE DIVISION
TECHNICAL SERVICES DIVISION

MEMORANDUM

TO: Weston S. Young, Chief Administrative Officer
FROM: Jennifer K. Keener, AICP, Director, DRP
DATE: October 27, 2025
RE: Public Hearing: Worcester County Housing Study

****

Attached is the 2025 Worcester County Housing Study prepared by Matrix Design Group and updated on October 21, 2025, for the public hearing scheduled for Tuesday, November 4, 2025. The purpose of the public hearing is to provide the community with the results of the Housing Study and solicit public feedback since the project was funded with Maryland Community Development Block Grant (CDBG) funds. The Worcester County Commissioners are not required to take any motion on the plan itself.

The study is comprised of five main sections:

- Statistical data and analysis addressing topics such as demographics, housing stock, and the rental and homeownership markets.
- Current and projected housing demand.
- Substandard housing.
- Community engagement efforts that were conducted as part of the study, including a survey and key stakeholder interviews.
- Existing efforts and potential opportunities for funding and policy recommendations.

The intent of the policy recommendations is to provide suggestions for regulatory changes (such as amendments to the Zoning Code or tax incentives), programs that could be implemented to provide the highest and best use of funding to achieve a greater supply of affordable housing, and examples from other jurisdictions. The County Commissioners are not obliged to adopt the recommendations listed in the study; however, they provide a guide for future policy considerations to achieve more affordable housing in the county.

The consultant has made modifications to the methodology for estimating future housing needs and therefore has updated the projected future housing units needed in the October 21st version of the plan. At the hearing, they will explain the change in methodology that has resulted in a higher housing demand projected for 2035 and 2050.







2025 Worcester County Housing Study



Photo Credit: Lee Cannon, Flickr (Front: Bottom Left; Inner Right; Back: Left, Top Right, Middle Right)

2025 Worcester County Housing Study

Prepared for:

Prepared by:

Matrix
Excellence by Design
707 17th St, Suite 3150
Denver, CO 80202

Updated: October 21, 2025

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Executive Summary

The *2025 Worcester County Housing Study* provides an updated assessment of housing conditions, affordability, and future needs across the County. Commissioned by Worcester County and conducted by Matrix Design Group, Inc. (Matrix), this study builds upon two prior efforts: the *Affordable Housing Report 2004* and the *Substandard Housing Study 2004*. While those earlier reports provided valuable baseline insights, shifting market dynamics, demographic changes, and rising housing costs over the past two decades have created new challenges that warrant renewed attention. This updated study offers a more comprehensive and rigorous analysis of current conditions and is intended to guide future planning, investment, and policy decisions.

The study features a comprehensive analysis of demographic trends—including population age, educational attainment, housing tenure, and disability status—alongside an economic and workforce profile that examines household income levels, poverty rates, and employment by industry sector and associated earnings. It also includes a detailed assessment of the County's housing stock, analyzing its size and composition, recent building permit activity, and vacancy patterns. Additional sections evaluate the rental and for-sale markets and estimate current housing needs as well as projected gaps through 2035 and 2050. The substandard housing analysis incorporates multiple factors linked to housing inadequacy—such as building age, construction quality, fuel type, off-market vacancy, and the absence of kitchen or plumbing facilities—to construct a composite Substandard Housing Index using advanced statistical techniques. A community engagement campaign consisting of a resident survey and stakeholder interviews supplemented the quantitative analysis. Finally, the report features strategies to improve the existing housing stock. The major findings are summarized below.

Demographics

- From 2010 to 2023, Worcester County's population increased from 51,454 to 54,337; it is projected to grow to 59,650 by 2035 and 62,895 by 2050.
- Worcester County's median population age (50.7) is significantly higher than Maryland's (39.3), with especially high concentrations of seniors in Ocean Pines and Ocean City.
- Consistent with the service-oriented nature of the local economy, 33% of County residents held a bachelor's degree, nine points below the statewide rate.

- About 15% of seniors reported ambulatory disabilities, highlighting the need for accessible housing options to facilitate aging in place.
- The County is less racially diverse than the state overall, but Black residents are more concentrated in Pocomoke City and Snow Hill.
- Worcester's homeownership rate (77%) exceeded the state average, but rates ranged from 55% in Berlin to nearly 90% in Ocean Pines.
- On average, Worcester County households consist of 2.2 people, illustrating the need for smaller housing options.
- Berlin, Pocomoke City, and Snow Hill faced high rates of household overcrowding, indicating affordability and space constraints.

Economic & Workforce Profile

- Across Worcester County, real incomes have grown at a faster rate than in Maryland overall, with the median Worcester household earning $81,455 in 2023; nonetheless, the typical Maryland household earned about $20,000 more.
- Income growth varied widely across the County. West Ocean City experienced the strongest gains, while Ocean City saw more modest increases; despite notable growth, lower-income areas like Pocomoke City continued to report some of the lowest median incomes.
- About one-third of County households earned under $50,000 in 2023. Only 20% earned above $150,000, compared to 32% statewide, with the highest-income households concentrated in West Ocean City.
- The median owner-occupied household earned $95,497 annually, more than double the income reported by the median renter-occupied household. In some communities, such as Berlin, the homeowner-renter income gap was even wider, potentially signaling heightened affordability pressures and displacement risk for renters.
- While poverty was relatively rare in the County overall, Snow Hill and Pocomoke City reported high rates, highlighting the need for deeply affordable housing options.
- *Accommodation and Food Services* and *Retail Trade* accounted for about half of the County's total jobs in 2024, with average annual earnings of $32,924 and $36,245, respectively.
- Across all sectors, average annual earnings totaled $45,653 in 2024, suggesting there is significant demand for affordable housing, especially in coastal and tourism-heavy areas.

Housing Stock

- Single-family detached homes dominate Worcester's inland and unincorporated communities, whereas large multifamily buildings are almost exclusively found in Ocean City. Overall, single-family detached homes represented 43% of the housing stock.
- New residential construction is predominantly single-family, with 95% of permitted units in 2024 classified as such.

- Countywide, three-bedroom units accounted for 41% of the housing stock. Ocean City skews toward smaller units, while homes with four or more bedrooms are proportionally more common in Ocean Pines and West Ocean City.
- Homeowner and rental vacancy rates have declined markedly in recent years, with many communities reporting near-zero availability by 2023. An exception to this trend has been Ocean City, where seasonal dynamics still drive elevated rates.
- Nearly half of the County's housing stock was classified as seasonal or vacation homes, limiting availability for full-time residents. Other off-market vacancies, which are often in poor condition, are more common in rural areas like Pocomoke City.

Rental Market

- As of May 2025, the typical unit in Worcester rented for $2,228, representing a 13.3% increase over the May 2024 inflation-adjusted value of $1,966.
- Accounting for average utilities, households require an annual income of nearly $100,000 to afford the typical unit. This far exceeds the County's most recent estimate of median renter household income (roughly $46,000).
- Rents routinely exceed $3,000 in West Ocean City and reach $2,500 in other unincorporated areas, reflecting the single-family composition of the housing stock.
- Only 1% of July 2025 rental listings were affordable to households earning $50,000—the income range encompassing most renters. About half of the required incomes of $100,000 or more.
- Average monthly rents (including utilities) ranged from $1,918 for a one-bedroom unit to $3,991 for four-or-more bedroom units, suggesting that larger families often need to choose between living in overcrowded housing conditions or being severely cost burdened.
- As of 2023, 53% of renters were considered cost burdened, paying more than 30% of income on housing. This includes the 26% of renters classified as severely burdened, who allocated at least half their income to rent and utilities.

Homeownership Market

- As of May 2025, the typical Worcester home was valued at $428,087—well above pre-pandemic levels, despite a slight recent decline from its 2022 peak. To comfortably afford a home sold at this price, a household would need to earn over $140,000 annually.
- From July 2023 to July 2024, sale prices varied dramatically across the County, with local medians ranging from approximately $195,000 in Pocomoke City to $490,000 in West Ocean City.
- Price distributions are more dispersed in Ocean City and West Ocean City, while places like Ocean Pines and Snow Hill exhibit tighter clustering near the median, meaning there are fewer options for buyers at different income levels.
- Only 10% of recent home sales were affordable to households earning $75,000; at the $100,000 level, this figure rises to 24%.

- About 1,900 homes were sold from July 2023 to July 2024. This equaled 4% of the total housing stock—well below the 6-to-8% range typical of healthy markets.
- Among mortgaged households, regardless of when their homes were purchased, Worcester's median monthly cost was $1,865. For owners without a mortgage, the median was $677.
- Nearly one-third of mortgaged homeowners were cost burdened, spending 30% or more of income on housing. About 16% of mortgage-free homeowners faced similar financial strain, with particularly high rates observed in Pocomoke City and Snow Hill.

Current & Projected Housing Demand

- The most recent data show that 73% of the County's 5,541 renter-occupied households fall below the 80% AMI level, compared to 42% of its 18,286 owner-occupied households.
- The number of owner-occupied households is expected to reach 18,878 in 2035 and 20,011 in 2050, while renter-occupied households are projected to grow to 5,722 and 6,064, respectively.
- Currently, Worcester faces a shortage of 2,076 housing units, including 1,518 owner units and 558 rental units. To accommodate future demand from anticipated population growth, the County has a cumulative need of 2,870 units by 2035 and 4,389 units by 2050.

Substandard Housing

- Housing condition varies widely across Worcester County, with the most severe deficiencies concentrated in and around Pocomoke City, Snow Hill, and nearby unincorporated areas; the best conditions are found in northern coastal communities such as Ocean City and Ocean Pines.
- Parcel-level analysis reveals clusters ("hot spots") of homes that are both older and built to lower construction quality standards in the south, creating higher vulnerability to deterioration, code violations, and habitability issues.
- Older housing stock is widespread in southern communities, where approximately half of homes in some census tracts were built before 1970.
- Non-standard or less efficient heating fuels are far more common in the south, where reliance on sources such as bottled gas, fuel oil, kerosene, wood, or coal often signals older infrastructure, limited access to modern utilities, and higher ongoing maintenance and safety risks.

Community Engagement

- Among survey respondents aged 18–35, more than half reported living with or considering moving in with parents due to high housing costs.
- Roughly 1 in 5 survey participants expressed little to no confidence in their ability to make their next housing payment, and 41% reported reducing spending on essentials like food or medicine to cover housing costs.

- Respondents expressed strong demand for single-family homes (35%), but also showed meaningful interest in apartments, missing-middle housing, senior housing, and mobile/tiny homes, indicating a broad appetite for diverse housing options.
- In a series of interviews, stakeholders cited aging infrastructure, especially sewer requirements, as a major constraint on both rehabilitation and new housing development. Seasonal workforce housing shortages in Ocean City and a lack of transportation in rural areas also emerged as key challenges.
- Interviewees suggested reframing “affordable housing” as “workforce housing” to broaden support, analyzing the impact of short-term rentals in Ocean City, and targeting state and local resources to rehabilitate existing housing stock.

Existing Efforts & Strategic Opportunities

- Worcester County already utilizes a strong base of housing programs, including home rehabilitation, lead abatement, weatherization, accessibility improvements, and rental assistance through the Housing Choice Voucher Program.
- Federal and state resources such as CDBG, Operation Rebuild, DHCD Special Loans, and the Maryland Affordable Housing Trust (MAHT) have supported dozens of low- and moderate-income households annually, improving safety and reducing substandard conditions.
- Future housing needs will require expanded tools and funding, including LIHTC, Housing Trust Fund, and USDA Rural Development, and Maryland programs like Rental Housing Works.
- A mix of financial incentives and regulatory reforms (e.g., density bonuses, expedited permitting, fee waivers, TIF districts) are critical to lowering barriers for affordable development.
- Strategic opportunities include leveraging publicly owned land, expanding direct assistance, supporting workforce and employer-assisted housing, and enabling new missing middle housing.
- Short-term rental regulation and strong implementation support are necessary to protect long-term housing supply, ensure accountability, and target resources to the areas and populations of greatest need.

Introduction

Worcester County is a largely rural and coastal jurisdiction located on Maryland's Eastern Shore. Known for its natural amenities, small-town character, and tourism economy, the county includes a wide range of communities, from the resort town of Ocean City to agricultural villages and unincorporated rural areas. In recent years, Worcester has experienced modest population growth alongside notable demographic and economic shifts, including an aging population, seasonal housing pressures, and widening gaps in housing affordability. Rapid increases in home values and rents, particularly during and after the COVID-19 pandemic, have strained household budgets and placed homeownership increasingly out of reach for many residents. While some communities have seen income gains, these have not kept pace with rising housing costs across much of the County.

Commissioned by Worcester County and developed by Matrix Design Group, Inc. (Matrix), the *2025 Worcester County Housing Study* is a comprehensive effort to assess current housing conditions, identify affordability challenges, and forecast future housing needs through 2050. It represents an update to both *Affordable Housing Report 2004* and *Substandard Housing Study 2004*. In the two decades since those efforts, the County has experienced notable shifts in population, income, development activity, and market pressures that have reshaped local housing dynamics. Drawing on the most current, high-quality demographic, economic, housing stock, and housing market data, this study shows how rising costs, an acute shortage of affordable units, and uneven development patterns have intensified pressure on both renters and prospective homeowners, particularly impacting the lower-wage, service-oriented workforce. This report also offers targeted strategies to help Worcester County maintain a balanced and inclusive housing system that supports economic stability, community resilience, and quality of life. Addressing the County's housing challenges will require collaboration across local governments, developers, and community partners to ensure that housing options meet the needs of residents at all income levels.

Methodology

Matrix integrated traditional data analysis with innovative data science techniques to generate a detailed picture of housing needs and market dynamics. This quantitative foundation was complemented by extensive community engagement, including a countywide survey and in-depth stakeholder interviews, which provided critical qualitative insights into lived experiences,

housing barriers, and local priorities. This mixed-methods approach provided a robust analytical basis for the study's findings and recommendations.

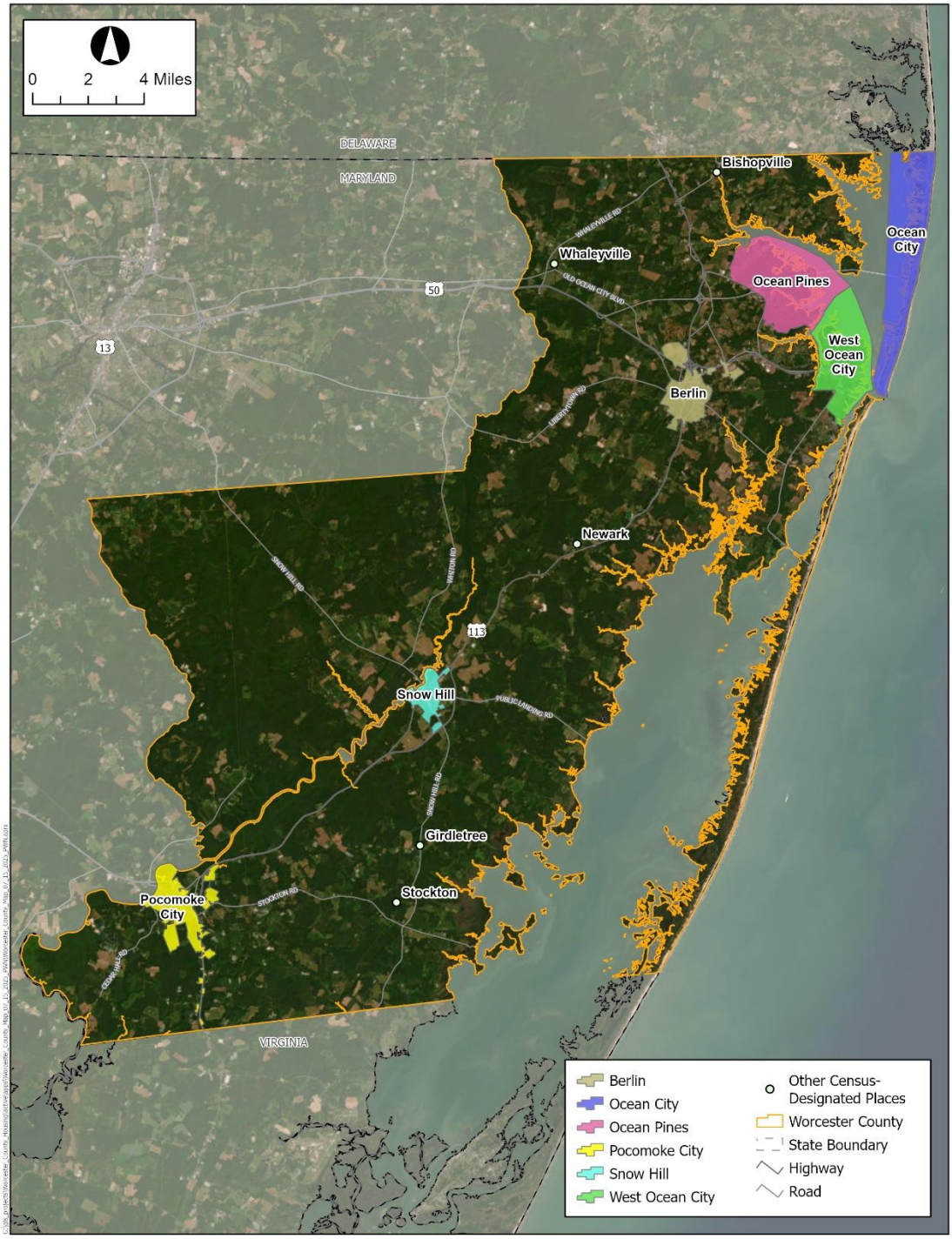
Key data sources include:

- **American Community Survey (ACS):** Administered by the U.S. Census Bureau, the ACS is a foundational source of demographic, social, economic, and housing data at multiple geographic levels. Estimates are developed using probability sampling and statistical weighting to ensure representativeness across communities. This assessment primarily uses the 2023 five-year ACS, which covers the period from 2019 to 2023, while incorporating data from the 2018 five-year ACS (2014–2018) to provide a longitudinal view of local trends. Importantly, ACS data are not merely reported as standalone descriptive statistics. Rather, the estimates serve as inputs for many of the analyses presented in this report. This report references ACS data by the year indicated in the version title, which reflects the final year of the five-year estimate (e.g., "2023" = 2019–2023).
- **Bureau of Labor Statistics (BLS):** Local labor force data were supplied by the Quarterly Census of Employment and Wages (QCEW).
- **Longitudinal Employer Household Dynamics (LEHD):** Commuting flow data were used to estimate housing demand from the in-commuting workforce.
- **Zillow:**
  - *Zillow Observed Rent Index (ZORI):* This proprietary metric measures changes in asking rents over time across the full rental market, not just professionally managed multifamily units. By capturing listings from a wide range of landlords and housing types, ZORI offers a broad and timely measure of rental market trends.
  - *Zillow Home Value Index (ZHVI):* Serving as the ownership counterpart to ZORI, ZHVI tracks changes in the estimated value of typical homes across the market over time.
  - *Zillow Rental Listings:* To provide insight into current market conditions, Matrix scraped all rental listings from July 2025.
- **Apartments.com:** To paint a comprehensive picture of the current rental market, Matrix also scraped all rental listings from July 2025, removing any duplicates also found on Zillow.
- **Worcester County Parcel Data:** Parcel-level data were used to analyze recent sales activity and identify substandard properties.
- **U.S. Census Building Permits Survey (BPS):** Permits issued for new construction from 2022 to 2024 were examined to understand the composition and scale of the housing pipeline.
- **Maryland Department of Planning:** This state entity provided population and household projections at five-year intervals through 2045.

Figure 1 presents a map of the study area. Where available, the report presents data for Worcester County as a whole, as well as the municipalities of Berlin, Ocean City, Pocomoke City, Snow Hill, and the Census-designated places (CDPs) of Ocean Pines and West Ocean City. An additional category— "Other Unincorporated Areas"—aggregates data for smaller communities such as Girdletree, Newark, Stockton, Whaleyville, and Bishopville, as well as any

unincorporated land not contained within municipal limits. For broader context, comparative data for the state of Maryland are also included throughout the study.

Figure 1. Study Area



Demographics

This section provides a comprehensive analysis of Worcester County's population trends, household characteristics, and key demographic indicators. Between 2020 and 2024, the County added approximately 2,000 residents, marking a notable acceleration in growth compared to the previous decade. Much of this growth occurred in unincorporated areas, underscoring the need to plan for housing and infrastructure beyond traditional town centers. Worcester County's population is significantly older than the state's, with a median age over 50 and nearly 30% of residents aged 65 or older. At the same time, younger families are more prominent in places like Snow Hill, Berlin, and Pocomoke City, contributing to varied housing needs across the County. Data on educational attainment, racial and ethnic makeup, household size, and homeownership also shed light on key inequities and emerging challenges. While the County reports lower rates of overcrowding and fewer residents without a high school diploma compared to Maryland overall, it also exhibits lower college attainment and notable variation in homeownership rates across communities, some of which align with racial and socioeconomic differences.



Population & Households

Table 1 presents population estimates for Worcester County and its subareas. As of 2024, the county's population reached 54,337, an increase of ***4% since 2020.*** This marks a sharper growth trajectory compared to the previous decade, during which the County added roughly 1,000 residents, on net. Berlin has experienced the fastest relative growth, with its population rising by 12% between 2010 and 2020 and another 6% since, reaching 5,349 residents in 2024. Growth in Ocean City, Pocomoke City, and Snow Hill has been more modest by comparison. Incorporated areas collectively accounted for 18,902 residents, compared to 34,139 for unincorporated areas. Among them, Ocean Pines alone had 12,145 residents in 2020—making it ***larger than any incorporated municipality***—followed by West Ocean City, which had 4,952 residents and saw 13% growth from 2010 to 2020. Smaller communities like Whaleyville and Newark have also experienced notable increases. These trends highlight growing demand for housing outside traditional town centers and suggest that planning efforts must address infrastructure, service delivery, and housing supply in unincorporated communities that are absorbing a disproportionate share of population growth.

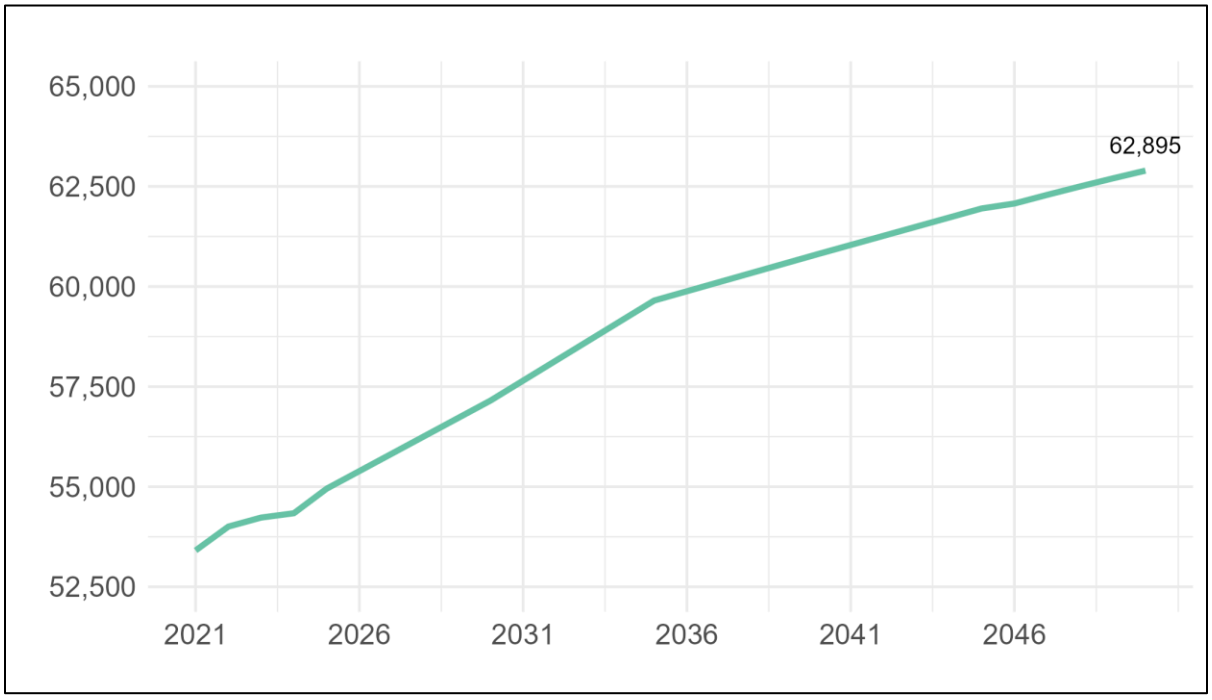
Table 1. Population, 2010, 2020, & 2024

Region	2010	2020	2024	Percent Change	
				2010–2020	2020–2024
Worcester County	51,454	52,460	54,337	2%	4%
Incorporated Areas	17,874	18,321	18,902	3%	3%
Berlin	4,485	5,026	5,349	12%	6%
Ocean City	7,102	6,844	6,884	-4%	1%
Pocomoke City	4,184	4,295	4,426	3%	3%
Snow Hill	2,103	2,156	2,243	3%	4%
Unincorporated Areas	33,580	34,139	35,435	2%	4%
Bishopville	531	499	–	-6%	–
Girdletree	149	141	–	-5%	–
Newark	336	401	–	19%	–
Ocean Pines	11,710	12,145	–	4%	–
Stockton	92	91	–	-1%	–
West Ocean City	4,375	4,952	–	13%	–
Whaleyville	149	192	–	29%	–
Other Unincorporated Areas	20,854	20,953	–	0%	–
Maryland	5,773,552	6,177,224	6,263,220	7%	1%

Source: U.S. Census Bureau; Matrix Design Group, Inc.

Worcester County's population is expected to grow steadily over the coming decades (see Figure 2). In 2021, the County was home to approximately 53,408 residents. Projections indicate an increase to ***57,150 by 2030, 60,810 by 2040, and 62,895 by 2050.*** Over the nearly 30-year period, the cumulative expected gain from the 2021 baseline is about ***18%.*** While modest, this growth underscores the importance of long-term planning to ensure the County's housing supply, infrastructure, and services can keep pace with future demand.

Figure 2. Estimated and Projected Population Growth, 2021–2025



Source: U.S. Census Bureau; Maryland Department of Planning; Matrix Design Group, Inc.
Note: Population estimates from 2021 to 2024 are postcensal figures based on U.S. Census Bureau data. Estimates for 2025 to 2045 were obtained from the Maryland Department of Planning and are available in five-year intervals. Intermediate years within this period were linearly interpolated. Projections for 2046 to 2050 were generated using a quadratic regression model based on prior population trends.

WORCESTER'S POPULATION IS PROJECTED TO GROW BY ABOUT 0.6% ANNUALLY, OR AN AVERAGE OF 327 RESIDENTS

> *A DISPROPORTIONATE SHARE OF WORCESTER COUNTY'S RECENT HOUSEHOLD GROWTH OCCURRED IN WEST OCEAN CITY AND OTHER UNINCORPORATED AREAS.*

Table 2 displays household counts across Worcester County, providing further insight into recent growth trends. As of 2023, the County had ***23,827 households***, with the largest numbers in Ocean Pines (5,712), Ocean City (3,872), and West Ocean City (2,235). ***Countywide household growth totaled 10% between 2018 and 2023, outpacing the statewide rate of 7%.*** West Ocean City (22%) and Snow Hill (20%) experienced the fastest growth, signaling increasing residential demand in both coastal and inland areas. Smaller communities like Newark also saw significant gains, albeit from a small base. Unincorporated communities beyond Newark, Ocean Pines, and West Ocean City also contributed to the County's growth, reaching nearly 7,400 households. In contrast, household growth was more modest in Berlin (4%) and Ocean Pines (5%), despite their relatively sizable populations. These patterns suggest shifting development activity and underscore the importance of planning for infrastructure, housing, and services in areas experiencing rapid change.

Table 2. Household Counts, 2018 & 2023

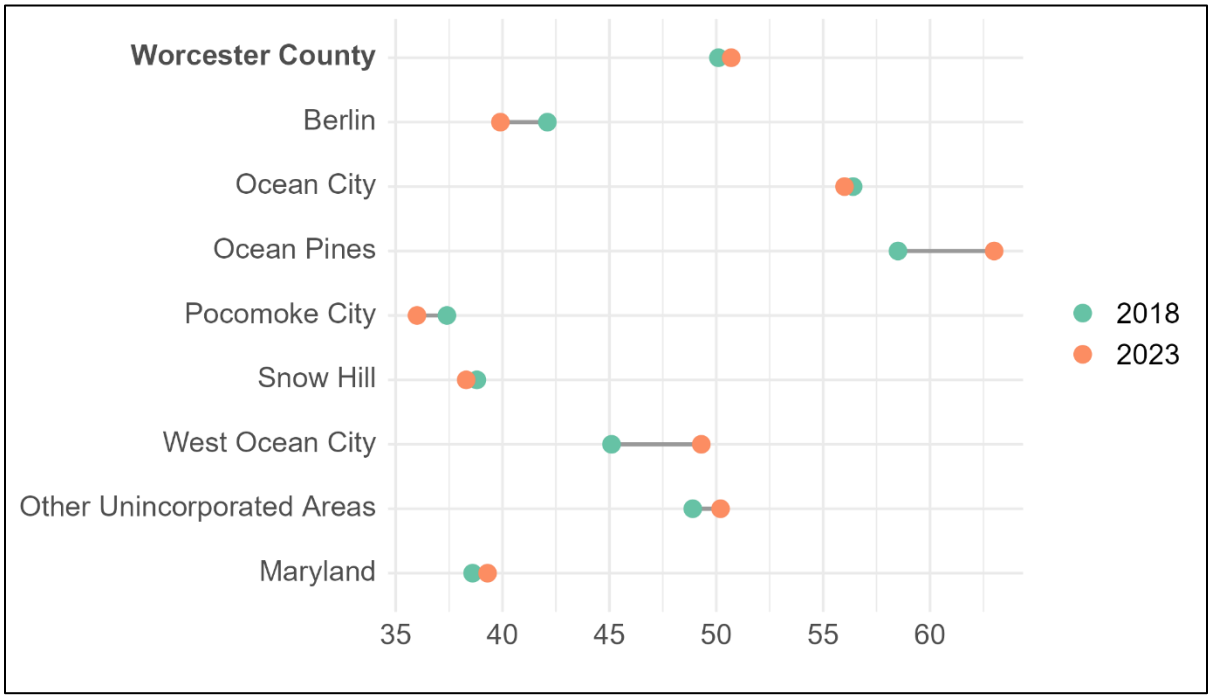
Region	2018	2023	Percent Change
Worcester County	**21,672**	**23,827**	**10%**
Berlin	1,800	1,880	4%
Newark	121	140	16%
Ocean City	3,585	3,872	8%
Ocean Pines	5,435	5,712	5%
Pocomoke City	1,651	1,796	9%
Snow Hill	785	944	20%
West Ocean City	1,827	2,235	22%
Other Unincorporated Areas	6,589	7,388	12%
Maryland	2,192,518	2,339,510	7%

Source: Five-Year American Community Survey; Matrix Design Group, Inc.

Population Age

Figure 3 presents median age estimates across Worcester County, illustrating that, consistent with broader demographic trends, its population is aging. The County's median age of 50.7 in 2023 was ***significantly higher than the statewide median of 39.3,*** consistent with the area's strong appeal to retirees and older adults. The age disparity is especially pronounced in Ocean Pines and Ocean City, where median ages exceeded 60 and 55, respectively. In contrast, communities like Pocomoke City and Snow Hill have younger populations, with median ages under 40. The overall age profile suggests that Worcester County will likely face growing demand for age-friendly housing, healthcare access, and senior services, while also needing to ensure that younger households and workers are not priced out of communities with aging populations.

Figure 3. Median Population Age, 2018 & 2023

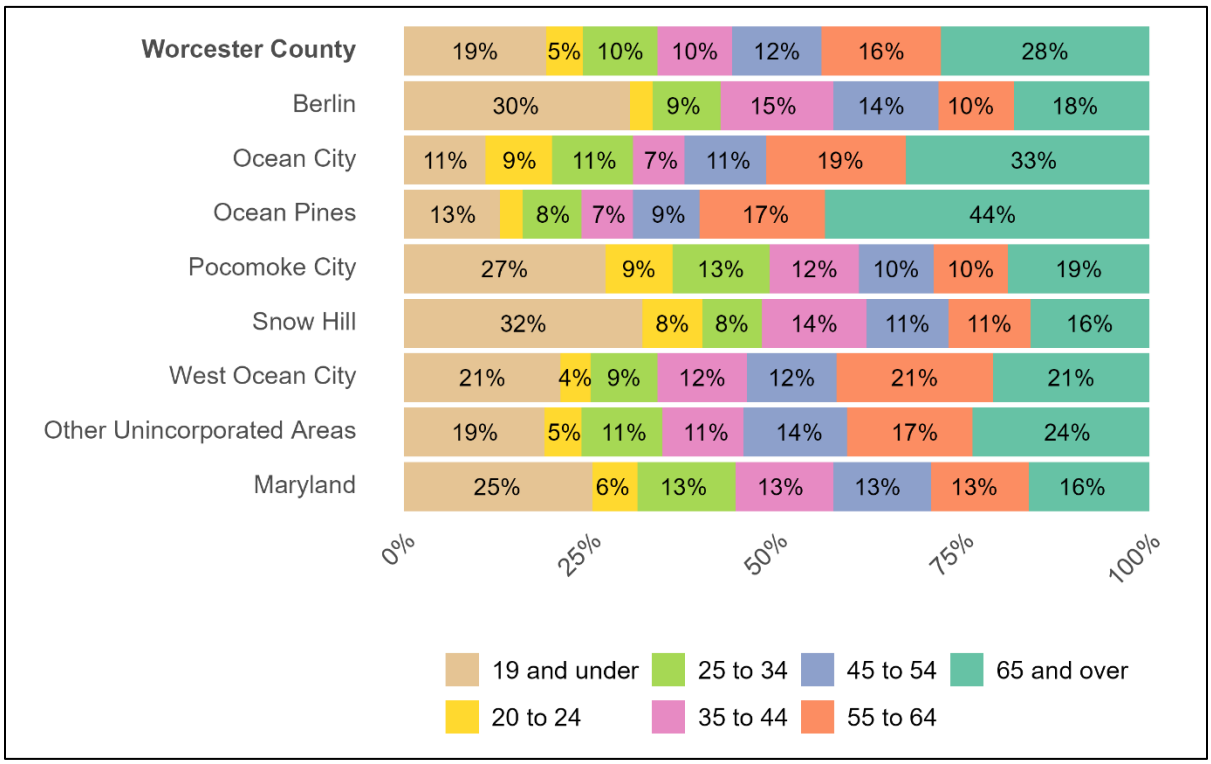


Source: Five-Year American Community Survey; Matrix Design Group, Inc.

Figure 4 presents a more complete picture of the County's age profile. Countywide, ***28% of residents were aged 65 or olde***r—significantly above the state average of 16%—with particularly high concentrations in ***Ocean Pines (44%) and Ocean City (33%).*** These comparatively large older populations reflect Worcester County's appeal as a retirement and resort destination, especially in coastal communities. In contrast, youth under 20 accounted for just 19% of the County's population, compared to 25% statewide. However, children and teenagers make up a proportionally larger share of the population in ***Snow Hill (32%), Berlin (30%), and Pocomoke City (27%),*** indicating a younger demographic that may drive demand for schools, childcare, and youth programming. The County also has a relatively small share of young adults, with just 10% of residents between the ages of 25 and 34. Adults aged 35 to 54 represent a larger share (22% in total) of the population, split about evenly between the 35-to-44 (10%) and 45-to-54 (12%) age groups, indicating a strong presence of residents in their prime working years.

YOUTH UNDER 20 ARE MORE CONCENTRATED IN INLAND TOWNS, WHILE HIGHER SHARES OF SENIORS RESIDE IN OCEAN PINES AND OCEAN CITY.

Figure 4. Population Age Distribution, 2023

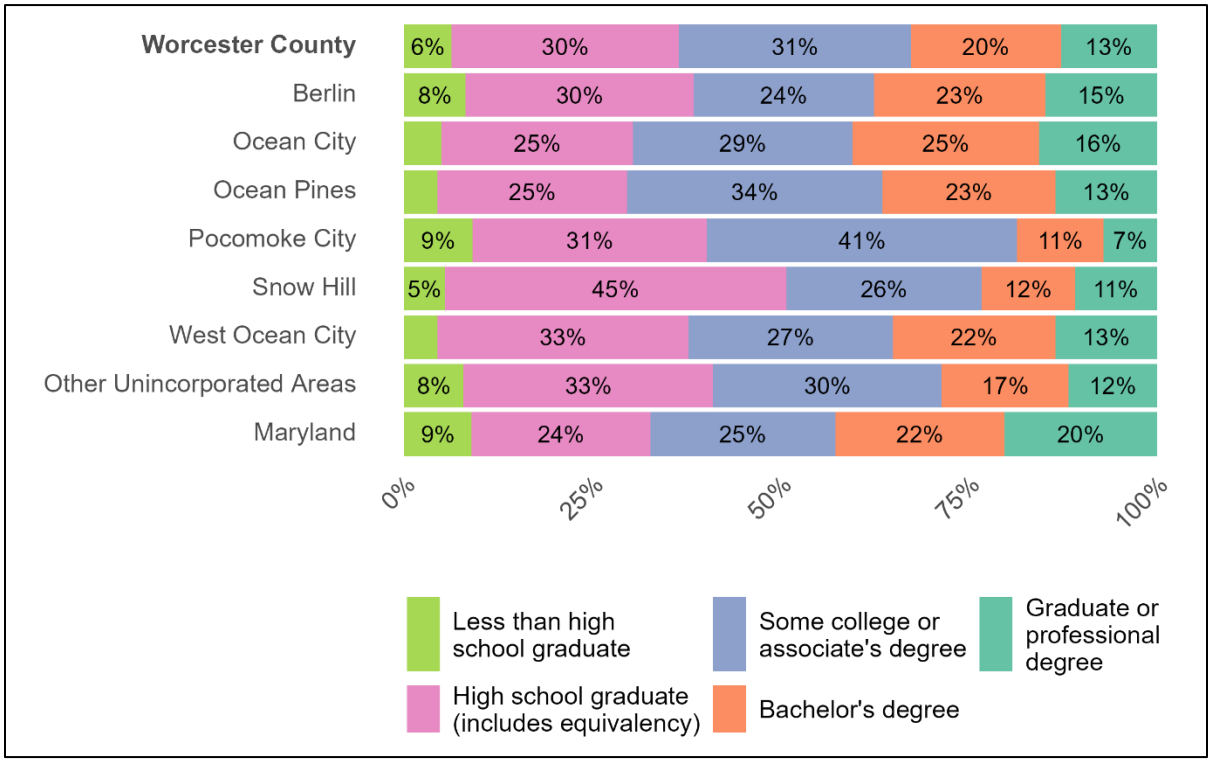


Source: Five-Year American Community Survey; Matrix Design Group, Inc.

Educational Attainment

Figure 5 presents data on educational attainment for residents aged 25 and over. Countywide, ***just 6% of adults lacked a high school diploma***, well below the statewide rate of 9%, indicating relatively strong baseline educational outcomes. However, ***only 33% of residents held a bachelor's degree or higher, compared to 42% statewide.*** This gap may reflect the structure of the local economy, which is heavily oriented around tourism and seasonal service-sector jobs that often do not require a college degree. Educational attainment varies widely across the County: Ocean City (40%), Berlin (38%), Ocean Pines (36%), and West Ocean City (35%) all exceed the County average, likely influenced by in-migration of retirees and professionals who live locally but work remotely. In contrast, Pocomoke City (19%) and Snow Hill (23%) reported much lower rates of college attainment, which may limit access to higher-wage employment and constrain economic mobility in those communities.

Figure 5. Educational Attainment, 2023

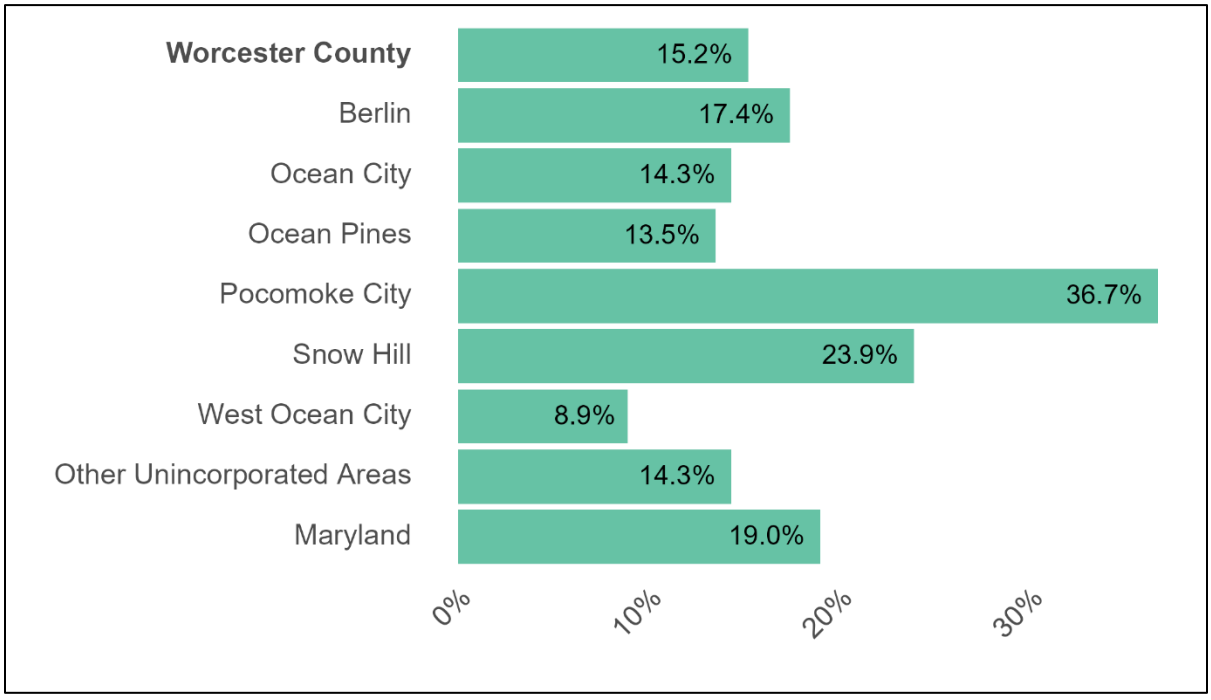


Source: Five-Year American Community Survey; Matrix Design Group, Inc.
Note: Rates are for the 25-years-and-over population.

Disability

Figure 6 displays the prevalence of ambulatory disabilities among residents aged 65 and older across Worcester County, illustrating how accessible housing needs differ by community. Countywide, 15% of seniors experienced an ambulatory disability, slightly below the statewide rate of 19%. Among local communities, rates ranged from just 9% in West Ocean City to 37% in Pocomoke City and 24% in Snow Hill. In total, ***3,516 County residents reported an ambulatory disability, with seniors accounting for 64% of those affected.*** These figures underscore the importance of planning for and regularly monitoring the availability of accessible housing, particularly in communities with older populations and higher disability rates. Ensuring that homes support mobility and safety—through features like no-step entries, wider doorways, and accessible bathrooms—will be essential to help older adults age in place and maintain independence.

Figure 6. Ambulatory Disability Rates among 65-Years-and-Over Population, 2023



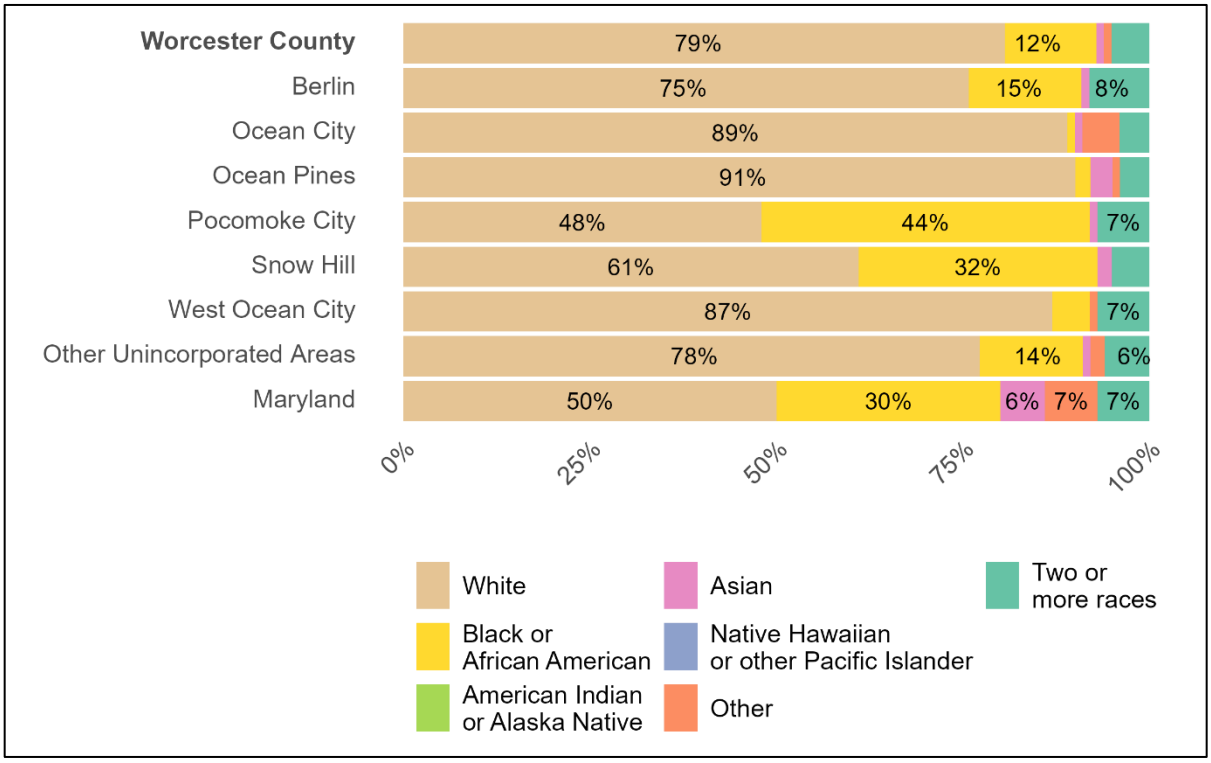
Source: Five-Year American Community Survey; Matrix Design Group, Inc.
Note: An ambulatory disability refers to a mobility limitation resulting from a physical condition, injury, illness, or age.

SENIORS MAKE UP NEARLY TWO-THIRDS OF WORCESTER RESIDENTS WITH AMBULATORY DISABILITIES.

Race and Ethnicity

Figure 7 illustrates the racial composition of Worcester County, which is less diverse than the state overall. Countywide, ***79% of residents identified as white,*** exceeding the statewide share by nearly 30 percentage points. Black residents represented 12% of the County's population—far below the Maryland average of 30%—but are more heavily represented in communities like Pocomoke City (44%) and Snow Hill (32%). Ocean City and Ocean Pines are the County's most homogenous communities, with whites accounting for about 90% of their populations. Asian residents represented just 1% of the County population, compared to 6% statewide. These racial patterns have important implications for housing access and ownership. In particular, Black households—who often become homeowners later in life due to systemic barriers—may face added challenges in predominantly white, higher-cost areas with limited starter-home stock.[1] Addressing disparities in homeownership opportunities will require intentional strategies to expand affordable and accessible pathways to ownership, particularly for communities of color.

Figure 7. Population Racial Composition, 2023

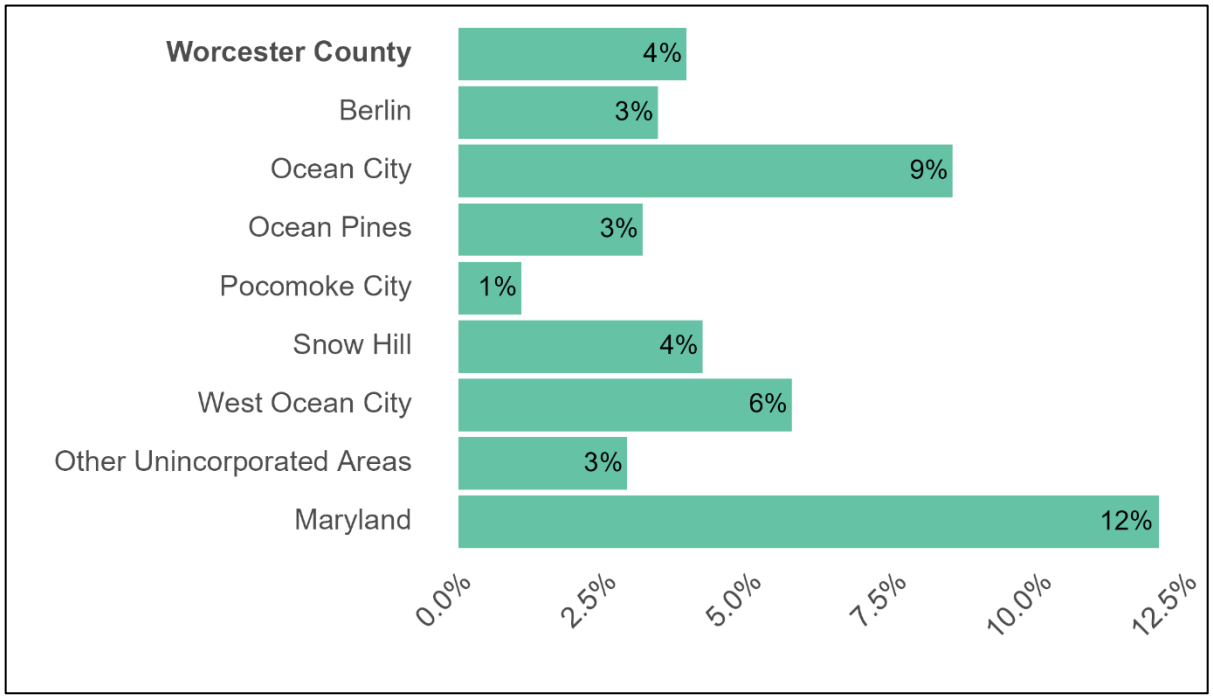


Source: Five-Year American Community Survey; Matrix Design Group, Inc.
Note: In U.S. Census and ACS data, *Hispanic or Latino* is classified as an ethnicity, not a race. Individuals identifying as Hispanic may be of any race.

1 Ellen, Ingrid Gould, and Samuel Dastrup. Homeownership and the American Dream. Washington, DC: Urban Institute, April 2021. Available at: https://www.urban.org/sites/default/files/publication/96221/homeownership_and_the_american_dream_0.pdf

Similarly, Worcester County has proportionally fewer Hispanic or Latino residents than Maryland overall (see Figure 8). ***Countywide, just 4% of residents were Hispanic or Latino,*** roughly one-third of the statewide share. Ocean City (9%) and West Ocean City (6%) have the highest concentrations in the County, while other communities such as Pocomoke City (1%) and Ocean Pines (3%) reported notably smaller shares. Although the Hispanic population in Worcester County remains relatively small, its growing presence, particularly in coastal communities, is likely tied in part to the tourism and service-sector workforce. As this population continues to expand, it will be important to ensure that housing policies and outreach efforts are inclusive and culturally responsive, particularly in addressing language barriers, access to credit, and pathways to homeownership.

Figure 8. Hispanic or Latino Share of the Population, 2023



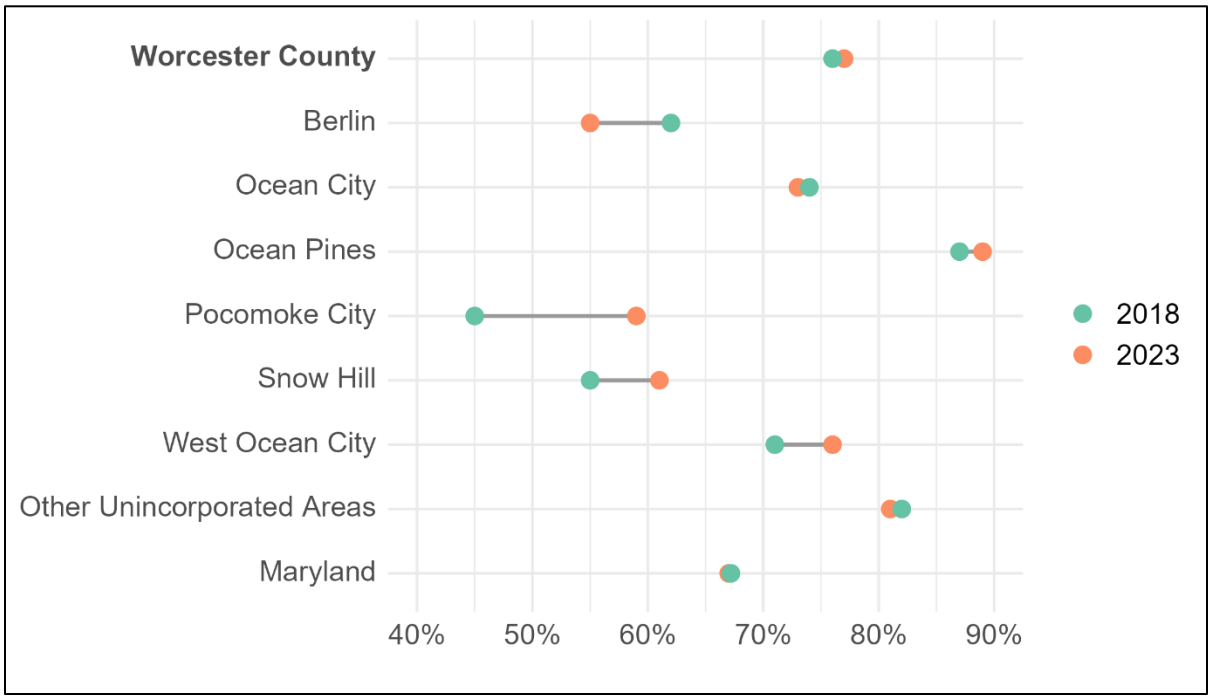
Source: Five-Year American Community Survey; Matrix Design Group, Inc.

OCEAN CITY'S RELATIVELY LARGE HISPANIC/LATINO POPULATION IS TIED TO ITS LOCAL SERVICE ECONOMY.

Tenure

In Worcester County, the ***2023 homeownership rate of 77%*** remained largely unchanged from 2018 (see Figure 9). Both rates were about 10 percentage points above the statewide average, which held steady at 67%. The highest rates were observed in Ocean Pines and the County's other unincorporated areas, exceeding 80%. The prevalence of homeownership in these communities reflects their appeal to retirees and long-term residents. Notably, West Ocean City saw a notable increase in its ownership rate, from 71% to 76%. On the other hand, there is a greater reliance on rental housing in Berlin, Pocomoke City, and Snow Hill. While Snow Hill and Pocomoke City experienced significant gains in homeownership over the period, Berlin's rate declined from 62% to 55%. Intraregional disparities in homeownership may be due to differences in household income, housing stock, and demographic composition. For example, areas with larger Black populations, such as Pocomoke City and Snow Hill, tend to have lower homeownership rates, in part due to long-standing barriers that delay or limit access to ownership.

Figure 9. Homeownership Rates, 2018 & 2023

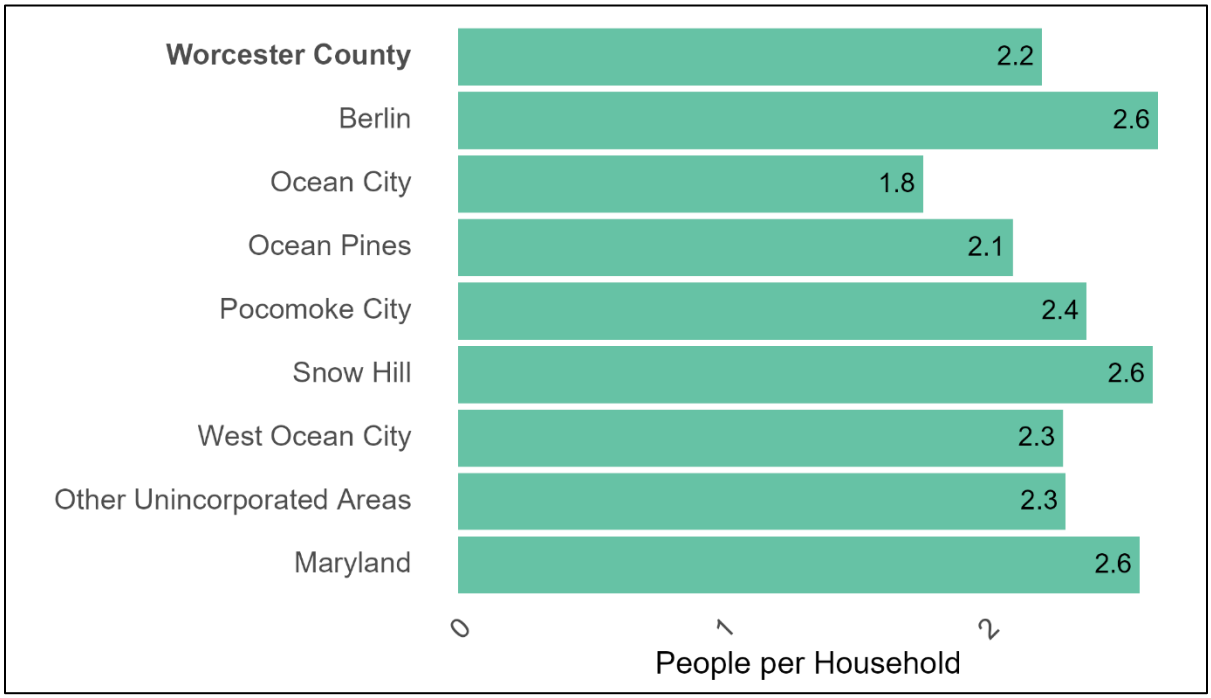


Source: Five-Year American Community Survey; Matrix Design Group, Inc.
Note: Households, rather than individuals, are the unit of analysis.

Household Size & Overcrowding

In Worcester County, the average household is smaller than its statewide counterpart, ***consisting of 2.2 people*** (see Figure 10). This may be due in part to the County's older population and the prevalence of seasonal or retirement-oriented housing, both of which are associated with smaller household sizes. Ocean City had the lowest household size at just 1.8 people, likely reflecting its older population and high share of single-person or part-time households. In contrast, Berlin (2.7), Snow Hill (2.6), and Pocomoke City (2.4) reported larger household sizes, indicating a higher prevalence of families with children or multigenerational arrangements. These differences in household size have implications for the types of housing needed: While some communities require more family-sized units, others may need to expand housing options suitable for singles and older adults.

Figure 10. Average Household Size, 2023

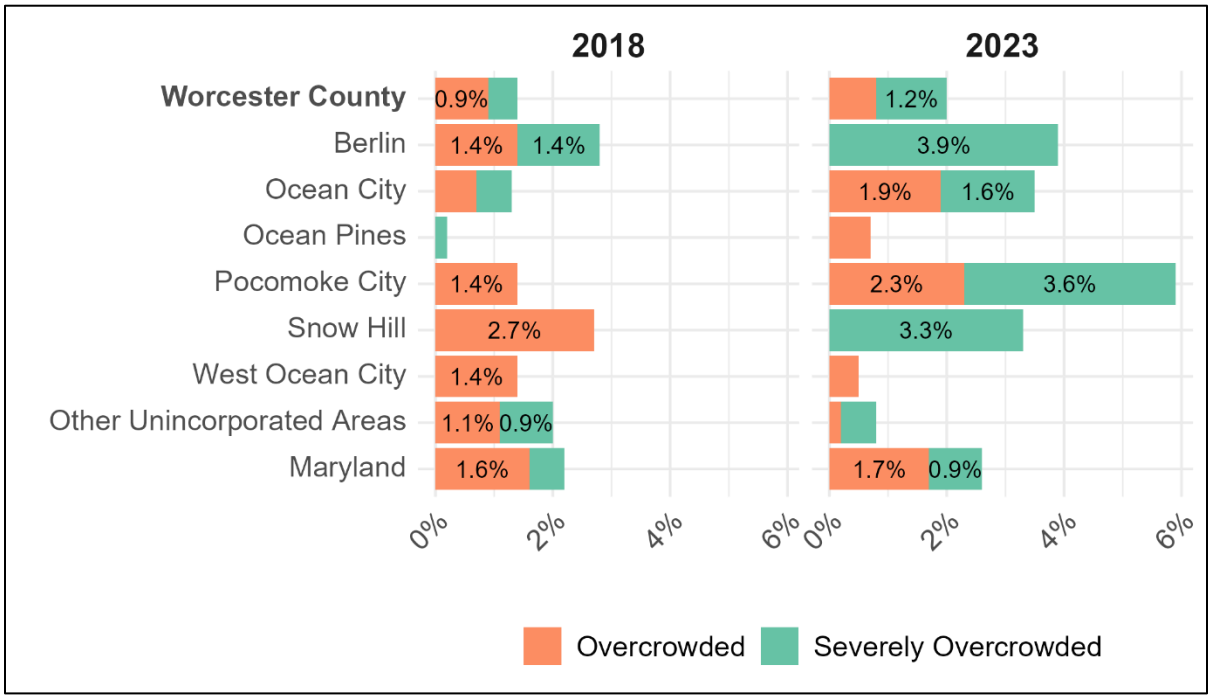


Source: Five-Year American Community Survey; Matrix Design Group, Inc.

A DIVERSE MIX OF HOUSING TYPES THAT SERVES BOTH OLDER ADULTS AND GROWING FAMILIES IS REQUIRED TO ACCOMMODATE THE COUNTY'S POPULATION.

Figure 11 presents data on overcrowded and severely overcrowded housing in Worcester County and its communities, shedding light on potential mismatches between housing stock and household needs. From 2018 to 2023, the total overcrowding rate—which includes both overcrowded (1.01 to 1.5 occupants per room) and severely overcrowded (more than 1.5 occupants per room) households—became more prevalent, especially in incorporated communities. In 2023, ***0.8% of the County's households were overcrowded, while 1.2% experienced severe overcrowding.*** While the combined rate of overcrowding (2.0%) is below the combined rate of overcrowding for the state as a whole (2.6%), the County has a slightly higher prevalence of severe overcrowding. This is significant because overcrowding is linked to ***increased health risks, reduced educational outcomes for children, and greater strain on household relationships,*** all of which can impact long-term stability and well-being. However, several communities reported higher levels of severe overcrowding, including Berlin (3.9%), Pocomoke City (3.6%), and Snow Hill (3.3%), suggesting localized pressure on the housing stock. In contrast, overcrowding was minimal or nonexistent in Ocean Pines, West Ocean City, and the County's other unincorporated areas. These patterns reflect disparities in housing adequacy, with certain communities potentially facing affordability challenges or limited access to appropriately sized units. Reducing overcrowding in these areas may require targeted strategies to increase the availability of larger, more affordable homes.

Figure 11. Household Overcrowding Rates, 2023



Source: Five-Year American Community Survey; Matrix Design Group, Inc.
Note: "Overcrowded" households have between 1.01 and 1.50 occupants per room. "Severely overcrowded" households have 1.51 or more occupants per room.

Key Findings

- Worcester County's population reached 54,337 in 2024, a 4% increase from 2020.
- Berlin experienced the fastest relative growth among incorporated places, but Ocean Pines (an unincorporated Census-designated place) remained the largest community.
- Collectively, unincorporated areas accounted for 63% of the County's population in 2024.
- 23,827 households resided in Worcester County as of 2023, with household growth in recent years outpacing the statewide rate.
- The County's median age (50.7 in 2023) is significantly higher than the statewide median (39.3), with 28% of residents aged 65 or older.
- Educational attainment is uneven across communities; countywide, 33% of adults held a bachelor's degree or higher, nine percentage points below the statewide rate.
- Homeownership rates remained high (77% countywide in 2023) but varied substantially by place and demographic composition.
- Overcrowded households were more common in Berlin, Pocomoke City, and Snow Hill than in Ocean Pines and West Ocean City.

Implications

- The geographic distribution of growth highlights uneven development patterns across the County, impacting infrastructure demand, service provision, and land use.
- The County's aging population indicates increased demand for senior-friendly housing options, including assisted and independent living facilities, memory care, and modifications to facilitate aging in place.
- The coexistence of older populations in some areas and younger families in others may create divergent needs across communities, including differences in schooling, transportation, and housing preferences.
- Varying levels of educational attainment point to persistent socioeconomic disparities that may shape access to housing and employment.
- The geographic concentration of overcrowding in certain communities may indicate localized affordability pressures.

Economic & Workforce Profile

Worcester County's recent economic trends indicate both meaningful progress and persistent structural challenges. Incomes have grown at a faster pace than the state overall, helping to modestly narrow the gap between Worcester and higher-income jurisdictions. However, wide disparities remain across communities, income groups, and tenures. Renters and residents of lower-income areas continue to report significantly lower earnings, while many local jobs remain concentrated in lower-wage service industries. The County's tourism-driven economy, with its seasonal and hospitality-focused employment base, limits access to higher-paying jobs and contributes to uneven income growth. The following section examines these patterns in greater detail, drawing on household income distributions, poverty rates, and industry-level employment and wage statistics.

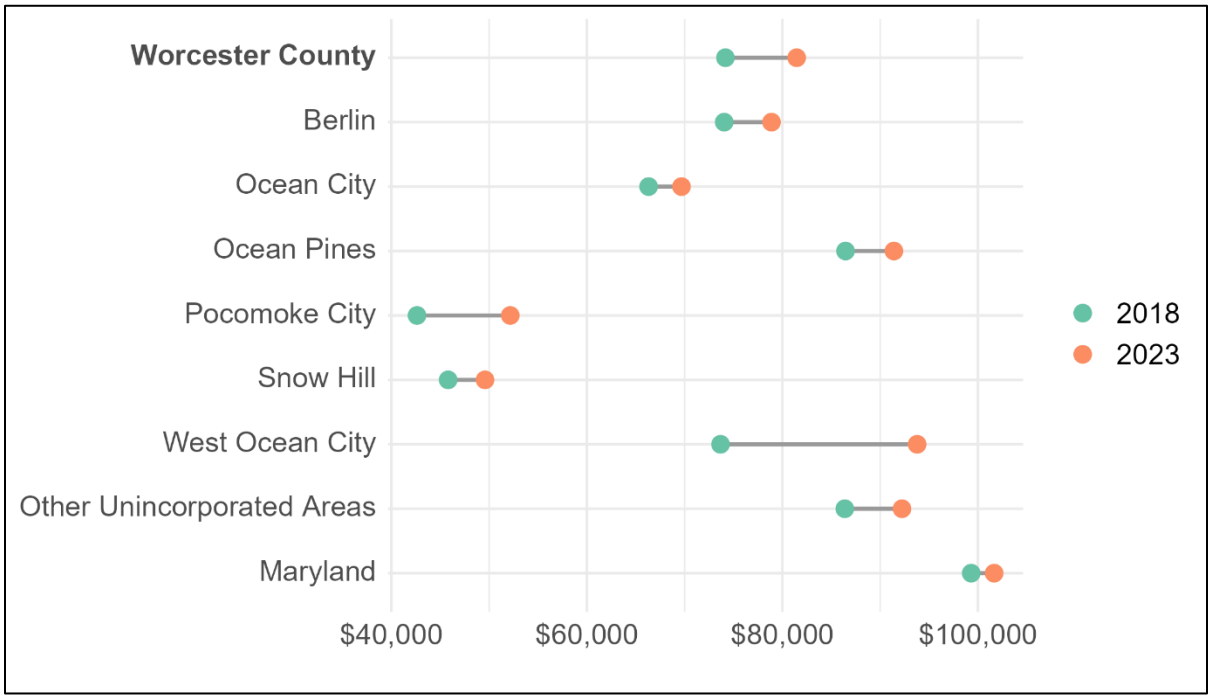


Household Income

In recent years, Worcester County households have seen meaningful growth in inflation-adjusted incomes (see Figure 12). Countywide, median household income rose from ***$74,169 in 2018 to $81,455 in 2023,*** a 10% increase that outpaced the statewide gain of just two percent over the same period. Under the widely accepted guideline that total housing costs (including utilities) should not exceed 30% of income, the median Worcester household could not afford to spend more than $2,036 per month. While Worcester's median income remains significantly below the Maryland median of $101,652, the County's stronger recent growth has served to modestly narrow the gap. This income disparity is largely driven by structural economic differences: many Maryland residents live in or commute to high-wage job centers like Washington, D.C., and Baltimore, whereas Worcester County has a tourism-driven economy with a high share of seasonal and service-sector employment.

Income levels within the County also vary considerably. West Ocean City saw the largest increase in median household income (27%), which reached ***nearly $94,000*** in 2023, while Pocomoke City experienced a notable 22% gain, despite continuing to report among the lowest median incomes in the County. Higher-income areas such as Ocean Pines and other unincorporated communities maintained relatively strong positions, while Ocean City posted the smallest increase (5%), indicating more modest income growth in one of the County's major employment centers. These disparities have important implications for housing affordability and demand, as lower-income communities may continue to face challenges accessing quality housing, while higher-income areas may see increased pressure on prices and competition for limited supply.

Figure 12. Real Median Household Income, 2018 & 2023



Source: Five-Year American Community Survey; Matrix Design Group, Inc.
Note: Values are adjusted for inflation to constant 2023 dollars.

Table 3 presents the distribution of household income across Worcester County, offering additional context for affordability and economic mobility. About nine percent of households in the County earned less than $20,000 annually—a rate consistent with the state overall—but this share is significantly higher in communities like Pocomoke City and Snow Hill. Another 22% of households fell into the $20,000-to-$49,999 range, implying that nearly one in three households earned under $50,000. About half of households reported incomes between $50,000 and $99,999, suggesting a ***strong base of middle-income earners*** who are likely to drive demand for moderately priced housing. ***But only 20% of Worcester County households earned $150,000 or more, compared to 32% statewide.*** These higher-income households are most concentrated in West Ocean City, pointing to geographic disparities in income that have direct implications for housing market dynamics and equity.

Table 3. Household Income Distribution, 2023

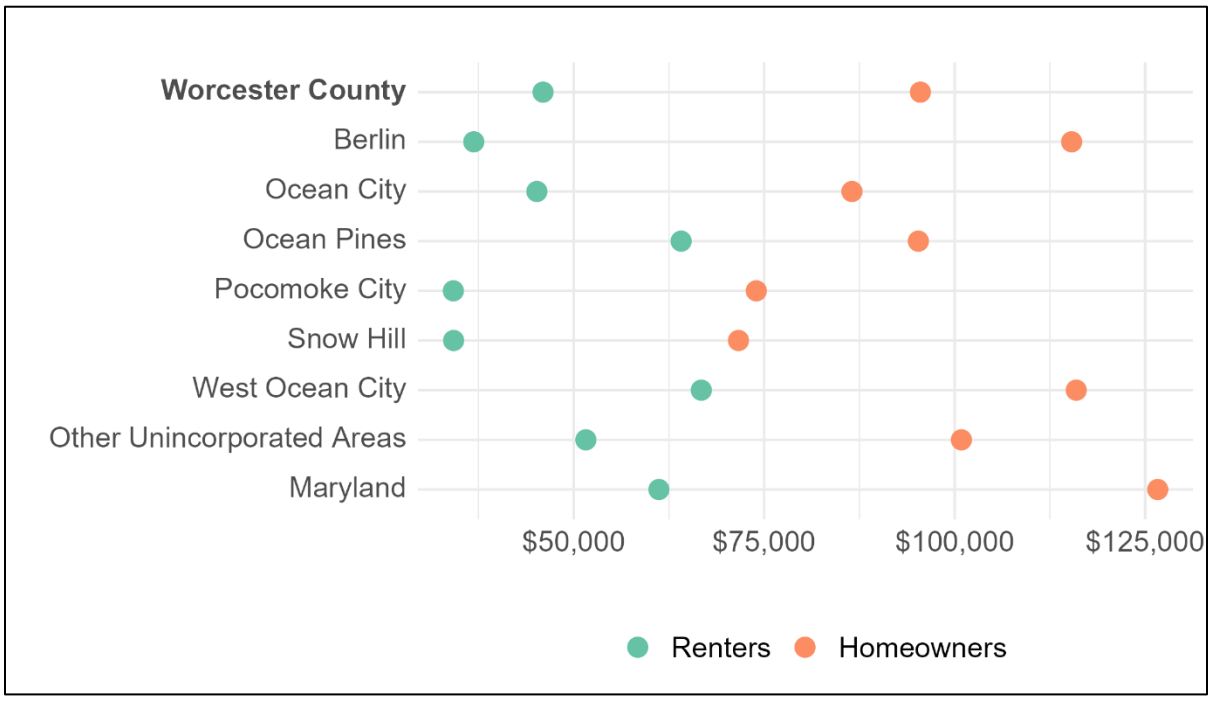
Region	Less than $20,000	$20,000–$34,999	$35,000–$49,999	$50,000–$74,999	$75,000–$99,999	$100,000–$149,999	$150,000 or more	Total
Worcester County	**2,071**	**2,674**	**2,627**	**3,546**	**3,194**	**4,909**	**4,806**	**23,827**
Berlin	134	335	160	193	297	385	376	1,880
Ocean City	374	438	471	768	497	597	727	3,872
Ocean Pines	239	355	671	1,020	1,021	1,263	1,143	5,712
Pocomoke City	258	353	242	244	230	313	156	1,796
Snow Hill	167	190	117	124	88	177	81	944
West Ocean City	111	273	247	303	244	399	658	2,235
Other Unincorporated Areas	788	730	719	894	817	1,775	1,665	7,388
Maryland	210,260	167,023	183,996	307,754	280,693	450,932	738,852	2,339,510

Source: Five-Year American Community Survey; Matrix Design Group, Inc.

Figure 13 compares median household income by tenure, highlighting the economic gap between homeowners and renters across Worcester County. Countywide, homeowners had a median income of $95,497—about ***double that of renters,*** who reported a median household income of $45,977. To limit monthly housing costs to less than 30% of household income, the median renter household should ideally not have spent more than $1,149 on rent. Worcester's homeowner-renter income gap mirrored the state-level disparity but was more pronounced in certain communities. In Berlin, for example, homeowners typically earned $115,347, roughly $78,500 more than the town's median renter household income. In contrast, median renter incomes in Snow Hill, Pocomoke City, and Berlin were all below $37,000, signaling an elevated risk of affordability challenges and potential displacement pressures. Ocean Pines stands out as the only community where renter incomes ($64,100) approached those of homeowners ($95,230), likely due to its relatively affluent and retirement-oriented population. These disparities reinforce the need for a diverse range of rental housing options, particularly in lower-income communities, and are indicative of broader inequities in access to stable, higher-paying employment and long-term wealth-building opportunities through homeownership.

THE HOMEOWNER-RENTER INCOME GAP IS PARTICULARLY PRONOUNCED IN BERLIN, TOTALING NEARLY $80,000

Figure 13. Median Household Income by Tenure, 2023

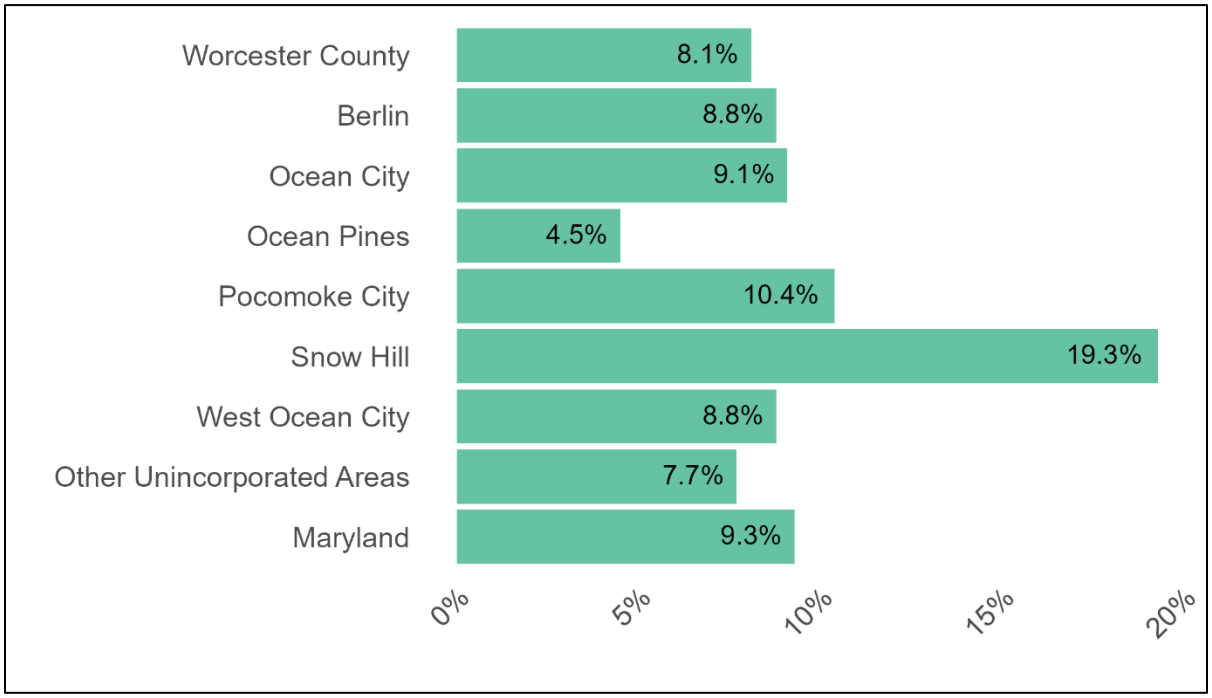


Source: Five-Year American Community Survey; Matrix Design Group, Inc.

Poverty

Figure 14 presents individual poverty rates across Worcester County, using thresholds defined by the U.S. Census Bureau that vary based on household size and composition. For reference, the 2023 ACS poverty threshold for a family of four was approximately $31,500. Overall, ***8.1% of the County's residents lived below the poverty line.*** This rate was slightly below the statewide average of 9.3%, even though Worcester's median household income is significantly lower. The seemingly conflicting findings may be due in part to the County's older population, many of whom rely on retirement income that places them just above the poverty threshold. Snow Hill reported the ***highest poverty rate at 19.3%,*** followed by Pocomoke City at 10.4%, while Ocean Pines had the lowest at just 4.5%. These conditions highlight the importance of preserving and expanding deeply affordable housing options, particularly in communities where poverty is more concentrated and residents are more likely to face housing insecurity.

Figure 14. Individual Poverty Rate, 2023



Source: Five-Year American Community Survey; Matrix Design Group, Inc.
Note: Individual poverty status is based on family income relative to federal poverty thresholds, which vary by family size and composition. For reference, the poverty threshold for a family of four was $31,500 in the 2023 ACS.

Economic Structure by Sector

Table 4 presents data on the number of business establishments, total employment, and average annual earnings by industry sector in Worcester County. The County's economy is heavily service-oriented, with *Accommodation and Food Services* standing out as the dominant sector. In 2024, it accounted for ***32% of all jobs*** (8,330 employees) and nearly 500 establishments, yet offered relatively low average earnings of just $32,924, consistent with the seasonal, tourism-driven nature of this sector. ***Retail Trade is another major source of jobs***, with 374 establishments and 3,902 employees, but similarly low wages, averaging $36,245 annually. Together, these sectors highlight the prevalence of low- to moderate-wage employment that shapes the County's housing needs and affordability challenges.

Several other sectors contribute to the local economy with higher earnings but employ a smaller share of the workforce. *Health Care and Social Assistance*, for example, provided 2,390 jobs across 155 establishments, with average earnings of $60,185. *Educational Services* and *Professional, Scientific, and Technical Services* offer comparable pay, on average—$61,771 and $61,104, respectively—but supported relatively modest numbers of jobs (1,708 and 1,003). The highest-paying sectors—*Information*, *Utilities*, and *Finance and Insurance*—typically offered annual earnings above $83,000 but collectively employed just 556 people, or 2% of the workforce. Overall, Worcester County's 2,455 establishments supported 25,829 jobs, with ***average annual earnings of $45,653.*** This employment profile underscores the importance of ensuring that housing remains affordable to workers across a wide range of income levels, particularly those concentrated in the County's largest—but lower-wage—sectors.

WORCESTER HAS A SERVICE-ORIENTED ECONOMY, WITH ACCOMMODATIONS AND FOOD SERVICES AND RETAIL TRADE ACCOUNTING FOR NEARLY HALF OF TOTAL EMPLOYMENT.

Table 4. Worcester County Economic Profile, 2024

Sector	Establishments		Employment		Average Annual Earnings
Information	24	1%	114	0%	$88,697
Utilities	5	0%	12	0%	$86,384
Finance and Insurance	90	4%	430	2%	$83,666
Management of Companies and Enterprises	11	0%	101	0%	$68,229
Public Administration	37	2%	1,656	6%	$62,308
Educational Services	36	1%	1,708	7%	$61,771
Professional, Scientific, and Technical Services	238	10%	1,003	4%	$61,104
Health Care and Social Assistance	155	6%	2,390	9%	$60,185
Wholesale Trade	69	3%	294	1%	$59,042
Manufacturing	57	2%	786	3%	$57,716
Transportation and Warehousing	52	2%	246	1%	$56,694
Construction	224	9%	1,211	5%	$54,559
Administrative and Support and Waste Management and Remediation Services	115	5%	783	3%	$50,291
Real Estate and Rental and Leasing	186	8%	721	3%	$44,133
Other Services (except Public Administration)	171	7%	796	3%	$38,850
Arts, Entertainment, and Recreation	71	3%	1,341	5%	$37,797
Retail Trade	374	15%	3,902	15%	$36,245
Accommodation and Food Services	492	20%	8,330	32%	$32,924
Unclassified	10	0%	5	0%	$18,667
Agriculture, Forestry, Fishing and Hunting	36	1%	0	0%	—
Mining, Quarrying, and Oil and Gas Extraction	2	0%	0	0%	—
Total	2,455	100%	25,829	100%	$45,653

Source: Bureau of Labor Statistics Quarterly Census of Employment and Wages; Matrix Design Group, Inc.
Note: Annual average earnings are reported in current (2024) dollars. Employment reflects the job location, not where workers live, and includes full- and part-time positions covered by Unemployment Insurance. Self-employed individuals, informal workers, and active-duty military are excluded. Wages include regular pay, overtime, bonuses, tips, and back wages, but not employer-paid benefits. Weekly wages were annualized. Some sectors may show establishments without employees due to reliance on self-employed operators, seasonal closures, or periods of inactivity.

Key Findings

- Worcester County's inflation-adjusted median household income has outpaced Maryland's statewide growth in recent years, reaching $81,455 in 2023.
- Despite recent gains, Worcester remained less affluent than the state overall, which posted a 2023 median household income of $101,652.
- The County has a strong middle-class base, with about half of households reporting incomes between $50,000 and $99,999.
- The median owner-occupied household reported an annual income of $95,497, more than twice the sum earned by its renter-occupied counterpart ($45,977); the median renter household could afford to spend no more than $1,149 on monthly rent and utilities.
- While the County's poverty rate (8.1%) fell slightly below the statewide average, rates were elevated in communities such as Snow Hill and Pocomoke City.
- The local economy is service-oriented and seasonal; *Accommodation and Food Services* alone accounted for 32% of all jobs but offered average annual earnings of just $32,924.

Implications

- Geographic differences in income growth and household earnings reflect uneven economic opportunity and may contribute to localized pressures on housing affordability.
- The wide gap in earnings between renters and homeowners, particularly in towns like Berlin and Snow Hill, suggests limited renter purchasing power and greater exposure to cost burdens.
- Areas with higher poverty rates are likely to face greater housing insecurity and displacement risks.
- Because the County's employment base is heavily concentrated in lower-wage sectors, many workers remain at risk of being priced out of the local housing market, particularly in high-demand areas.
- The limited scale of high-wage employment reinforces broader affordability challenges and may constrain long-term income mobility for residents employed in the dominant service-sector economy.

Housing Stock



Worcester County's housing stock reflects a distinctive blend of high-density seasonal development and lower-density single-family homes, shaped by its tourism-driven economy and varied settlement patterns. Between 2018 and 2023, the share of single-family detached homes increased modestly from ***41% to 43%,*** though this shift may reflect sampling variability more than a true structural change. At the local level, however, more meaningful changes occurred: Berlin saw a decline in the share of detached homes, suggesting modest diversification, while Snow Hill and unincorporated areas experienced growth in detached housing. As of 2023, the County had ***56,585 housing units, with multifamily structures heavily concentrated in Ocean City*** and single-family homes dominant in most other areas. Bedroom size distributions also varied: Ocean Pines and West Ocean City had large shares of four-bedroom homes, while Ocean City was characterized by smaller units geared toward vacation and seasonal use. Vacancy patterns further underscore Worcester's bifurcated housing market, with tight homeowner and rental conditions in most communities and high seasonal vacancy in Ocean City. ***More than half of the County's housing stock*** is classified as "vacant for seasonal, recreational, or occasional use," highlighting the limited availability of year-round housing for permanent residents and workers.

Size and Composition

Worcester County's housing stock is characterized by a large share of single-family detached homes and a relatively high number of multi-unit structures concentrated in Ocean City (see Table 5). As of 2023, the County had ***56,585 housing units,*** 43% of which were single-family detached homes. Thirty-three percent were located in buildings with 10 or more units, a distribution that reflects the influence of Ocean City's high-density, tourism-oriented development. Ocean City alone contained ***95% of all large multifamily units*** in the County, with 17,696 units in buildings with 10 or more units. In contrast, other communities such as Ocean Pines and the County's rural unincorporated areas remain dominated by single-family detached homes, which accounted for over 80% of the housing stock in both areas. Mobile homes are also present in some parts of the County, particularly in rural areas, with 1,231 units located in unincorporated communities besides the major census-designated places. Compared to the state overall, Worcester County has a ***lower share of single-family attached housing*** and a ***higher proportion of seasonal, high-density development,*** underscoring the unique composition of its housing market.

Table 5. Housing Stock Size and Composition, 2023

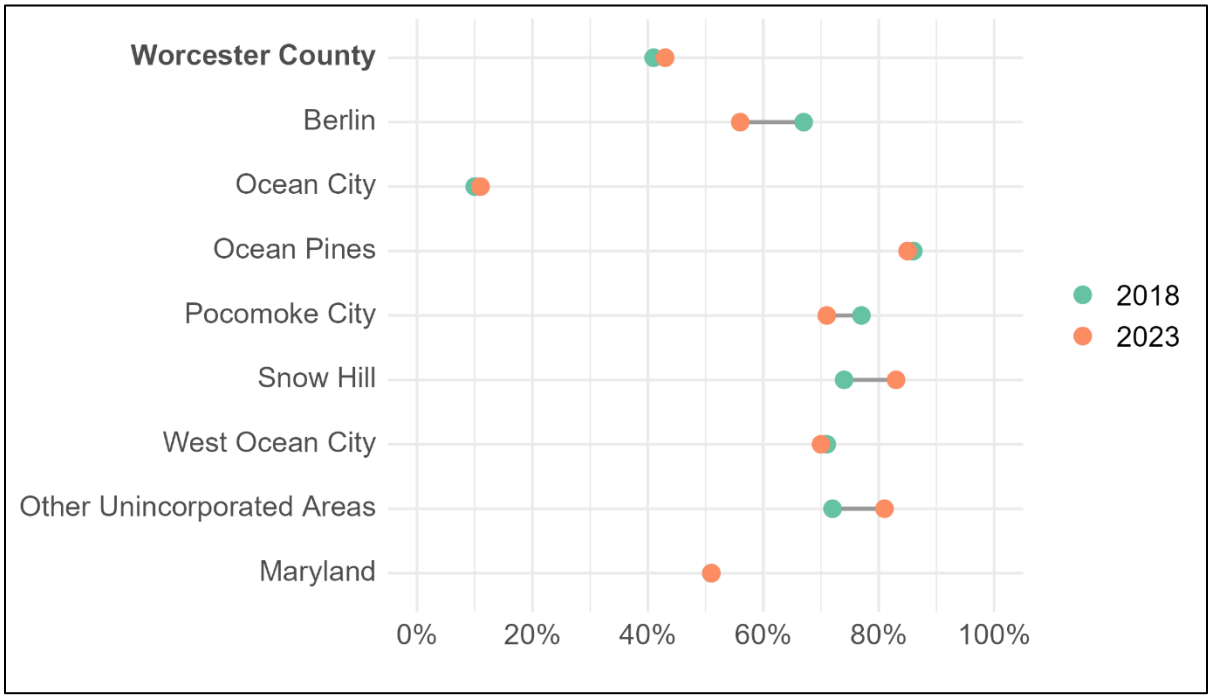
Region	Single-family, detached	Single-family, attached	2 to 4 units	5 to 9 units	10 or more units	Mobile home or other	Total
Worcester County	24,120	5,586	2,239	3,218	18,539	2,883	56,585
Berlin	1,131	261	168	145	302	0	2,007
Ocean City	3,145	3,626	1,736	2,641	17,696	990	29,834
Ocean Pines	7,655	664	59	29	164	399	8,970
Pocomoke City	1,445	190	123	136	147	0	2,041
Snow Hill	851	10	30	28	112	0	1,031
West Ocean City	2,186	417	76	144	58	263	3,144
Other Unincorporated Areas	7,707	418	47	95	60	1,231	9,558
Maryland	1,306,311	537,333	93,299	130,416	444,702	33,471	2,545,532

Source: Five-Year American Community Survey; Matrix Design Group, Inc.

WORCESTER HAS A SERVICE-ORIENTED ECONOMY, WITH ACCOMODATIONS AND FOOD SERVICES AND RETAIL TRADE ACCOUNTING FOR NEARLY HALF OF TOTAL EMPLOYMENT.

Between 2018 and 2023, the share of single-family detached homes in Worcester County ***increased slightly from 41% to 43%*** (see Figure 15). This small shift may be a statistical artifact rather than evidence of a broader change in the County's housing development patterns. At the local level, however, some communities experienced more meaningful changes. In Berlin, the detached share fell from 67% to 56%, suggesting a modest diversification of the housing stock. In contrast, Snow Hill and the County's other unincorporated areas saw nine percentage point increases in the share of detached homes, indicating a shift toward lower-density housing types in those areas. Other communities, including Ocean City, Ocean Pines, and West Ocean City, witnessed relatively little change over the period. Compared to Maryland as a whole, where the detached share remained steady at 51%, Worcester County continues to exhibit a distinctive pattern: high-density housing concentrated in Ocean City, and predominantly detached homes throughout much of the rest of the County.

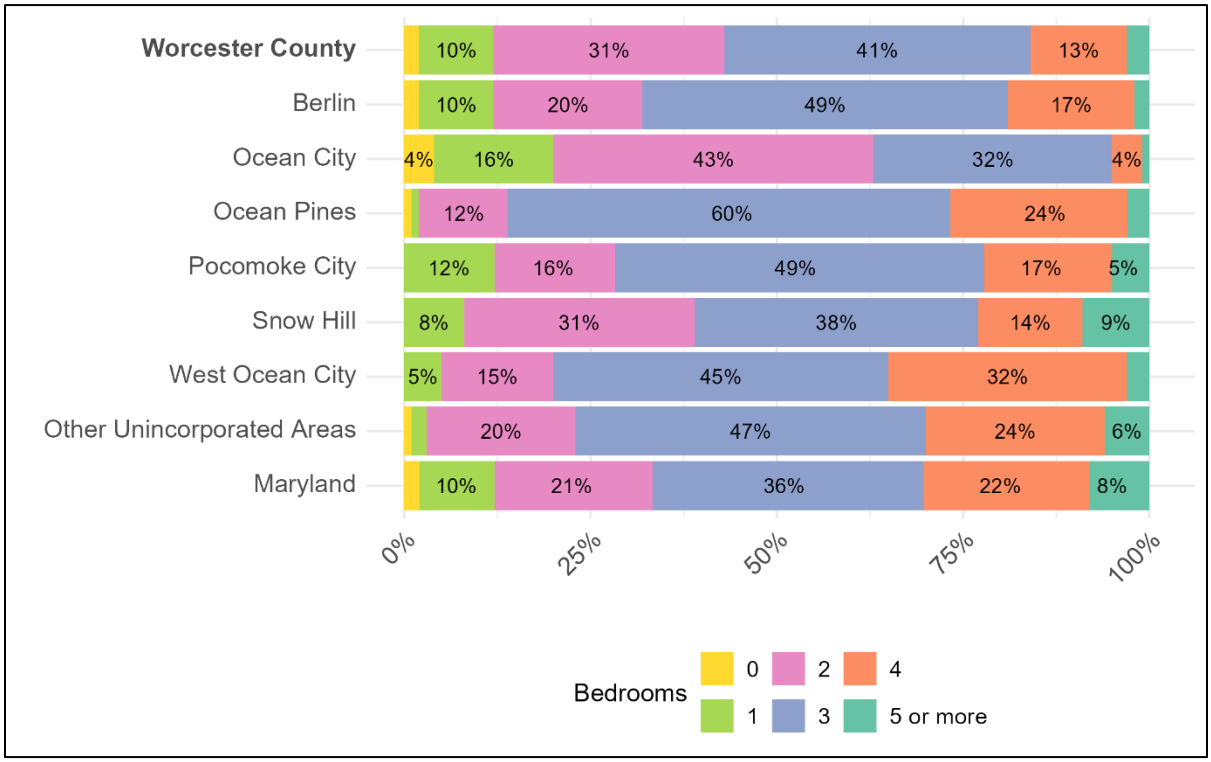
Figure 15. Single-Family Detached Share of Housing Stock, 2018 & 2023



Source: Five-Year American Community Survey; Matrix Design Group, Inc.

Figure 16 illustrates the distribution of housing units by number of bedrooms across Worcester County, its municipalities, and Maryland as a whole. Countywide, ***the most common housing size is three bedrooms*** (41%), followed by two-bedroom units (31%) and four-bedroom units (13%). Several communities stand out for their distinctive bedroom profiles. Ocean Pines and West Ocean City, for example, have ***notably high shares of large homes:*** 24% and 32% of units, respectively, have four bedrooms, compared to just 22% statewide. In contrast, Ocean City has a concentration of smaller units: 63% of homes had two bedrooms or fewer, reflecting the town's high share of vacation properties and workforce housing geared toward seasonal employees. Pocomoke City, Berlin, and other unincorporated areas are both skewed toward mid-sized homes, with roughly half of units having three bedrooms. Across all geographies, five-bedroom or larger units remain a small share of the housing stock, with the highest proportion in Snow Hill (9%).

Figure 16. Bedroom Composition of Housing Stock, 2023

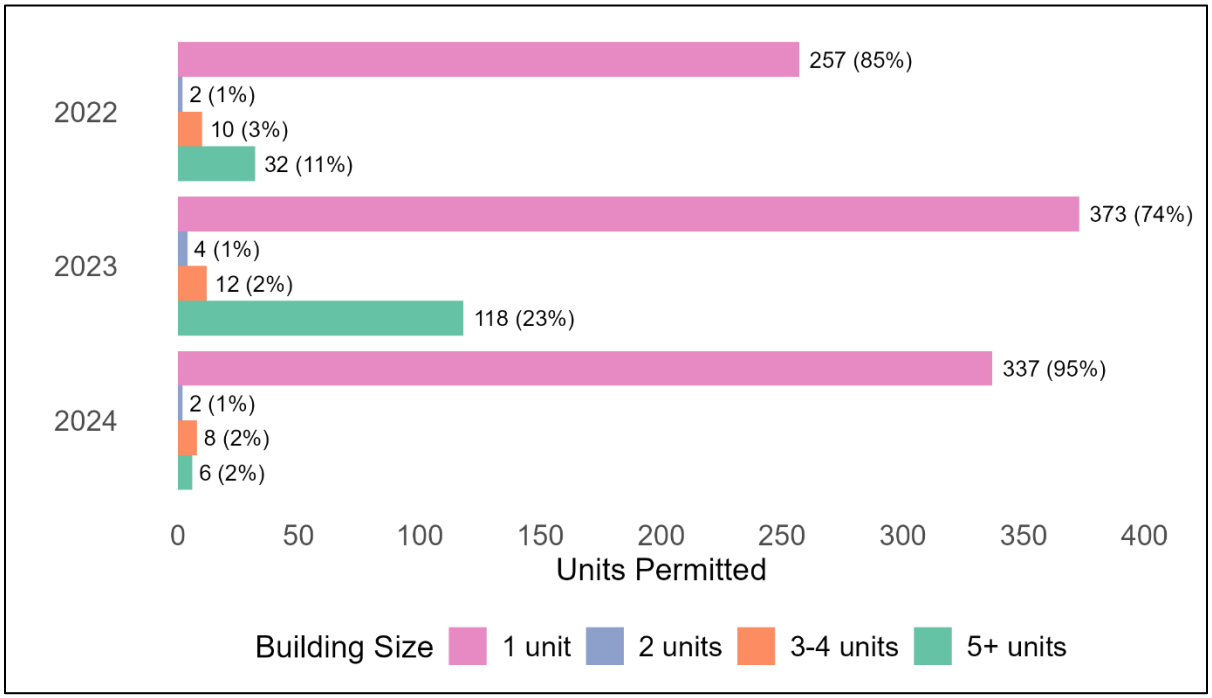


Source: Five-Year American Community Survey; Matrix Design Group, Inc.

Permitting

Figure 17 displays residential permitting trends by building size in Worcester County between 2022 and 2024. These figures provide a snapshot of the development pipeline, denoting the number of new housing units authorized for construction each year. Permits for ***single-family homes consistently accounted for the vast majority of permitted units,*** making up 85% of all units in 2022, 74% in 2023, and 95% in 2024. Higher-density development was more prominent in 2023, when permits were issued for 118 units in buildings with five or more units, representing nearly one-quarter of that year's total. Permits for duplexes and small multifamily buildings remained rare throughout the period, with fewer than 20 units authorized annually. Overall, these trends indicate that Worcester County's housing pipeline is heavily oriented toward single-family construction, with limited planned multifamily development.

Figure 17. Housing Units Permitted across Worcester County, 2022-2024



Source: U.S. Census Building Permits Survey; Matrix Design Group, Inc.
Notes: The unit of analysis is the number of housing units permitted. Estimates are reported values, not imputed values.

ACROSS WORCESTER COUNTY, 353 UNITS WERE PERMITTED IN 2024, REPRESENTING ABOUT 0.6% OF THE TOTAL STOCK.

Vacancies

Figure 18 presents homeowner vacancy rates, which remained low across most of Worcester County through 2023.[2] The countywide rate declined slightly from ***3.3% in 2018 to 2.5% in 2023,*** indicating a tightening of the for-sale market. For context, homeowner vacancy rates below 2% are typically considered indicative of strong demand and limited supply, while rates above 2% may suggest more availability. However, these figures are based on five-year ACS estimates, which can obscure short-term market shifts and are subject to greater uncertainty in smaller communities. As a result, vacancy rates, particularly very high or very low values, should be interpreted with caution. Vacancies were most common in Ocean City, though the rate dropped notably from 9.6% to 5% over the period. Pocomoke City and West Ocean City also recorded elevated rates in 2023, at over six percent. Berlin reported no homeowner vacancies in 2023, but this estimate could be a statistical artifact resulting from sample size limitations. In Worcester County's other unincorporated areas, which includes communities such as Bishopville, Girdletree, Newark, Stockton, and Whaleyville, the homeowner vacancy rate fell to below one percent in 2023.

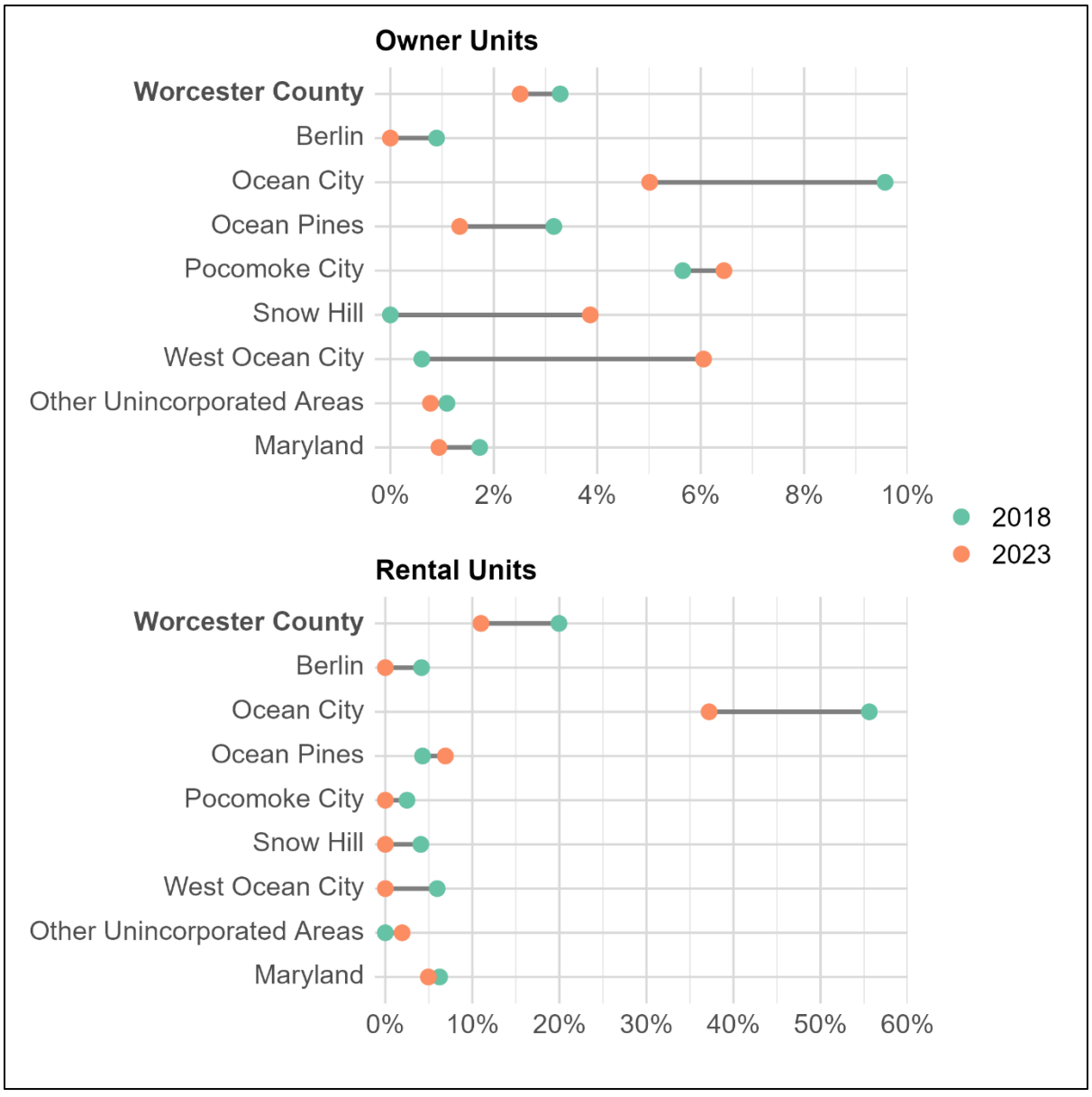
In contrast, rental vacancy rates varied widely across the County and were significantly higher in some areas. Worcester County's overall rental vacancy rate ***declined from 20% in 2018 to 11% in 2023.*** Ocean City remained a major outlier, with its rate dropping from 56% to 37%. Although units categorized as "seasonal, recreational, or occasional use" were excluded from this analysis, Ocean City's elevated vacancy rate likely reflects the seasonal nature of its housing stock and the timing of ACS data collection. Many rental units in Ocean City serve temporary or seasonal workers or are rented out on a short-term basis during peak tourism months. These types of properties, particularly multifamily buildings or apartments used for workforce housing, may not be classified as "seasonal use" in ACS data if they are intended for year-round occupancy, even if they sit vacant between seasonal leases. As a result, they may appear in the data as "vacant for rent" despite functioning more like temporary or seasonal housing in practice.

Outside of Ocean City, most communities reported low rental vacancy rates by 2023, with Berlin, Pocomoke City, Snow Hill, and West Ocean City all showing no rental vacancies. Similarly, in the County's other unincorporated areas, just two percent of units were vacant and available for rent. The only notable increase occurred in Ocean Pines, where the vacancy rate rose from four percent to seven percent. For context, a rental vacancy rate of about seven to eight percent is typically considered healthy, allowing for turnover while maintaining adequate availability. Rates significantly below that threshold may indicate tight rental conditions, where

[2] Accurately measuring vacancy rates is inherently difficult, especially in communities with seasonal, transitional, or informal housing patterns. The U.S. Census Bureau's ACS data capture vacancy status based on point-in-time surveys conducted over a rolling five-year period, which can blur short-term fluctuations and obscure seasonal effects. Other data sources, like the Valassis Residential Vacancy List—based on undeliverable mail and address activity—may capture vacancy trends more responsively but are also subject to classification error and shifting vendor methodologies. For example, Valassis data show that Worcester County's overall residential vacancy rate remained relatively stable around five percent between 2020 and 2023, before abruptly dropping to just over one percent in 2024. This sharp decline may reflect methodological changes, address removals, or a lagged response to tightening market conditions that are also observed in ACS trends, particularly the countywide drop in "vacant for rent" rates from 20% in 2018 to 11% in 2023. Taken together, these sources suggest a sustained tightening of available housing in Worcester County, even if exact vacancy levels differ due to definitional and measurement inconsistencies.

demand exceeds supply. Overall, the data suggests ***tightening rental markets*** in most parts of the County, with Ocean City's seasonal dynamics standing apart from broader trends.

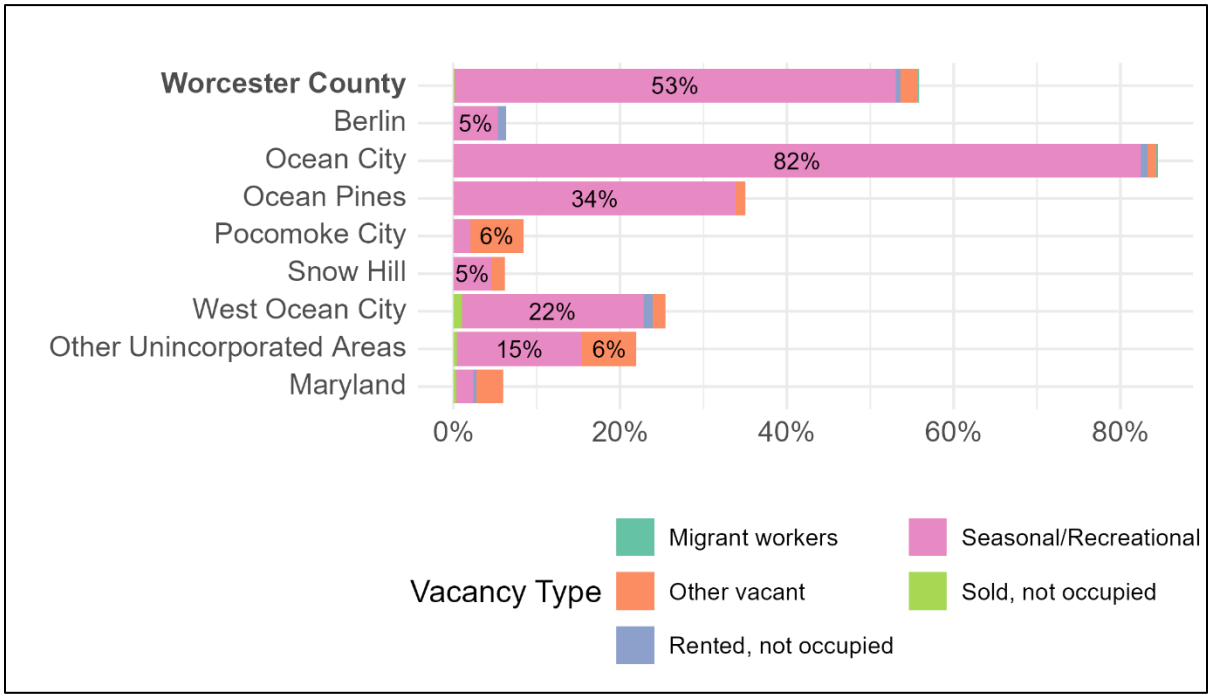
Figure 18. For-Sale and For-Rent Vacancy Rates, 2018 & 2023



Source: Five-Year American Community Survey; Matrix Design Group, Inc.
Note: Rental and ownership vacancy rates are calculated by dividing the number of vacant units for rent or for sale by the sum of occupied and corresponding vacant units.

Figure 19 demonstrates that a significant share of Worcester County's housing stock is classified as vacant for seasonal, recreational, or occasional use. According to the latest ACS data, ***more than 53% of all housing units in the County—nearly 30,000 homes—were vacant for this reason*** at the time of data collection. This figure is heavily driven by Ocean City, where 82% of all housing units fell into this category, signaling the city's role as a regional hub for vacation and second homes. Elevated seasonal vacancy rates were also observed in Ocean Pines (34%), West Ocean City (22%), and other unincorporated areas (15%), underscoring the County's unique reliance on tourism and short-term residency. These patterns have important implications for housing planning: although Worcester may appear overbuilt on paper, a large portion of the housing stock is not available for full-time, year-round occupancy, which can constrain supply for permanent residents and seasonal workers alike. In contrast, units categorized as "other vacant"—including those that are in foreclosure, under repair, abandoned, or otherwise unavailable for rent or sale—make up just 2.2% of the countywide housing stock, but are concentrated in areas like Pocomoke City and other unincorporated communities, where they represent roughly six percent of units. The "other vacant" category is inherently ambiguous, often capturing units in poor physical condition or in legal limbo, and may indicate localized challenges related to disinvestment, code enforcement, or lack of market demand.

Figure 19. Other Vacancy Types as a Share of Total Housing Stock, 2023



Source: Five-Year American Community Survey; Matrix Design Group, Inc.
Note: Percentages reflect the share of total housing units (both occupied and unoccupied). While these units are unoccupied, they are technically unavailable for rent or sale and should not be interpreted as available housing stock.

Key Findings

- Single-family detached homes constituted 43% of Worcester County's housing stock in 2023, about eight percentage points below the statewide rate.
- The County's apartments are heavily concentrated in Ocean City, while over 80% of the housing stock in Ocean Pines and other unincorporated areas consists of single-family detached homes.
- Permitting patterns continue to favor low-density development, with single-family homes accounting for 95% of permits issued in 2024.
- Countywide, 41% of homes had three bedrooms; larger homes are more prevalent in Ocean Pines and West Ocean City, while Ocean City is dominated by smaller units.
- Both homeowner and rental vacancy rates have declined meaningfully in recent years, signaling a tightening market.
- Roughly 82% of Ocean City's housing units were classified as vacant for seasonal, recreational, or occasional use.

Implications

- The spatial concentration of high-density and seasonal housing may influence access to year-round housing, infrastructure needs, and development pressures across different parts of the County.
- The predominance of larger homes in certain communities may constrain housing options for smaller households, which are expected to become more common as birth rates decline, and the population continues to age. Seniors seeking to downsize may face limited availability of smaller, lower-maintenance units suited to their needs.
- The high share of seasonally vacant homes, especially in coastal areas, limits the effective supply of housing for permanent residents and workers.
- Declining vacancy rates have contributed to increased demand-side pressure and rising costs.
- The concentration of seasonal housing near coastal employment centers suggests a mismatch between where jobs are located and where permanent residents can find available housing.

Rental Market

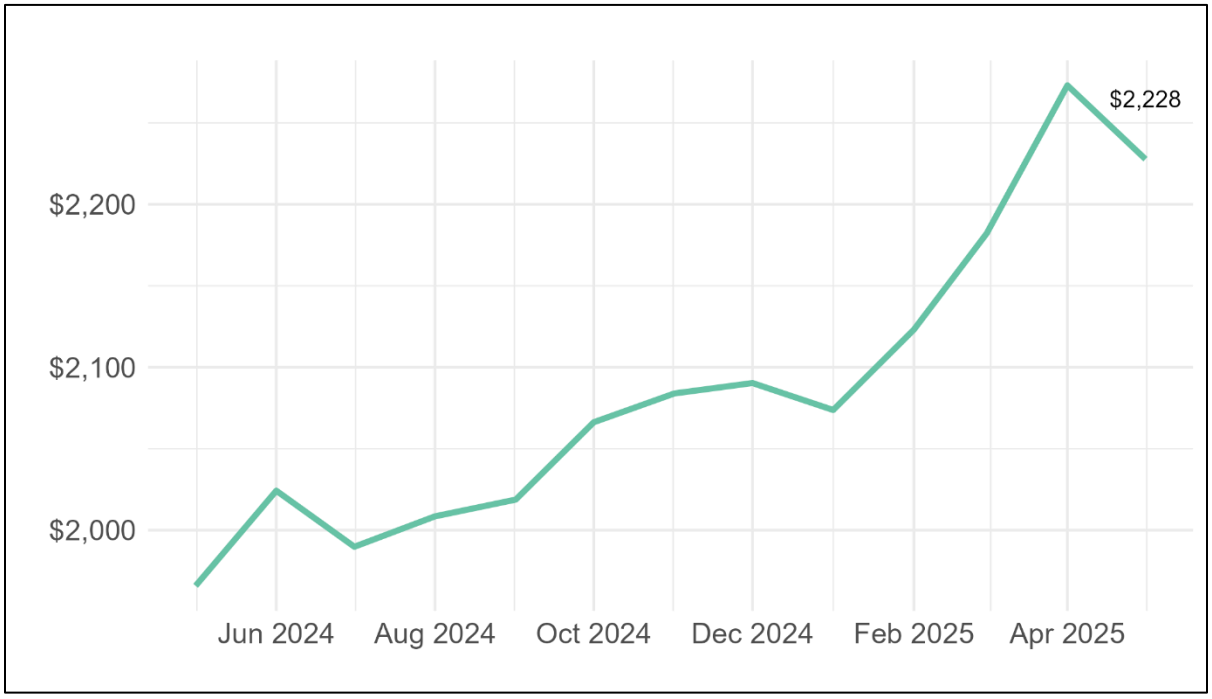


Rental housing in Worcester County has become increasingly out of reach. Between May 2024 and May 2025, countywide asking rents increased by ***over 15% in real terms,*** pushing typical rent levels well beyond what the majority of renter households can afford. Indeed, to limit the typical unit to less than 30% of income, a household needs to earn about $100,000. While some areas—like Pocomoke City—remain comparatively affordable, most communities offer few options for lower- and moderate-income renters. A household earning $75,000, for example, could only afford ***about 11% of current rental listings.*** Not surprisingly, family-sized rentals are even less attainable: the average three-bedroom unit (including utilities) rents for over $3,000 per month, requiring a household income of more than $125,000. Rising rents have placed severe financial strain on the County's renters. According to the most recent data, over half of Worcester County renters are considered cost burdened, spending more than 30% of household income on monthly costs.

Rent Levels

Rents across Worcester County have climbed in real terms over the past year (see Figure 20). The Zillow Observed Rent Index (ZORI), a measure that tracks trends in listed rents for available rental units, was $1,966 in May 2024 and rose steadily ***to $2,273 by April 2025***—an inflation-adjusted increase of ***more than 15 percent.*** Although the index declined slightly to $2,228 in May 2025, rents remain significantly higher than one year earlier. When factoring in average monthly utility costs of $271, a household would need to ***earn at least $99,960 annually*** to keep combined rent and utilities below 30% of income, consistent with HUD guidelines.[3] For context, the most recent data indicate that the median renter household in Worcester County earns about $46,000.

Figure 20. Typical Real Asking Rent in Worcester County, May 2024–May 2025



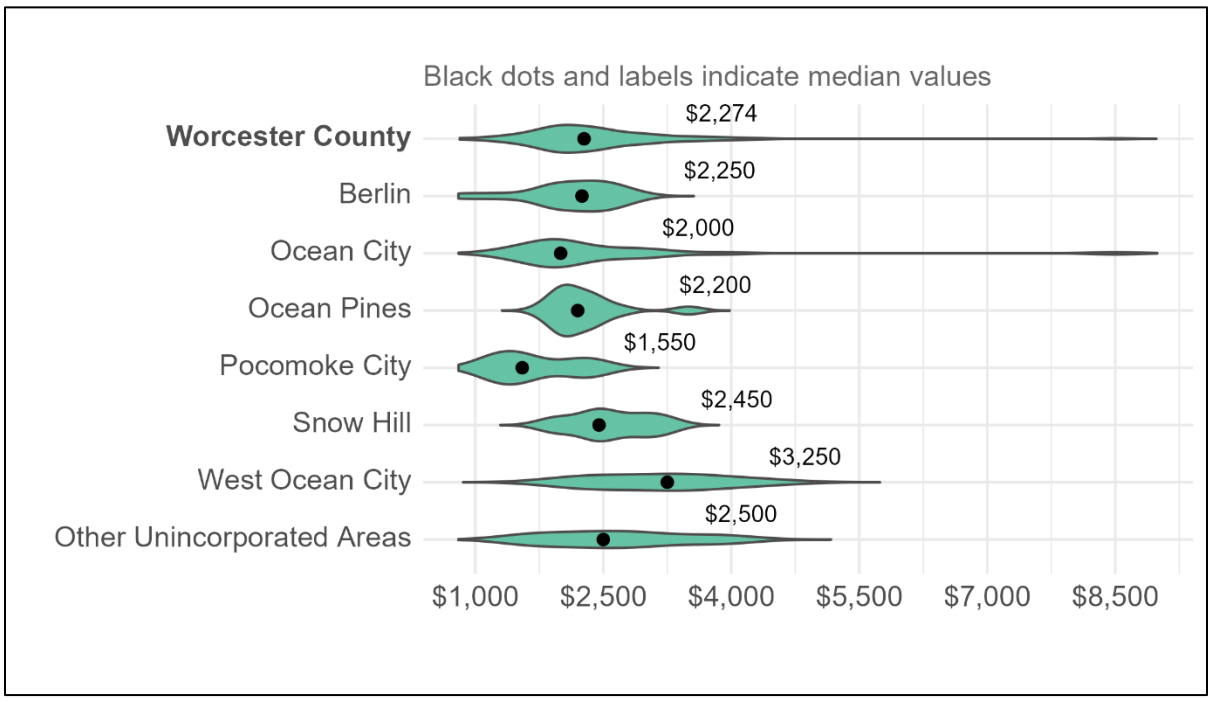
Source: Zillow Observed Rent Index; Matrix Design Group, Inc.
Note: All historical rent values were adjusted for inflation using the Consumer Price Index for All Urban Consumers (CPI-U), published by the U.S. Bureau of Labor Statistics. Rent estimates are based on Zillow's Observed Rent Index (ZORI), a seasonally adjusted measure of typical asking rents. ZORI is calculated as the mean of listed rents between the 35th and 65th percentiles, to exclude outliers while remaining sensitive to market shifts. Zillow then applies a repeat-rent framework and weights listings with consistent histories more heavily. Utilities are excluded.

[3] Utility costs were estimated using Five-Year 2023 Public Use Microdata Sample (PUMS) data from the U.S. Census Bureau. Matrix filtered the data to include only renter households in the region and calculated average monthly utility expenditures, including electricity, gas, water, and other fuels. These estimates were then adjusted to 2025 dollars using the Consumer Price Index (CPI) for Fuels and Utilities for U.S. Cities, published by the U.S. Bureau of Labor Statistics.

Figure 21 uses a violin plot to show how July 2025 asking rents vary across Worcester County, illustrating both the median rent and the distribution of listings. A violin plot makes it possible to visualize not just the typical rent in each area, but also how common different rent levels are. The wider the plot at a given rent level, the more listings fall around that price point. In Worcester County, ***the median asking rent is currently $2,274.*** Some communities closely resemble the countywide market, such as Berlin ($2,250) and Ocean Pines ($2,200), while Snow Hill ($2,450), West Ocean City ($3,250), and the County's other unincorporated areas ($2,500) are more expensive. These higher prices may be due to a mix of factors, including coastal proximity, newer or larger homes, and short-term rental demand that constrain long-term rental supply. West Ocean City's high median, in particular, reflects its appeal as a waterfront community with limited available inventory.

Relatively affordable areas include Ocean City and, especially, Pocomoke City. Beyond median values, the shape of each plot reveals differences in how rents are distributed. In Ocean Pines, the violin is particularly wide around the $2,200 mark, indicating that most listings are tightly clustered near the median. By contrast, areas like Pocomoke City and West Ocean City display broader, more dispersed plots, suggesting a wider range of rent levels. This is significant because ***areas with tightly clustered rents may offer fewer options across income levels,*** while areas with ***more dispersion are better positioned to meet diverse housing needs.***

Figure 21. Distribution of Asking Rents, July 2025

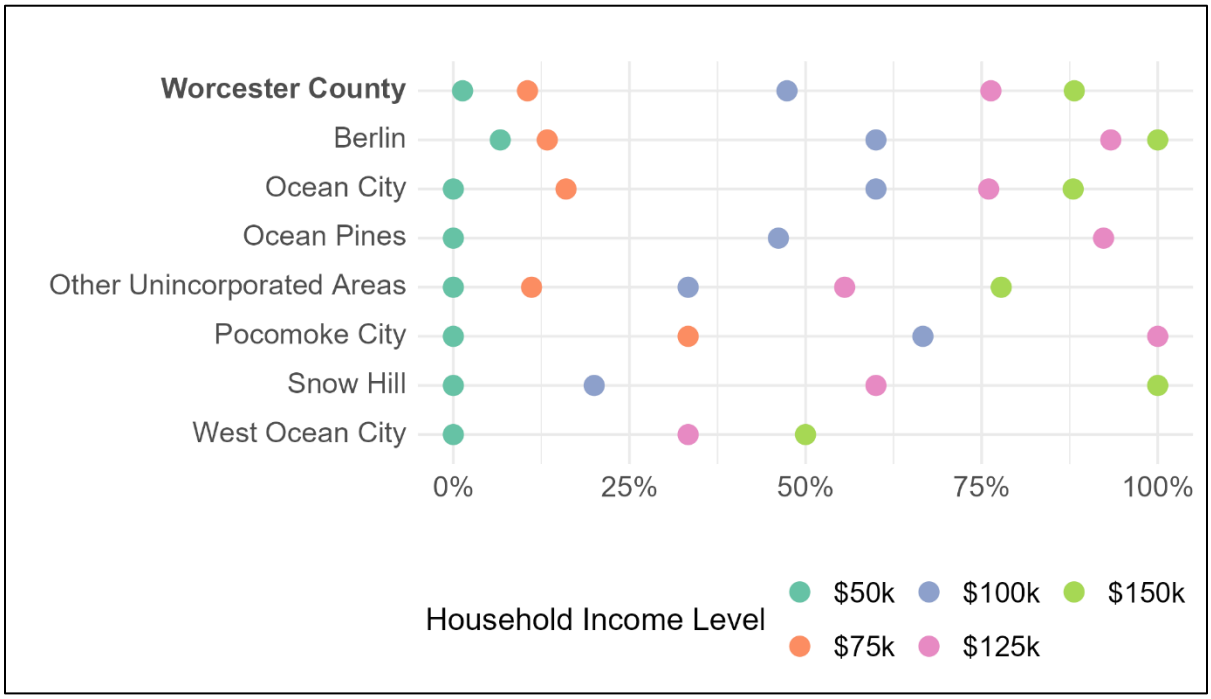


Source: Zillow; Apartments.com; Matrix Design Group, Inc.
Note: This violin plot shows the distribution of asking rents across different areas. The shape of each "violin" reflects how rents are spread out: the wider the plot at a given rent level, the more common that price is among recent listings. This type of plot provides more insight than a simple median or average, illustrating where rents are concentrated and how much variation exists within each area. The data are drawn from rental listings rather than leases, capturing advertised rents for available units.

Affordability

Figure 22 presents the percentage of affordable rental listings by household income level, based on the widely accepted standard that renters should spend no more than 30% of income on housing. Importantly, the estimates account for average utility costs. Countywide, ***just 1% of rental listings were affordable at the $50,000 income level***—the income range that includes most local renters, according to the latest ACS data. About 11% of listings were affordable at $75,000, while 47% were accessible to households earning $100,000. Pocomoke City offered the most affordable rental market, with one-third of listings within reach of households earning $75,000. For lower- and moderate-income households, the rental landscape is far less favorable in places like West Ocean City and Snow Hill, where 67% and 40% of listings, respectively, required incomes above $125,000. These figures stand in sharp contrast to the County's estimated median renter household income of $45,977, highlighting the affordability challenges many renters face, particularly in high-cost submarkets.

Figure 22. Share of Affordable Rental Listings by Household Income Level, July 2025



Source: Zillow; Apartments.com; Public Use Microdata Sample; Matrix Design Group, Inc.
Note: The dots denote the percentage of affordable rental listings at the corresponding household income level, based on the standard that monthly housing costs should represent less than 30% of income. Calculations account for utility costs, which were estimated for the region using the 2023 Five-Year PUMS and then adjusted for inflation to 2025 dollars. Utility costs were estimated separately by unit size. Average costs were estimated to be $174 for a studio unit, $177 for a one-bedroom unit, $242 for a two-bedroom unit, $330 for a three-bedroom unit, and $396 for a four-bedroom unit.

Table 6 shows that asking rents are strongly related to unit size. Across Worcester County, average gross rent for a one-bedroom is $1,918, requiring an annual household income of roughly $76,705 to remain affordable under the 30% income rule. Two-bedroom units averaged $2,341 (requiring $93,631), while three-bedroom units commanded $3,132 (requiring $125,263). For households needing four or more bedrooms, the average rent was $3,991, suggesting that a household has to earn nearly $160,000 to avoid being cost burdened. These figures further underscore the affordability challenges facing renters, particularly families seeking larger units.

Table 6. Rental Affordability in Worcester County, July 2025

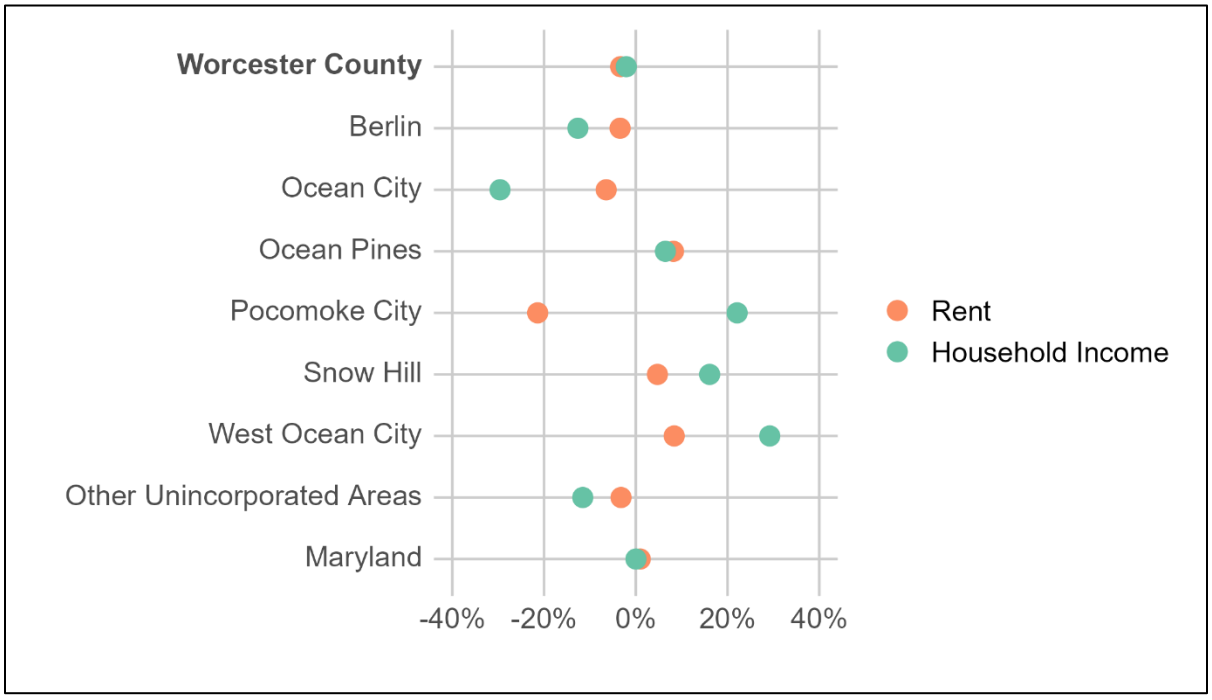
Bedroom Count	Average Gross Rent	Required Household Income
One	$1,918	$76,705
Two	$2,341	$93,631
Three	$3,132	$125,263
Four or more	$3,991	$159,658

Source: Zillow; Apartments.com; Public Use Microdata Sample; Matrix Design Group, Inc.
Note: *Average gross rent* includes utility costs, which were estimated for the region using the 2023 Five-Year PUMS and then adjusted for inflation to 2025 dollars. Household income requirements were based on the standard guidance that monthly costs should account for less than 30% of income.

TO LIMIT AVERAGE GROSS RENT FOR A TWO-BEDROOM UNIT TO 30% OF INCOME, A HOUSEHOLD MUST EARN AT LEAST $93,631—ROUGHLY DOUBLE THE MOST RECENT ESTIMATE OF MEDIAN RENTER HOUSEHOLD INCOME.

Figure 23 presents the percent change in real median gross rent and real median renter household income across between the periods covered by the most recent non-overlapping versions of the five-year ACS. The ACS estimates are used to ensure consistency between rent and income estimates and to minimize volatility in smaller areas, though they do come with limitations. Most notably, they do not fully capture more recent rent increases. Over this timeframe, both real rents and renter incomes in Worcester County overall remained essentially flat after adjusting for inflation. At the subcounty level, trends diverged. Pocomoke City, Snow Hill, and West Ocean City experienced notable gains in renter income that outpaced changes in rent, potentially reflecting the in-migration of higher-income renters or local economic improvements. In contrast, ***Ocean City renters saw a 30% decline in real income*** during the same period, raising concerns about affordability, especially as rents did not fall at a similar rate. This drop may be due to shifts in the renter population, such as more seasonal or service-sector workers occupying rental units, or broader changes in employment patterns following the COVID-19 pandemic.

Figure 23. 2018 to 2023 Relative Change in Real Median Gross Rent and Real Median Renter Household Income

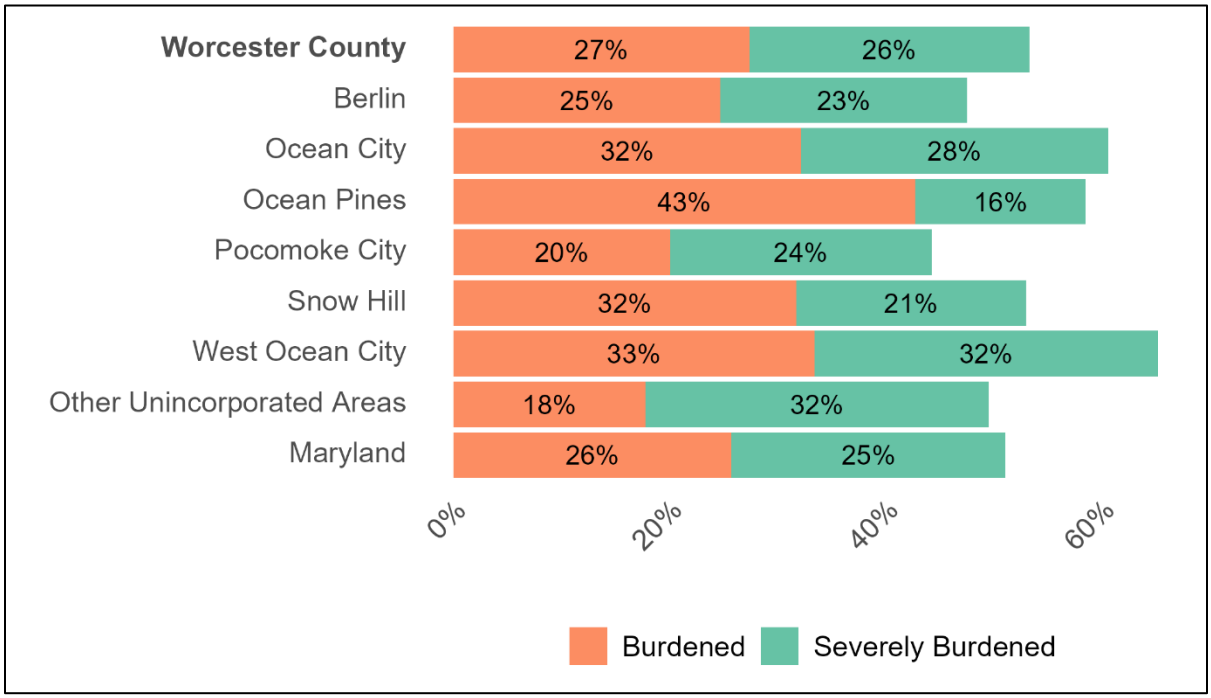


Source: Five-Year American Community Survey; Matrix Design Group, Inc.
Note: Values reflect relative change from 2014-2018 and 2019-2023 periods.

Cost-Burdened Renters

Figure 24 illustrates the prevalence of housing cost burden among renter households in Worcester County. As of 2023, ***just over half of all renters in the County were cost burdened:*** 27% spent between 30% and 49.9% of income on rent, while another 26% were severely cost burdened, allocating at least half of their income to housing costs. This 53% combined burdened rate closely mirrors the statewide figure for Maryland, indicating that rental affordability pressures in Worcester are on par with broader state trends. Within Worcester County, ***Ocean City and West Ocean City had the highest rates,*** with 60% and 65% of renters, respectively, paying unaffordable shares of their income toward housing; elevated rent levels in these high-demand coastal areas are likely the culprit. In contrast, Pocomoke City reported a comparatively low cost-burdened rate of 44%, which may reflect both lower asking rents and a higher share of renters living in older, lower-cost units that are more likely to remain affordable to moderate-income households. Monitoring renter cost burden is especially important, as financially strained households have less income available for essentials like food, transportation, medicine, and childcare. Moreover, they are at greater risk of housing instability or homelessness in the face of unexpected financial shock.

Figure 24. Cost-Burdened Renter-Occupied Households, 2023



Source: Five-Year American Community Survey; Matrix Design Group, Inc.
Note: "Burdened" households spent from 30% to 49.9% of household income on gross rent, including utilities, compared to 50% or more for "severely burdened" households.

Key Findings

- As of May 2025, the typical rent in Worcester County was $2,228, up from under $2,000 a year earlier.
- To afford the typical rental unit, including estimated utilities, a household must earn at least $99,960 annually.
- Median asking rents vary widely across the County, ranging from $1,550 in Pocomoke City to $3,250 in West Ocean City.
- Countywide, only 1% of rental listings are affordable to households earning $50,000—an income level that includes most local renters.
- Just 11% of listings are affordable to households earning $75,000, despite this income exceeding the County's 2023 median renter income of $45,977.
- Average gross rents (including utilities) range from $1,918 for one-bedroom units to $3,991 for units with four or more bedrooms.
- As of 2023, 27% of renter households were cost burdened (spending 30 to 49.9% of income on rent), while an additional 26% were severely burdened (spending 50% or more).
- Ocean City, which contains the bulk of the County's rental housing stock, had among the highest cost-burdened rates at 60%.

Implications

- The limited affordability of rental units at prevailing income levels suggests that a large share of Worcester County renters face financial strain, with little room in their budgets for essential non-housing expenses such as food, transportation, medicine, and childcare.
- The high prevalence of cost-burdened renters raises concerns about housing instability, particularly for lower-income residents and those living in high-rent communities like Ocean City and West Ocean City.
- Households paying more than 50% of their income toward rent are at elevated risk of displacement, especially in the face of income shocks or rising housing costs.
- Wide geographic variation in rent levels may lead to increased economic sorting, where lower-income households are effectively priced out of higher-cost areas.
- Given the concentration of rental housing in Ocean City and its elevated cost-burdened rate, many year-round renters in the County's largest rental submarket may struggle to find stable, affordable housing.
- Households priced out of job centers may relocate to more affordable but less connected areas, increasing pressure on transportation systems and public infrastructure.

Homeownership Market

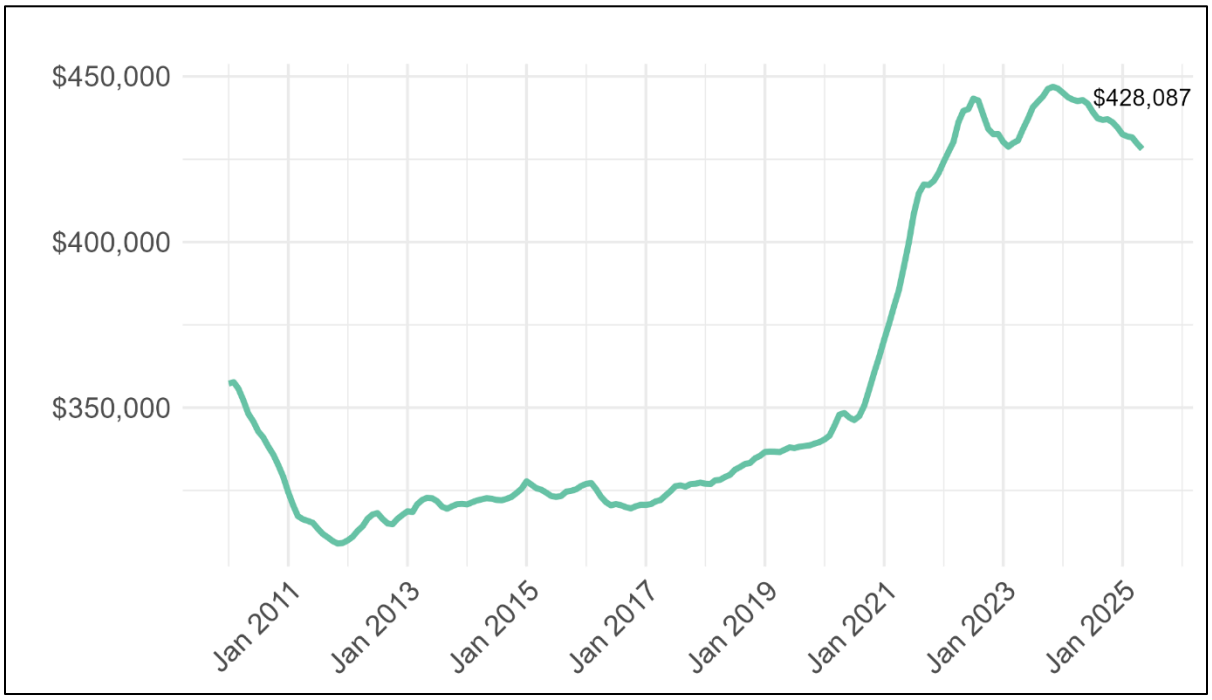


Worcester County's homeownership market has become increasingly difficult to access for the typical household, with rising home values far outpacing income growth and affordability benchmarks. Inflation-adjusted home values have climbed steadily since the pandemic, and the typical home, valued at ***roughly $428,000,*** now requires an annual income of approximately ***$143,000*** to be considered affordable, well above the County's median household income of $81,455. Median sale prices vary widely by location and housing type, with higher-priced markets like Ocean City, West Ocean City, and unincorporated coastal areas contrasting sharply with more affordable communities such as Pocomoke City and Snow Hill. While countywide turnover remains low—likely due to elevated interest rates and the resulting "lock-in effect"—geographic disparities in affordability and homeowner cost-burdened rates are pronounced. Just ***3% of homes sold*** between July 2023 and July 2024 were affordable for a household earning $50,000, while 10% of homes were affordable at the $75,000 income level. Moreover, ***31% of mortgaged homeowners***—and a notable share of mortgage-free owners, particularly in lower-income communities—were cost burdened. These patterns highlight growing access challenges for prospective buyers, particularly those in lower- and moderate-income brackets, as well as affordability pressures facing current owners, including seniors living on fixed incomes who may struggle to maintain housing stability even after paying off their mortgages.

Sale Prices

Figure 25 presents the inflation-adjusted Zillow Home Value Index (ZHVI), a measure of the typical home value in Worcester County over time. This metric reflects changes in home values in constant dollars, making it easier to understand real purchasing power and long-term trends. In January 2010, the typical home in Worcester County was valued at approximately $357,000. Values declined in the wake of the Great Recession, reaching a low of about $310,000 by late 2011. A slow recovery followed, with prices reaching roughly $370,000 by early 2021. Home values then accelerated sharply during the COVID-19 pandemic, driven by low interest rates, remote work, and supply constraints. By mid-2022, the typical home value surpassed $440,000. As of May 2025, ZHVI stood at ***$428,087,*** still well above pre-pandemic levels. Using a standard benchmark in housing studies—that home prices should not exceed three times a household's annual income—a household would need to earn approximately $143,000 per year to afford the typical Worcester home. This ***far exceeds the County's median household income,*** indicating that homeownership is increasingly out of reach for many residents.

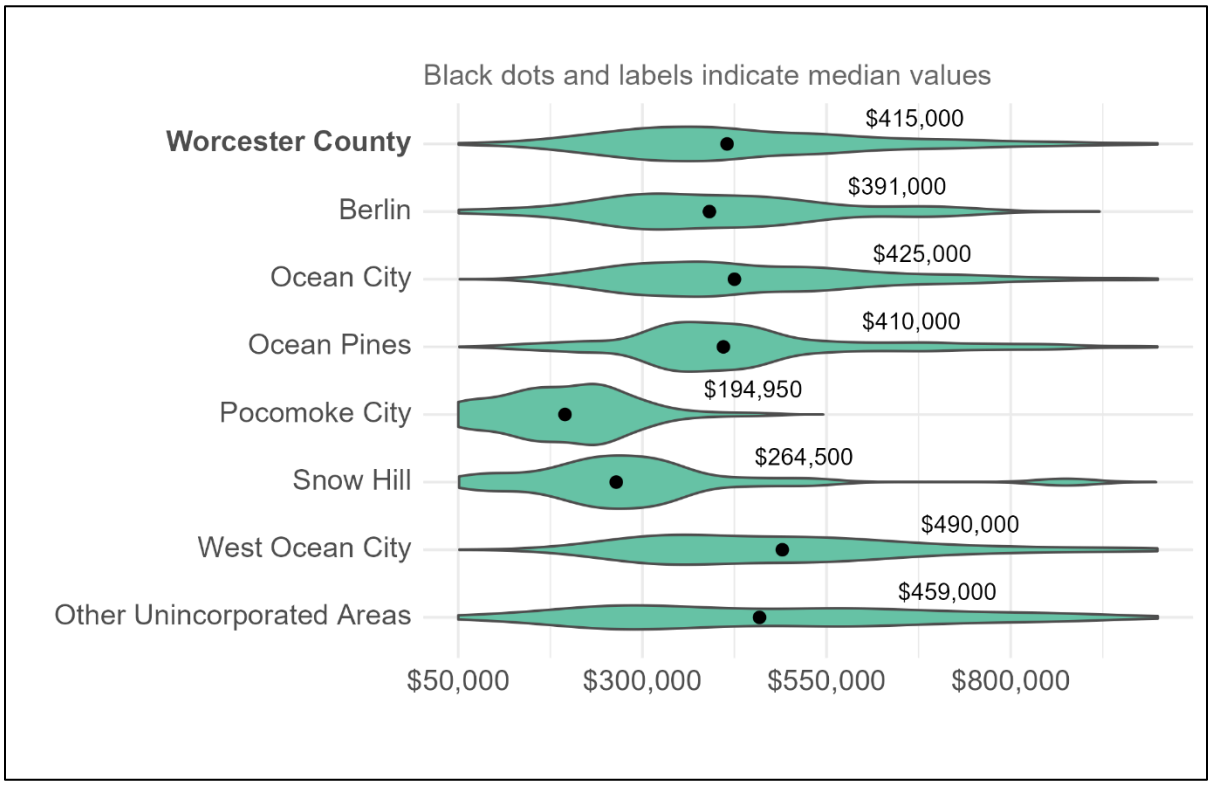
Figure 25. Typical Real Home Values in Worcester County, January 2010–May 2025



Source: Zillow Home Value Index; Matrix Design Group
Note: All historical home values were adjusted to May 2025 dollars using the CPI-U. Values shown are based Zillow's seasonally adjusted Home Value Index (ZHVI), which represents the mean value of homes between the 35th and 65th percentiles, excluding outliers and smoothing trends via a repeat-valuation framework. This yields a stable, representative measure of typical home values over time.

Figure 26 presents the distribution of home sale prices using a violin plot. A violin plot displays both the median value and the overall spread of sale prices; it widens at price points where sales are concentrated and narrows where they are less common. Countywide, the median price from July 2023 to July 2024 was ***$415,000.*** While this provides a useful benchmark, the plot also highlights how local markets vary in both price and distribution. For example, in Ocean Pines, the violin is wide around the median, indicating a high volume of sales clustered near $410,000. In Pocomoke City, the violin is wide at the lower end of the range, reflecting a concentration of lower-value sales and a much lower median of $194,950. Snow Hill's distribution is relatively compact, with most sales clustered near the $264,500 median, while areas like Ocean City ($425,000), Berlin ($391,000), and West Ocean City ($490,000) exhibit thinner violins throughout, indicating a broader and more even price distribution. These differences help contextualize the countywide figure by showing where prices are tightly concentrated as opposed to more dispersed. ***In areas with greater price dispersion, buyers at different income levels are more likely to find options that align with their budgets.***

Figure 26. Distribution of Home Sale Prices, July 19, 2023–July 18, 2024

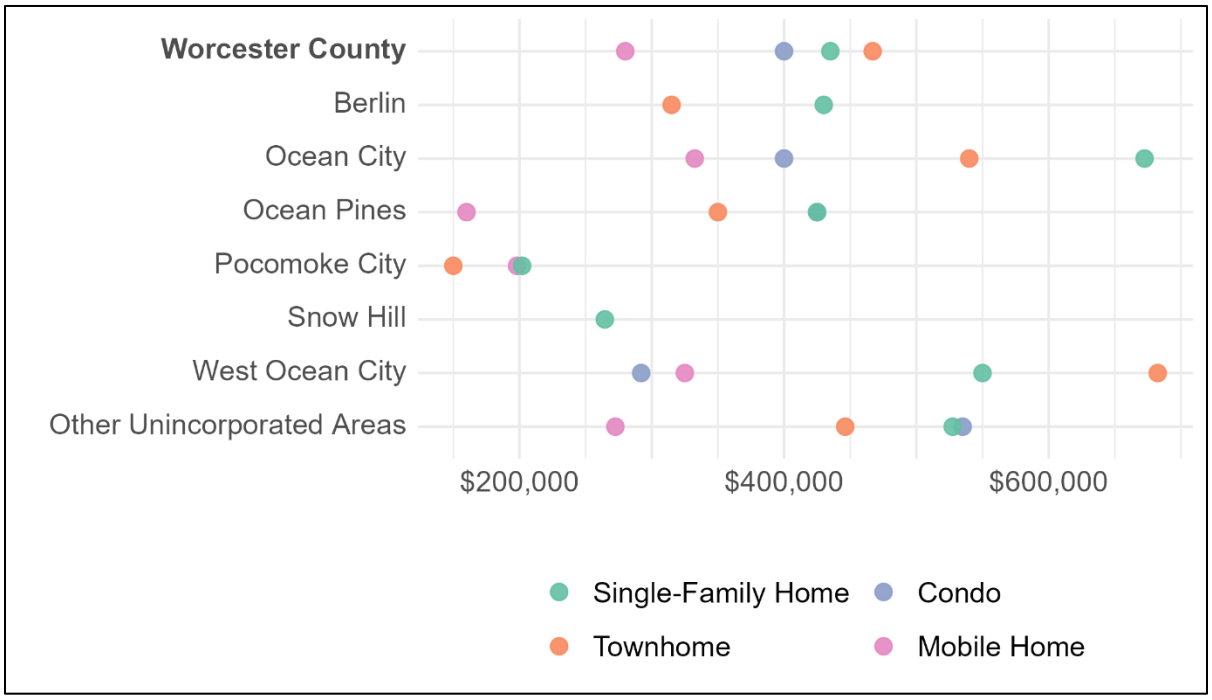


Source: Worcester County Assessor's Parcel Data; Matrix Design Group
Note: This violin plot shows the distribution of home prices across different areas. The shape of each "violin" reflects how prices are spread out: the wider the plot at a given price level, the more common that price is among recent sales. This type of plot gives a fuller picture than a simple median or average, showing where prices are concentrated and how much variation exists within each area. Non-arm's length sales were excluded from the analysis. Unlike MLS-based datasets, Assessor's parcel datasets include both agent-listed and For Sale by Owner (FSBO) sales, providing a more complete view of the residential market. The plot is based on sales data for single-family homes, townhomes, condos, and mobile or manufactured homes.

Figure 27 presents the median sale price by unit type across Worcester County and its subareas. At the County level, townhomes had the highest median price at ***$467,000,*** followed by single-family homes at ***$435,000,*** condos at ***$400,000,*** and mobile homes at ***$280,000.*** Although it is surprising that townhomes typically sold for more than single-family homes, it is important to recognize that unit type is not the exclusive determinant of sale price. Site-specific characteristics—such as location, square footage, proximity to water, and new construction—often have a greater influence on value. As a result, the expected price hierarchy by housing type does not always hold.

In Ocean City and West Ocean City, single-family homes and townhomes commanded some of the ***highest prices,*** with median values of $672,500 and $682,450, respectively. In contrast, more rural areas such as Pocomoke City and Snow Hill reported substantially lower median prices for all housing types, with the median single-family home in Pocomoke City selling for just $202,000. Other subareas fell between these extremes. For example, townhomes in Ocean Pines typically sold for $350,000, roughly $35,000 more than the equivalent Berlin median.

Figure 27. Median Sale Price by Unit Type, July 19, 2023–July 18, 2024

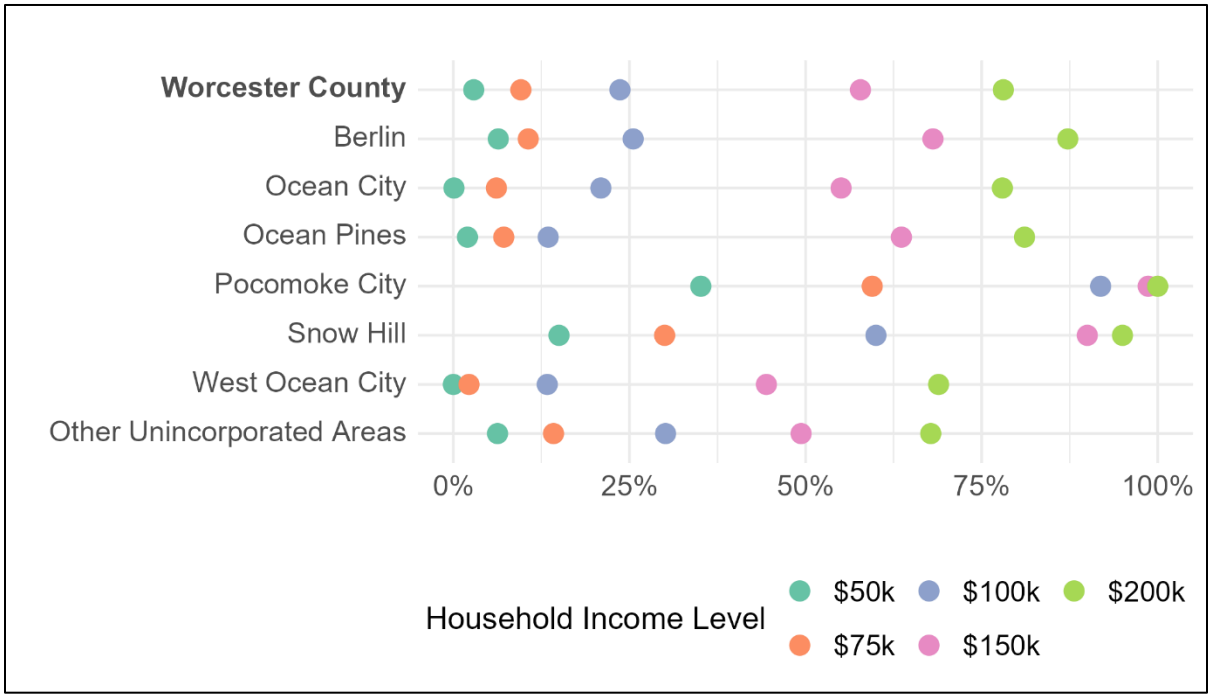


Source: Worcester County Assessor's Parcel Data; Matrix Design Group
Note: Unit type is not the sole determinant of sale price; factors such as location, square footage, proximity to water, and new construction can significantly influence value. In this case, the higher median price for townhomes compared to single-family homes likely reflects these other variables rather than an inherent premium associated with the housing type itself.

Figure 28 denotes the percentage of affordable home sales by household income tier, using the common benchmark that buyers can typically afford a home priced at up to three times their annual income. Between July 2023 and July 2024, just 3% of homes sold were priced at levels affordable to a household earning $50,000 annually, and only 10% were affordable at the $75,000 income level. About 24% of sales were affordable at the $100,000 level. Given that the County's estimated median household income is $81,455, this suggests that ***the vast majority of homes were priced beyond what a typical Worcester household could afford.***

Homeownership attainability differed significantly across the region. Pocomoke City and Snow Hill offered the most accessible for-sale housing, with 59% of the former community's sales affordable at the $75,000 income level. At the other end of the spectrum, more than 30% of sales in West Ocean City and the County's other unincorporated areas required incomes above $200,000, underscoring stark geographic disparities in purchase affordability.

Figure 28. Share of Affordable Home Sales by Household Income Level, July 19, 2023–July 18, 2024



Source: Worcester County Assessor's Parcel Data; Matrix Design Group

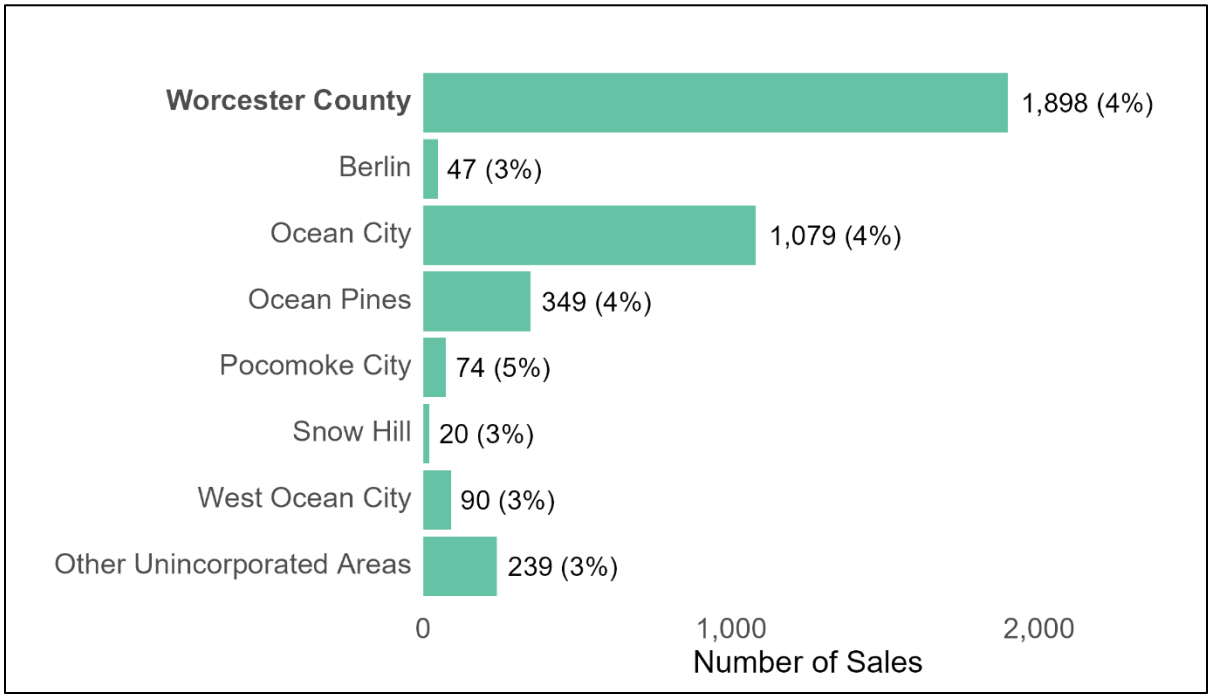
Note: The dots denote the percentage of affordable home sales at the corresponding household income level using the general rule that a home's sale price should not exceed three times annual income. Units were considered affordable to a given income range if their sale prices did not exceed three times the corresponding household income.

Sales Volume

TURNOVER RATES ARE SHAPED BY A COMBINATION OF MARKET CONDITIONS, INCLUDING INTEREST RATES, HOUSING SUPPLY, HOUSEHOLD MOBILITY, AND OWNER PREFERENCES.

Figure 29 displays the number of home sales from July 2023 to July 2024 alongside the percentage of total housing inventory sold during that period. Across the County, there were nearly 1,900 residential sales, accounting for ***just four percent of the total housing stock.*** This relatively low turnover rate is consistent with broader market conditions, where elevated interest rates have discouraged existing homeowners from listing their properties, a phenomenon referred to as the "lock–in effect." In most markets, ***a healthy turnover rate typically falls between six and eight percent.*** The share of homes sold was fairly consistent across the County, with limited variation between jurisdictions. Of the total sales, 1,079 occurred in Ocean City, 349 in Ocean Pines, and 239 in other unincorporated areas. The remaining 231 sales were spread across West Ocean City, Pocomoke City, Berlin, and Snow Hill, consistent with the relatively small sizes of those communities.

Figure 29. Home Sales Volume and Share of Inventory Sold, July 19, 2023–July 18, 2024



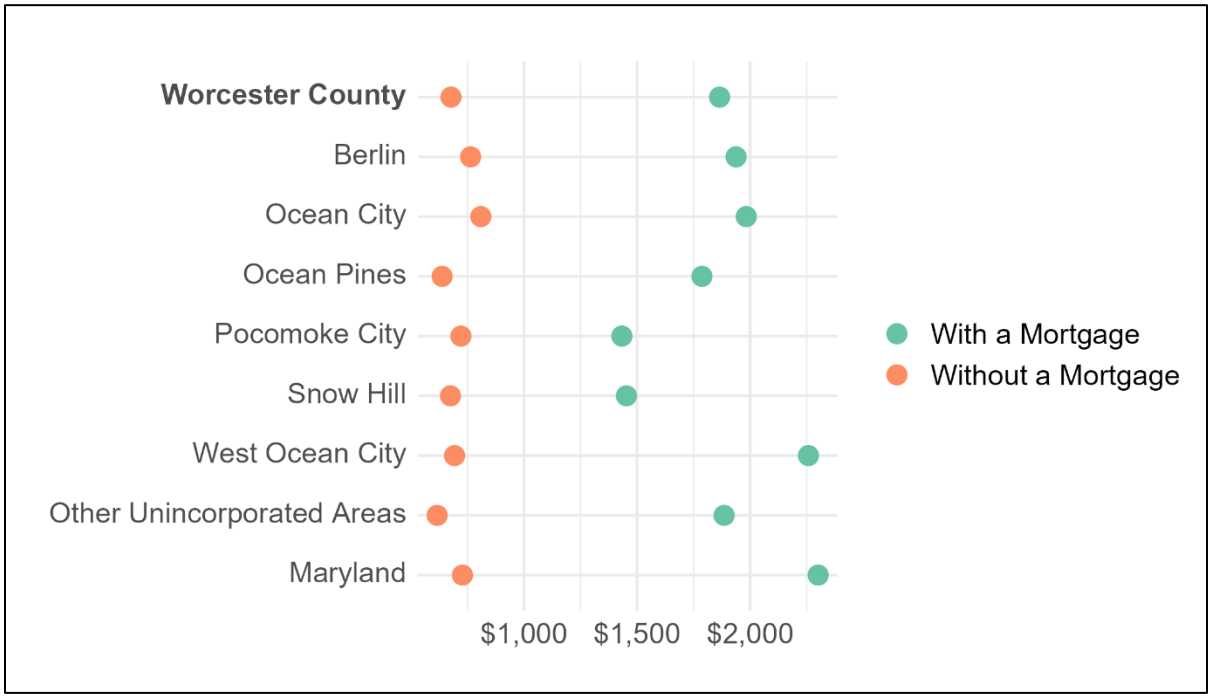
Source: Worcester County Assessor's Parcel Data; Matrix Design Group
Note: Percentages in parentheses denote the share of the total housing stock represented by sales over the one-year period.

Existing Homeowner Costs

Figure 30 presents median monthly homeownership costs across Worcester County by mortgage status. Among households with a mortgage, the ***countywide median was $1,865***—substantially below the statewide median of $2,301. Snow Hill ($1,453) and Pocomoke City ($1,433) reported the lowest median costs, while homeowners in Ocean Pines ($1,787), Ocean City ($1,983), and Berlin ($1,938) generally paid more, likely reflecting higher home values, newer housing stock, or larger typical homes in those markets. These figures pertain to the full spectrum of homeowners with mortgages, not just recent buyers, and suggest that Worcester County homeowners generally face lower monthly costs than their state-level counterparts.

For homeowners without a mortgage, the countywide median monthly cost was ***$677,*** also below the Maryland median of $728. Several communities reported median monthly costs below the state median, including Ocean Pines ($638), Snow Hill ($675), and the County's unincorporated areas ($616). Pocomoke City was nearly at parity with the state, at $721, while Ocean City ($809) and Berlin ($764) exceeded the statewide figure. While these homeowners no longer make mortgage payments, these costs still capture the ongoing financial responsibilities of ownership—such as property taxes, insurance, and utilities.

Figure 30. Median Monthly Homeownership Costs by Mortgage Status, 2023

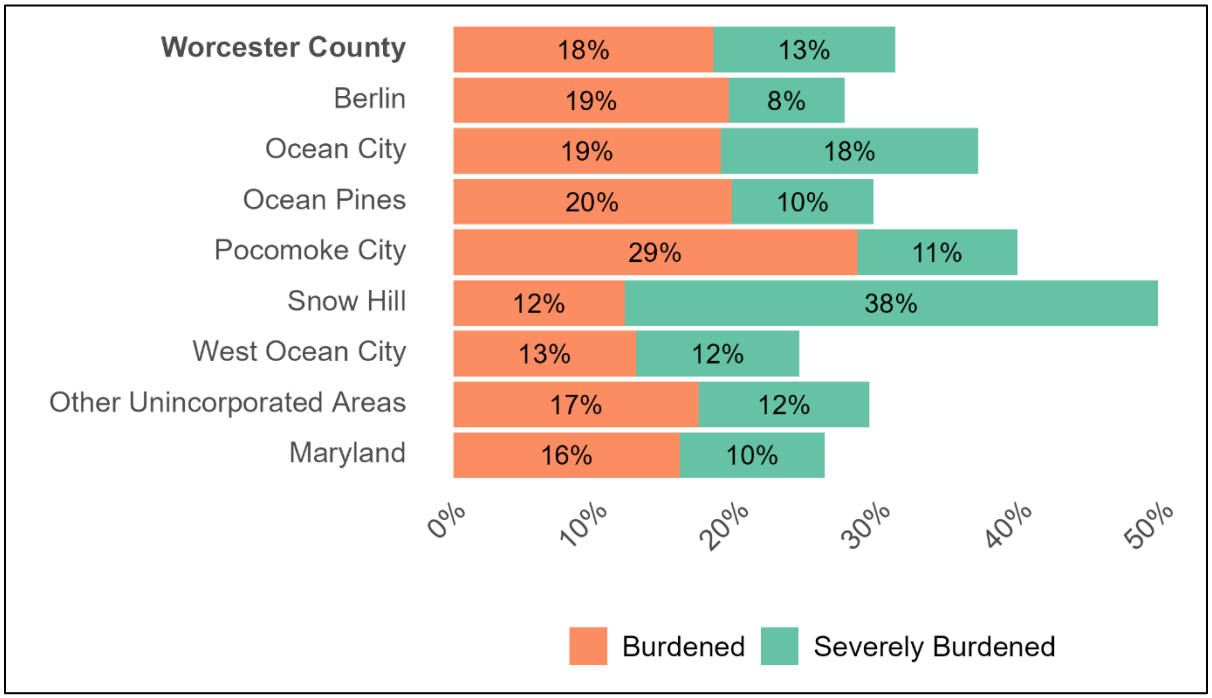


Source: Five-Year American Community Survey; Matrix Design Group, Inc.

Cost-Burdened Homeowners

Figure 31 illustrates the share of owner-occupied households with a mortgage that were cost burdened. Overall, ***31% of mortgaged homeowners spent 30% or more of their household income on total ownership costs,*** including mortgage payments, property taxes, insurance, and HOA fees. This includes 18% who were moderately burdened (spending between 30% and 49% of income) and 13% who were severely burdened (spending 50% or more). Homeowner cost burden was less prevalent in the state overall, with 26% of owner-occupied households categorized as burdened or severely burdened. The challenge is particularly acute in Snow Hill, ***where half of all mortgaged homeowners were cost burdened;*** of that subset of homeowners, nearly four-in-five fell into the severely burdened category. Elevated rates were also observed in Pocomoke City and Ocean City, where roughly 40% of homeowners experienced housing-related financial stress. With just 25% of homeowners spending 30% or more of household income on ownership costs, ***West Ocean City reported the lowest cost-burdened rate*** in the County. High rates of cost burden can have wide-reaching implications, limiting disposable income for healthcare, transportation, and other essentials, and reducing household spending that supports the local economy.

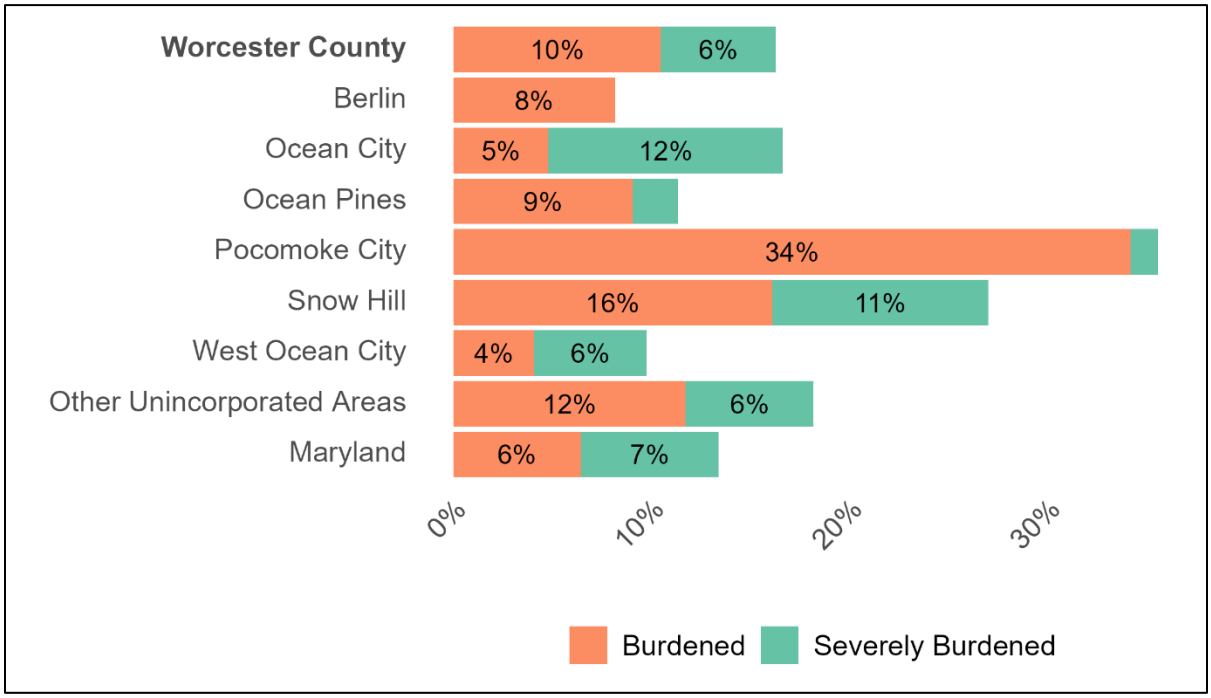
Figure 31. Cost-Burdened Owner-Occupied Households with a Mortgage, 2023



Source: Five-Year American Community Survey; Matrix Design Group, Inc.
Note: "Burdened" households spent from 30% to 49.9% of household income on total ownership costs, compared to 50% or more for "severely burdened" households.

Cost-burdened rates were significantly lower among Worcester County's approximately 7,300 homeowners without a mortgage, who represented 29% of all owner-occupied households (see Figure 32). Countywide, just ***10% of these households were cost burdened***—spending between 30% and 49.9% of their income on ownership-related expenses such as property taxes, insurance, and utilities—while ***six percent were classified as severely burdened,*** meeting or exceeding the 50% income-to-cost ratio. Worcester's overall rate was about three percentage points higher than that of the state as a whole. The figure also pinpoints areas where mortgage-free homeowners, who are often seniors living on fixed or limited incomes, may be particularly challenged. In Pocomoke City, more than 35% of these homeowners were cost burdened, and in Snow Hill, the rate exceeded 25%. In contrast, the lowest rates were observed in Berlin, Ocean Pines, and West Ocean City. While overall rates in Worcester were relatively modest, it is evident that even those who no longer carry mortgage debt face affordability challenges.

Figure 32. Cost-Burdened Owner-Occupied Households without a Mortgage, 2023



Source: Five-Year American Community Survey; Matrix Design Group, Inc.
Note: "Burdened" households spent from 30% to 49.9% of household income on total ownership costs, compared to 50% or more for "severely burdened" households.

Key Findings

- Although home prices have generally fallen since their mid-2022 inflation-adjusted peak, Worcester County's May 2025 typical home value of $428,087 was well above pre-pandemic levels.
- From July 2023 to July 2024, median sale prices ranged from approximately $195,000 in Pocomoke City to $490,000 in West Ocean City.
- Markets such as Ocean Pines and Pocomoke City exhibited relatively tight price clustering, while price distributions were broader in areas like Ocean City, Berlin, and West Ocean City.
- While condos and mobile homes— two popular alternatives to single-family detached homes—typically sold for $400,000 and $280,000, respectively, the median sale price for townhomes was $467,000, likely due to location or unit characteristics.
- Only 3% of homes sold during the July 2023–July 2024 period were affordable to households earning $50,000, and just 10% were affordable at the $75,000 level.
- At the $100,000 income threshold—which most Worcester households do not meet—just 24% of home sales were affordable.
- Turnover rates have been low, with just 4% of the County's housing stock selling between July 2023 and July 2024.
- Countywide, 31% of mortgaged homeowners were considered cost burdened, with rates ranging from 25% in West Ocean City to 50% in Snow Hill.
- Mortgage-free homeowners generally faced less financial strain, though elevated cost-burdened rates were observed in lower-income areas such as Pocomoke City and Snow Hill.

Implications

- Elevated home values may limit pathways to homeownership and contribute to longer-term declines on ownership rates among middle- and lower-income households.
- The homeownership affordability gap for low- and moderate-income households may contribute to increased housing insecurity, outmigration, or pressure on the rental market, as would-be buyers remain unable to enter the ownership market.
- Low inventory turnover—driven by higher interest rates—may reduce opportunities for both new buyers and current owners seeking to relocate, contributing to a less dynamic housing market and potential spatial mismatch between housing availability and demand.
- Markets with more tightly clustered sale prices may offer fewer options for buyers at different income levels, limiting choice and flexibility.
- Elevated homeowner cost-burdened rates may reduce disposable income, limiting household spending and potentially constraining broader local economic growth.

Current & Projected Housing Demand

This section outlines current and projected household income distributions by tenure and estimates the number of additional housing units needed to address existing and anticipated demand in Worcester County. Stark income disparities exist between renters and homeowners, with the former far more likely to fall into lower area median income (AMI) tiers. Currently, the County faces an estimated shortage of 1,518 owner units and 558 rental units. This need is likely to increase in accordance with anticipated population growth. Worcester County is projected to gain over 2,200 households by 2050, bringing the total to approximately 26,000.



Household Distribution

Table 7 summarizes the estimated 2023 household distribution by AMI tier and projects how these patterns are expected to evolve over time. As of 2023, income disparities between renters and homeowners in Worcester County were stark. Roughly ***one-third (33%) of the County's 5,541 renter-occupied households*** earned less than 30% of the area median income (AMI), compared to ***just 12% of the 18,286 owner-occupied households.*** Similarly, an additional 21% of renter households fell within the 31-to-50% AMI tier, while the same was true for just 13% of owner households. At the upper end of the income spectrum, the inverse pattern holds: 58% of owner-occupied households earned more than 120% of AMI, compared to just 27% of renters. These figures indicate a pronounced affordability gap between renters and homeowners, underscoring the vulnerability of low-income renter households.

The total number of households in Worcester County is anticipated to increase modestly through 2050, according to official projections from the Maryland Department of Planning and additional forecasting conducted by Matrix. Based on the assumption that the tenure distribution remains constant over time, the number of owner-occupied households is expected to rise from 18,286 in 2023 to 18,878 by 2035 and 20,011 by 2050. Renter-occupied households are projected to increase from 5,541 to 5,722 in 2035 and 6,064 in 2050. These projections are intended to support long-range estimates of housing needs and should be interpreted cautiously given the uncertainty of long-term forecasts.

Table 7. Total Households by AMI Tier, 2023, 2035, & 2050

AMI Tier	2023		2035		2050	
	Owner Occupied	Renter Occupied	Owner Occupied	Renter Occupied	Owner Occupied	Renter Occupied
0–30% AMI	2,141	1,805	2,210	1,864	2,343	1,975
31–50% AMI	2,403	1,179	2,481	1,217	2,630	1,290
51–80% AMI	3,214	1,040	3,318	1,074	3,517	1,138
81–120% AMI	3,755	798	3,877	824	4,109	873
121–200% AMI	2,540	453	2,622	468	2,780	496
200%+ AMI	4,233	266	4,370	275	4,632	291
Total	**18,286**	**5,541**	**18,878**	**5,722**	**20,011**	**6,064**

Source: Five-Year American Community Survey; Maryland Department of Planning; Department of Housing and Urban Development; Matrix Design Group, Inc.
Note: Totals may not sum precisely due to rounding. AMI is approximated using the 2023 HUD estimate of median family income (MFI) for Worcester County ($102,200). Projected total households for 2035 were obtained from the Maryland Department of Planning. Linear extrapolation was used to estimate household counts for 2050. For purposes of disaggregating future household demand, we assumed that the tenure and income distribution of future households will mirror the distribution observed in the most recent ACS data.

Housing Needs

Table 8 presents cumulative housing needs estimates in Worcester County for 2023, 2035, and 2050. The values denote the total number of additional housing units needed by each point in time to address identified gaps, not year-over-year additions. The estimates reflect the number of units required both to alleviate overcrowding among existing households and to accommodate demand from in-commuters. Specifically, the analysis assumes that 25% of the County's in-commuting workforce would choose to live in Worcester if sufficient housing existed—a conservative measure of latent, or hidden, demand. Housing needs were allocated across tenure and income categories using the existing distributions.

As of 2023, the County was estimated to need ***1,518 additional ownership units and 558 rentals*** to address existing imbalances in the market. This need is projected to increase over time, rising to 3,278 ownership units and 1,111 rentals by 2050, in line with expected household growth over the intervening years. A significant share of the rental need—approximately 73% of units—falls below 80% of AMI, dwarfing the share of owner-occupied need at this income level (42%). The concentration of need among lower-income renters underscores the strain on the affordable rental market, but the findings also indicate that the housing supply must grow across all income tiers and tenure types to meet long-term demand.

Table 8. Cumulative Housing Unit Need by AMI Tier, 2023, 2035, & 2050

AMI Tier	2023		2035		2050	
	Owner Units	Rental Units	Owner Units	Rental Units	Owner Units	Rental Units
0–30% AMI	178	181	248	244	384	362
31–50% AMI	199	119	279	159	431	236
51–80% AMI	267	105	373	140	576	209
81–120% AMI	312	80	436	108	673	160
120–200% AMI	211	46	295	61	455	91
200%+ AMI	351	27	491	36	759	53
Total	**1,518**	**558**	**2,122**	**748**	**3,278**	**1,111**

Source: Five-Year American Community Survey; Maryland Department of Planning; Department of Housing and Urban Development; Matrix Design Group, Inc.

Note: The 2023 housing unit need estimate accounts for two components: (1) the number of units required to alleviate overcrowding, calculated at a rate of 0.5 units per overcrowded household, and (2) units needed to accommodate 25% of the in-commuting workforce, converted to households based on an assumed 1.5 workers per household. The 2035 and 2050 housing unit need estimates are cumulative: they incorporate the 2023 base need and also account for projected household growth between 2023 and each future year, using official or (for 2050) extrapolated projections from the Maryland Department of Planning. All unit needs were allocated across income (AMI) and tenure tiers based on the existing distribution of households and include a buffer for vacancies. These totals represent the number of additional housing units needed to meet current deficiencies and keep pace with future demand.

Key Findings

- The number of households in Worcester is projected to cumulatively grow by 3% through 2035 and 9% through 2050.
- Among the County's 18,286 owner-occupied households, 42% earned below 80% AMI, compared to 73% of the 5,541 renter-occupied households.
- The County currently faces a deficit of 2,076 housing units, with the cumulative need expected to grow to 2,870 by 2035 and 4,389 by 2050.

Implications

- Housing shortages can lead to longer search times and reduced bargaining power for prospective residents, particularly those with limited incomes of specialized housing needs.
- The mismatch between housing supply and demand may constrain in-migration, workforce retention, and economic growth, especially in sectors reliant on lower-wage employees.
- Sustained housing shortages may encourage the proliferation of informal or overcrowded living arrangements, particularly in communities where rental options are already scarce.
- Shortages across all income levels create upward pressure on prices and reduce mobility throughout the housing ladder, often pushing higher-income households into lower-cost segments and crowding out moderate-income buyers who lack the flexibility to compete.
- Housing shortages may lead younger adults to postpone forming independent households, contributing to demographic and economic shifts.

Substandard Housing

This section provides an updated analysis of substandard housing conditions in Worcester County, building on the foundation established by the *Substandard Housing Study 2004*. It examines a range of housing quality indicators, primarily at the census tract level—a geographic unit defined by the U.S. Census Bureau that typically includes 1,200 to 8,000 residents. While conditions vary across the County, the data reveals a clear and persistent geographic divide: southern communities such as Snow Hill, Pocomoke City, and surrounding unincorporated areas show higher rates of housing inadequacy, whereas northern coastal areas like Ocean City and Ocean Pines tend to report fewer issues. The analysis also employs parcel-level data from the Worcester County Assessor's Office. These assessor records include construction quality ratings that allow for fine-grained assessments of structural condition, providing a more geographically granular view of the areas most in need of intervention.

The map on the following page (Figure 33) uses a hot-spot analysis to identify areas where the housing stock is in notably poor structural condition. This method pinpoints clusters of older, lower-quality homes where substandard conditions are more common than in surrounding areas. Specifically, the basis of the analysis is an index that was developed using two key parcel-level variables from the Worcester County Assessor's database: construction quality grade and building age. Each measure was converted to a standardized score, which expresses how far a parcel's value is above or below the countywide average. These standardized scores were then combined into a single index that provides a relative measure of structural quality. The index is based on the idea that homes that when a home is both old and of lower construction quality, the combined effect makes it more vulnerable to physical deterioration, code violations, and habitability issues than if only one of these factors were present.

Poor structural conditions are most heavily concentrated in and around Pocomoke City, Snow Hill, and portions of Berlin, as shown by the red hot spots on the map. In contrast, better housing conditions are found in the northern coastal communities—particularly Ocean City, Ocean Pines, and surrounding neighborhoods—where housing is generally newer and built to higher standards. Some areas have no color at all because they contain few or no residential parcels, or because housing there does not show statistically significant clustering of either poor or high-quality conditions.

Figure 33. Structural Condition Index for Residential Parcels in Worcester County

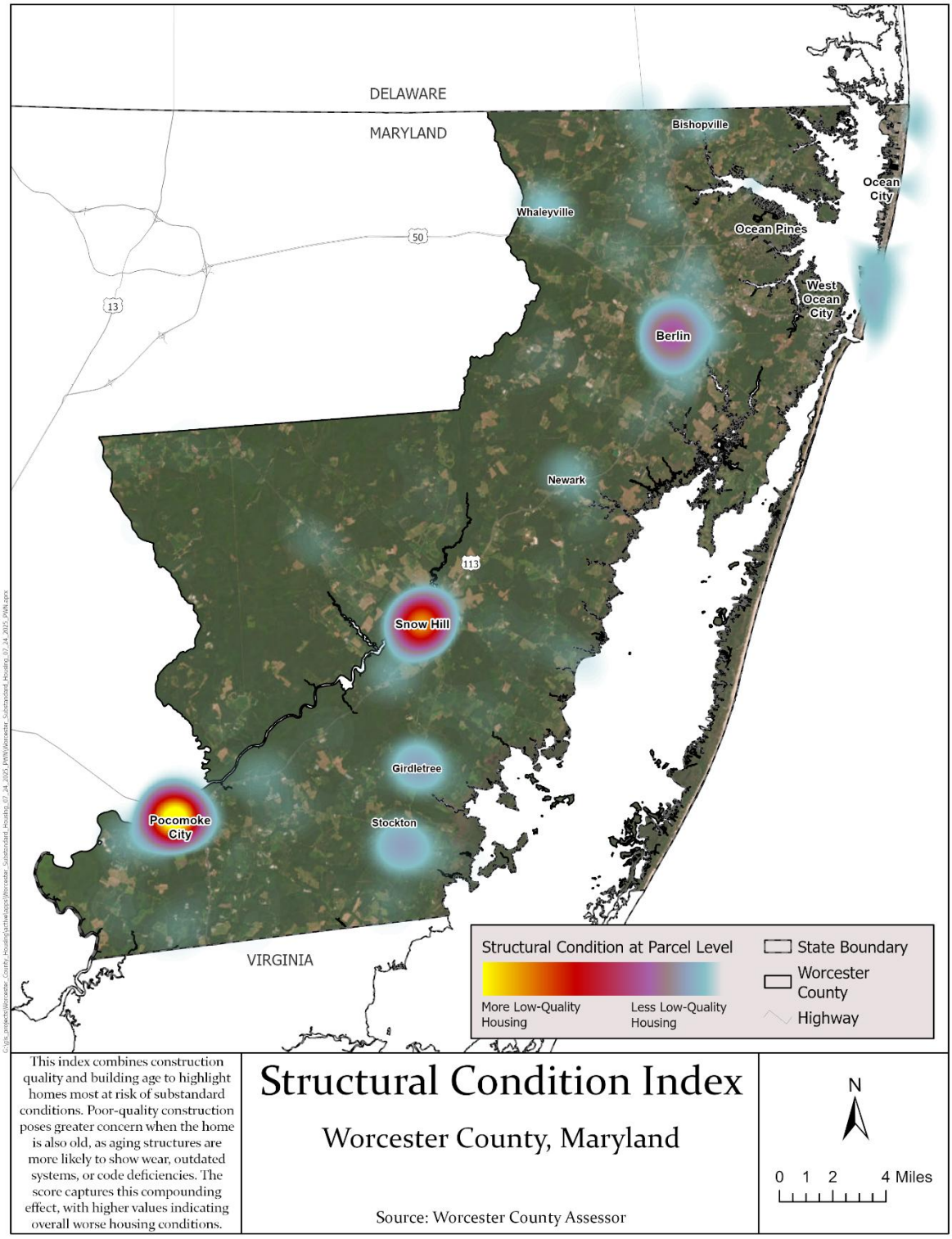


Figure 34 highlights the geographic distribution of housing units that rely on fuel sources commonly associated with substandard housing conditions. Census tracts shaded in turquoise or blue indicate a higher share of units using non-standard fuel types such as bottled, tank, or LP gas; fuel oil or kerosene; wood; coal or coke; other unconventional sources; or no fuel at all. These fuel types are often linked to substandard housing because they may indicate a lack of access to safer, more efficient, and centrally supplied energy sources like natural gas or electricity. Homes that rely on wood, coal, or kerosene for heating, for example, may face greater safety risks, higher maintenance burdens, and limited temperature control, particularly during extreme weather. Additionally, use of these fuels can reflect broader deficiencies in housing infrastructure, such as the absence of modern HVAC systems or energy-efficient appliances. These fuel types are relatively uncommon in the northern part of Worcester County, particularly in Ocean City and Ocean Pines, where modern infrastructure is more widespread. In contrast, they are significantly more prevalent in the southern half of the County, especially in unincorporated areas surrounding Snow Hill, where more than 40% of homes fall into this category.



Figure 34. Share of Housing Units using Non-Standard Fuel Types by Census Tract

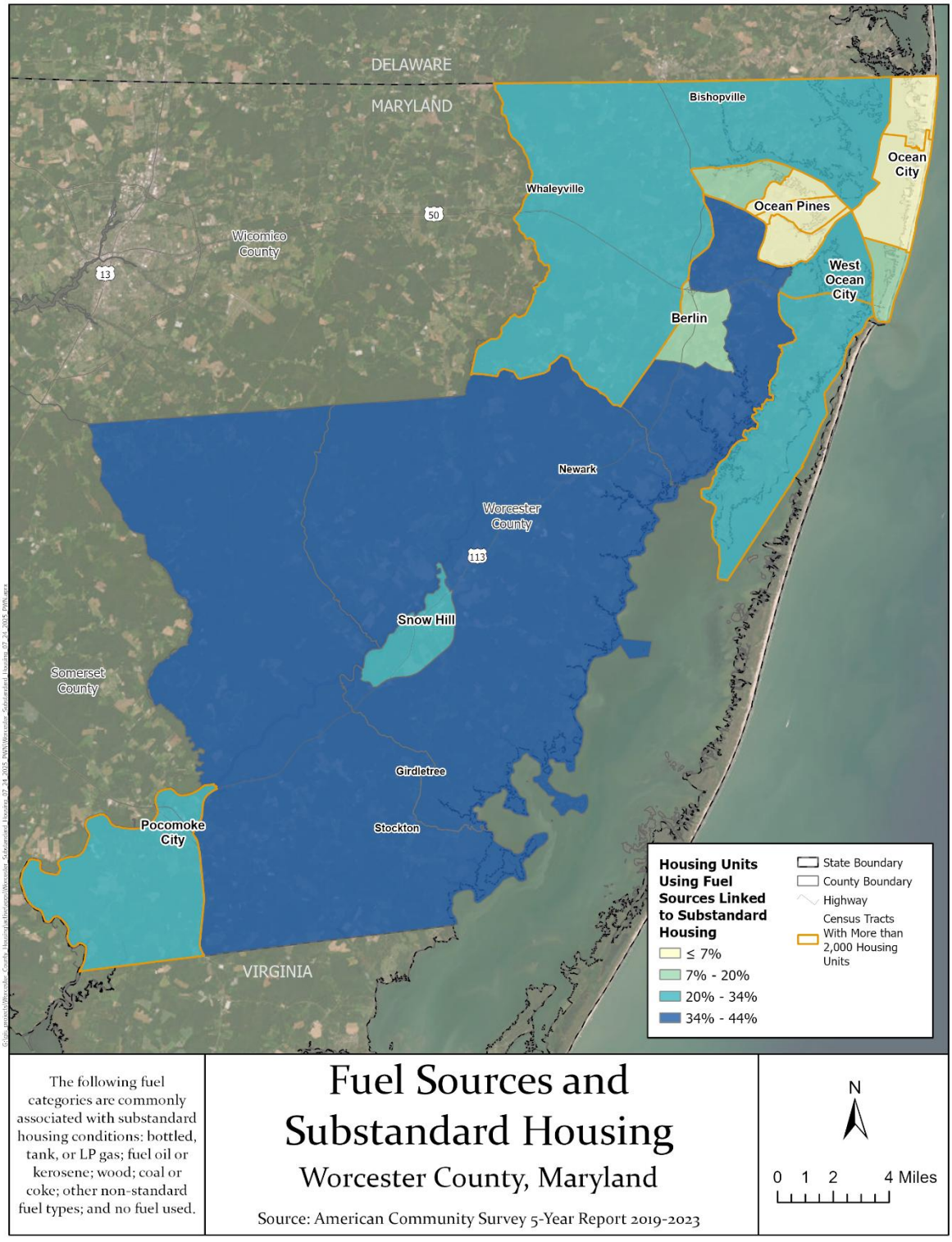
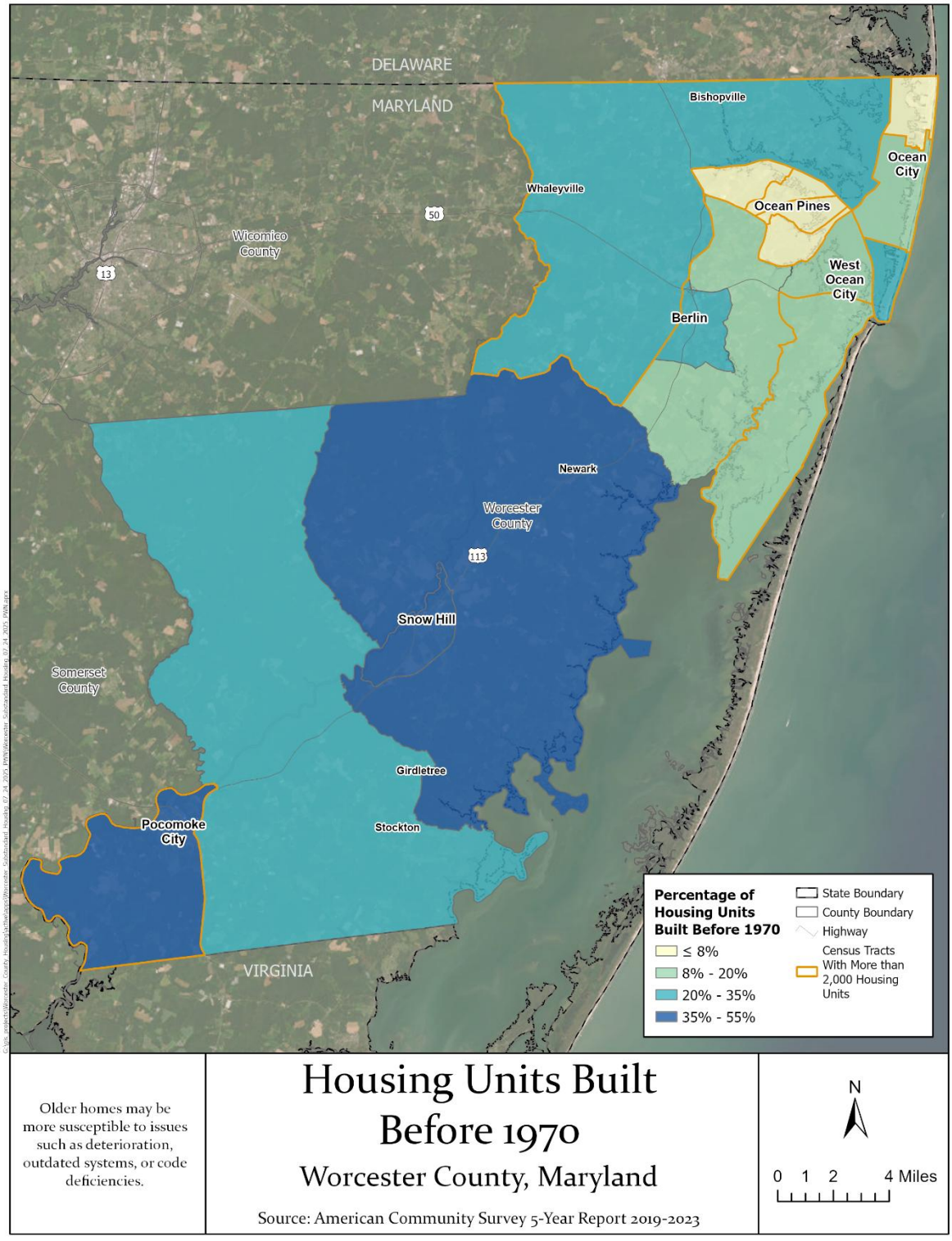


Figure 35 maps the spatial distribution of older housing stock—defined here as units built before 1970—throughout Worcester County. These older homes are especially concentrated in western Pocomoke City and the adjacent unincorporated areas, where over 55% of housing units fall into this category. Similar patterns are evident in Snow Hill and its surrounding unincorporated neighborhoods, where nearly half of all homes predate 1970. In contrast, newer development is more common in communities such as Ocean Pines and Ocean City, especially the northern part. Older housing tends to be more vulnerable to substandard conditions due to age-related deterioration, outdated construction methods, and the absence of modern infrastructure such as central heating and cooling, energy-efficient insulation, and up-to-date plumbing or electrical systems. Without significant reinvestment, these homes can pose safety and health risks and often carry higher maintenance and utility costs—challenges that disproportionately affect lower-income households.



Figure 35. Share of Housing Units Built Before 1970 by Census Tract



Another indicator of potential housing quality issues is the off-market vacancy rate, measured using the "other vacant" category from the ACS. This category includes homes that are neither for sale nor for rent and often captures units that are substandard or otherwise uninhabitable. As shown in Figure 36, these vacancies are more prevalent in certain parts of Worcester County than others. Rates were highest—exceeding 8%—in the pair of tracts covering western Pocomoke City and its adjacent unincorporated area and the central unincorporated zone northeast of Snow Hill. Other areas with elevated off-market vacancy rates include the northern unincorporated area west of Ocean Pines and the rural inland tract east of Newark.



Figure 36. Off Market-Vacancy Rate by Census Tract

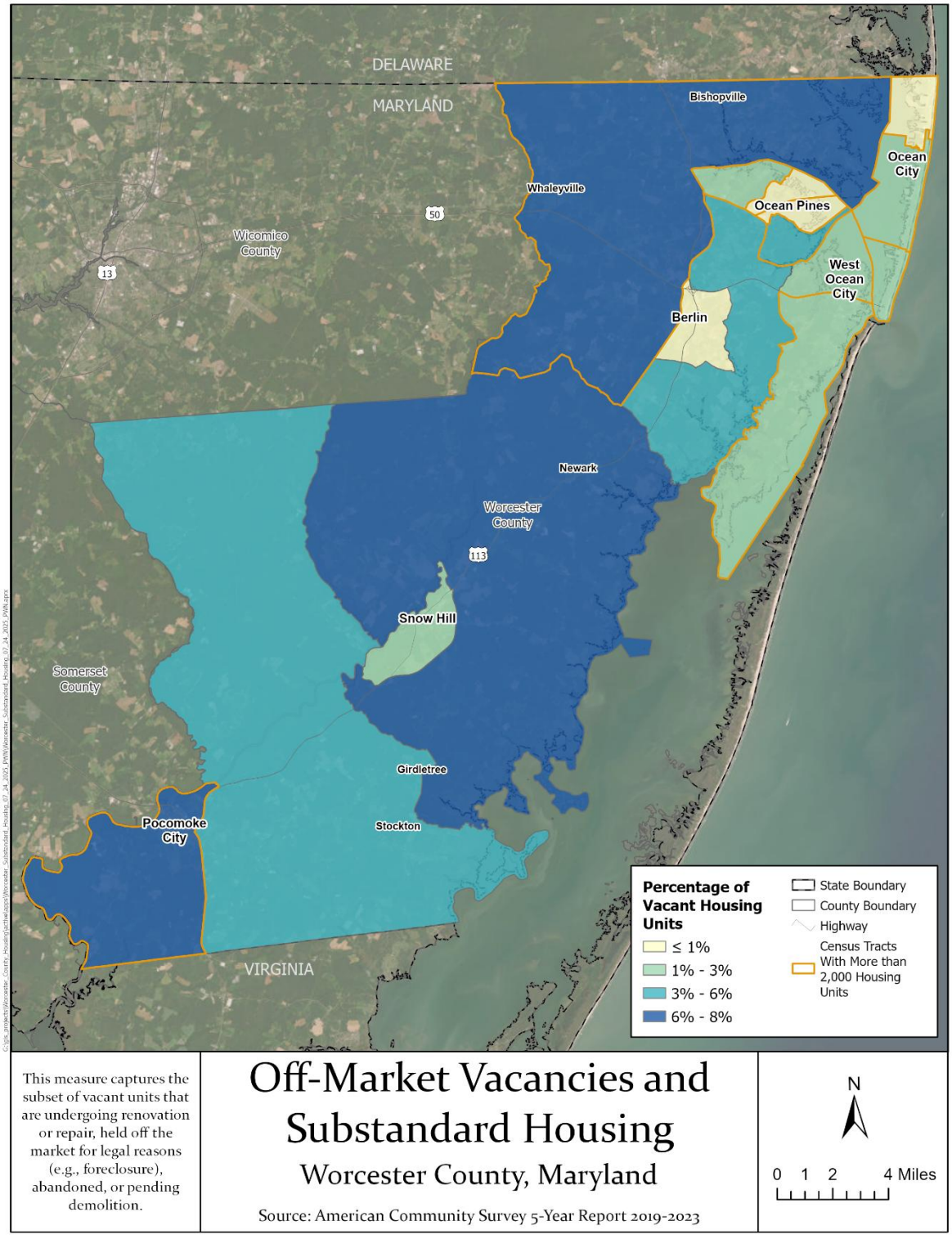


Figure 37 displays the average share of housing units lacking complete kitchen or plumbing facilities across Worcester County census tracts. This indicator was constructed by averaging the percentage of units without a complete kitchen and the percentage without complete plumbing in each tract. Because both deficiencies are rare and typically do not occur in the same unit, this approach provides a more stable and interpretable summary of basic utility shortfalls. The average rates were highest in the western unincorporated area southwest of Snow Hill (1.9%) and in eastern Berlin and adjacent unincorporated neighborhoods (1.1%). Elsewhere, rates were typically below 1%, with several tracts reporting no such deficiencies. Although estimates should be interpreted cautiously due to the low incidence of these conditions and the margins of error in tract-level sample data, this measure offers a useful screening tool to identify areas where substandard housing may be more prevalent.



Figure 37. Average Share of Units with Incomplete Kitchen or Plumbing Facilities by Census Tract

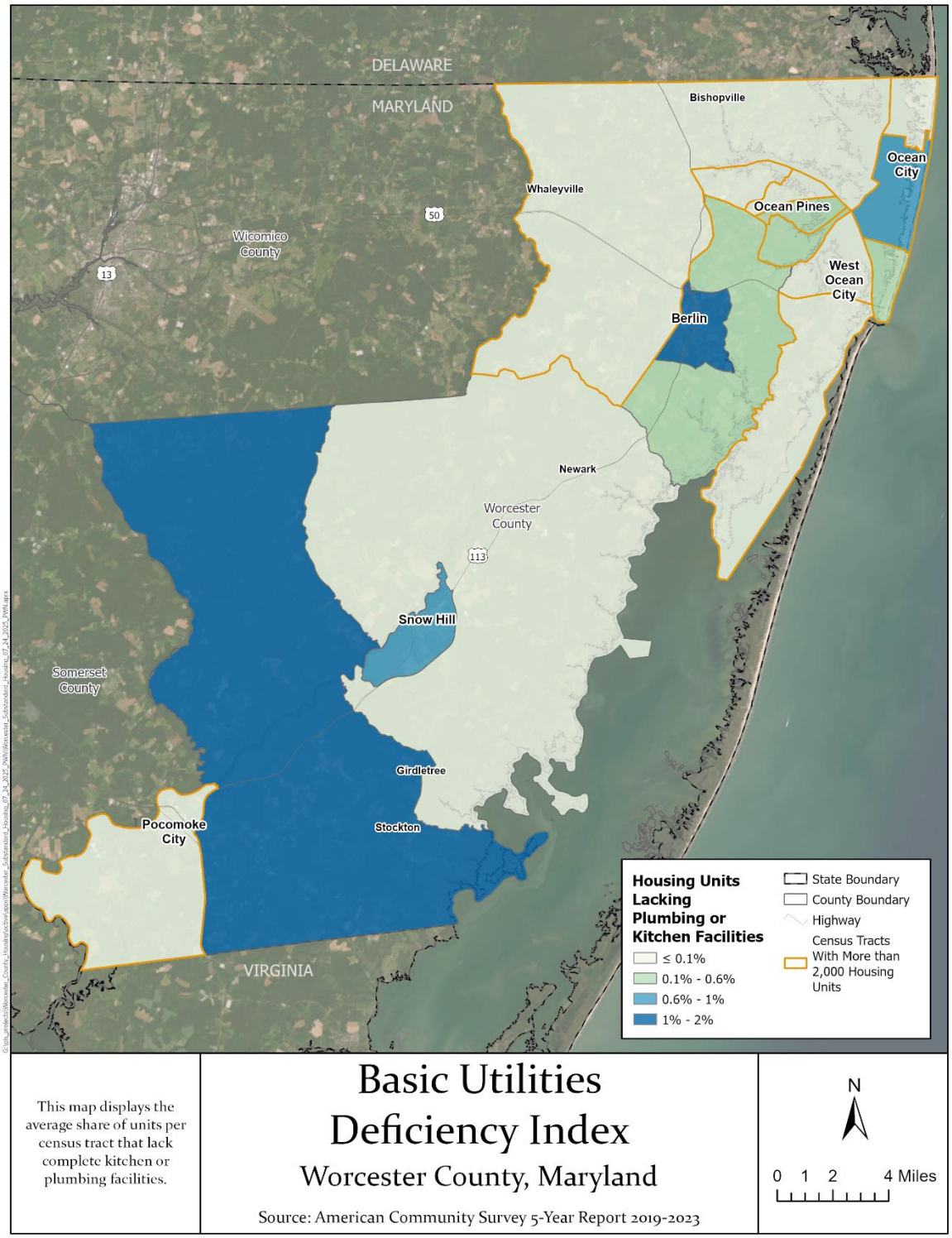


Figure 38 presents the Substandard Housing Index, a composite score developed using principal components analysis (PCA). PCA is a statistical technique that distills multiple related variables into a single summary measure. In this case, the measure captures overall housing quality across census tracts, rather than merely structural condition, as measured in Figure 33. The index incorporates several indicators of housing conditions, such as structure age, construction quality, fuel type, and the presence of incomplete kitchen or plumbing facilities. Higher index scores reflect greater concentrations of housing inadequacies. The highest substandard housing scores are found in tracts covering western Pocomoke City and its adjacent unincorporated area, the unincorporated zone southwest of Snow Hill, and the central unincorporated region northeast of Snow Hill. By contrast, the lowest scores were observed in eastern Ocean Pines and central Ocean City. These results further underscore the stark geographic divide housing quality and condition, with the County's inland southern areas facing more pronounced challenges than the more developed and coastal northern communities.



Figure 38. Substandard Housing Index by Census Tract

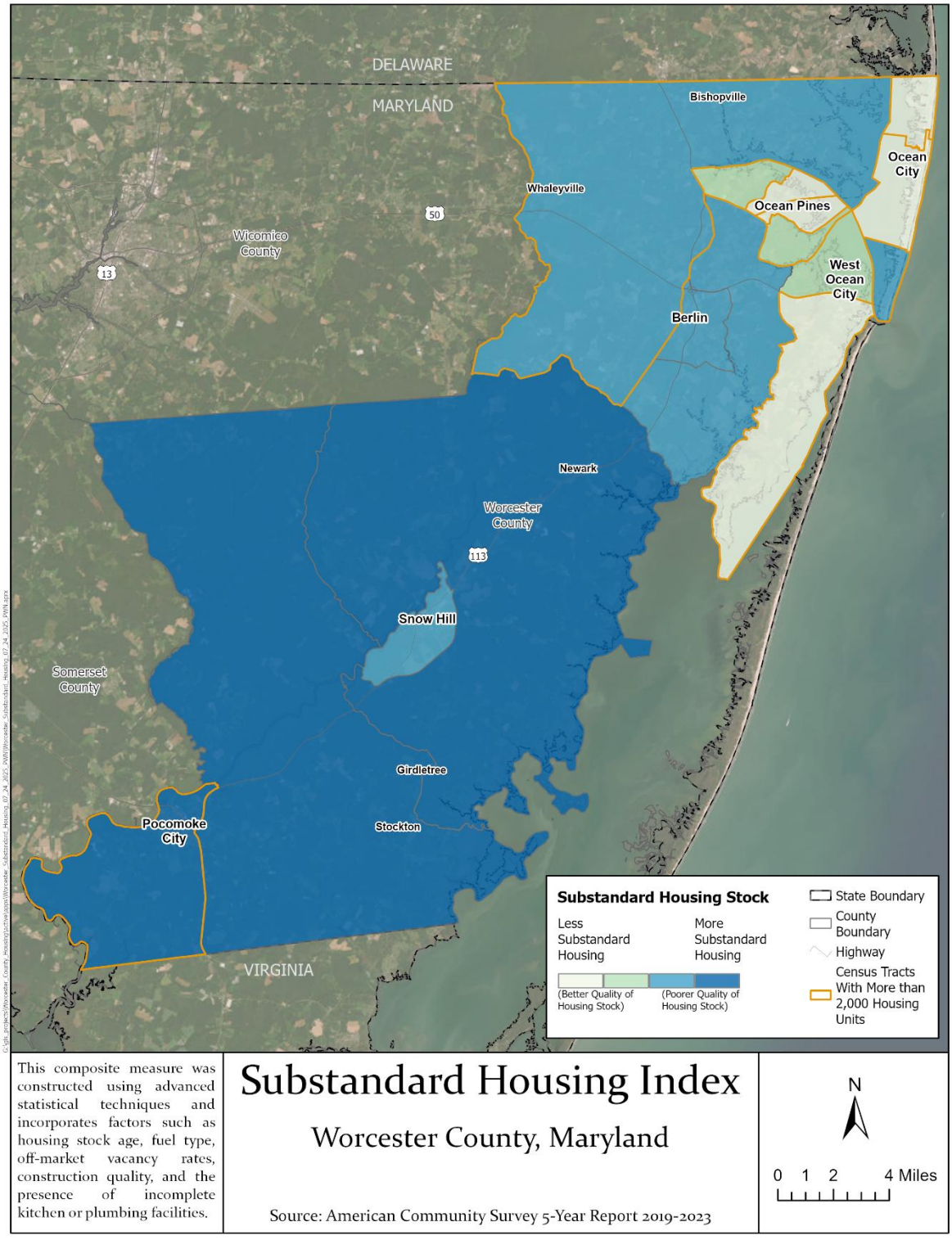


Table 9 presents five of the main indicators of substandard housing for the 16 main census tracts, each expressed as a percentage. To facilitate interpretation of the tract-level estimates, countywide data are also provided. For all variables shown, higher values denote a greater prevalence of substandard conditions. The unit of analysis is the housing unit for all variables except "Lower-Quality Construction," which is based on parcel-level data. Collectively, the results reinforce that substandard housing conditions are not evenly distributed across Worcester County. In particular, the southern portion of the County, including and surrounding Snow Hill and Pocomoke City, tends to exhibit higher rates of housing quality issues relative to other areas. These patterns illustrate a need for targeted interventions in communities where substandard conditions are most concentrated.

Table 9. Indicators of Substandard Housing for Worcester County Census Tracts

Tract	Area	Substandard Fuels	Pre-1970 Housing Stock	Off-Market Vacancy Rate	Lower-Quality Construction	Lack of Basic Utilities
9500	Southern Ocean City	10%	30%	2%	56%	0.3%
9501	Central Ocean City	1%	9%	1%	58%	0.8%
9503	Northern Ocean City	6%	2%	0%	57%	0.0%
9504	Northern West Ocean City	26%	17%	2%	31%	0.0%
9506	Northern Ocean Pines	5%	4%	0%	53%	0.0%
9507	Northwestern Ocean Pines	17%	7%	2%	62%	0.0%
9508	Northern unincorporated zone west of Ocean Pines	34%	25%	6%	49%	0.0%
9509	Rural inland area east of Newark	36%	14%	6%	55%	0.2%
9510	Eastern Berlin and adjacent unincorporated zone	12%	29%	0%	63%	1.1%
9511.01	Southern Ocean Pines	7%	5%	5%	39%	0.5%

9511.02	Eastern Ocean Pines	6%	5%	0%	34%	0.5%
9512	Central unincorporated zone northeast of Snow Hill	42%	36%	8%	65%	0.0%
9513	Snow Hill and adjacent zone	30%	48%	1%	81%	0.7%
9514	Western unincorporated zone southwest of Snow Hill	44%	30%	5%	70%	1.9%
9515	Western Pocomoke City and adjacent unincorporated zone	30%	55%	9%	83%	0.0%
9517	Coastal zone near Assateague Island	29%	9%	2%	16%	0.0%
—	**Worcester County**	**21%**	**15%**	**2%**	**54%**	**0.3%**

Source: Five-Year American Community Survey; Worcester County Assessor Parcel Data; Matrix Design Group, Inc.
Note: Five-Year American Community Survey; Matrix Design Group, Inc.

Key Findings

- Southern areas such as Snow Hill, Pocomoke City, and nearby unincorporated zones exhibit higher rates of housing inadequacy, while northern coastal communities like Ocean City and Ocean Pines generally report better conditions.
- Hot-spot analysis of building age and construction quality reveals poor conditions clustered in and around Pocomoke City, Snow Hill, and parts of Berlin, with the strongest conditions found in northern coastal areas.
- Over half of homes in western Pocomoke City and nearly half in Snow Hill predate 1970, making them more vulnerable to deterioration and higher maintenance costs.
- Non-standard heating fuel use is far more common in southern unincorporated areas (over 40% of homes near Snow Hill) than in northern communities, reflecting gaps in modern utility access.
- A composite index of housing quality confirms the north-south quality divide, with the highest inadequacy scores in inland southern census tracts and the lowest in coastal northern areas.

Implications

- Concentrations of older, lower-quality housing in southern Worcester County may place greater strain on local resources for code enforcement, housing repair assistance, and infrastructure support.
- Residents in these areas may face higher long-term housing costs relative to home value due to greater maintenance needs and lower energy efficiency.
- Persistent condition gaps between northern and southern communities could contribute to uneven neighborhood desirability, property appreciation, and population growth over time.
- The geographic clustering of structural deficiencies suggests that market forces alone may be less effective at improving housing quality in certain areas, potentially prolonging disparities.
- Preservation of existing housing stock is critical in high-need areas, as many older homes could be retained through proactive maintenance, weatherization, and modernization efforts.
- Targeted rehabilitation should prioritize southern communities, where aging, lower-quality housing is most concentrated.

Community Engagement

The community engagement process for this study consisted of two primary components: a countywide resident survey and a series of stakeholder interviews. These efforts were designed to capture both broad public input and targeted perspectives from individuals with direct experience in housing, planning, social services, and economic development. The survey provided insights into residents' housing conditions, challenges, and preferences, while the interviews offered context and nuance from professionals and community leaders across Worcester County. Taken together, these engagement activities helped ensure that the report's findings and recommendations reflect both lived experiences and practitioner knowledge.

Community Survey

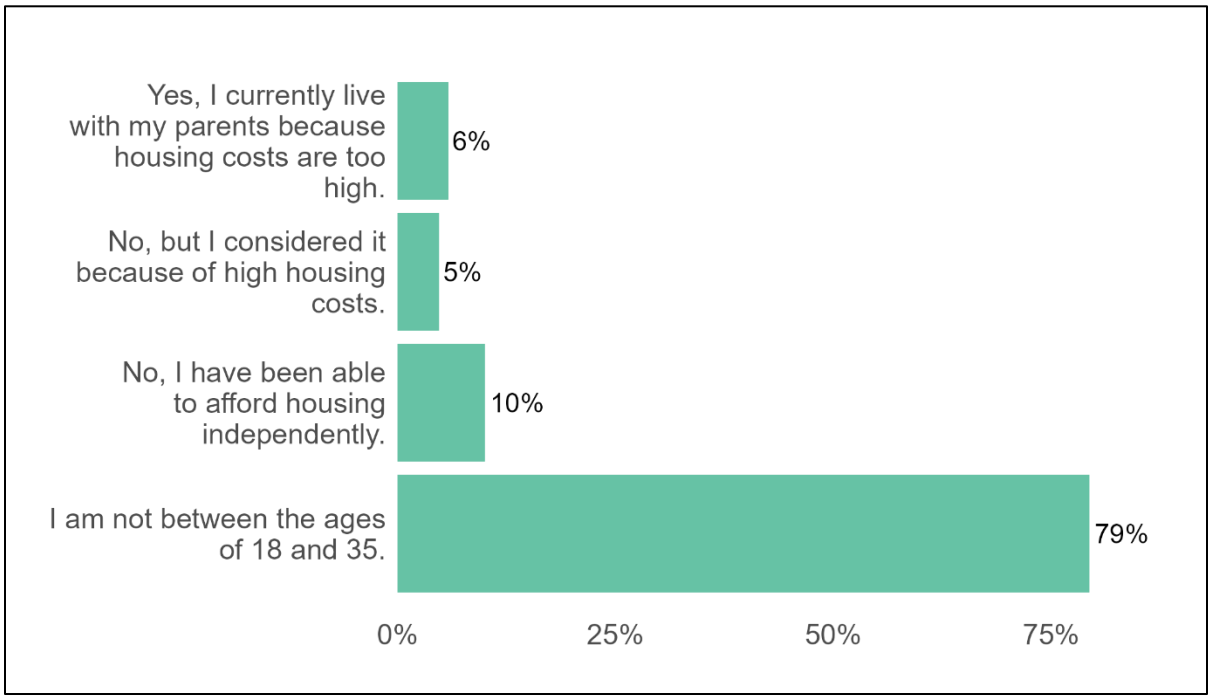
Matrix developed a bilingual community survey—available in both English and Spanish—to gather input from Worcester County residents about their housing experiences and needs. The survey was promoted by the County and ran from February to June 2025, ultimately receiving 673 responses. Because the survey was opt-in and relied on voluntary participation rather than a randomized sampling process, the results should not be interpreted as statistically representative of the entire population. Nonetheless, the findings offer meaningful insight into the experiences and concerns of those who chose to participate. The full results can be found at the end of this report.



WORCESTER COUNTY'S YOUNGER RESIDENTS APPEAR TO BE NAVIGATING A FRAGILE HOUSING PATH, WHERE ONE UNEXPECTED EXPENSE OR RENT INCREASE COULD TIP THE BALANCE.

Figure 39 summarizes response to a question about current housing situations among residents aged 18 to 35. About 21% of respondents fell into this age range, and among this subset of respondents, nearly three-in-ten reported that they live with their parents due to high housing costs. A similar share indicated they had considered moving back in with parents because of affordability challenges. Slightly fewer than half of younger respondents said housing costs have not imposed enough financial strain on them to consider moving back in with their parents.

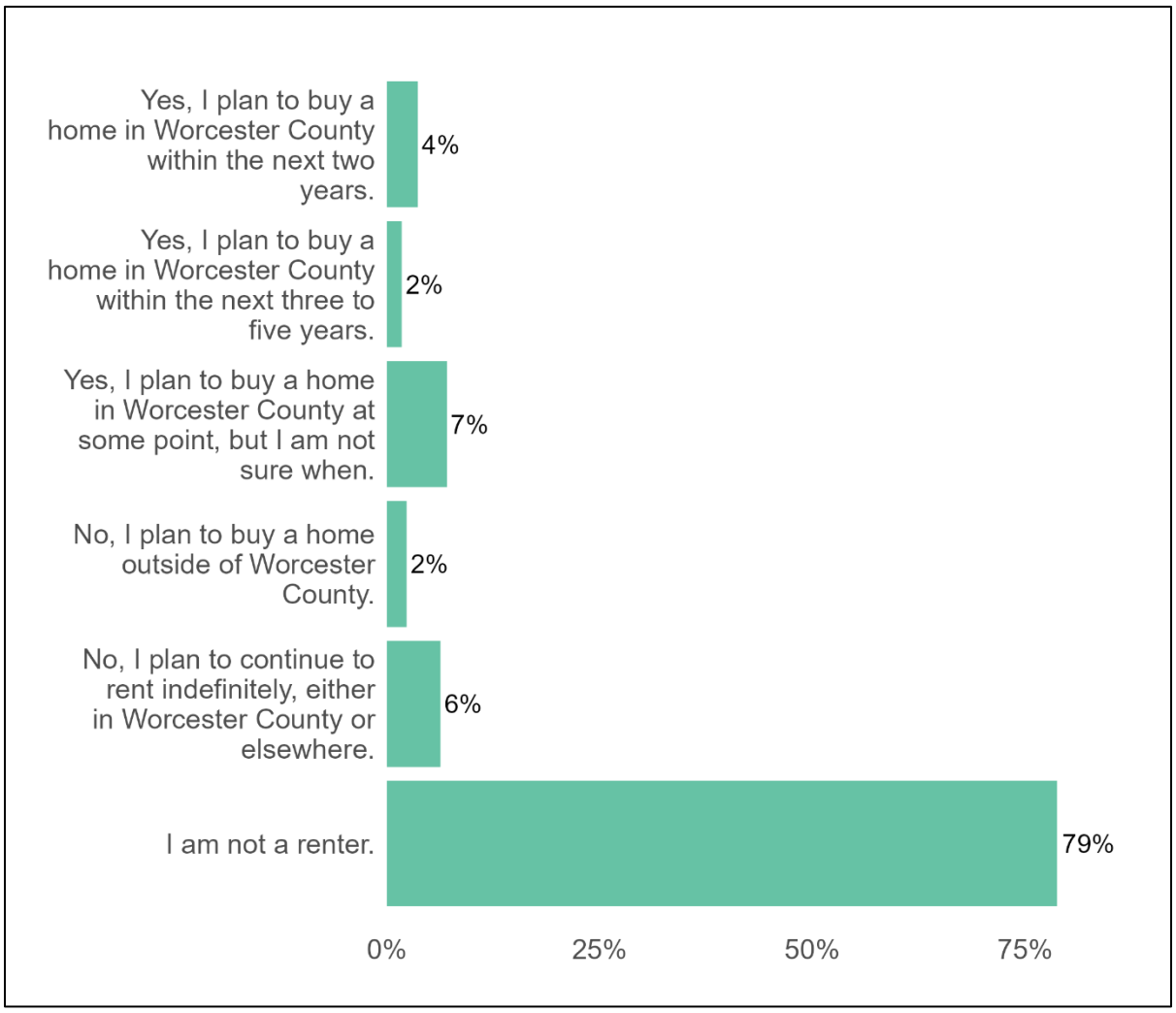
Figure 39. "If you are between the ages of 18 and 35, have you continued living with your parents or moved back in with them in the past few years due to challenges affording housing on your own?"



Source: Matrix Design Group, Inc.
Note: N = 480

Another survey question explored the homeownership prospects and preferences of Worcester County renters (see Figure 40). Over half of respondents who currently rent indicated that they intend to purchase a home in the County either within the next five years or at some undefined point in the future. However, nearly 30% of renters said they plan to rent indefinitely, highlighting potential barriers to homeownership such as affordability or personal preference. A smaller share, approximately 10%, reported that they plan to buy a home but outside of Worcester County, suggesting that some renters may be seeking housing opportunities elsewhere due to cost, availability, or lifestyle considerations.

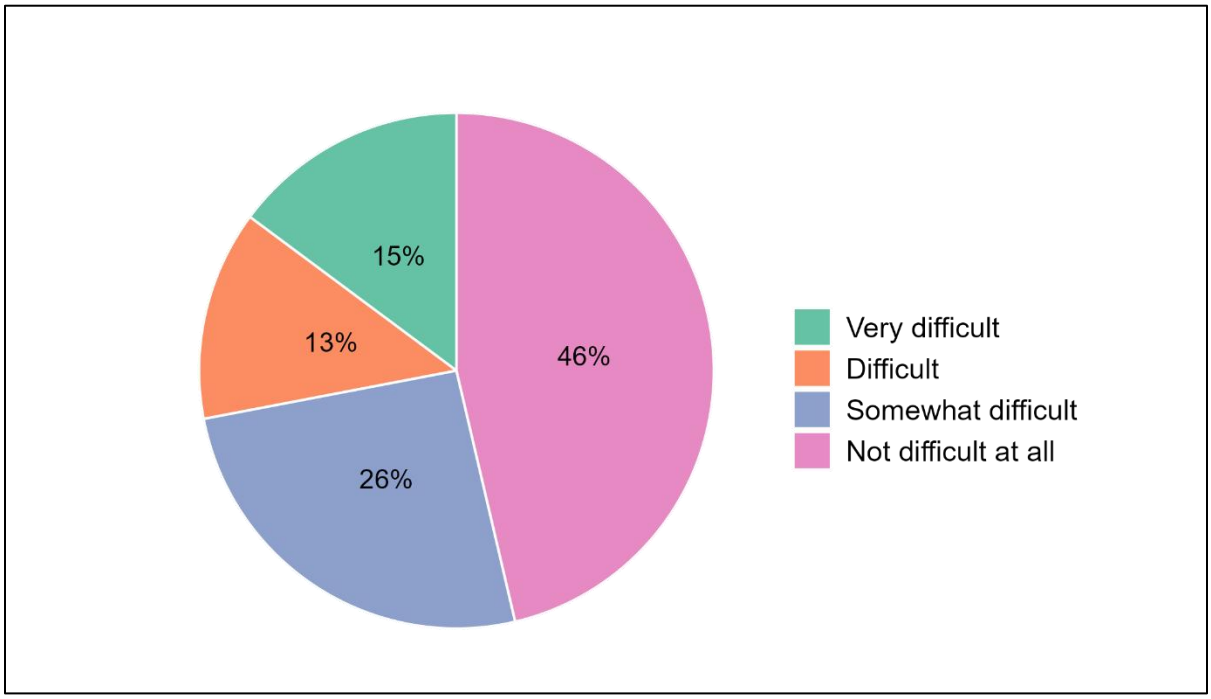
Figure 40. "If you are currently renting your home, do you plan to buy a home in your community or somewhere else in Worcester County in the future?"



Source: Matrix Design Group, Inc.
Note: N = 678

Respondents were also asked to reflect on how difficult it was to find their current housing (see Figure 41). While nearly half (46%) reported that the process was not difficult at all, the remaining responses suggest meaningful barriers in the housing search. About 26% said it was somewhat difficult, 13% found it difficult, and 15% described the experience as very difficult. Notably, those who searched for housing more recently, such as newer residents, younger adults, or seniors looking to downsize, were more likely to report difficulty, suggesting that challenges in the housing market have intensified in recent years due to rising costs, limited availability, or increased competition.

Figure 41. "How difficult was it for you to locate your current housing?"



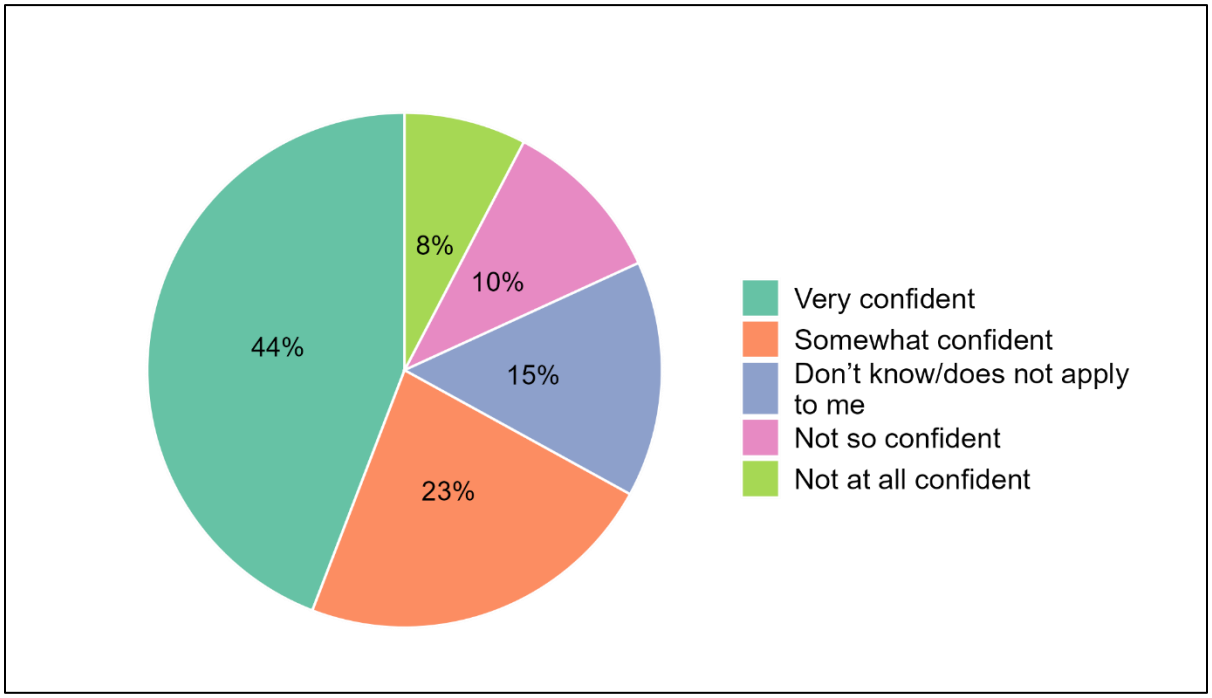
Source: Matrix Design Group, Inc.
Note: N = 600

THOSE WHO MOVE MOST OFTEN—SUCH AS RENTERS, YOUNGER ADULTS, AND SENIORS—ARE ALSO AMONG THE MOST VULNERABLE IN THE HOUSING MARKET, MAKING BARRIERS TO SECURING HOUSING ESPECIALLY CONSEQUENTIAL.

Figure 42 illustrates residents' confidence in their ability to make their upcoming housing payment on time—a key indicator of housing stability. Fewer than half (46%) of respondents said they were *very* confident they could make their next payment, while another 23% were *somewhat* confident. However, nearly one in five respondents expressed uncertainty, with 10% saying they were *not so confident* and 8% *not at all confident*. These findings point to widespread financial strain among residents, with a sizable share facing potential short-term instability.

HOUSEHOLDS FACING THE GREATEST RISK OF MISSING A PAYMENT ARE OFTEN THE SAME ONES WITH LIMITED FINANCIAL CUSHIONS, MAKING EVEN SHORT-TERM INSTABILITY A SERIOUS CONCERN.

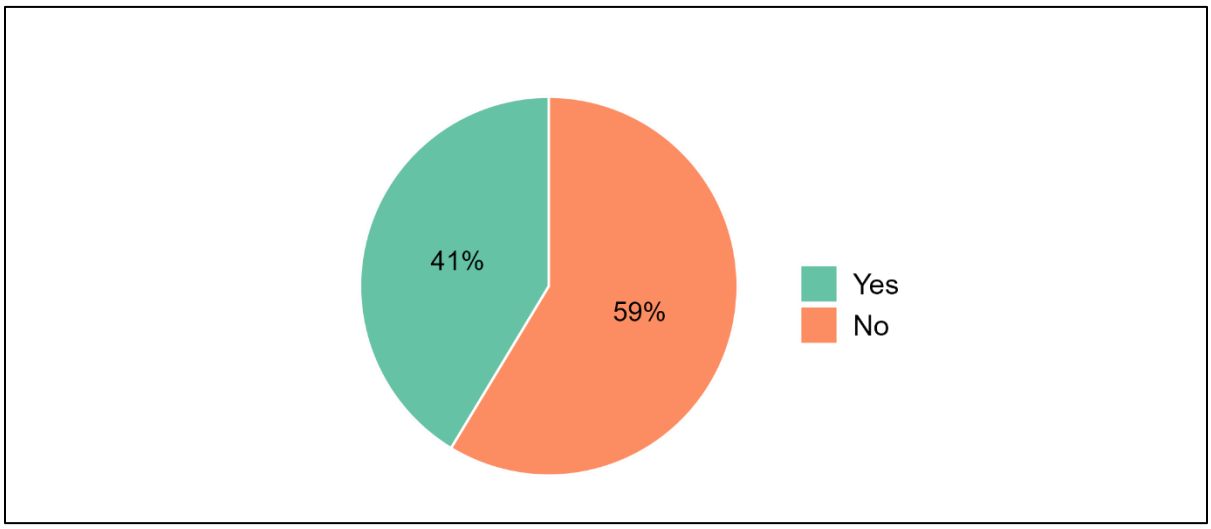
Figure 42. "How confident are you that you (or someone else in your household) will be able to cover your upcoming housing payment on time?"



Source: Matrix Design Group, Inc.
Note: N = 600

As Figure 43 demonstrates, ***a substantial share of residents (41%) reported that they have had to reduce spending on essential needs*** such as food, medicine, or other basic goods in order to afford housing. This level of financial strain has serious implications for overall well-being, as it suggests that housing costs are not only consuming a disproportionate share of household budgets, but also forcing difficult tradeoffs that can affect health, nutrition, and long-term stability. These patterns underscore the importance of addressing affordability challenges, particularly for lower-income households most at risk of being forced to choose between shelter and other necessities.

Figure 43. "Within the past year, have you limited your consumption of food, medicine, or other essential goods to help cover housing costs?"

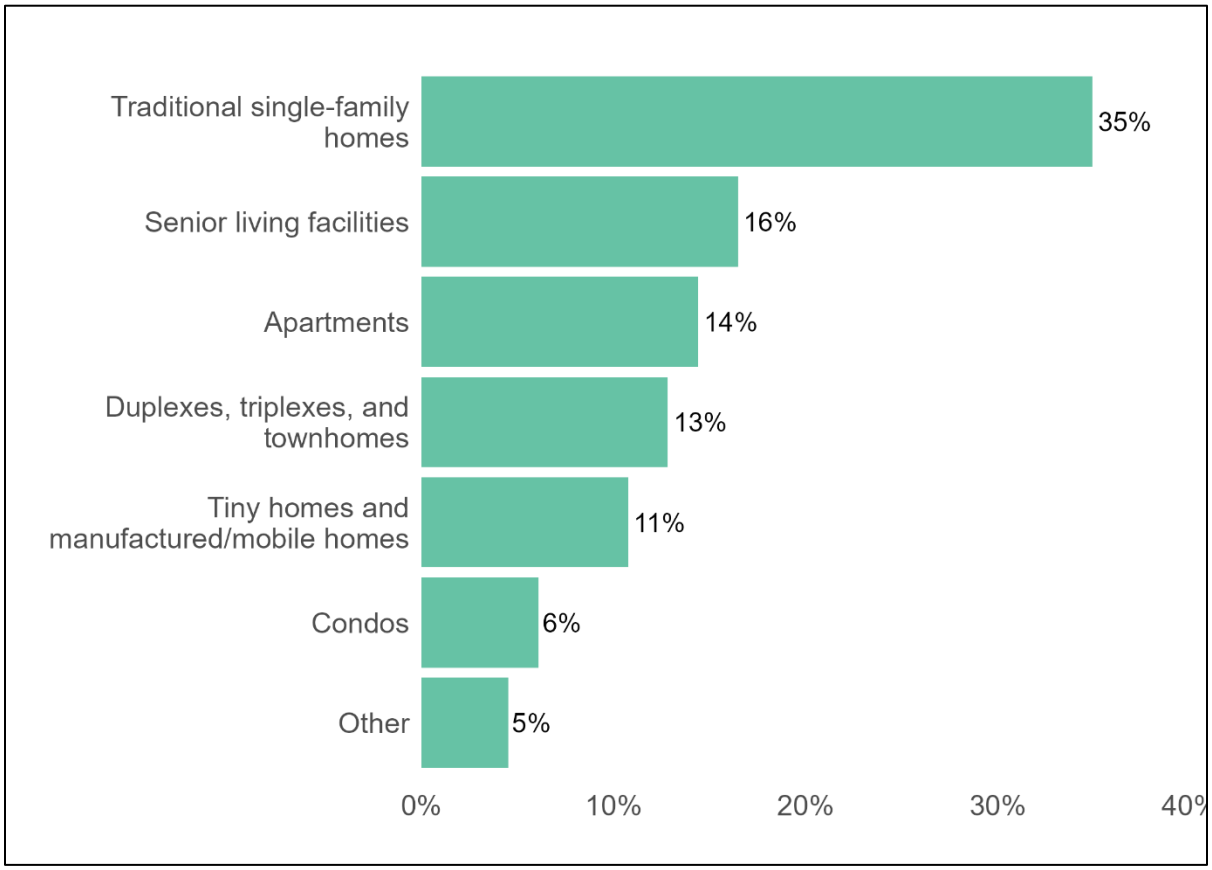


Source: Matrix Design Group, Inc.
Note: N = 600

WHEN FAMILIES ARE FORCED TO CUT BACK ON ESSENTIALS LIKE FOOD OR MEDICINE TO AFFORD HOUSING, THE CONSEQUENCES OFTEN FALL HARDEST ON CHILDREN, UNDERMINING HEALTH, DEVELOPMENT, AND LONG-TERM OPPORTUNITY.

Figure 44 displays the housing types most preferred by respondents, who were allowed to select up to three options. Accordingly, the results represent the share of responses, not individual respondents. Traditional single-family homes received the highest share of responses at ***35%, signaling continued demand for detached housing.*** However, there was also meaningful interest in a ***range of more affordable or specialized options.*** Senior living facilities accounted for 16% of responses, reflecting the County's aging population. This option was followed by apartments (14%) and "missing middle" housing types such as duplexes, triplexes, and townhomes (13%). Tiny homes and manufactured or mobile homes made up a combined 11% of responses, suggesting that many residents see these as a potential source of naturally occurring affordable housing (NOAH). Condominiums were the least frequently selected option, comprising just 6% of responses.

Figure 44. "Which of the following housing types would you like to see your community prioritize going forward (Choose no more than three responses)"



Source: Matrix Design Group, Inc.
Note: N = 1,263

When asked to identify the most pressing housing issues facing Worcester County, respondents were invited to select up to three options (see Figure 45). The most frequently cited concern (identified by 21% of responses) was that ***younger people are unable to afford to buy homes.*** This likely reflects both the rise in home prices and the gap between local wages and the costs of entering homeownership, which is particularly challenging for younger adults without accumulated equity or family support.

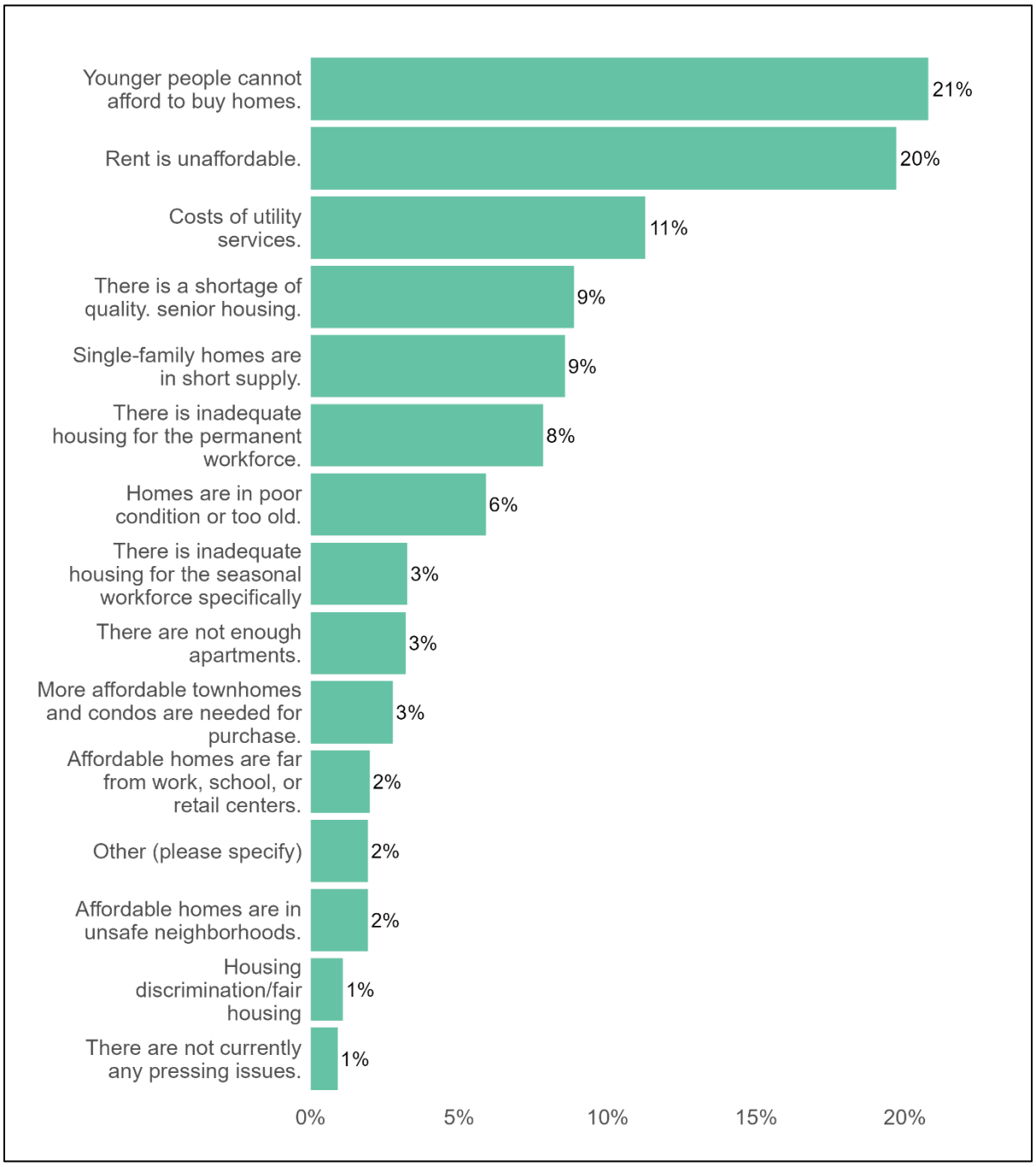
A similarly high percentage of responses ***cited unaffordable rents*** as a top concern. This aligns with other findings from the study, including the sharp increase in asking rents observed over the past year. Escalating rental costs may be contributing to housing instability and forcing residents to make trade-offs in housing quality, location, or other basic needs.

Other concerns reflect both cost pressures and gaps in supply. Eleven percent of responses cited the cost of utility services, suggesting that even when housing is affordable, ongoing operating costs can strain household budgets. Nine percent of responses cited a shortage of quality senior housing, and an identical share highlighted a short supply of single-family homes, underscoring gaps across different segments of the housing market.

Respondents also expressed concern about the availability of housing for the permanent workforce (8%) and the age and condition of the housing stock (6%). Seasonal housing and apartment shortages each received 3% of responses, while other options garnered minimal support. These results suggest a broad recognition that the County's housing challenges are not limited to affordability alone, but also encompass supply, quality, and fit for different populations.



Figure 45. "What do you see as your community's top three most pressing housing issues (Choose no more than three responses)"



Source: Matrix Design Group, Inc.
Note: N = 1,659

Stakeholder Interviews

Matrix conducted interviews with a variety of housing-focused organizations across Worcester County, including community housing advocates, local realtors, and representatives from state housing authorities. These conversations highlighted several common themes related to both the challenges and opportunities present in Worcester County's housing market.

Key Challenges

Stakeholders identified a number of persistent barriers to addressing housing needs in Worcester County. These challenges span infrastructure constraints, seasonal workforce dynamics, geographic disparities, and the condition of the existing housing stock.

Sewer Infrastructure Constraints

Sewer compliance was widely cited as a major obstacle to both housing rehabilitation and new development. Many existing homes require costly septic or holding tank upgrades to meet current standards. In some cases, these requirements also mandate larger lot sizes, which may not be feasible for certain properties. These conditions make it financially difficult for homeowners to maintain or improve their homes and limit the potential for expanding housing supply.

Geographic and Seasonal Housing Pressures

- ***Seasonal dynamics in Ocean City*** were described as a major driver of housing instability. Many rental leases are structured around the tourist calendar, ending in early summer to allow for conversion to short-term vacation rentals. This shift reportedly leads to a seasonal surge in homelessness and limits long-term housing options for local renters.
- ***Workforce housing shortages*** in Ocean City were also noted. Local employees, especially those in the hospitality sector, struggle to find affordable housing near their jobs. Seasonal workers face particular difficulty securing accommodations during the peak tourism months, and limited public transit from more affordable areas exacerbates the problem.
- ***Disparities in access for disadvantaged populations*** were highlighted across rural areas. Seniors, low-income residents, and individuals requiring assisted living often encounter especially constrained housing options, compounded by a lack of transportation. One stakeholder noted, "Where there are jobs, there are no houses, and where there are houses, there are no jobs and no transportation to get there."

Barriers to Housing Rehabilitation

Stakeholders described a mismatch between the availability of older housing stock and the resources needed to make it usable. Many vacant homes require substantial renovation—including sewer upgrades, lead or asbestos abatement, and structural repairs. These costs were viewed as prohibitively high, leaving potentially viable units unoccupied and deteriorating further.

Opportunities

While challenges are significant, stakeholders also identified a number of strategies that could expand housing access and affordability. Many suggestions focused on reframing public narratives, leveraging data, and exploring funding partnerships.

Reframing Housing Needs as "Workforce Housing"

Several stakeholders recommended shifting the language around housing from "affordable" to "workforce," arguing that this better reflects current conditions. Since the pandemic, many working families have faced housing struggles traditionally associated with lower-income groups. Using the term "workforce housing" may help broaden public support for projects aimed at young families, first-time buyers, and wage earners priced out of the market.

Evaluating the Balance of Short- and Long-Term Rentals

In the Ocean City area, interviewees emphasized the importance of assessing how the growth of short-term vacation rentals may be affecting the supply of long-term housing. Stakeholders suggested that a clearer picture of this balance could inform future policy or incentives designed to protect housing access for permanent and seasonal workers.

Targeting Resources for Rehabilitation and Demolition

Despite the steep costs, some stakeholders pointed to opportunities for selectively rehabilitating or replacing aging homes using state and local resources. Programs such as the Utilizing Progressive Lending Investments to Finance Transformation (UPLIFT) initiative were mentioned as potential funding sources. Stakeholders emphasized the need for the County to coordinate closely with the Maryland Department of Housing and Community Development to identify viable sites and support private-sector reinvestment in neglected properties.

Key Findings

- Young adults face affordability-related constraints, with nearly 30% of respondents aged 18 to 35 living with parents due to high housing costs and a similar share considering moving back in.
- Many renters aspire to homeownership, but barriers remain: Over half plan to buy in Worcester County, yet nearly 30% expect to rent indefinitely.
- A sizable share of residents are financially strained, with 41% reporting they have cut back on essential goods to afford housing and nearly 20% expressing low confidence in making their next housing payment.
- Housing preferences are diverse, with strong interest in single-family homes, but also notable support for senior housing, apartments, and "missing middle" options like duplexes and townhomes.
- Affordability and supply gaps dominate perceived issues, especially for younger buyers and renters. Respondents also cited concerns over utility costs, senior housing, and workforce housing availability.
- Sewer infrastructure limitations are a widespread barrier to housing rehabilitation and development, making it financially difficult for homeowners to upgrade properties and for developers to expand supply.
- Seasonal rental cycles and workforce housing shortages in Ocean City create instability for year-round renters and employees, particularly those in the hospitality sector.
- Geographic disparities and access challenges disproportionately affect rural residents, seniors, and low-income households, who face limited housing options and inadequate transportation links to jobs and services.

Implications

- Persistent affordability and supply challenges may erode the long-term stability and economic vitality of Worcester County, especially if younger residents and seasonal workers are unable to secure adequate housing.
- Despite limitations of a nonrandom sample, the survey results suggest a public openness to housing interventions, especially those that frame solutions in terms of workforce needs, intergenerational challenges, and economic sustainability. This creates an opportunity to build momentum for actionable policies and funding initiatives.

Existing Housing Efforts & Strategic Opportunities

Worcester County employs a combination of local, state, and federal housing programs to improve living conditions, support vulnerable residents, and expand access to affordable homes. While these existing initiatives provide an important foundation, the County also faces ongoing challenges that require new tools, resources, and policy innovations. This section outlines both the programs currently in place and a range of potential funding sources, policy recommendations, and strategic opportunities that together can guide Worcester County toward a more comprehensive and sustainable housing strategy.

Current Housing Programs & Initiatives

Worcester County actively utilizes several local, state, and federal programs designed to rehabilitate existing housing, improve living conditions, and expand affordable housing access for low to moderate-income residents. These efforts create a strong foundation for addressing housing challenges identified in the County's housing study. Key current programs include:

Worcester County Housing Rehabilitation Program

This locally administered program offers grants and loan funding for general home rehabilitation and lead abatement services targeted at owner-occupied properties. Since 1987, the program has rehabilitated approximately 10-12 homes annually, prioritizing households with health or safety hazards, disabled or elderly homeowners, and extremely low-income families.

Community Development Block Grant (CDBG) Program

Worcester County receives $300,000 in CDBG funding every two years from the Maryland Department of Housing and Community Development (DHCD). These funds support rehabilitation activities for 12 to 15 low- and moderate-income homeowners living in substandard housing units. The CDBG allocation is supplemented by additional funding through DHCD's Special Loans Program.

Operation Rebuild Program

Through DHCD's Operation Rebuild, Worcester County assists owner-occupied single-family homeowners in replacing substandard homes with new, code-compliant housing through low-interest loans. As of 2024, the County has supported the replacement of 10 dwelling units under this program.

Partnerships for Weatherization and Accessibility Improvements

The County partners with Shore Up! Inc. to provide weatherization and energy-saving measures for eligible households. Additionally, referrals are made to Chesapeake Housing Mission for the construction of handicapped-accessible ramps to support residents with disabilities.

Healthy Homes Initiative

A collaborative effort between Chesapeake Housing Mission, Atlantic General Hospital, and the Worcester County Health Department, this initiative targets unsafe and unhealthy living conditions among poverty-level residents. It provides critical home repairs, promotes health and safety education, and reduces fall risks and illness caused by substandard housing environments.

Housing Choice Voucher Program (HCVP)

Administered at the state level, this program provides rental assistance subsidies to eligible low-income families to afford safe, decent rental housing in the private market within Worcester County.

Maryland Affordable Housing Trust (MAHT)

The Maryland Affordable Housing Trust supports nonprofit and public agency projects providing safe, decent affordable housing. The County was recently awarded a two-year MAHT grant for $300,000 under the Plumbing Poverty Program, which supports owner-occupied households earning less than 50% of median income that lack basic plumbing facilities.

Potential Housing Funding Sources

Securing diverse and sustainable funding will be critical to expand and scale Worcester County's housing initiatives. A combination of federal, state, and local sources, as well as partnerships with nonprofit and private actors, can maximize available resources and support long-term housing goals. Potential funding sources include:

Federal Resources

- ***HUD HOME Investment Partnerships Program (HOME):*** Flexible funding for affordable housing development and rehabilitation, often paired with local matching funds.
- ***Housing Choice Voucher (HCV) Program / Project-Based Vouchers:*** Provides rental assistance that can be paired with new affordable housing development.

- ***USDA Rural Development Programs:*** Including Section 502 Direct Loans and Section 504 Home Repair Loans and Grants, particularly relevant for Worcester County's rural areas.

State of Maryland Programs

- ***Rental Housing Works (RHW):*** Provides gap financing for affordable multifamily projects.

Special Loans Programs

- ***(SLP):*** Targeted finance tools through MD DHCD, offering funds for rehabilitation, accessibility improvements, lead paint abatement, and weatherization.

Local and Regional Funding Sources

- Worcester County can consider dedicating local funds through a Housing Trust Fund or similar mechanism, using developer impact fees, tax increment financing, or dedicated revenue streams.
- Regional foundations, community development financial institutions (CDFIs), and nonprofit partners can provide supplementary grants or low-interest loans to fill gaps in state and federal support.

Private Sector & Public-Private Partnerships (PPPs)

- Partnering with banking institutions under the Community Reinvestment Act (CRA) can secure affordable capital for housing initiatives.
- Developers incentivized through density bonuses, tax abatements, or expedited permitting can help increase affordable housing supply at reduced public expense.



Policy Recommendations

Worcester County would benefit from developing a comprehensive housing strategy that addresses current challenges and opportunities. This strategy should focus on improving the quality and safety of existing housing, strategically targeting funds to areas of greatest need, and increasing the supply of housing that is affordable and attainable for all income levels. Through these recommendations, the County should aim to maximize funding effectiveness and ensure residents have access to safe, high-quality, affordable homes that support long-term community goals.

Financial Incentives for Affordable Housing

To expand affordable housing, Worcester County should seek to utilize a range of financial incentives including grants, low-interest loans, tax credits, and housing vouchers. By leveraging federal, state, and local funding sources alongside partnerships with private and nonprofit sectors, the County can encourage the development and rehabilitation of affordable units. These incentives are designed to maximize resources and promote long-term housing stability across the community.

Direct Assistance Programs

Direct Assistance Programs provide grants, low-interest or deferred loans, or tax credits directly to individuals or developers to help create or maintain affordable housing. These programs can support the development of new housing, as well as assist low- and moderate-income households with home repairs, rehabilitation, or rental assistance. They increase housing stability by reducing costs for vulnerable residents and addressing unsafe or substandard housing conditions.

Currently in Worcester County, programs such as the Housing Rehabilitation Program and the Community Development Block Grant (CDBG) provide grants and low-interest or deferred-payment loans for essential home repairs, often eliminating upfront costs. Maryland state housing programs also offer down payment assistance, mortgage credit certificates, and fee reductions for eligible buyers. For housing-related legal matters, residents can request court filing fee waivers based on income. Additionally, organizations like Worcester County GOLD (Giving Other Lives Dignity) provide emergency financial help for rent, utilities, or deposits, effectively reducing or eliminating costs that could prevent access to housing. Overall, these resources aim to make housing more affordable and accessible for those in need.

Benefits for Worcester County

Expanding direct assistance programs such as grants, loans, and tax credits will increase housing stability for residents in unincorporated areas. It helps local workers, seniors, and essential low-income households remain housed despite rising costs. This support mitigates risks related to substandard or unsafe housing and helps to prevent displacement, preserving community character. Additionally, home repairs such as weatherization and energy efficiency upgrades can help to decrease resident's utility costs and reduces the strain on local utility providers.

Implementation Considerations

Outreach should be expanded to rural communities like Girdletree, Stockton, and Newark, where awareness and access are limited. Simplifying application processes and partnering with trusted local groups such as nonprofits, faith-based organizations, and local businesses will

enhance accessibility. A portion of assistance funds should be reserved for designated growth areas outside towns, and incentives added to prioritize housing for essential workers, including teachers, police, firefighters, and EMS personnel.

Leveraging State and Federal Programs (LIHTC, HTF)

Worcester County should strategically deploy government funding and tax incentives to catalyze private investment in affordable housing. Two notable programs include the Low-Income Housing Tax Credit (LIHTC) and Housing Trust Fund (HTF). LIHTC is a competitive federal tax credit used to finance affordable rental housing projects. HTC provides grants or loans supporting construction, rehabilitation, or preservation of affordable homes. Together these programs increase affordable housing supply and encourage partnerships between public agencies and private developers.

Benefits for Worcester County

Programs like LIHTC and HTF attract private investment and encourage high-quality affordable rental development, including in unincorporated areas. This expands the housing supply, reduces rental pressures, and fosters public-private partnerships that can deliver innovative and sustainable housing solutions.

Implementation Considerations

The County should identify and promote vacant or underused County-owned land near growth nodes as preferred sites for LIHTC or HTF-supported projects. Offering local incentives, including gap financing, public land donation or sub-market rate sales, and reduced development fees can increase competitiveness for state and federal funding. Local government-led technical assistance can be provided to nonprofit and mission-driven developers focused on rural and workforce housing to increase project feasibility.

Expanding Tax Increment Financing (TIF)

Tax Increment Financing (TIF) is a financing tool that captures future property tax increases from new development to fund public infrastructure and affordable housing today. Counties can designate TIF districts where incremental tax revenues help pay for infrastructure improvements or fill funding gaps in affordable housing projects. This approach supports growth areas without raising general taxes and can leverage private investment in desired growth areas.

Benefits for Worcester County

Strategic use of TIF can generate funds for affordable housing and public infrastructure in unincorporated growth zones without increasing countywide taxes. This supports mixed-income development and infrastructure upgrades that benefit growing communities, especially in Sustainable Community areas and corridors like US-50.

Implementation Considerations

The County should identify potential TIF districts in growth areas and conduct early, inclusive community engagement to prioritize affordable housing uses. Clear affordability targets and performance metrics must be established, with periodic reporting to County Commissioners. Coordination with other funding sources will amplify TIF impact and help sustain public trust.

Strengthening Implementation Support

Strengthening implementation support involves enhancing technical assistance for home buyers and developers, prioritization of first-time homebuyers, the elderly, and residents with disabilities, and monitoring outcomes to improve how affordable housing policies are executed. These implementation supports should include:

- ***Guiding home buyers and developers through housing-related applications:*** The County should provide technical assistance by ensuring that groups seeking assistance throughout the County are educated and guided during the application process. The County should designate a local representative to guide residents and developers through identifying and aligning funding opportunities, program opportunities, and any other incentive-based opportunity that could provide financial relief. Understandable handouts with funding sources, technical processes, and other relevant information should be offered to developers and residents.
- ***Targeting resources to high-need location and residents:*** The County should evaluate where current high-need locations and high-need residents are located. By prioritizing resources for these locations and demographics, the County could best utilize their resources to enable or retain affordability for residents who need it most while also meeting the demand in areas that are growing the fastest.
- ***Identifying land for development:*** The County should proactively identify suitable land within its unincorporated areas for future development. Such land should include any public or institutional land suitable for housing development, as well as vacant developable parcels and underutilized parcels that could support redevelopment, such as aging strip malls or industrial sites, or sparsely used parking lots. This approach will enable faster project delivery and can help the County's to direct development toward intended growth areas.
- ***Tracking progress to ensure accountability and outcomes meet community goals:*** The County should track implementation of policy initiatives to ensure outcomes meet the expectations of both government and residents. This can be achieved by collecting quantitative and qualitative data, including feedback from residents and developers, as well as success rates of policy initiatives.

Benefits for Worcester County

Providing continuous technical assistance boosts capacity for local builders and nonprofits to undertake affordable housing projects, increasing rural development diversity. Transparent monitoring and public reporting improve resource targeting and accountability, supporting community confidence in County housing initiatives and allowing the County to refine policies to meet future housing goals and needs.

Implementation Considerations

County staff or regional partners should be designated to provide ongoing technical guidance, especially targeting rural developers who face specific barriers. An annual "Housing Needs and Progress" report should be published with geographic breakdowns to highlight successes and address gaps. By gathering regular data on housing needs and local input, the County can enable resource adjustments focused on unincorporated areas with the greatest demand.

Publicly Owned Land

Publicly Owned Land Development: Montgomery County, Maryland

Montgomery County has a strong program to develop lower-density affordable housing on publicly owned land by identifying surplus sites and issuing Requests for Developer Proposals to nonprofit and for-profit developers. An example is the 107 Fleet Street site in Rockville, developed with Habitat for Humanity to provide affordable townhomes for homeownership. The County reduces land costs through discounted sales or long-term leases, applies long-term affordability covenants, and supports zoning reforms allowing missing middle housing types like duplexes and triplexes.

Publicly owned land refers to real property or land that is owned by government entities at the city, county, state, or federal level. This land is managed on behalf of the public and is often designated for various uses such as public facilities, parks, infrastructure, conservation, or future development. Public ownership means the government controls the land's use, with the goal of serving community needs, preserving resources, or supporting public services, rather than private economic interests.

Publicly Owned Land Donation or Discounted Sale for Affordable Housing Development

This recommendation involves the County identifying surplus or underutilized land it owns that could be repurposed for affordable housing development. The County would then donate or sell these parcels at below-market value to qualified affordable housing developers or nonprofit organizations. This reduces land acquisition costs, which is often one of the largest barriers to creating affordable housing, making projects more financially feasible and increasing the scale of potential projects.

Such a program requires the County to establish policies and procedures for identifying suitable land, assessing zoning and infrastructure capacity, and transferring the ownership of the land. The County should prioritize parcels strategically located near growth areas, transit, and essential services, and transfers of land should be prioritized toward projects that offer the highest levels of community benefit. Affordability covenants or deed restrictions should be recorded to guarantee long-term affordability, typically spanning multiple decades.

Benefits for Worcester County

This policy expands affordable housing options for seniors, workforce, and low-income residents in both coastal and inland parts of the County. It supports Worcester County's Housing Element goals by enabling more affordable units in strategic locations, lowering barriers caused by rising land costs. This approach promotes mixed-income communities and housing equity aligned with fair housing priorities and can help the County to direct development as they see fit.

Implementation Considerations

The County should establish clear policies prioritizing affordable housing uses when disposing of public land, ensuring parcels meet zoning and land use requirements for residential development. Affordability covenants should be legally recorded for long-term rent or

ownership protections (e.g., 20+ years). Coordinating land transfer timing with permitting and approvals reduces developer risks and project delays. Monitoring progress and fallback provisions in case of stalled projects ensures developer accountability.

Public land donation and sales can be coupled with regulatory incentives, such as zoning and design flexibility; increased density allowances; reduced parking requirements; and expedited permitting to further increase development feasibility. Notably, the provision of increased incentivization should be reserved for projects that bring high levels of community benefit, such as affordable senior housing or deeply affordable housing. Ongoing monitoring should be employed to ensure compliance with the agreed upon development standards.

Public-Private Partnerships Incorporating Public Land Contributions

Develop collaborative frameworks where Worcester County contributes public land and partners with nonprofits and private developers using innovative financing tools (revolving loan funds, gap financing, TIF, etc.) to close funding gaps and deliver affordable housing.

Benefits for Worcester County

This approach leverages public land assets with financial resources and expertise, increasing the scale and affordability of housing developed locally. It protects long-term affordability through public oversight and supports local partners like Shore Up! Inc. in addressing housing needs. Partnerships also promote efficient use of state programs such as Maryland's Low Income Housing Tax Credit (LIHTC) and Rental Housing Program.

Implementation Considerations

Create formal agreements detailing roles, responsibilities, cost-sharing, and long-term affordability enforcement. Use financial tools alongside land donations to reduce developer risks and ensure project viability. The County should consider the following when donating public land:

- Partnerships that provide the most public benefit
- Land that meets the County's goals for growth and development
- Transparent partner selection
- Inclusive community engagement
- Regular reporting on outcomes

Regulatory Incentives for Affordable Housing

Worcester County's current Comprehensive Plan acknowledges the importance of providing diverse, safe, and affordable housing options for residents of all ages, incomes, and abilities. The plan specifically supports multifamily and mixed-use housing, workforce and senior housing, and emphasizes maintaining equitable housing opportunities aligned with recent state legislative regarding affordable housing and fair housing. It highlights goals to expand housing supply, evaluate needs through data, and collaborate on solutions addressing homelessness and affordability.

A range of regulatory incentives can play a significant role in making affordable housing projects financially feasible and sustainable in Worcester County. Tools such as density bonuses, parking reductions, expedited review and permitting, reduced setbacks, and modified

development standards can all reduce development costs and increase land use efficiency. Together, these regulatory incentives can help achieve the housing affordability goals set out in the Worcester County Comprehensive Plan.

Density Bonuses

Worcester County should consider allowing developers to build more units than zoning typically permits when they include affordable housing in their projects. Maryland state law, including the Housing Expansion and Affordability Act of 2024 (HB 538), supports density bonuses by requiring certain jurisdictions to allow increased density for qualified affordable housing developments.

Benefits for Worcester County

This incentive facilitates more affordable units on smaller land parcels and lowers per-unit costs by spreading fixed expenses to more units. It encourages diverse housing development and helps meet unmet affordable housing demand while maintaining or increasing overall housing supply. Density bonuses also promote the efficient use of land and can be targeted toward areas of intended growth.

Implementation Considerations

Ensure local jurisdictions comply fully with state density bonus requirements without undue restrictions. Update local zoning codes to reflect evolving state laws and promote awareness among developers, demonstrating the financial benefit they can receive from utilizing such a bonus. Coordinate monitoring to verify affordable unit compliance and affordability durations.

Density Bonuses: Montgomery County, Maryland

Montgomery County's MPDU program, implemented in 1974, requires new residential developments of 20 or more units to include 12.5–15% of units as affordable to low- and moderate-income households. Developers receive density bonuses of up to 22% of base density to offset costs and encourage inclusion. The program covers both rental and ownership units, with affordability controls lasting up to 30 years or longer. Eligible households must meet income limits tied to Area Median Income and complete education requirements. The MPDU program has produced thousands of affordable homes, promoting economic diversity and access to opportunity across the County.

Parking Reductions

Reduce or waive parking minimums for affordable and senior housing developments to decrease construction costs and support the use of alternative modes of transportation. Such reductions are suitable given the lower rates of car ownership among low-income families and seniors, even when adjusted for household size.

Benefits for Worcester County

Lower parking requirements reduce development expenses and increase financial viability of affordable housing projects. Reduced parking also encourages alternative transportation usage, mitigates environmental impact, and creates space for additional units or green space.

Implementation Considerations

Develop clear local policies aligning with state mandates for parking reductions near transit corridors and for target populations. Track impacts on neighborhood parking and adjust guidelines as needed. Educate developers and communities on benefits while addressing and dispelling concerns about parking availability.

Expedited Review and Permitting

Streamline processing times for affordable housing approvals through prioritized and simplified permitting procedures.

Benefits for Worcester County

Faster approvals reduce carrying costs and financing risks, encouraging development of affordable projects. Accelerated timelines get affordable units to market quicker, helping reduce vacancy loss and helping the County to swiftly meet urgent housing needs.

Implementation Considerations

The County should adopt state-recommended timelines and protocols, such as those outlined in Maryland's Housing Expansion and Affordability Act (HB 538), to ensure predictable and expedited review. Providing training for development review and permitting staff on affordable housing priorities, coupled with implementing electronic applications and tracking systems, will improve efficiency.

Modified Development Standards

Updating zoning standards such as setback requirements, lot size minimums, lot coverage maximums helps facilitate the development of new and smaller housing units, particularly for projects that incorporate affordable or senior units. Reduced setbacks allow buildings to be positioned closer to lot lines, maximizing buildable space. Lower minimum lot sizes enable subdivision into smaller parcels, creating more housing opportunities on the same land. Increased lot coverage permits larger or additional structures on a single lot.

Such flexible zoning standards support housing diversity by enabling compatible infill and clustered development in residential districts like the R-3 Multi-Family Residential District. This approach helps meet community housing needs through form-based standards that allow different housing types, including affordable and senior units, to be built where traditional dimensional rules might otherwise restrict them.

Modified Development Standards: Frederick County, Maryland

Since 2011, and with significant updates to their fee calculations and exception definitions in 2016, Frederick County, Maryland, has implemented modified development standards as part of its affordable housing strategy to encourage diverse and attainable housing types. The County adjusted zoning provisions to reduce minimum lot sizes, setback requirements, and parking minimums specifically for affordable housing developments. These changes help reduce construction costs and increase development feasibility without compromising neighborhood character.

Benefits for Worcester County

These modifications reduce regulatory barriers and construction costs. They enable creative housing designs that better match local market and community needs, facilitating diverse

housing types including smaller or mixed-use developments. When adequately tailored, these development standards can enable higher density development that matches the form and scale of surrounding lower density housing.

Implementation Considerations

Integrate flexibility provisions into local zoning and design guidelines. Ensure modifications are clearly defined and tied to affordable housing criteria to maintain accountability. Monitor development outcomes to balance neighborhood character with increased housing diversity and supply.

Waiving or Reducing Permitting and Review Fees

The County can further target relief by waiving or reducing permitting and review fees specifically for affordable housing projects, such as income-restricted rentals, affordable for-sale homes, or units serving low to moderate-income households. Jurisdictions like Montgomery and Frederick counties already waive several fees for qualifying developments, often requiring that the County transfer funds into the appropriate accounts to offset lost revenue and ensure that public facility funding is maintained.

Benefits for Worcester County

Waiving or reducing permitting and review fees serves as a powerful tool for promoting affordable housing development by directly addressing cost barriers that make projects financially unfeasible. These fee reductions remove significant upfront expenses that can otherwise prevent affordable housing from being built or force developers to require larger subsidies to make projects viable. By lowering the overall cost of building affordable units, this strategy can help attract affordable housing developers and can enable the development of housing that serves even lower levels of affordability.

Implementation Considerations

- ***Eligibility Criteria:*** Relief measures should be tied to strict eligibility, focusing on income limits, affordability duration, and targeting certain household types (e.g., those earning less than 50% or 60% of Area Median Income, senior citizens, and people with disabilities). The program should prioritize projects aligned with the County's housing plan and demonstrate significant affordability or community benefit. Larger

Waiving Fees: Fredrick County, Maryland

Since 2011, Frederick County operates a fee waiver program for affordable housing projects developed by nonprofits or publicly funded entities. Eligible units must be sold or rented to households earning no more than 60% of Area Median Income, with affordability maintained for at least 40 years, and waived fees can be reclaimed if requirements are broken. This policy has lowered costs for developers, enabled more income-restricted units, and ensured long-term benefits for low-income families while protecting county resources. To offset the forgone revenue, the County uses a diversified funding mix—including the general fund, bonds, recordation taxes, and state support—which already covers the majority of infrastructure costs.

reductions or full waivers should be granted to developments that bring the most community benefit.

- ***Integration with Incentives:*** Permitting and review fee relief should be linked with other local and state incentives, such as density bonuses, expedited approvals, access to revolving loan funds, tax credits, and infrastructure assistance. Such holistic packages magnify the impact of relief and encourage developers to produce more affordable housing units rather than minimally meeting requirements.

Creative Expansion Ideas

- Establish an official Affordable Housing Permitting and Review Fee Waiver Program codified in County ordinances with transparent criteria and annual reporting.
- Collaborate with state initiatives (like the Maryland Affordable Housing Trust or DHCD grant programs) to pool resources and coordinate on targeting the greatest local housing needs.
- Link fee relief to performance measures, such as longer affordability terms, deeper income targeting, or community benefit pledges, to maximize policy impact.

Workforce Housing

Workforce housing is for moderate-income workers who do not qualify for traditional affordable housing. Those in need of workforce housing generally make too much to qualify for traditional affordable housing financing options, but not enough to afford most market-rate homes and rents. This creates a high need for attainable housing for standard middle-class households, particularly in areas with high housing costs, and can negatively impact the local economy, workforce attraction and retention, and community cohesion.

Incentive Programs

A common solution to the growing need for workforce housing is to take advantage of naturally occurring affordable housing (NOAH) properties, which often take the shape of older and/or smaller housing units. These units help to prevent displacement and can provide long-term affordability. To improve the quality and management of aging units, the County could implement programs to assist residents in improvements, such as low-interest loans and grants for rental rehabilitation, housing repairs, weatherization and energy efficiency upgrades, and lead abatement programs.

Other types of housing that may be attainable for workforce populations include Accessory Dwelling Units (ADUs) and missing middle housing types. These units are typically smaller than standard detached single-family homes and therefore are often cheaper to rent or own. The County could provide additional programs specific to alternative missing middle housing types, to build and improve existing units, as well as support site development standards, density bonuses for rental developments, and overall streamlining processes for by right and pre-approved designs. Creating grants and loan programs to support the above housing types can help to preserve and expand the current workforce housing stock.

Partnerships

The County can work with local developers, non-profits, and employers to promote the construction and retention of workforce housing stock, similar to efforts in Montgomery County. Developers increasingly view workforce housing as an untapped market, serving

households that can afford higher-quality units than traditional affordable housing but fall short of luxury price points requiring greater upfront costs and risks. Supporting developers in ways that align community benefit with financial opportunity can significantly expand the County's workforce housing stock.

Best of Both Worlds: Incentives and Partnerships in Montgomery County, Maryland

Montgomery County, Maryland has created a Workforce Housing program to support developers and employers in the construction and retention of workforce housing and assist residents in finding appropriate housing and rental accommodations. The program is also intended to reduce traffic congestion by providing workforce housing close to employers, shortening commute distances and improving workplace retention. The County partners with local rental property owners to notify those in need of available workforce housing options.

Non-profits frequently partner with municipalities and counties to not only assist in the construction and funding of workforce housing developments, but often to facilitate partnerships with developers as an extension of the municipality or the County itself. Arundel Community Development Services, Inc. is a Maryland non-profit created by Anne Arundel County to oversee and manage all workforce developments and activities. Through this program, developers are incentivized and certified to build workforce housing under direct regulations to protect citizens and their quality needs.

Additionally, it is recommended that the county partner with local chambers of commerce and other public and private organizations to promote workforce housing project investments, as well as to identify and rehabilitate aging units that may be used for workforce housing in the future. Creating such a database of eligible properties may be a great first step in partnering with willing organizations, non-profits, and local governments to achieve county workforce housing goals.

Employer Housing: Ocean City Police Departmental Housing Program

The Ocean City Police Department offers an employer housing program in which the department leases several houses in the area and subleases these homes at cost to seasonal employees. Rent is automatically deducted from an employee's paycheck and is capped at $350 per paycheck for 6 paychecks, totaling $2,100 for the entire season. Furthermore, the department identifies and publishes houses or rooms for rent from officers, officers from other agencies, and friends of the department. Prices are often below the market rate, typically between $600 and $800 a month per person.

Employer Housing

Employer-Assisted Housing typically involves public-private partnerships in which employers provide financial assistance to help their employees purchase or rent homes, typically through down payment

assistance, closing cost help, or subsidized mortgages or rents.

Benefits for Worcester County

For employees, these supportive housing programs help overcome barriers to renting or buying a home in the community; for employers, these programs improve recruitment and retention, enabling workers to live near their jobs. These programs are particularly valuable for essential workers like service-sector workers, teachers, healthcare workers, first responders, and government employees who often cannot afford housing near their workplaces.

Implementation Considerations

The County should explore implementing a program for local government employees, similar to the Ocean City Police Department's approach of subsidizing rents during peak months to address housing cost increases associated with seasonal employment pressures. Furthermore, by identifying affordable units, the county can help families secure suitable housing.

Additionally, the County can explore a program like Cape Cod's THRIVE, offering rent or mortgage assistance to essential workers. This program can be funded in part by the County and subsidized by employers, helping to attract and retain workers and bolstering local economic development.

As demonstrated through these case studies, the most successful employer-assisted housing programs involve coordination between employers, government, and housing developers, with particular attention to the unique challenges of seasonal employment patterns and housing cost fluctuations.

Employer Housing: Cape Cod, MA THRIVE Program

In June 2022, the THRIVE (Tools to Help Residents in a Vulnerable Economy) program was launched, which offers rent-burdened nonprofit, childcare, disability care, and education workers with a monthly stipend of up to $450 toward rent for up to 24 months. This program similarly recognizes the high cost of living in Cape Cod, particularly during the peak tourism season, and helps to subsidize essential workers who might otherwise be priced out of the local market.

Expanding Accessory Dwelling Units (ADUs)

Worcester County currently allows ADUs by-right in all zones where single-family dwellings are permitted. In addition to creating new housing choices, ADUs often represent opportunities for naturally occurring affordable housing (NOAH), due to their smaller footprint and lower cost. These secondary units provide increased housing options without changing neighborhood character, facilitating multigenerational living, and serving as a new source of income for homeowners. In a rural context, ADUs reduce pressure on greenfields by maximizing use of existing lots and infrastructure, supporting both seniors and young families seeking flexible, affordable arrangements.

Pre-Approved ADU Designs

To accelerate the adoption of ADUs, Worcester County should establish a program offering pre-approved ADU design plans. These standardized architectural plans would simplify the permitting process by ensuring early compliance with County building codes and utility connection requirements. Homeowners could select from a range of vetted designs tailored to fit different lot sizes, styles, and contexts typical to Worcester's rural and suburban areas.

Drawing on successful examples from nearby jurisdictions and East Coast communities, such as Montgomery County, the County could partner with local architects or design firms to develop a portfolio of modular, energy-efficient, and locally appropriate ADU templates. The program could include clear application checklists and step-by-step permitting guidance to assist homeowners throughout the process. In addition to potentially accelerating approvals, pre-approved designs would help maintain quality and architectural consistency within neighborhoods.

By implementing this program, Worcester County would reduce costly barriers, increase affordable and multigenerational housing options through an aging-in-place approach, and empower residents to benefit from rental income opportunities.

Implementation Considerations

Implementation considerations for a pre-approved ADU program in Worcester County include:

- Community Engagement: Conduct early and ongoing outreach to residents and stakeholders to gather input on preferred designs, and market the program once it is in place to ensure residents and developers know how to navigate it.
- Streamlined Permitting: Develop simplified, transparent permitting processes with clear checklists and timelines to reduce barriers and costs for homeowners.
- Technical Assistance and Education: Provide resources, workshops, and guidance to homeowners to help navigate design, application, and construction of ADUs.
- Monitoring and Evaluation: Establish systems to track ADU development and refine the program as needed to facilitate continued ADU development.

ADUs: Somerset County, Maryland

Somerset County, Maryland's rural Eastern Shore, updated its zoning ordinances to allow ADUs in residential and rural areas, specifically targeting seniors and low-income residents. The County streamlined the ADU permit process and offered outreach to help homeowners navigate requirements and access design or financing help. As a result, families have more options to support aging relatives and earn rental income, strengthening affordability and community stability through aging in place policy. Somerset County has shown through this initiative how clear zoning, simplified permits, and practical resources enable ADUs to meet rural housing needs.

Utilizing HB 538 (2024)

HB 538 (The Housing Expansion and Affordability Act) establishes a legal pathway for ADU adoption locally. The law and related state task force recommendations encourage flexible zoning, relaxed parking requirements, and adaptable policies to suit both urban and rural needs. Worcester can use HB 538 as a framework to remove barriers, streamline permitting, and ensure that new ADUs contribute to affordability and incremental growth.

HB 1466 (2025)

HB 1466, also known as the Accessory Dwelling Units Act of 2025, provides definitions, parking limitations, and size limitations for ADUs and mandates that every local legislative body in Maryland adopt laws authorizing ADU development on all land zoned for single-family residential use by October 2026. The legislation also regulates development impact fees,

addresses utility connections, and prevents the use of subjective design standards to prevent additional barriers to construction. Worcester County's Accessory Apartment regulations were already consistent with the bill.

Missing Middle Housing Policies

Middle housing, often referred to as "missing middle" housing, includes housing types such as duplexes, triplexes, townhomes, and cottage courts. These moderate-density options fill the gap between single-family homes and larger multifamily apartments, offering diverse, more affordable, and neighborhood-compatible housing choices. According to Worcester County's Comprehensive Plan housing chapter, attainable housing emphasizes smaller, more affordable homes tailored to changing demographics and economic realities, which aligns with the goals of promoting middle housing types to meet local needs.

While the Plan broadly addresses housing diversity and affordability, it does not explicitly reference "missing middle housing" or recommend targeted zoning changes to facilitate the development of duplexes, triplexes, townhomes, and other moderate-density housing types that can fill the gap between single-family homes and larger multifamily buildings.

Zoning Updates

To fully realize the Comprehensive Plan's housing goals, Worcester County should update its zoning code to explicitly incorporate missing middle housing as a permitted and encouraged land use in appropriate zoning districts, such as the R-2 Suburban Residential District, the R-3 Multi-Family Residential District, and the R-4 General Residential District. Although R-3 and R-4 already explicitly permits some missing middle housing types, such as townhomes, cottage courts/courtyard apartments, and two-family and multi-family dwellings, the districts could further expand these explicit uses to include other popular types of missing middle that could fit the characteristics of the unincorporated county. For example, while the districts allow for "two-family dwellings," it may not specifically accommodate the full range of duplex configurations, including side-by-side duplexes and stacked duplexes. Additional missing middle types that should be explicitly permitted may include bungalow courts, triplexes, and quadplexes.

Pre-Approved Middle Housing Designs

To encourage middle housing development, Worcester County should provide a portfolio of ready-to-build, pre-approved design plans for various middle housing types. These standardized designs reduce barriers such as design costs and complicated permitting, thus accelerating construction timelines and lowering overall costs. Providing builders and homeowners with vetted architectural templates promotes housing diversity while ensuring quality and compatibility with neighborhood character.

Implementation Considerations

Successful middle housing policy implementation requires careful alignment across multiple factors:

- Zoning Alignment: Codes must be updated to explicitly permit and encourage middle housing types in suitable residential zones, with clear development standards and flexibility allowing creative housing solutions.

- Infrastructure Capacity: Growth should be matched with public water, sewer, and transportation service availability, using overlay districts or phased development approaches to ensure sustainable expansion.
- Community Engagement: Early and inclusive engagement with residents and stakeholders is essential to generate support and address concerns related to neighborhood scale, aesthetics, and impact.
- Monitoring and Evaluation: Ongoing data collection and analysis are important to track housing outcomes, affordability impacts, and refine policies over time.

Utilizing HB 538

HB 538 offers a legislative framework encouraging local governments to reduce barriers to affordable and diverse housing, including streamlining ADU permitting and supporting missing middle housing types. Worcester County can leverage HB 538's provisions to update zoning codes, standardize pre-approved designs, and implement regulatory incentives that promote middle housing development while ensuring consistency with state housing goals and funding opportunities.

Short Term Rental (STR) Considerations

Most short term rentals (STRs) in Worcester County are located near or within municipalities close to Ocean City and other tourist hotspots, catering to high demand during the summer season. The high countywide presence of STRs raises affordability concerns because they reduce housing availability, ultimately driving up housing prices and making it harder for residents to find affordable homes.

To ensure affordability within unincorporated Worcester County in response to the rise of STRs, the County should implement targeted regulations limiting the concentration of STRs in unincorporated areas to prevent reduction in long-term housing availability and help maintain community stability.

- Establish minimum stay requirements to balance tourism demand with community stability. This policy is similar to efforts seen in Ocean City where a minimum 5-night stay ordinance was introduced for certain neighborhoods. Requiring minimum stays balances the need to support tourism while protecting housing stock for year-round residents, reducing turnover and neighborhood disruption.[4]
- Continuing strict compliance checks on safety, noise, parking, and occupancy standards to maintain neighborhood quality. Ongoing enforcement of health, safety, and occupancy regulations ensures protection for tenants and neighbors while supporting effective County monitoring and regulation of STRs. The County can explore the use of software to scrape STR listings to capture unlicensed rentals, and can levy fines, revocation of occupancy permits, or other enforcement measures in cases of noncompliance.
- Use revenue from STR license fees and taxes to fund affordable housing initiatives or community services. Fees and taxes from STR operators can generate dedicated funds to

[4] It is worth noting that in a referendum, this ordinance was rejected by voters, although by a slim margin (800 in favor vs. 834 opposed). Such action should include a community engagement component to identify viable specific zoning districts and overall resident interest.

support affordable housing projects or services, helping to offset housing affordability impacts caused by STRs.

- Engage the community and stakeholders in policy development to ensure regulations reflect local priorities while preserving housing options for residents year-round. Involving residents, business owners, and other stakeholders fosters transparent decision-making and builds public support for STR regulations, increasing compliance and addressing local concerns.

Monitoring and Evaluation

Effective implementation of housing initiatives in Worcester County requires ongoing coordination, resource allocation, and continuous assessment to ensure goals are met and policies remain responsive to community needs.

Coordination: Establish strong partnerships among developers, community stakeholders, local government departments, and residents to support transparent and collaborative plan execution. Regular forums and feedback mechanisms should be used to engage all parties actively, address challenges, and celebrate successes.

Funding and Resources: Secure and strategically allocate funding from local budgets, state programs, and federal grants to finance housing development, infrastructure improvements, and supportive services. Prioritize leveraging available housing-related resources such as Maryland's Department of Housing and Community Development programs and Community Development Block Grants to maximize impact.

Monitoring and Evaluation: Implement a robust system to track key metrics including housing production rates, affordability levels, permit processing times, and community satisfaction. Use this data to evaluate the effectiveness of zoning reforms, incentive programs, and outreach efforts. Establish regular reporting cycles that allow decision-makers to make informed, data-driven adjustments to policies and programs, ensuring continuous improvement and alignment with evolving housing needs in Worcester County.

Implementation

Table 10 translates Worcester County's housing strategies into actionable steps. Organized by policy, timeframe, relevant department, and expected outcome, it provides a clear framework for implementation. This format ensures that each recommendation is tied to a responsible party, a realistic schedule, and measurable results, helping the County track progress and maintain accountability.

Table 10. Implementation Table

Policy	Timeframe *(This is the timeframe from when the County initiates the implementation of the policy recommendation)*	Relevant Department	Expected Outcome
Direct Assistance Programs	Within 3-6 months after initiation Ongoing after program is created	Development Review & Permitting, Economic Development, County Commissioners	Increased access to affordable housing for residents through direct financial and service support.
Leveraging State and Federal Programs (LIHTC, HTF)	Ongoing after initiation	Development Review & Permitting, Economic Development	Enhanced utilization of state and federal financing programs, accelerating affordable housing development.
Expanding Tax Increment Financing (TIF)	18 months	Development Review & Permitting, Economic Development, Treasurer's Office	Expanded redevelopment funding through TIF to support affordable housing projects.
Strengthening Implementation Supports	6 months	Development Review & Permitting, Economic Development	Strengthened implementation capacity through educating relevant participants using technical assistance and enforcement support.

Publicly Owned Land Donation or Discounted Sale for Affordable Housing Development	Ongoing after initiation	Development Review & Permitting, Economic Development, County Commissioners, Treasurer's Office	Increased availability of land for affordable housing via donation or discounted sales.
Public-Private Partnerships Incorporating Public Land Contributions	Ongoing after initiation	Development Review & Permitting, Economic Development, County Commissioners	Successful public-private partnerships leveraging public land to increase affordable housing stock.
Density Bonuses	12 months	Development Review & Permitting, County Commissioners	Higher density developments incentivized through bonuses, boosting affordable unit supply.
Parking Reductions	12 months	Development Review & Permitting, County Commissioners	Reduced parking requirements to lower costs and barriers for affordable housing projects.
Expedited Review and Permitting	6 months	Development Review & Permitting, County Commissioners	Faster permitting processes enabling quicker project approvals and starts.
Modified Development Standards	1-3 years	Development Review & Permitting, County Commissioners	Adoption of flexible design standards facilitating diverse affordable housing types.
Waiving or Reducing Fees	12 months	Development Review & Permitting, County Commissioners	Waived or reduced fees to decrease development costs and promote project viability.

Deferring Fees	12 months	Development Review & Permitting, County Commissioners	Deferred fee structures improving developers' cash flow during construction phases.
Workforce Housing	1-3 years	Development Review & Permitting, Economic Development, County Commissioners	Development of housing targeted to local workforce needs improving affordability and retention.
Employer Housing	1-3 years	Development Review & Permitting, Economic Development, County Commissioners	Employer-supported housing initiatives increasing local housing options connected to jobs.
Pre-Approved ADU Designs	1-3 years	Development Review & Permitting, County Commissioners	Approved ADU designs, reducing time and cost to build ADUs.
Pre-Approved Middle Housing Designs	1-3 years	Development Review & Permitting, County Commissioners	Pre-approved "missing middle" housing designs, simplifying development processes and costs.
Short Term Rental (STR) Considerations	12 months	Development Review & Permitting, Economic Development, Tourism, County Commissioners	Balanced short-term rental policies protecting long-term affordability and possible disruptions to existing neighborhoods.
Monitoring and Evaluation	Ongoing after initiation	Development Review & Permitting	Continuous monitoring, evaluation, and reporting to guide effective policy enforcement and updates.

Full Community Survey Results

1. Do you currently live in Worcester County?
    a. Yes (94%)
    b. No (6%)
2. For verification purposes only, please enter your address. This will be kept strictly confidential and will only be used to confirm that you live in Worcester County.
3. Which community do you reside in?
    a. Pocomoke City (8%)
    b. Berlin (21%)
    c. Ocean City (9%)
    d. Snow Hill (33%)
    e. Ocean Pines (18%)
    f. Bishopville (3%)
    g. Girdletree (1%)
    h. Newark (2%)
    i. Stockton (1%)
    j. West Ocean City (4%)
    k. Whaleyville (1%)
    l. Showell (0%)
    m. South Point (1%)
4. Do you own or rent your home?
    a. I rent my home or live in a home rented by another member of my household. (16%)

b. I own my home or live in a home owned by another member of my household. (81%)

c. Other (2%)

5. If you are between the ages of 18 and 35, have you continued living with your parents or moved back in with them in the past few years due to challenges affording housing on your own?

    a. Yes, I currently live with my parents because housing costs are too high. (6%)

    b. No, but I considered it because of high housing costs. (5%)

    c. No, I have been able to afford housing independently. (10%)

    d. I am not between the ages of 18 and 35. (79%)

6. If you are currently renting your home, do you plan to buy a home in your community or somewhere else in Worcester County in the future?

    a. Yes, I plan to buy a home in Worcester County within the next two years. (4%)

    b. Yes, I plan to buy a home in Worcester County within the next three to five years. (2%)

    c. Yes, I plan to buy a home in Worcester County at some point, but I am not sure when. (7%)

    d. No, I plan to buy a home outside of Worcester County. (2%)

    e. No, I plan to continue to rent indefinitely, either in Worcester County or elsewhere. (6%)

    f. I am not a renter. (79%)

7. Why do you plan to buy a home outside of Worcester County?

    a. Proximity to work (0%)

    b. To be close to friends or family (12%)

    c. Homes are more affordable elsewhere (47%)

    d. Homes are in better condition elsewhere (0%)

    e. Access to better schools (0%)

    f. Lower property taxes (12%)

    g. Lower cost of living (12%)

    h. Concern about crime or safety in Worcester County (0%)

    i. Better public transportation or commute options (0%)

    j. Prefer a different climate or environment (6%)

    k. Other (please specify) (12%)

8. How long have you lived in your current housing?

a. Less than one year (7%)
b. 1 to 3 years (18%)
c. 4 to 6 years (22%)
d. 7 to 10 years (13%)
e. More than 10 years (40%)

9. How difficult was it for you to locate your current housing?
    a. Very difficult (15%)
    b. Difficult (13%)
    c. Somewhat difficult (26%)
    d. Not difficult at all (46%)
10. How satisfied are you with your current housing?
    a. Very satisfied (41%)
    b. Satisfied (31%)
    c. Neutral (17%)
    d. Dissatisfied (6%)
    e. Very dissatisfied (5%)
11. How satisfied are you with the overall affordability and availability of housing in your community?
    a. Very satisfied (9%)
    b. Satisfied (16%)
    c. Neutral (21%)
    d. Dissatisfied (29%)
    e. Very dissatisfied (26%)
12. How confident are you that you (or someone else in your household) will be able to cover your upcoming housing payment on time?
    a. Very confident (44%)
    b. Somewhat confident (23%)
    c. Not so confident (11%)
    d. Not at all confident (8%)
    e. Don't know/does not apply to me (15%)
13. Are housing costs a major source of stress in your life?
    a. Yes (51%)

b. No (49%)

14. Within the past year, have you limited your consumption of food, medicine, or other essential goods to help cover housing costs?
    a. Yes (41%)
    b. No (59%)
15. Have housing costs significantly hindered your ability to do any of the following (Check all that apply)?
    a. Pay off non-housing debt (e.g., credit cards or student loans) (15%)
    b. Pay for home repairs (13%)
    c. Save for retirement (17%)
    d. Save for emergencies (19%)
    e. Pay for medical care (7%)
    f. Pay for education (5%)
    g. Pay for childcare (3%)
    h. Pay for transportation (7%)
    i. None of the above (16%)
16. How important is it for your community to offer a wider variety of housing options?
    a. Very important (59%)
    b. Important (20%)
    c. Somewhat important (11%)
    d. Not important at all (10%)
17. Which of the following housing types would you like to see your community prioritize going forward (Choose no more than three responses)
    a. Apartments (14%)
    b. Condos (6%)
    c. Traditional single-family homes (35%)
    d. Duplexes, triplexes, and townhomes (13%)
    e. Senior living facilities (16%)
    f. Tiny homes and manufactured/mobile homes (11%)
    g. Other (please specify) (5%)
18. How concerned are you about homelessness in your community?
    a. Very concerned (30%)

b. Concerned (25%)
c. Somewhat concerned (28%)
d. Not at all concerned (18%)

19. What do you see as your community's top three most pressing housing issues (Choose no more than three responses)
    a. There is a shortage of quality senior housing. (9%)
    b. Younger people cannot afford to buy homes. (21%)
    c. Rent is unaffordable. (20%)
    d. There is inadequate housing for the permanent workforce. (8%)
    e. There is inadequate housing for the seasonal workforce specifically (3%)
    f. Homes are in poor condition or too old. (6%)
    g. Single-family homes are in short supply. (9%)
    h. There are not enough apartments. (3%)
    i. More affordable townhomes and condos are needed for purchase. (3%)
    j. Costs of utility services. (11%)
    k. Affordable homes are far from work, school, or retail centers. (2%)
    l. Affordable homes are in unsafe neighborhoods. (2%)
    m. Housing discrimination/fair housing (1%)
    n. There are not currently any pressing issues. (1%)
    o. Other (please specify) (2%)
20. What is your age?
    a. Under 18 (0%)
    b. 18-24 (1%)
    c. 25-34 (10%)
    d. 35-44 (22%)
    e. 45-54 (21%)
    f. 55-64 (23%)
    g. 65+ (23%)
21. Within the past year, how much has your entire household earned in income?
    a. Less than $25,000 (7%)
    b. $25,000 to $49,999 (13%)

c. $50,000 to $74,999 (15%)
d. $75,000 to $99,999 (15%)
e. $100,000 to $149,999 (21%)
f. $150,000 to $199,999 (10%)
g. $200,000 or more (10%)
h. Don't know (9%)

22. How many people live in your household (including you)?
    a. One (14%)
    b. Two (40%)
    c. Three (18%)
    d. Four (17%)
    e. Five or more (11%)

23. What is the highest level of education you have completed?
    a. Less than high school (1%)
    b. High school diploma or equivalent (15%)
    c. Some college or associate's degree (32%)
    d. Bachelor's degree (23%)
    e. Graduate or professional degree (28%)
    f. I'd rather not say (1%)

24. What is your race?
    a. White (81%)
    b. Black (10%)
    c. American Indian or Alaska Native (0%)
    d. Asian (0%)
    e. Native Hawaiian or Pacific Islander (0%)
    f. Other (1%)
    g. Two or more races (2%)
    h. I'd rather not answer (6%)

25. Are you Hispanic or Latino?
    a. Yes (1%)
    b. No (94%)

c. I'd rather not say (5%)

d. Thank you for taking the time to share your feedback. If you have any additional comments about housing in your community or Worcester County more broadly, please provide them below.

Below is a representative sample of responses:

Cable/Wi-Fi rates as well as water costs are very high or promise to be very high going forward. This is a significant concern for me and my neighbors.

Enforcement of derelict properties- either owners need to have them torn down or sell them cheaply so someone else could afford to fix it up. Not by property flippers, but as an owner occupied dwelling.

Age in housing is a concern and having an in-law apartment on my property would be a huge benefit to my family

I'm a local REALTOR, we need affordable single family homes for our young population!

With older housing stock needing rehabilitation, standards for approval of building permits need to be reasonable, not insurmountable. All towns, except Snow Hill, make rehabilitation requirements reasonable.

Towns need help with infrastructure/capacity to accommodate new housing from developers.

The community doesn't need more housing, it needs more jobs in the area.

Taxes are too high! Sewer and water are too expensive. Oil is very expensive!

Shortage of year round rentals due to increase in short term rentals. Rent is more expensive than a mortgage. Shortage of inventory.

More and better subsidized housing for senior and disabled populations is needed

More single family houses, condos and apartment complexes should be located close to town and near schools, parks and recreation facilities.

Keeping Worcester affordable needs to be a priority, especially for working class folks. New construction seems highly priced and older housing stock often gets converted to new construction. Prioritizing affordable development is important to ensure workers can live in the north end of the county.

My 21 year old son cannot afford to move out even though he has a good job and makes a decent salary.

Properties are being purchased by people who have moved here in the last few years. It's great that they're buying properties. However, they are fixing them up and charging exorbitant amounts for selling prices. If they are renting them, it's more than someone makes in a month for the monthly rent. I have two daughters in their 20s and they both feel like they're not able to afford a home or rent.

I love this area and have lived in Berlin for the last 33 years. Infrastructure (or lack there of) needs to be solved before considering "any" new housing

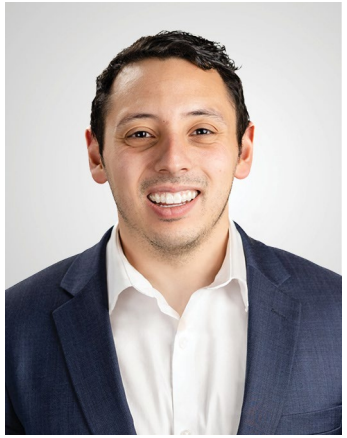
Worcester County 2025 Housing Study



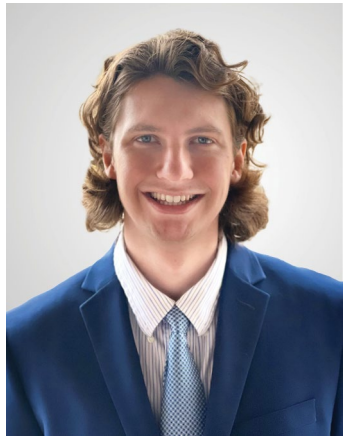
November 4, 2025

Matrix

Joining You Today

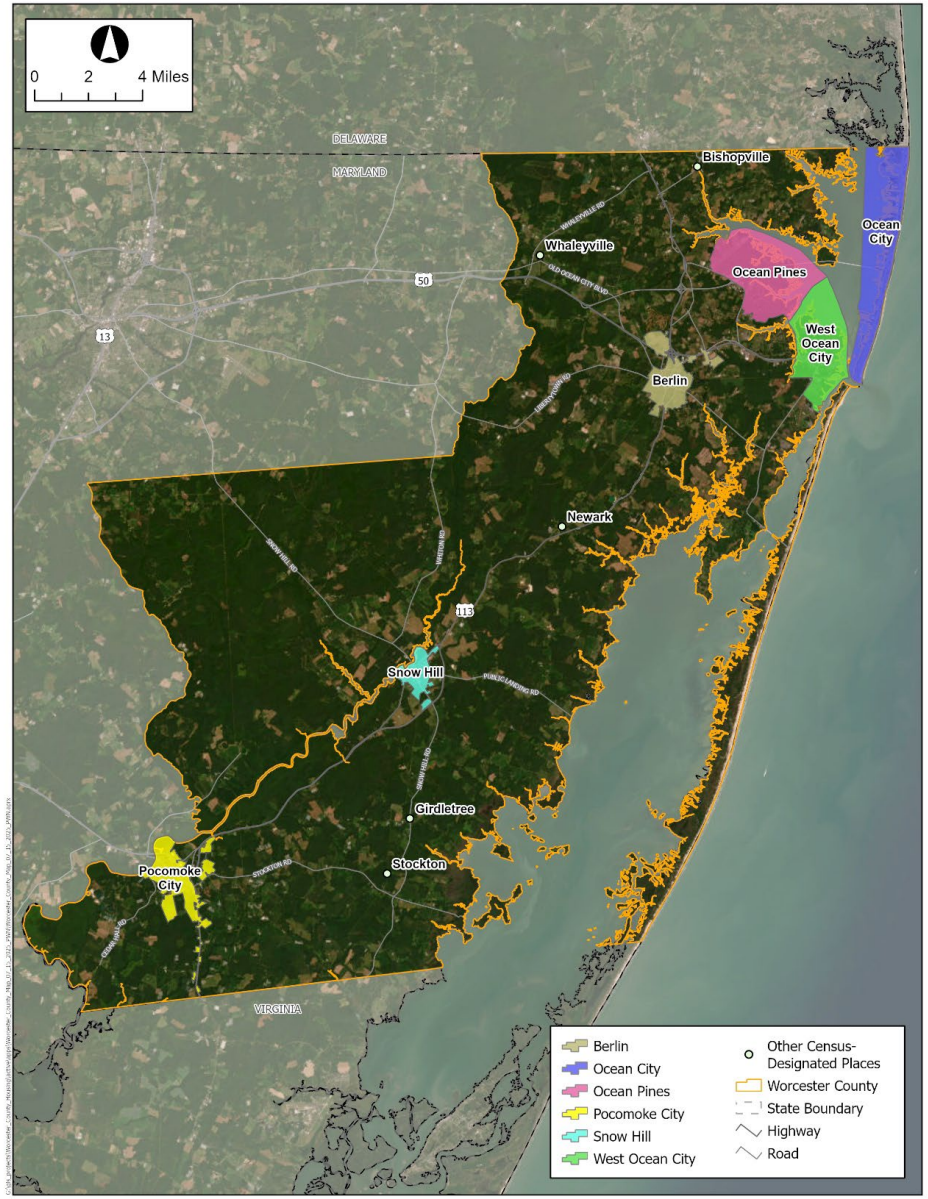


Christian Caron, PhD
Senior Research Analyst



Colin Lowe
Planner

Study Purpose & Context



- **Purpose: Update to 2004 Affordable Housing and Substandard Housing studies**
- **Goal: Quantitatively assess housing conditions, affordability, and needs through 2050**
- **Scope**
  - Demographics
  - Economy
  - Housing stock
  - Affordability
  - Substandard housing
  - Policy recommendations

Matrix

Study Inputs: Data and Community Engagement

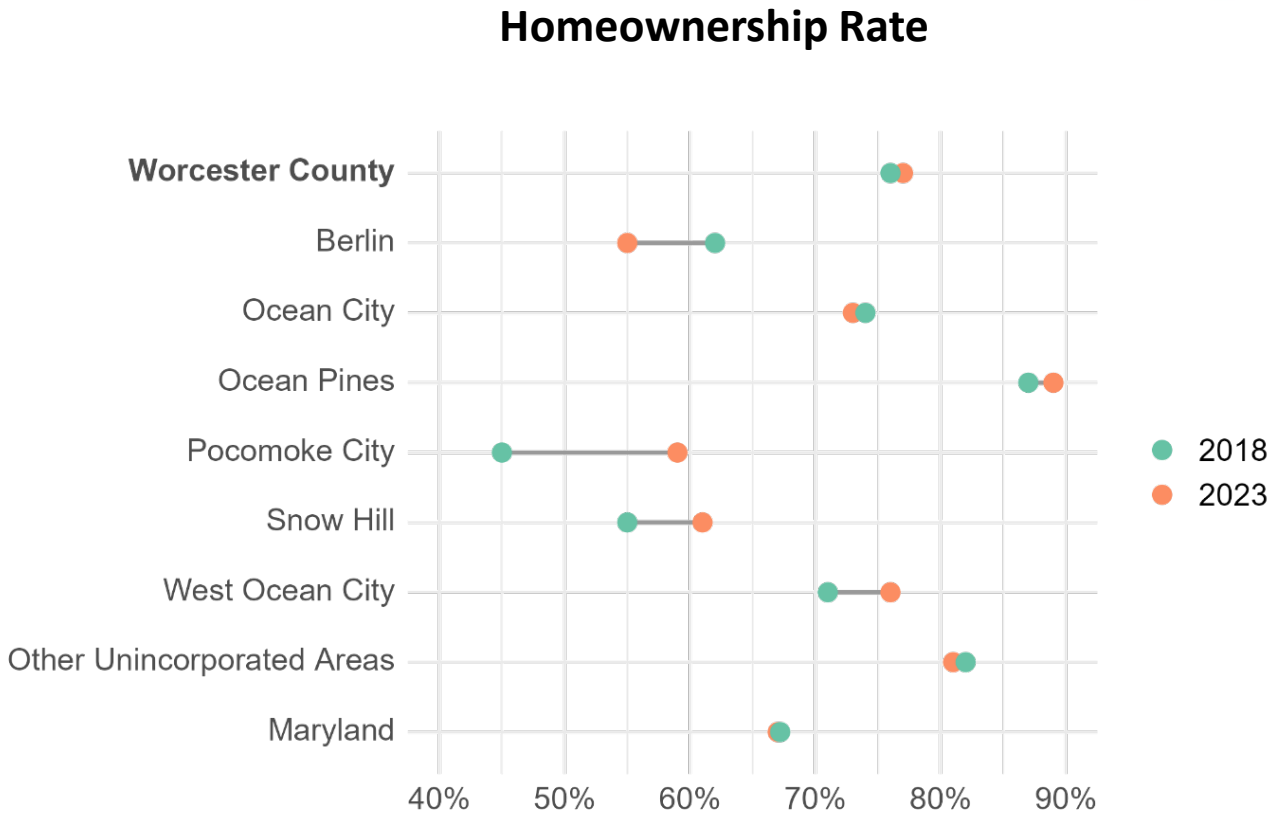
- **Data sources**
  - Five-Year American Community Survey
  - Bureau of Labor Statistics Quarterly Census of Employment & Wages
  - U.S. Census Bureau Longitudinal-Employer Household Dynamics
  - U.S. Census Bureau Building Permits Survey
  - Zillow
  - Maryland Department of Planning
- **Bilingual community survey**
  - Ran from Feb. 2025 to June 2025
  - Convenience sample
  - 673 responses
- **Stakeholder interviews**
  - Nonprofit housing and social service organizations
  - State housing and community development officials
  - Local community development organizations
  - Housing construction and advocacy groups
  - Real estate and development professionals



Matrix

Demographics

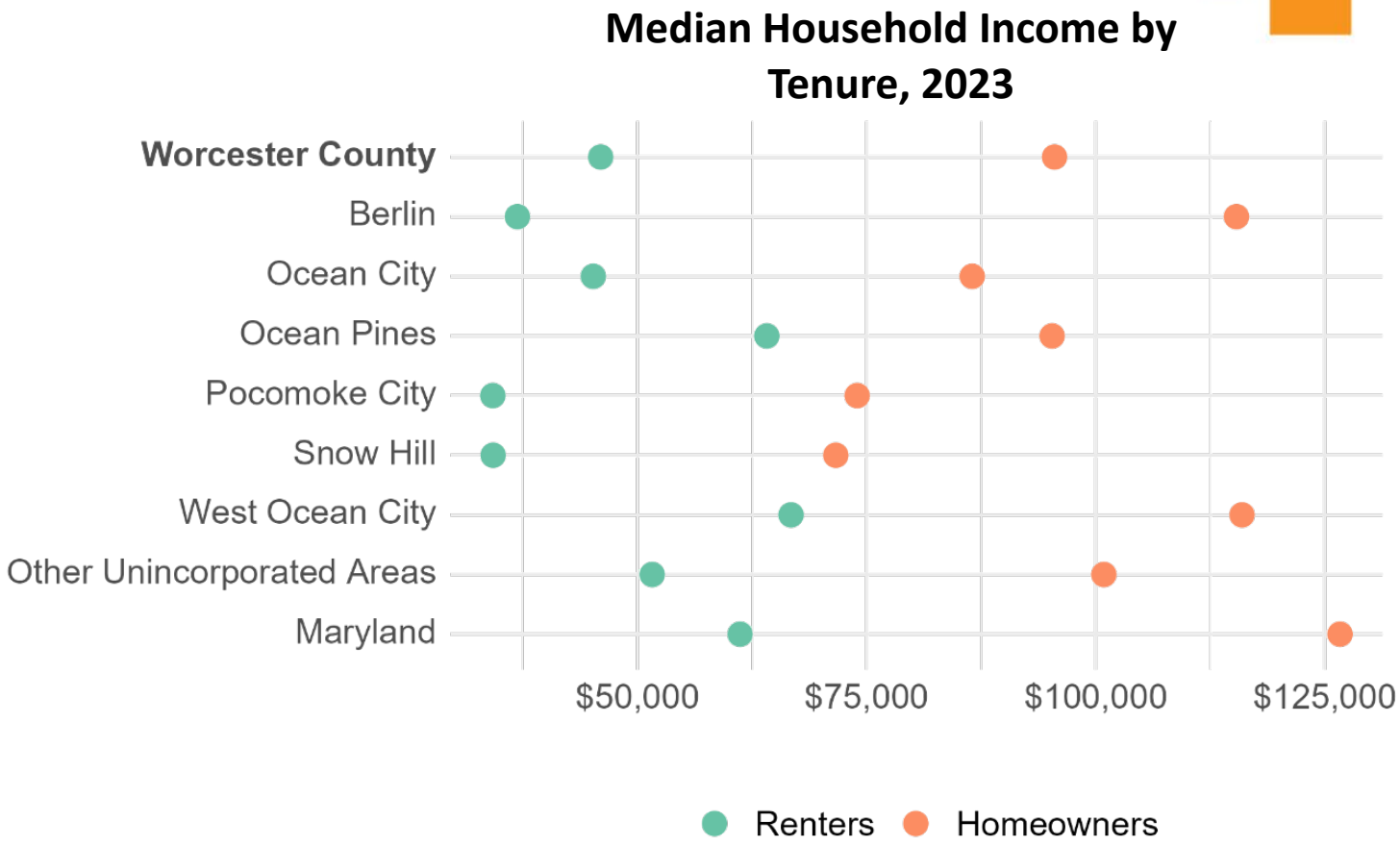
- Population up 4% since 2020 → 54,337 (2024); projected ~63,000 by 2050
- 65% of residents live in unincorporated areas
- Median age: 50.7 (MD: 39.3), with heavy senior concentrations in Ocean City and Ocean Pines
- Average household size: 2.2 (smaller than state)
- Overcrowding localized in Berlin, Pocomoke City, Snow Hill
- Education: 33% with bachelor's or higher (state: 42%)



Source: 2023 Five-Year ACS

Economic & Workforce Profile

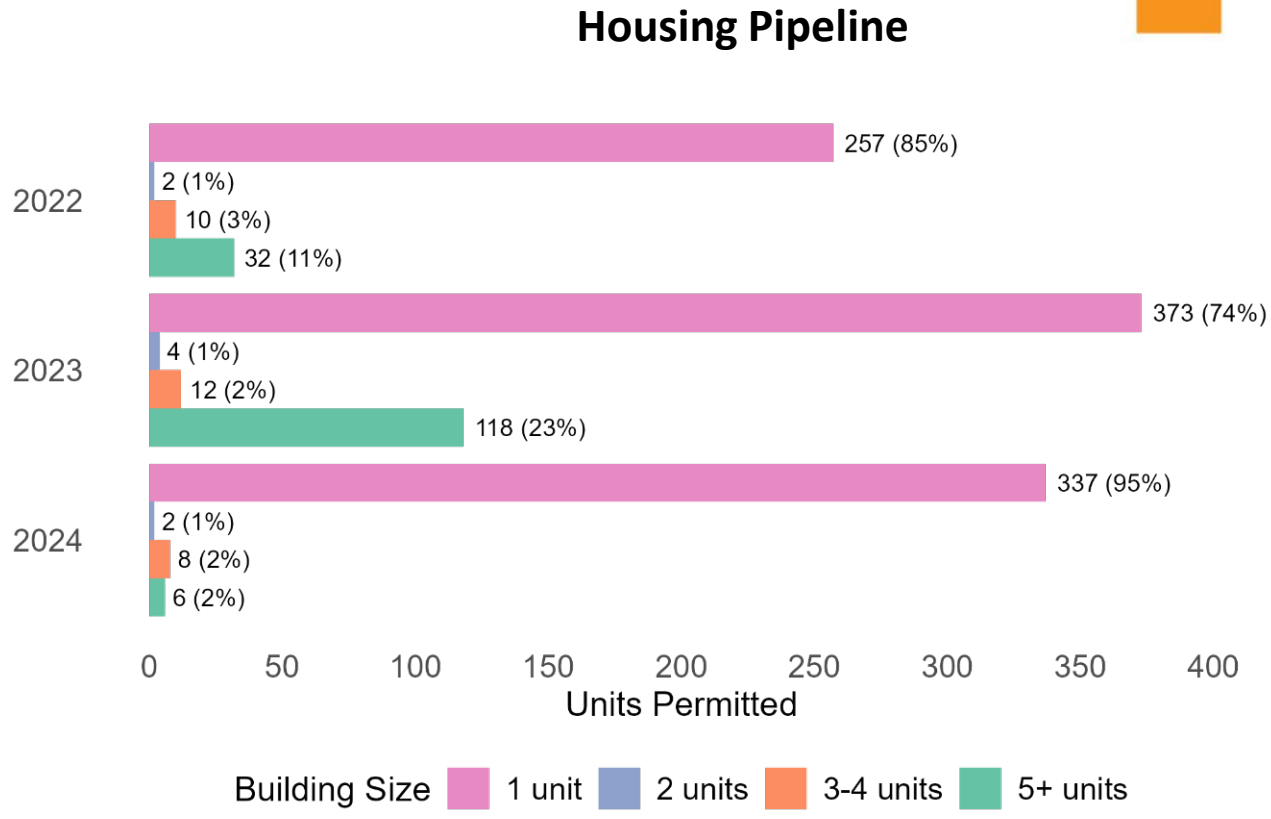
- Real median household income up 10% since 2018 (to $81,455, about $20k below MD)
- Incomes generally higher in unincorporated areas (Ocean Pines: $91,400; West Ocean City: $93,776; other unincorporated areas: $92,228)
- Wide income disparity between homeowners ($95,497) and renters ($45,977)
- Tourism economy: 32% of jobs in Accommodations & Food Services, with $33k avg. earnings
- Avg. earnings across all sectors: $45,653



Source: 2023 Five-Year ACS

Housing Stock

- 56,585 total units: 43% single-family detached
- Ocean City is home to 95% of units in large multifamily buildings; rest of county is single-family oriented
- 353 units permitted in 2024 (95% single family)
- 53% of all housing vacant for seasonal or recreational use, representing a major supply constraint
- Rental and for-sale vacancies have risen since 2018, but seasonal housing complicates measurement



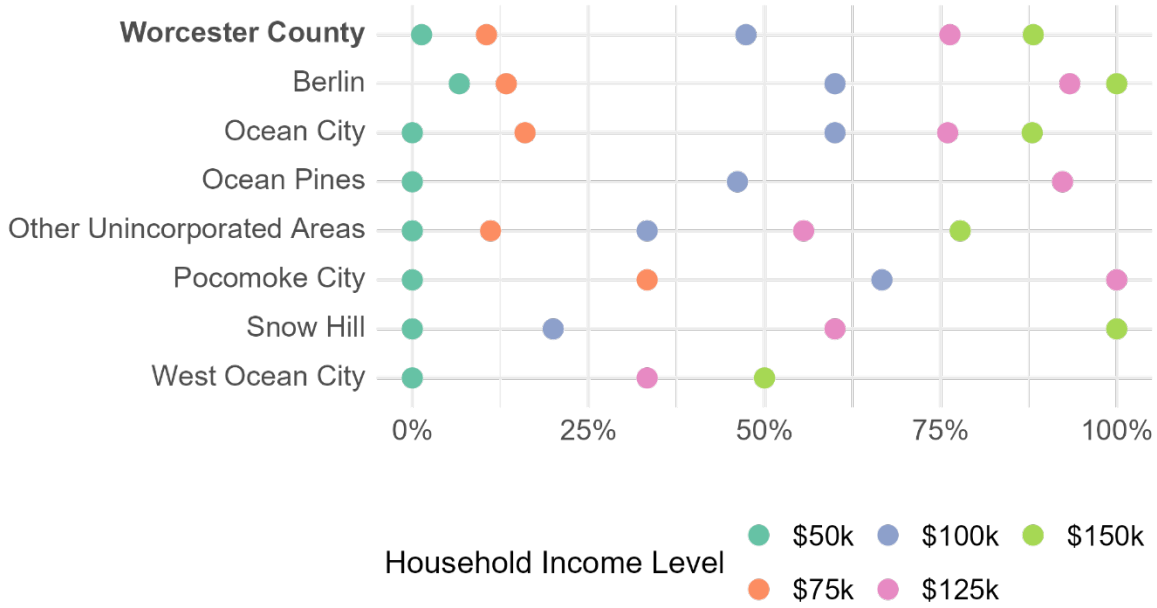
Source: U.S. Census Building Permits Survey

Matrix

Housing Market

- **Rental market**
  - Typical rent (May 2025): $2,228, up 13% year-over-year and requiring approximately $100k income
  - 1% of listings affordable at $50K income; 11% at $75K
  - 53% of renters cost burdened (including 26% severely burdened), with highest rates in West Ocean City, Ocean City, and Ocean Pines
- **Homeownership market**
  - Typical home value (May 2025): $428,087
  - Unincorporated communities command the highest home prices outside Ocean City (West Ocean City: $490K; Ocean Pines: $410K; other unincorporated areas: $459K)
  - 3% of recent sales affordable at $50K income; 10% at $75K
  - 31% of mortgaged homeowners are cost burdened, about twice the rate of homeowners without a mortgage
  - Median monthly homeowner costs: $1,865 with a mortgage; $677 without

Share of Affordable Rental Listings by Income Level



Source: Zillow

Housing Needs

- **Assumptions**
  - 0.5 units required per overcrowded household
  - 25% of in-commuters would prefer to live in the county (conservative estimate)
  - ~2,200 households expected to form through 2050
  - Allocation of needs based on existing income and tenure mix
  - Estimates represent housing needs of resident households only, excluding units used as seasonal, vacation, or short-term rentals
- **Cumulative housing needs**
  - 2023: 2,076 units (1,518 owner units and 558 rental units)
  - 2050: 4,389 units (3,278 owner units and 1,111 rental units)
  - 73% of rental need and 42% of owner need at <80% AMI

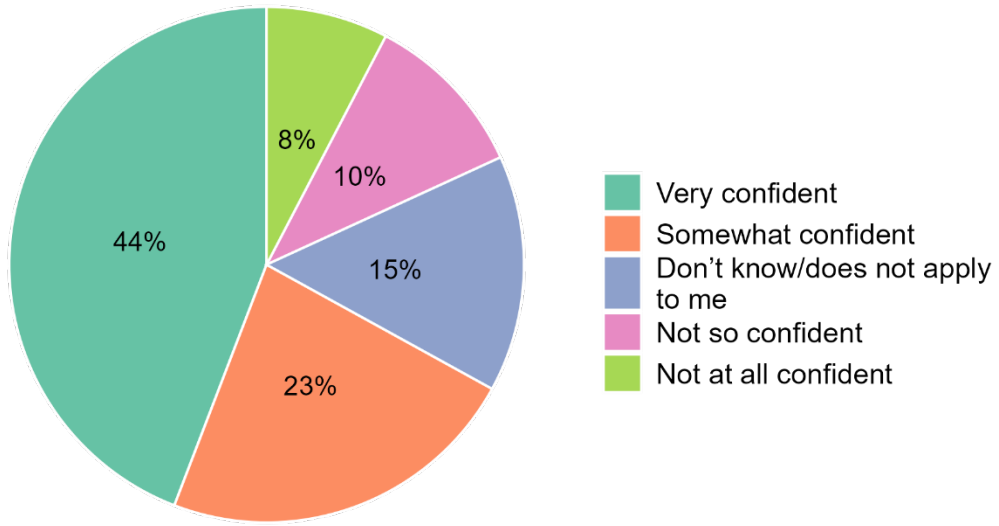


Matrix

Resident Survey Findings

- About 30% of respondents aged 18 to 35 reported living with parents due to high housing costs
- Over half of renters indicated they intend to purchase a home within the county
- 18% of respondents expressed a lack of confidence in their ability to meet their upcoming housing payment
- 41% reported limiting their consumption of food, medicine, or other essentials because of housing
- Most favored housing types: Single-family homes (35%), senior living facilities (16%), apartments (14%)
- Most pressing challenges: Affordability of homes for young people (21%), rental affordability (20%), cost of utility services (11%)

"How confident are you that you (or someone else in your household) will be able to cover your upcoming housing payment on time?"



Stakeholder Insights

- **Key challenges**
  - Sewer infrastructure constraints limit both rehabilitation and new development
  - Seasonal and geographic pressures exacerbate instability
  - Barriers to housing rehabilitation persist
- **Opportunities**
  - Reframe “affordable housing” as “workforce housing”
  - Evaluate the balance of short- and long-term rental
  - Target resources for rehabilitation and demolition



Matrix

Policy Recommendations & Funding Sources

- **Strengthen existing programs:** Continue CDBG, Housing Rehab, and Operation Rebuild; expand weatherization and Healthy Homes efforts
- **Leverage Diverse Funding:** Use federal (HOME, LIHTC, HTF, USDA) and state (RHW, SLP) resources; explore local tools like Housing Trust Fund or TIF districts
- **Expand Financial & Regulatory Incentives:** Offer grants, loans, tax credits, and fee waivers; streamline approvals with density bonuses, parking reductions, and expedited permitting
- **Utilize Public Land & Partnerships:** Donate or discount County-owned land for affordable housing; pursue public-private partnerships (PPPs) combining land, incentives, and financing tools
- **Grow Workforce & Missing Middle Housing:** Support ADUs, duplexes, and other small-scale housing; pilot employer-assisted housing programs for essential workers
- **Build Implementation Capacity:** Provide technical assistance to developers and homeowners and target resources to high-need areas

Thank you!
We welcome your questions and comments.

DEPARTMENT OF
DEVELOPMENT REVIEW AND PERMITTING
Worcester County

ZONING DIVISION
BUILDING DIVISION
DATA RESEARCH DIVISION

GOVERNMENT CENTER
ONE WEST MARKET STREET, ROOM 1201
SNOW HILL, MARYLAND 21863
TEL:410.632.1200 / FAX: 410.632.3008
http://www.co.worcester.md.us/departments/drp

ADMINISTRATIVE DIVISION
CUSTOMER SERVICE DIVISION
TECHNICAL SERVICES DIVISION

MEMORANDUM

TO: Weston S. Young, Chief Administrative Officer
FROM: Jennifer K. Keener, AICP, Director
DATE: October 28, 2025
RE: Comprehensive Plan Joint Work Session

****

Topic: Natural Resources Element, Agricultural Element and Fisheries Element review

Background: These chapters were informed with direct input from Environmental Programs and Economic Development/ Tourism. The chapters describe our natural resources and strategies used to preserve and protect those resources against various impacts.

Action requested: Feedback on the draft chapters.

Please note that any chapter language and maps are still in draft format and may be modified before the final draft plan is consolidated.

The public may view and comment upon any of the working draft chapters from our website: https://www.co.worcester.md.us/comprehensive-plan

8. NATURAL RESOURCES

Introduction

Natural resources and sensitive areas including streams, coastal bays, wetlands and their buffers, floodplains, habitats of threatened or endangered species, agricultural and forested lands, and many other protected areas and resources are important to the County to promote tourism, support forestry, agricultural, and fishing industries, and are essential to the County's quality of life and appeal for residents and visitors alike. However, these sensitive areas can be vulnerable to adverse impacts from development activities, residential and tourist use, and sea level rise. This Environmental Resources and Sensitive Areas chapter provides information and guidance on protecting these natural resources and sensitive areas. This chapter has been prepared considering the State of Maryland's Twelve Planning Visions, particularly the visions related to environmental protection, resource conservation, quality of life, and sustainability.

Goals and Objectives

Worcester County recognizes the importance of protecting its natural resources and will continue to do so by establishing and strengthening regulations and preparing for the future as climate change becomes an increasing threat. The County has developed several goals and recommendations that are discussed in more detail below:

1. **Implement resource protection, conservation, and preservation strategies that promote high water quality and protect aquatic life and ecological function throughout Worcester County.**
    - *Action Item 8.1.1:* Continue to monitor state and federal regulation changes with respect to natural resources protection and update the County code, as necessary.
    - *Action Item 8.1.2:* Continue the County's participation as a partner working within the Maryland Coastal Bays Program's Comprehensive Conservation and Management Plan (CCMP) for the restoration and protection of the Atlantic Coastal Bays.
    - *Action Item 8.1.3:* Adopt updated critical area map and continue to implement the Critical Area Program to minimize adverse effects of human activities on water quality and natural habitat and allow for development in a sensitive manner.
    - *Action Item 8.1.4:* Support State programs for the protection and the restoration of wetlands and consider a no net loss policy.
2. **Undertake land preservation and other efforts to preserve and expand open space, forests and other "greenways" to protect habitat diversity, create biodiversity corridors, and provide contiguous areas for safe movement of people and animals throughout the County.**
    - *Action Item 8.2.1:* Use codes and plan reviews to ensure native, non-invasive vegetation is preserved and/or planted along waterways, and within parks, open spaces, and public rights-of-way to the extent practicable.
    - *Action Item 8.2.2:* Establish and implement an invasive species removal program and focus on planting native species within natural areas and forest lands.

8. NATURAL RESOURCES

- *Action Item 8.2.3:* Support the continued implementation of the Forest Mitigation Plan and Accounting Procedure.
- *Action Item 8.2.4:* Consider establishing a specific no net loss of forest policy for the County within the requirements of the revised state Forest Conservation Act (FCA) law.
- *Action Item 8.2.5:* Permanently preserve agricultural land capable of supporting agricultural production.
- *Action Item 8.2.6:* Protect natural, forestry, and historic resources and the rural character of the landscape associated with farmland.
- *Action Item 8.2.7:* To the greatest degree possible, concentrate preserved land in large, contiguous blocks to effectively support long-term protection of resources and resource-based industries.

3. **Prepare for and protect against impacts to natural resources, people, and infrastructure from Climate Change and sea level rise.**
    - *Action Item 8.3.1:* To accommodate storm surges, nuisance flooding, rising sea levels, and climate change, prevent development in mapped flood zones and evaluate the appropriateness of going beyond FEMA requirements to consider additional restrictions based on projected sea level rise.
    - *Action Item 8.3.2:* Adopt local mitigation, floodplain management, and outreach activities that exceed the minimum National Flood Insurance Program (NFIP) and allow for the application for Community Rating System (CRS) participation through the Federal Emergency Management Agency (FEMA).
    - *Action Item 8.3.3:* Review the CoastSmart CS-CRAB boundary and ensure projects that are regulated under CoastSmart apply the correct horizontal limits of floodplains for consideration during design.
    - *Action Item 8.3.4:* Complete an updated inventory of eroding shorelines and consider stabilization methods to mitigate erosion for the most critical areas, with nonstructural or living shoreline approaches preferred.
    - *Action Item 8.3.5:* Complete an inventory and assess vulnerability of older commercial and residential structures to prepare for the anticipated higher frequency of heavy rainfall events and sea level rise.
    - *Action Item 8.3.6:* Direct concentrated growth away from vulnerable areas to planned growth areas to protect environmental resource and take advantage of adequate and adjacent water and infrastructure to accommodate residential and commercial expansion in an orderly, cost-effective and environmentally sustainable manner.
    - *Action Item 8.3.7:* Educate public on Maryland's new requirements for energy usage performance reporting.
    - *Action Item 8.3.8:* Educate residents on how to deal with heat waves and erratic weather to help prepare for such events and prevent the dangers of high temperatures.

8. NATURAL RESOURCES

Guiding Principles and Legislation

The guiding principles set forth in this plan help to foster protection, preservation, and conservation of natural resources and sensitive areas. Adhering to these principles provides for management of existing and future development in a way that sustains current and future populations, the environment, and the county's economic vitality. These guiding principles include:

- Careful management of natural resources and sensitive areas with goals of restoring and maintaining healthy natural systems.
- Focusing future growth within existing growth areas to ensure protection of natural resources and sensitive areas and to create resilient communities.
- Leveraging existing environmental programs and establishing new initiatives that foster universal stewardship of natural resources and sensitive areas, resulting in sustainable communities and protection of the environment.
- Collaboration with government, businesses, and residents for creation and maintenance of hazard-resilient communities that balance sustainable growth and resource protection.
- Encouraging opportunities with respect to the County's tourism and resource-based economy.

Legislation and Policies

The State's Land Use Article, which incorporates the provisions of the 1992 Economic Growth, Resource Protection, and Planning Act, requires local governments to include a "Sensitive Areas" element in their Comprehensive Plans. This element must include goals, objectives, principles, policies, and standards designed to protect the following sensitive areas from the adverse impacts of development:

- Streams or wetlands and their buffers
- Floodplains
- Habitats of threatened or endangered species
- Steep Slopes
- Agriculture or forest lands intended for resource protection or conservation
- Other areas in need of special protection

Maryland Land Use Article also requires comprehensive plans to include a Mineral Resources Element. The element must incorporate land use policies and recommendations for regulation necessary:

- To balance mineral resource extraction with other land uses.
- To the extent feasible, prevent the preemption of mineral resource extraction by other uses.

The County has a comprehensive program in place to protect natural resources and sensitive areas, including adherence to State and federal regulations and protections within the County ordinances and the development code. The County will monitor State and federal regulation changes with resource to natural resources and sensitive areas protection and will update ordinances, as necessary.

8. NATURAL RESOURCES

Federal and State Regulations

- **Clean Water Act, Section 404**. The US Army Corps of Engineers (USACE) regulates the discharge of dredged or fill material into wetlands. The USACE district office determines whether various activities such as placement of fill material, levee and dike construction, mechanized land clearing, land leveling, transportation infrastructure construction, and dam construction require a permit.
- **Endangered Species Act.** The primary purpose of this Act is to protect wildlife, fish, and plants that are listed as threatened or endangered species by prohibiting their import or export and by preparing plans for their recovery.
- **Maryland Department of the Environment**, **Land Management Administration (LMA).** The LMA is responsible for licensing and permitting processes associated with mining activities, sewage sludge utilization, refuse disposal, groundwater discharge permits for rubble landfills, and other related permitting to protect the environment.
- **Maryland Forest Conservation Act.** The main purpose of this Act is to minimize the loss of Maryland's forest resources during land development by making the identification and protection of forests and other sensitive areas an integral part of the site planning process. Depending on the type or size of proposed development, Forest Stand Delineations and Forest Conservation Plans may be required
- **Maryland Non-tidal Wetlands Protection Act.** The Maryland Department of the Environment (MDE), Nontidal Wetlands and Waterways Division ensures there is no overall net loss of non-tidal wetland acreage and reviews the following construction activities: grading or filling, excavating or dredging, changing the existing drainage pattern, disturbance of water levels or water table, or destroying or removing vegetation. Permits are required for activities that alter a non-tidal wetland or wetland buffer.
- **Chesapeake Bays and Coastal Bays Critical Areas Program.** The Maryland General Assembly passed the Chesapeake Bay Critical Area Protection Program legislation in 1984 due to the decline of certain Chesapeake Bay natural resources. The Act was amended in 2002 to include the Maryland Atlantic Coastal Bays. The Critical Area includes all land within 1,000 feet of Maryland's tidal waters and tidal wetlands. It also includes the waters of the Chesapeake Bay, the Atlantic Coastal Bays, their tidal tributaries, and the lands underneath these tidal areas. As a result, each Maryland county and municipality fronting the Bay or its tributaries had to adopt a local Critical Area Plan and development ordinances, based on criteria established by the Critical Area Commission, which required that new development within the Critical Area minimize impacts on the Bay's water quality and plant, fish, and wildlife habitat.
- **Maryland Tidal Wetlands Act.** MDE manages tidal wetlands and provides resource protection for the activities such as filling open water and vegetated wetlands, construction of piers, bulkheads, revetments, dredging, and marsh establishment.
- **Maryland's Stormwater Management Act of 2007**. These regulations, effective May 4, 2009, require Environmental Site Design (ESD) through the use of nonstructural best management practices and other better site design techniques to be implemented to the maximum extent practicable.
- **Policy for Nutrient Cap Management & Trading**. MDE has developed this policy to support restoration of the Chesapeake Bay watershed while accommodating expected population growth.

8. NATURAL RESOURCES

While the trading regulations presently apply only to the Chesapeake Bay basin, Worcester County has requested the extension of nutrient trading regulations to the Atlantic Coastal Bays watershed.

- **Water Quality Infrastructure Program.** This program, administered by MDE, provides grants and loans for sewage treatment and drinking water system upgrades through the State's Biological Nutrient Removal (BNR) Cost-Share Grants Program, Supplemental Assistance Program, and State Revolving Loan Fund (SRF).
- **Living Shorelines Protection Act.** The Living Shorelines Protection Act of 2008 requires Maryland shoreline property owners to use natural materials to prevent erosion, except in areas where it can be demonstrated that these measures are not feasible. In making feasibility determinations, MDE considers areas of excessive erosion, areas subject to heavy tides, and areas too narrow for effective use of nonstructural measures. The goal of the act is to help communities become more resilient to climate change.
- **Robert T. Stafford Disaster Relief & Emergency Assistance Act**. In 2000, the Stafford Act enacted the Disaster Mitigation Act and, by FEMA's Interim Final Rule published in 2002, established in the Maryland Code that each Maryland jurisdiction adopt and maintain a Hazard Mitigation Plan (HMP). The HMP ensures eligibility for funding and technical assistance from State and federal hazard mitigation programs. It addresses natural hazards determined to be of high and moderate risk as defined by the updated results of the local hazard, risk, and vulnerability summary. Natural hazards continue to be evaluated during 5-year update cycles and include sea level rise and coastal resiliency planning priorities.
- **Chesapeake Bay Restoration Act.** This Act and subsequent policies, programs, and regulations address Bay restoration. This Act established the Chesapeake Bay Restoration Fund administered by MDE for upgrading the 66 largest wastewater treatment plants to Enhanced Nutrient Reduction (ENR) standards. This Act established the Septic Upgrade Program to remove nitrogen, and the fee paid by onsite sewage disposal system (OSDS) or septic users to fund the upgrade of septic systems with nitrogen-reducing technologies through the Septic Upgrade Program as well as connections of septic systems to sewers.
- **Maryland Model Floodplain Management Ordinance (FPMO).** MDE prepared the Maryland Model FPMO (January 2018) in response to the requirement that local jurisdictions adopt regulations that are fully compliant with the requirements of the National Floodplain Insurance Program (NFIP). For most communities, the requirement to update regulations is triggered by revisions to the Flood Insurance Rate Maps (FIRMs) and associated Flood Insurance Study (FIS).
- **Maryland Coastal Bays Program.** The Maryland Coastal Bays Program is one of the 28 National Estuary Programs receiving EPA funding for the restoration and protection of "estuaries of National significance." This grassroots, multi-stakeholder program collaborates to restore and protect the Maryland Coastal Bays watershed, which supports abundant wildlife, aquatic resources, and serves as a unique opportunity for tourists and residents to relax and recreate (the watersheds are both rural and urban). The towns of Ocean City and Berlin cooperate with the National Park Service, Worcester County, the EPA, and the Maryland Departments of Natural Resources, Agriculture and Environment and Planning to establish and implement a comprehensive plan (CCMP) for management of this sensitive resource.

8. NATURAL RESOURCES

- **Rural Legacy Program.** The Rural Legacy Program was created to discourage sprawl development and protect areas, designated by local government, for future generations to enjoy. Under the program, landowners sell or donate their development rights as an alternative to developing or subdividing their land or selling their property to developers. This option provides farmers and landowners the ability to retain ownership to continue growing crops, harvest timber or limited raising of livestock (similar to the MALPF program). Purchasing and placing perpetual easements also helps to protect natural resources in areas identified as particularly important to conserve, therefore supporting protection of water quality and habitat through additional protections including vegetated buffers and limitations on impervious surface. In Worcester County specifically, these easements provide habitat and water quality benefits to the Coastal and Chesapeake Bays and the local watersheds. This program is funded through DNR Project Open Space Funds and State general obligation bonds. Worcester County has developed three Rural Legacy Areas (RLAs): The Coastal Bays (Chincoteague Bay Watershed) RLA, established in 1999, The Dividing Creek RLA, established in 2008, and the Bishopville-Showell RLA, established in 2024. To date, the County has protected over 13,300 acres of farmland and forests. The county has a goal of protecting an additional 2,000 acres within each Rural Legacy Area within the next 10 years.
- **Watershed Planning.** Watershed restoration plans (WRAS) have been completed for the Isle of Wight, Newport and Sinepuxent Bay subwatersheds. These documents provided a strategy for watershed protection and improvement, and outline locations and priorities for land use, best management practices (BMPs) and restoration of wetlands, habitats, and waterways. The WRAS program in Maryland has been molded into the WIP Phase III program for Chesapeake Bay watershed, and as part of the combined Coastal Bays Watershed Plan prepared in 2019 for the Atlantic Coastal Bays Watersheds for TMDL compliance as there was no comparable plan enacted for WIPs for the Coastal Bays. The Assawoman Watershed component of that plan has received plan approval from MDE and the EPA, making it eligible for Section 319 grant funding.
- **Maryland Environmental Trust.** The Maryland Environmental Trust (MET) was created in 1967 to protect Maryland's natural environment and is the state's primary recipient of donated conservation easements. MET is affiliated with the Maryland Department of Natural Resources (DNR) and governed by a citizen board of trustees. It is one of the oldest and largest land trusts in the country and has protected over 129,000 acres of scenic open space, primarily with donated conservation easements. It seeks to protect farms and forest lands, wildlife habitat, waterfront acreage, natural areas, historic sites, and valuable scenic features. MET and its cooperating local land trusts prefer to accept donations on lands greater than 25 acres, though there is no fixed minimum parcel size. Donations are accepted throughout the year. A property owner may benefit from a donated conservation easement by the federal income tax deduction, the Maryland property tax credit, the Maryland income tax credit, and through estate tax savings. MET promotes the protection of natural, historic and scenic resources through its Land Conservation Program, Stewardship Program and Land Trust Assistance Program and provides grants to non-profit organizations for environmental education projects through its Keep Maryland Beautiful Program. In Worcester County, most easements held by MET are co-held by the Lower Shore Land Trust.
- **Maryland Agricultural Land Preservation Foundation.** The Maryland Agricultural Land Preservation Foundation (MALPF) purchases agricultural preservation easements that forever restrict

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development on prime farmland and woodland. Worcester County continues to have a "certified" agricultural land preservation program (as of July 1, 2004). This allows the county to retain additional transfer tax and access additional state funding match for purchase of agricultural easements through MALPF.

County Regulations

The following is a list of key County code sections that pertain to natural resources and sensitive areas:

- **NR 1-III: Agricultural Land Preservation.** Agricultural land preservation program that protects agricultural land and woodland from development. This program allows owners of qualifying land to sell easements to the state, permanently protecting their land for agricultural use. Efforts to preserve agricultural land also leads to the protection of wildlife and the environmental quality of the Chesapeake and Coastal Bays and their many valuable tributaries.
- **NR 1-IV: Forest Conservation.** The Worcester County Forest Conservation Law was enacted under the Maryland Forest Conservation Act, which requires all county governments to adopt local forest conservation programs. The purpose of the Worcester County Forest Conservation Program is to "preserve, protect, and establish forest areas in conjunction with certain land development activities."
- **NR 2-I: Shoreline Construction.** The Natural Resources Division of the Department of Environmental Programs is responsible for all aspects of the Shoreline Construction process. These responsibilities include the intake, review, and approval of applications during the beginning stages of the project and also subsequent permitting and inspections duties that occur during the construction and/or installation of improvements to ensure they are completed in accordance with their approved plan and building standards.
- **NR 3-I: Coastal Bays Critical Area.** The County completed a comprehensive update of the Critical Areas ordinance in July 2024 with Bill No. 24-05. This update included all state regulatory changes relevant to the Critical Areas law and combined the Atlantic Coastal Bays and Chesapeake Bay codes into a single ordinance.
- **BR 2-III: Floodplain Management.** The purpose of this Chapter is to protect human life, health, and welfare; encourage utilization of construction practices to prevent or minimize future flood damage; minimize flooding of water supply and sanitary sewage disposal systems; maintain natural drainage; reduce financial burdens by discouraging unwise design and construction in areas subject to flooding; minimize need for rescue and relief efforts associated with flooding; minimize prolonged business interruptions; minimize damage to public facilities and utilities; reinforce those building in and occupying special flood hazard areas should assume responsibility for their actions; minimize impact of development on adjacent property within and near flood prone areas; provide and maintain flood storage and conveyance functions; minimize development impact on the natural and beneficial functions of floodplains; prevent floodplain uses that are hazardous or environmentally incompatible; and meet participation requirements of the National Flood Insurance Program (NFIP).

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Significant Updates Since the 2006 Comprehensive Plan

Since the adoption of the 2006 Comprehensive Plan, Worcester County has adopted and passed multiple environmental resolutions and bills. These include:

- **The 2006 Comprehensive Plan Amendments**. The 2006 Comprehensive Plan was amended in 2009 to add a Priority Preservation Areas Element (PPA) to identify specific areas of the county where agricultural land preservation is highest priority, to institutionalize the County's certified Agricultural Preservation Program and further the county's conservation objectives to ensure the long-term viability of agricultural and forestry resources in the County. The plan was also amended in 2011 to add a Water Resources Element (WRE) which detailed examinations on suitability of water and water resources that will be adequate for the needs of existing and future development proposed in the Land Use Element of the Comprehensive Plan.
- **Resolution 12-7 Adopting 2012 Land Preservation, Parks and Recreation Plan.** The County updated and replaced the 2006 Plan, which identifies specific actions for improving parks, recreation, and open space preservations in Worcester County. Plans were also adopted in 2017 and 2023.
- **Resolution 14-22 Adopting 2014 Hazard Mitigation Plan Update.** The County updated and replaced the 2006 Hazard Mitigation Plan to include new data, mapping, HAZUS Level 2 Analysis, status of 2006 recommendations and new Mitigation Strategies and Actions.
- **Resolution 18-6 Adopting 2017 Land Preservation, Parks, and Recreation Plan.** The County updated and replaced the 2012 Plan.
- **Resolution 18-10 Adoption of Hurricane Evacuation Zone Maps Under FEMA's Know Your Zone Program.** Developed and adopted Hurricane Evacuation Zone Maps in support of the Know Your Zone Program to help educate the public on knowing when to evacuate a specific area in the event of a hurricane or other critical emergency.
- **Resolution 19-4 Adopting Revisions to 2017 Worcester County Land Preservation, Parks and Recreation Plan.** The County adopted proposed revisions to the 2017 Plan, including an updated total acreage of land protected by Lower Shore Land Trust.
- **Resolution 20-31 Adopting the 2020 Worcester County Hazard Mitigation and Resilience Plan.** The County adopted the 2020 Worcester County Hazard Mitigation and Resilience Plan, which identifies various hazard types, associated risks, and ways to address vulnerabilities.
- **Resolution 22-3 Modifying the Land Classification Designation for a Single Property in the Atlantic Coastal Bays Critical Area to Correct a Mapping Error.** The County amended a mapping area for a property in the Coastal Bays Critical Area. The land use classification for this property was amended from Resource Conservation Area (RCA) to Limited Development Area (LDA).
- **Bill 20-3 Natural Resources – Special Events in Resource Conservation Areas.** Establishes certain standards for events within Resource Conservation Areas of the Atlantic Coastal Bays Critical Area, including: activities must generally occur outside of the buffer area, and requiring compliance with and protection of Habitat Protection Areas.
- **Bill 20-4 Natural Resources – Forest Conservation Law.** Repealed and reenacted a subsection of the Worcester County Forest Conservation Law regarding the amount of payment in lieu of afforestation and reforestation to require a person subject to this law to demonstrate to the satisfaction of the

8. NATURAL RESOURCES

Department that they are unable to accomplish afforestation or reforestation onsite or offsite and appropriate credits generated by a forest mitigation bank in the County or in the same watershed are not available, before they shall be permitted to contribute money into the Forest Conservation Fund. Also established a rate of thirty and one half (30.5) cents per square foot for payments in lieu of afforestation and reforestation for projects located within a priority funding area, and 120 percent of the aforesaid rate for projects located outside a priority funding area, and provided that said rate may be adjusted annually for inflation.

- **Bill 21-8 Natural Resources – Critical Area Law.** Various changes were made to the Critical Area Law as written in the Worcester County Annotated Code, primarily to update it to reflect current State regulations.
- **Bill 23-09 – LRPRP Update.** This update reflected MDOT bikeways grant for 611 and the shared use path network along with new analysis and goals discussion and a revised Capital Improvements Program (CIP) that includes information from municipalities. The update also summarized public feedback on recreational/open space needs, updated parks and recreation inventory, and provides a level of service, proximity analysis and equity analysis to identify deficiencies and support the CIP.
- **Bill 24-05 Natural Resources – Worcester County Critical Area Law.** Amended the Worcester County Chesapeake and Atlantic Coastal Bays Critical Area Law to update and combine the Chesapeake and Atlantic Coastal Bays and their tributaries to comply with State law.

Physiography

Worcester County is part of the Delmarva Peninsula, the three-state region named for the states of Delaware, Maryland, and Virginia. This peninsula is the largest on the East Coast at 170 miles in length and 70 miles in width. Worcester County is the seventh largest County in Maryland with a land area of 490 square miles. Adjacent to the Atlantic Ocean, Worcester County provides Maryland's only ocean beach frontage with 31 miles of beach. The County's Coastal Bays afford protection for aquatic resources, support abundant wildlife, and offer recreational benefits for tourists and residents. In the western portion of the County, the Pocomoke River serves as a navigable waterway connecting to the Chesapeake Bay.

The County is in the Atlantic Coastal Plain geophysical region of the State of Maryland. The Atlantic Coastal Plain is the largest physiographic province in Maryland and is underlain by a wedge of unconsolidated sediments including gravel, silt, sand and clay **(Map 8-1 Geology).** This wedge thickens as you travel eastward to the Atlantic coastline. Mineral resources are mainly sand and gravel, which are often used by the construction industry as aggregate materials. The landforms of the Coastal Plain have an important effect upon the retention and infiltration of rainfall, the hindrance of runoff, and the discharge of groundwater by evapotranspiration.

Land elevation in the County ranges from sea level to approximately sixty feet. The topography is level to gently rolling, with most of the land lying between twenty- and forty- feet above sea level. Coastal Bay tributaries in the east provide surface drainage with the St. Martin's River provides drainage for the northernmost party of the County, and the Pocomoke River and its tributaries drain the remaining two-thirds of the County.

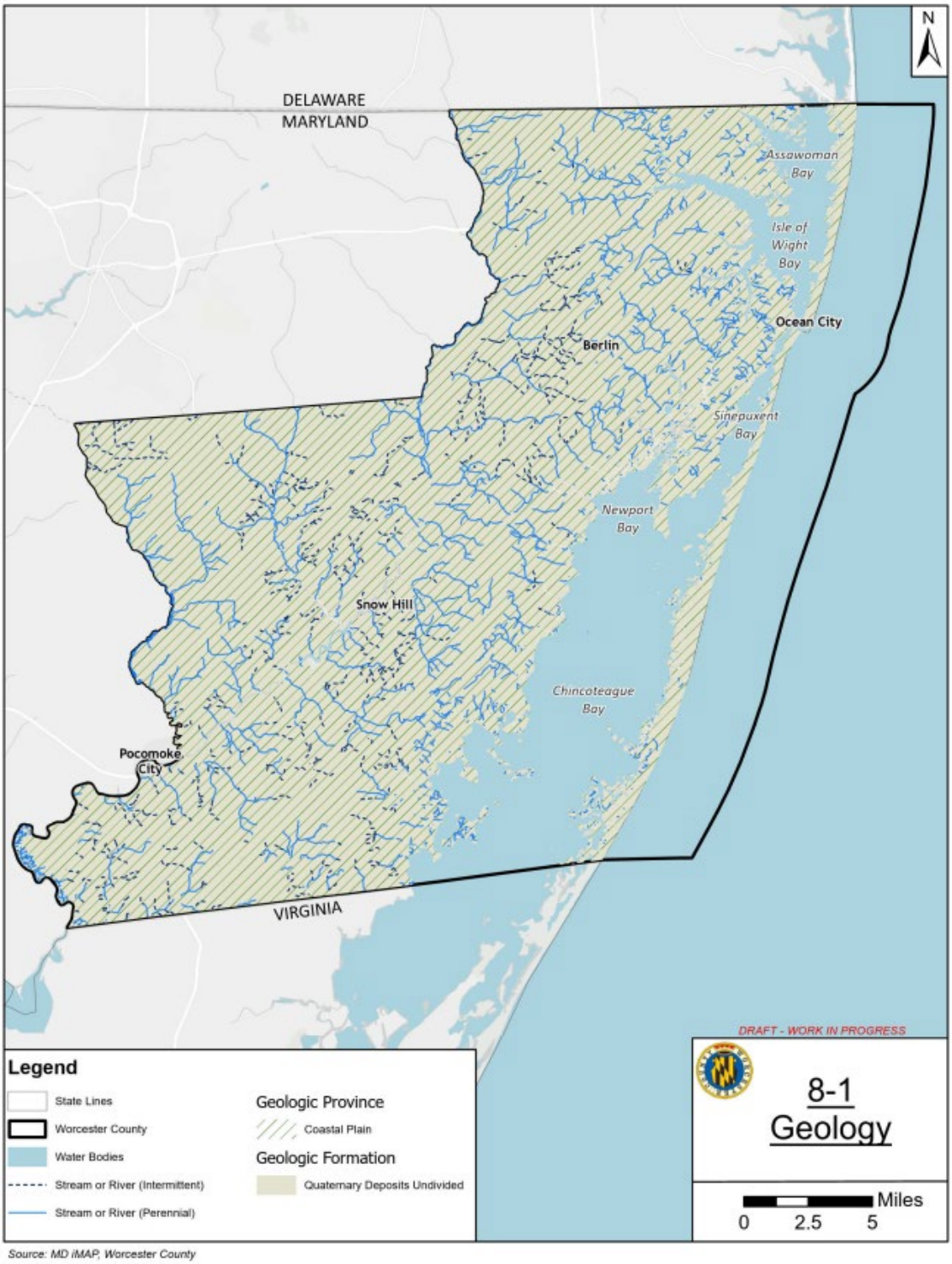
8. NATURAL RESOURCES

The Coastal Bays and their tributaries cut across a number of different historical geologic formations. The primary formations – the Omar, Ironshire, and Sinepuxent formations – were deposited and eroded as sea level rose and fell during the glacial and intervening intergalactic episodes of the Pleistocene. The most recent Quaternary deposits represent tidal marshes that developed during the most recent sea level rise or transgression, which began approximately 18,000 years ago. All these formations have one thing in common: they are composed of unconsolidated sediments, such as gravel, sand, silt and clay. While the sediments are compacted, they have not been lithified or turned into rock and are therefore easily eroded.

The Coastal Bays are bordered on the east by two barrier islands, Fenwick, and Assateague, which serve as major tourist attractions. These barrier islands enclose five bays: Assawoman Bay, Isle of Wight Bay, Sinepuxent Bay, Newport Bay, and Chincoteague Bay. Coastal processes operating along the barrier islands, particularly episodic storms that move sediment from the ocean side to the bay side of the islands or that open inlets through the islands, affect the present day geology of the Bays.

8. NATURAL RESOURCES

Map 8-1. Geology



Source: MD iMAP, Worcester County

8. NATURAL RESOURCES

Soils

The most current soil survey data is a product of the National Cooperative Soil Survey (NCSS), a joint effort of the U.S. Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS), other federal and State agencies, and local partnerships. The soil survey data identifies specific soi types and their limitations, which is important in determining whether they can support development. Examples of constraining factors can include steep slopes, wetness, depth to bedrock, frost action, shrink/swell, erosion factors, and flooding.

All seven recognized classes of natural soil drainage are represented in the County: excessively drained, somewhat excessively drained, well drained, moderately well drained, somewhat poorly drained, poorly drained, and very poorly drained. General definitions for each drainage class and the percent of soils in the County associated with each drainage class, as defined by the USDA, are below:

Excessively drained (3 percent): Water is removed very rapidly. The occurrence of internal free water commonly is very rare or very deep.

Somewhat excessively drained (3 percent): Water is removed from the soil rapidly. Internal free water occurrence commonly is very rare or very deep.

Well drained (11 percent): Water is removed from the soil readily but not rapidly. Internal free water occurrence commonly is deep or very deep; annual duration is not specified. Water is available to plants throughout most of the growing season in humid regions. Wetness does not inhibit growth of roots for significant periods during most growing seasons.

Moderately well drained (10 percent): Water is removed from the soil somewhat slowly during some periods of the year. Internal free water occurrence commonly is moderately deep and transitory through permanent rock. The soils are wet for only a short time within the rooting depth during the growing season, but long enough that most terrestrial plants that are not adapted to particularly wet conditions are affected.

Somewhat poorly drained (2 percent): Water is removed so slowly that the soil is wet at a shallow depth for significant periods during the growing season. The occurrence of internal free water commonly is shallow to moderately deep and transitory to permanent. Most terrestrial plants that are not adapted to particularly wet conditions have restricted growth unless artificial drainage is provided. The soils commonly have one or more of the following characteristics: low or very low saturated hydraulic conductivity, a high-water table, additional water from seepage, or nearly continuous rainfall.

Poorly drained (27 percent): Water is removed so slowly that the soil is wet at shallow depths periodically during the growing season or remains wet for long periods. Most terrestrial plants that are not adapted to particularly wet conditions cannot be grown unless soil is artificially drained. The occurrence of internal free water is shallow or very shallow and common or persistent. The soil, however, is not continuously wet directly below plow-depth.

Very poorly drained (22 percent): Water is removed from the soil so slowly that free water remains at or very near the ground surface during much of the growing season. The occurrence of internal free water

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is very shallow and persistent or permanent. Most terrestrial plants that are not adapted to particularly wet conditions cannot be grown unless soil is artificially drained. The soils are commonly level or depressed and frequently ponded.

The remainder of the land (22 percent) is not classified by drainage class, as it is water, developed land, or subaqueous.

Table 8-1. Worcester County Soils, groups soil descriptions by their drainage class, which refers to the frequency and duration of wet periods under conditions like those that were present when the soil formed **(See Map 8-2, Soils).** Alterations of the water regime by human activities, either through drainage or irrigation, are not a consideration unless they have significantly changed the morphology of the soil.

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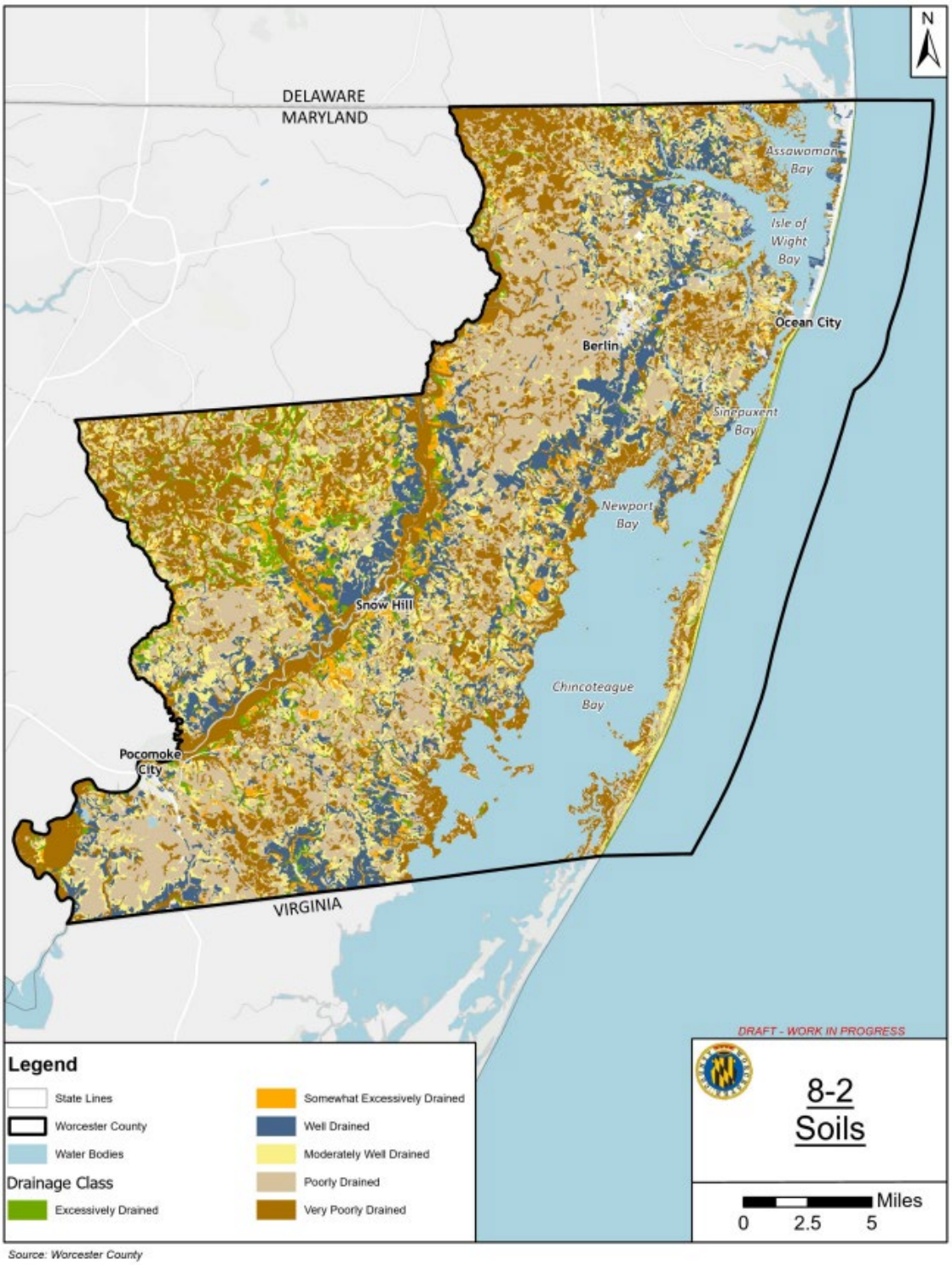
Table 8-1. Worcester County Soils

Drainage Class	Soil Name
Excessively Drained	Acquango sand, 5 to 10 percent slopes, occasionally flooded; Evesboro loamy sand, 0 to 2, 2 to 5, and 5-15 percent slopes; Runclint loamy sand, 0 to 2 and 2 to 5 percent slopes
Somewhat Excessively Drained	Cedartown-Rosedale complex, 0 to 2 and 2 to 5 percent slopes; Galestown loamy sand, 0 to 2, 2 to 5, and 1 to 10 percent slopes
Well Drained	Fort Mott loamy sand, 0 to 2 and 2 to 5 percent slopes; Hambrook sandy loam, 0 to 2 and 2 to 5 percent slopes; Matapeake fine sandy loam, 0 to 2 and 2 to 5 percent slopes; Matapeake silt loam, 0 to 2 and 2 to 5 percent slopes; Nassawango fine sandy loam, 0 to 2 and 2 to 5 percent slopes; Nassawango silt loam, 0 to 2 and 2 to 5 percent slopes; Rosedale loamy sand, 0 to 2 and 2 to 5 percent slopes; Sassafras sandy loam, 0 to 2, 2 to 5, and 5 to 10 percent slopes, Northern Tidewater Area; Udorthents, loamy, 0 to 5 percent slopes
Moderately Well Drained	Brockatonorton sand, 0 to 2 and 2 to 5 percent slopes, occasionally flooded; Hammonton loamy sand, 0 to 2 percent slopes, Northern Tidewater Area; Hammonton loamy sand, 2 to 5 percent slopes; Mattapex fine sandy loam, 0 to 2 ad 2 to 5 percent slopes; Mattapex silt loam, 0 to 2 and 2 to 5 percent slopes, Northern Tidewater Area; Woodstown sandy loam, 0 to 2 and 2 to 5 percent slopes, Northern Tidewater Area
Somewhat Poorly Drained	Klej loamy sand, 0 to 2 and 2 to 5 percent slopes
Poorly Drained	Askecksy loamy sand, 0 to 2 percent slopes; Elkton sandy loam, 0 to 2 percent slopes; Elkton silt loam, 0 to 2 percent slopes; Fallsington sandy loams, 0 to 2 percent slopes, Northern Tidewater Area; Fox Hill sand, 0 to 2 percent slopes, frequently flooded; Hurlock loamy sand, 0 to 2 percent slopes; Othello silt loams, 0 to 2 percent slopes, Northern Tidewater Area; Zekiah sandy loam, frequently flooded
Very Poorly Drained	Beaches, very frequently flooded; Berryland mucky loamy sand, 0 to 2 percent slopes; Broadkill mucky silt loam, 0 to 1 percent slopes, very frequently flooded, tidal; Boxiron and Broadkill soils, 0 to 2 percent slopes, very frequently flooded, tidal; Chicone mucky silt loam, frequently flooded; Kentuck silt loam; Longmarsh and Indiantown soils, 0 to 1 percent slopes, frequently flooded; Manahawkin muck, 0 to 2 percent slopes, frequently flooded, Northern Tidewater Area; Mullica-Berryland complex, 0 to 2 percent slopes; Nanticoke and Mannington soils, 0 to 1 percent slopes, very frequently flooded, tidal; Puckum muck, 0 to 2 percent slopes, frequently flooded, occasionally ponded; Purnell peat, 0 to 1 percent slopes, very frequently flooded, tidal; Sunken mucky silt loam, 0 to 2 percent slopes, occasionally flooded, tidal; Transquaking and Mispillion soils, 0 to 1 percent slopes, very frequently flooded, tidal

Source: NCSS Web Soil Survey

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Map 8-2. Soils



Source: Worcester County

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Mineral Resources

Sand and, to a lesser extent, gravel are the County's only mineral resources. These resources are mined and used for road fill and other construction uses. As of 2024, there were 24 active surface mines in the County.

Surface mining is defined as the breaking of the soil surface to extract or remove minerals. This includes all parts of the extraction or removal process of minerals from their original location, the processing of minerals at the site of extraction, as well as the extraction of sand, gravel, rock, stone, earth or fill from borrow pits for highway construction purposes or other facilities. Surface mining operation permits are issued by MDE. Periodically, site inspections of permitted areas occur to ensure the conditions of the permit, and the accompanying Reclamation Plan, are being fulfilled.

All discontinued surface mining operations are required to be reclaimed per MDE standards. In some cases, discontinued extraction areas transition into wetlands, ponds, and other habitats. Some discontinued areas are actively reused for extraction of dried spoils for wetland and shoreline restoration projects.

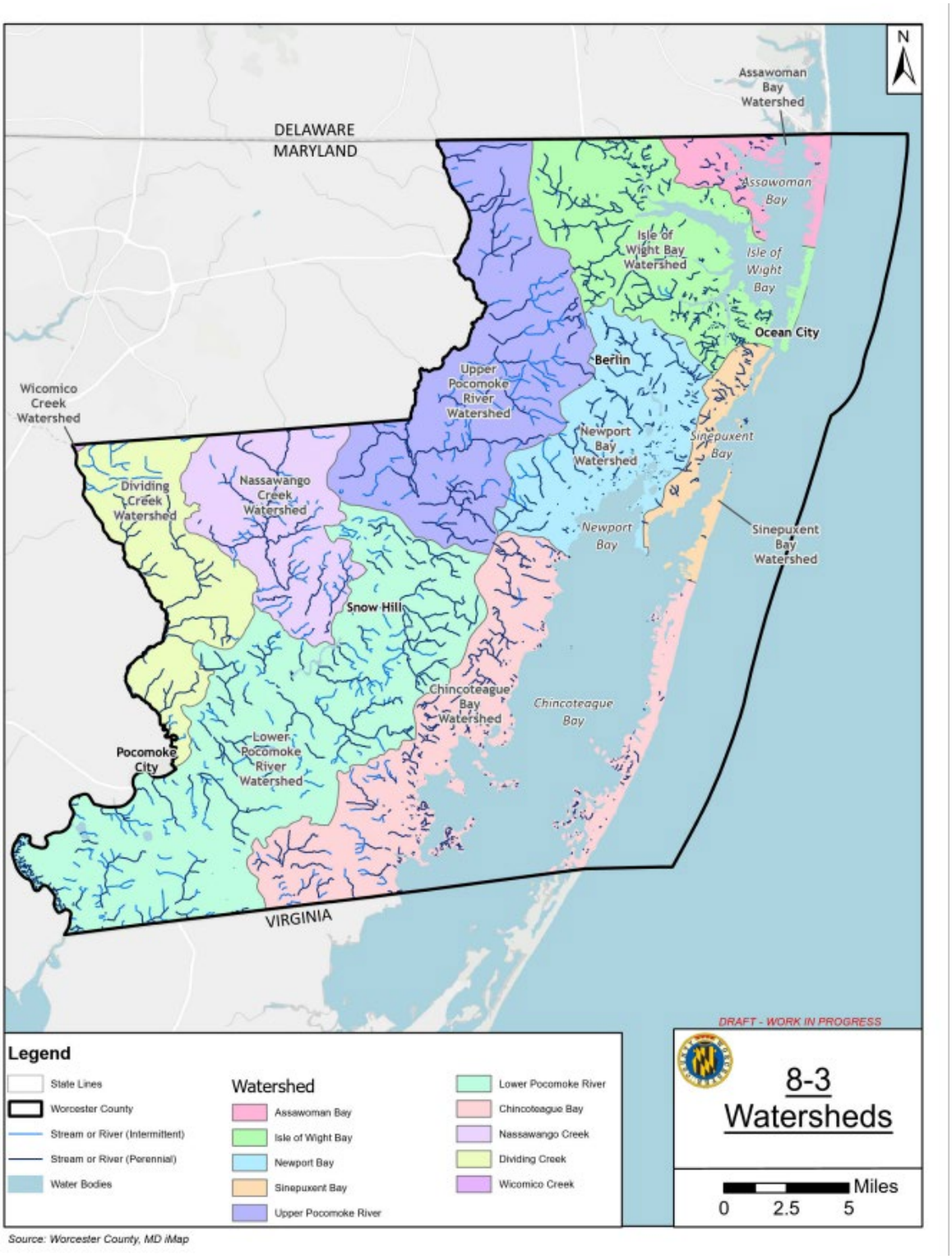
New surface mining operations are permitted within the Critical Area if identification of appropriate post-excavation uses for this land such as recreation, habitat restoration, open space, or development are accomplished according to the appropriate land management classification and other applicable County and State codes and ordinances. New surface mining operations are not permitted in the Critical Area where: important natural resources occur; highly erodible soils exist; the use of renewable resource lands would result in the substantial loss of long-range productivity of forest and agriculture, or would result in a degrading of water quality or a loss of vital habitat; lands are within 100 feet of the mean high water line of tidal waters, tidal wetlands, or the edge of streams. More information on the Critical Area can be found in the **Critical Area** section of this Chapter.

Streams and Stream Buffers

Worcester County contains ten 8-digit watersheds: Assawoman Bay Watershed, Isle of Wight Bay Watershed, Newport Bay Watershed, Sinepuxent Bay Watershed, Upper Pocomoke Bay Watershed, Nassawango Creek Watershed, Wicomico Creek Watershed, Dividing Creek Watershed, Lower Pocomoke River Watershed, and Chincoteague Bay Watershed. These watersheds contain a network of streams, tributaries, and creeks that are used for irrigation, provide important spawning grounds for fish and shellfish, help support other kinds of wildlife, support commercial and recreational fishing and attract outdoor enthusiasts. **Map 8-3. Watersheds** shows the ten watersheds in the County while **Map 8-4. Environmental Features** shows the network of waterways throughout the County.

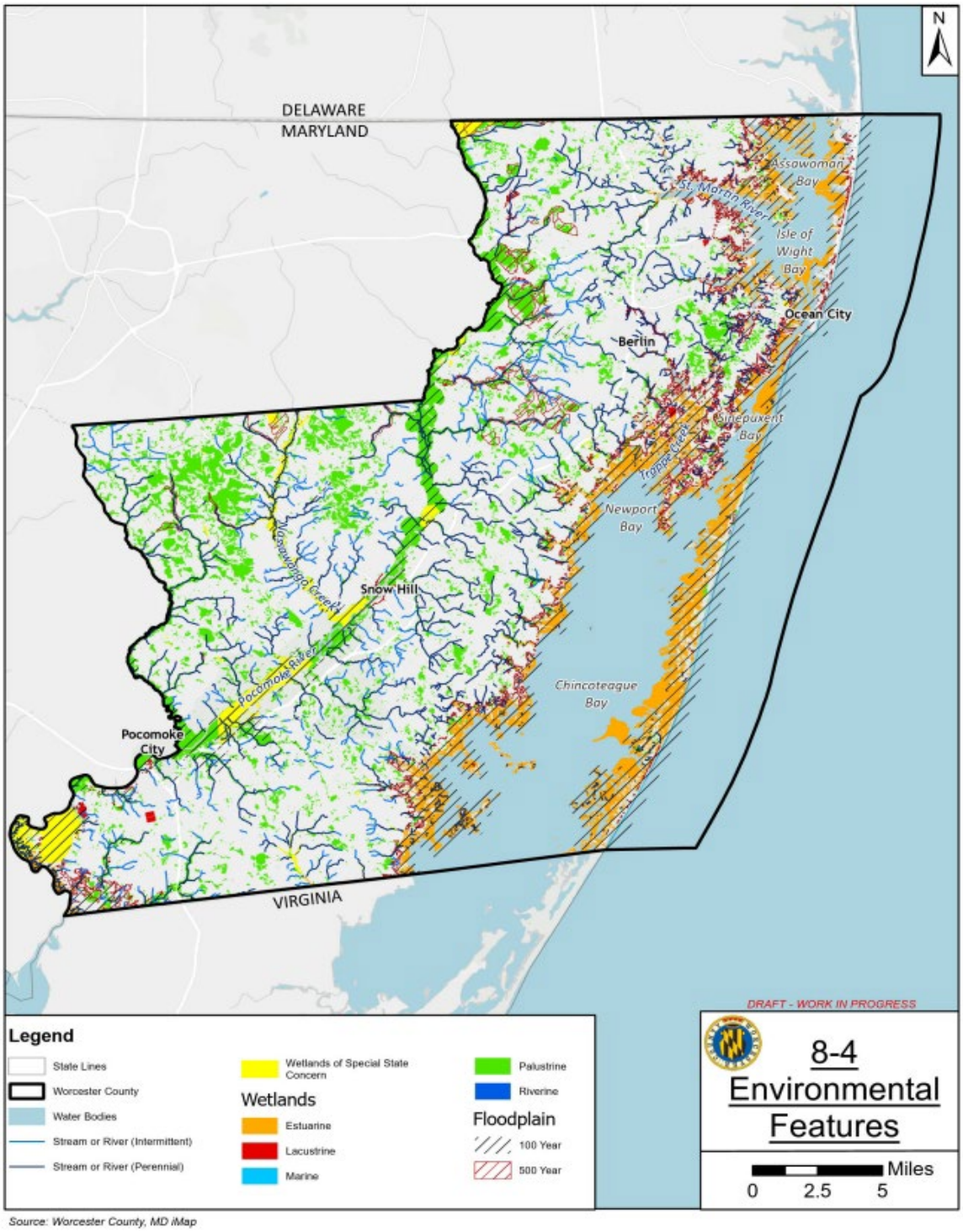
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Map 8-3. Watersheds



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Map 8-4. Environmental Features



Source: Worcester County, MD iMap

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The Pocomoke River is the main tributary of County's portion of the Chesapeake Bay Watershed. Important tributaries to the Pocomoke River include the Nassawango Creek and Dividing Creek. Associated with the upper Coastal Bays are large tidal tributaries such as the St. Martin River, Turville, and Herring Creeks, and Trappe Creek is a large tidal tributary associated with the lower Coastal Bays. Significant smaller tributaries include Manklin Creek, Greys Creek, Marshall Creek, and Roy Creek. These vital waterbodies are vulnerable to adverse impacts from development activities and certain types of agricultural practices, and their protection and regulation is a vital aspect of County plans.

Streams are categorized by the USACE based on the balance and timing of the stormflow and base flow components. Stormflow refers to streamflow that is influenced by precipitation events, such as rain and snow/snowmelt, while base flow refers to the streamflow that is sustained between those precipitation events. These include:

- Ephemeral streams – flow only during or immediately after periods of precipitation. They generally flow less than 30 days per year.
- Intermittent streams – flow only during certain times of the year. Seasonal flow in an intermittent stream usually lasts longer than 30 days per year.
- Perennial streams – flow continuously during both wet and dry times. Baseflow is dependably generated from the movement of groundwater into the channel.

Stream buffers are areas along the lengths of stream banks established to protect streams from human disturbances. They are defined by the State as an existing, naturally vegetated area or an area established in vegetation and managed to protect aquatic, wetlands, shoreline, and terrestrial environments from man-made disturbances (COMAR 27.02.05).

Stream buffers are a best management technique to reduce sediment, nitrogen, phosphorus and other runoff pollutants by acting as a filter, thus minimizing damage to streams. A healthy stream buffer will hold soil in place, filters stormwater runoff pollutants, can provide a refuge area for threatened animals and plants, hide predators from prey, and keep streams shaded and cool. The effectiveness of a buffer depends on the width and other factors such as soil erodibility, steep slopes, and wetlands. Ideal stream buffers include:

- Stream banks and steep slopes, which should remain intact to prevent erosion from clogging the stream bed and provide habitat for plants and animals.
- Streamside forests and other vegetation to provide habitat and shading, stabilize banks, and produce leaf litter to support microscopic shredders, filter feeders and decomposers that form the base of a healthy stream food chain.
- Floodplains, where most streamside wetlands are formed and where energy dissipation, natural filtration, food storage, and water storage occur.

Worcester County currently does not have a defined width for stream buffers that are not within the County's Chesapeake Bay Critical Area or Coastal Bays Critical Area but will be established with the adoption of the model floodplain ordinance. These programs generally require a minimum 100-foot vegetated buffer extending landward from the tidal water's mean high water line, tidal wetlands and

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tributary streams. It is recommended that the County establish a standard stream buffer of 100 feet for perennial streams and 50 feet for intermittent streams outside of the Critical Area.

Groundwater is a major source of the County's existing and future water supply. The land area that overlays the aquifers that contribute water to the public water supply well is defined as the County's Wellhead Protection Area. The aquifer systems providing the community water supply and the wellhead protection area are integrally connected to many surface waters and streams, making protection of both groundwater and surface waters critical for ensuring public health, safety, and welfare. The designation of Wellhead Protection Area and careful regulation of activities within these districts ensures a future supply of safe and healthy drinking water. For more information on Wellhead Protection Area, see **Chapter 11 – Water Resources.**

Critical Areas

Both Chesapeake Bay Critical Area and Atlantic Coastal Bays Critical Area are found in Worcester County. The Chesapeake Bay Critical Area was established by the Maryland General Assembly in 1984 due to concern about the decline of water quality and natural resources of the Chesapeake Bay. The Critical Area is denoted as the area of land that exists within 1,000 feet of the mean high-water line of tidal waters of the landward edge of tidal wetlands, and all waters of and lands under the Chesapeake Bay and its tributaries. Worcester County Chesapeake Bay Critical Area begins 1,000 feet beyond the head of the tide at Whiton Crossing and includes about 10,000 acres of the County that lie within the Pocomoke River Watershed. Chesapeake Bay Critical Area maps were initially based on the 1972 State Wetland Inventory maps, with updates made in each jurisdiction by the Critical Area Commission. Current tax maps showing the Chesapeake Bay Critical Area were adopted by the Worcester County Commission in September 2003, but updates have been initiated with DNR.

In 2002, Maryland's General Assembly formally recognized the five Coastal Bays unique to Worcester County and their ecological value. Over the last quarter century, these bodies of water had felt the effects of significant growth along the County's shoreline and needed protection. Like the Chesapeake Bay Critical Area, the Atlantic Coastal Bays Critical Area is denoted as the area of land that exists within 1,000 feet of the head of the tide or tidal wetlands. Current tax maps showing the Atlantic Coastal Bays Critical Area were adopted by the Worcester County Commission in November 2002, but updates hare currently underway with DNR. Both the Chesapeake Bay Critical Area and Atlantic Coastal Bays Critical area will be referred to simply as "Critical Area" for the remainder of this document.

Critical Area is broken up into different designations. These designations are classified by the land's predominant use and intensity of development and is one of the following:

- RCA—Resource Conservation Area. An area characterized by nature-dominated environments including wetlands, forests, abandoned fields, and resource-utilization activities (e.g., agriculture, forestry, fisheries activities, aquaculture).
- LDA—Limited Development Area. An area that is currently developed with low- or moderate intensity uses, which contains areas of natural plant and animal habitats and where the quality of runoff has not been substantially altered or impaired.

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- IDA—Intensely Developed Area. An area where residential, commercial, institutional, or industrial land uses are predominant and where relatively little natural habitat, if any, occurs.

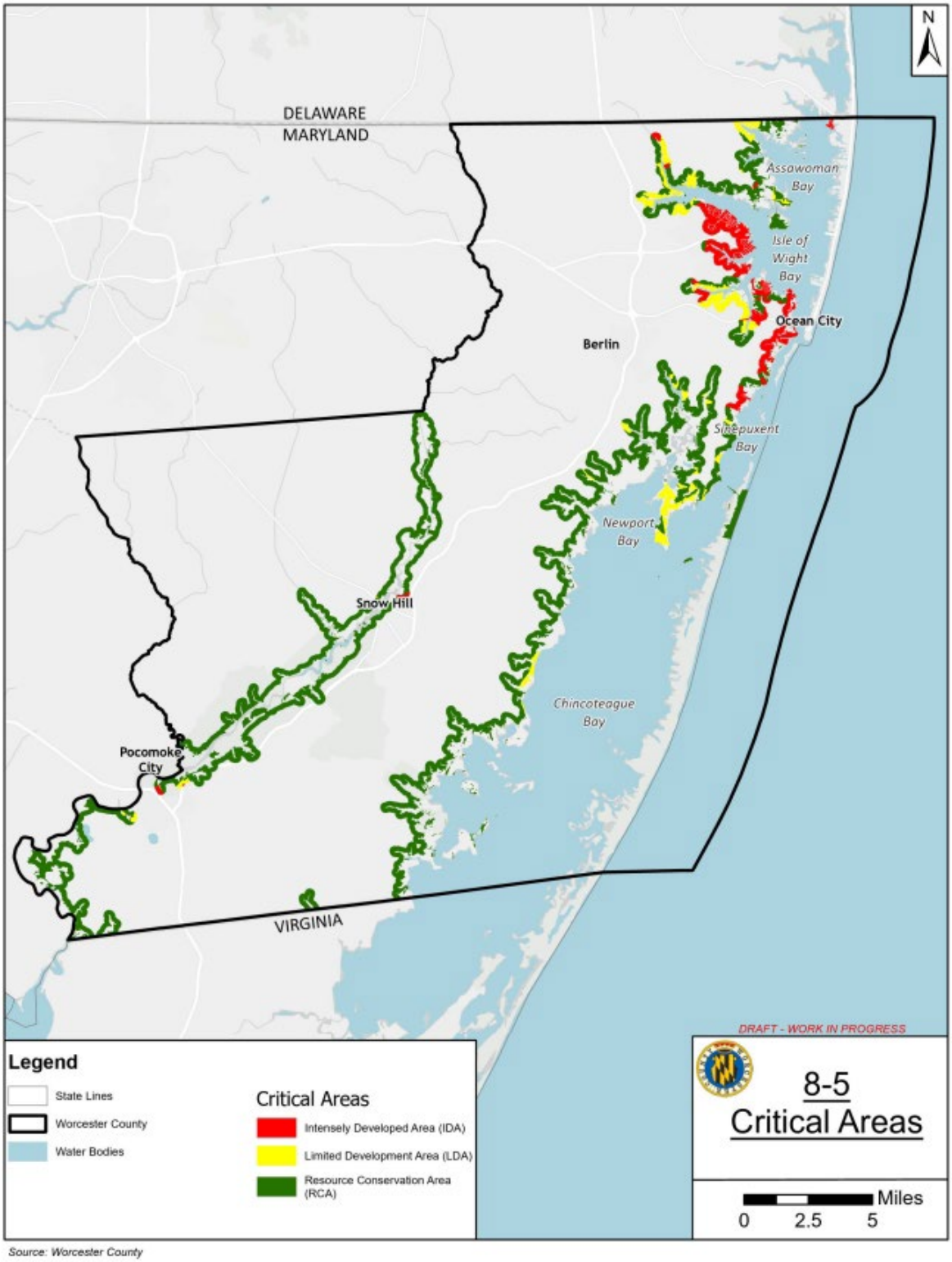
Approximately 57,671 acres of land in the County fall within the Critical Area. While development is not prohibited within the Critical Areas, it is reviewed for compliance with the appropriate designation. The most restrictive is the RCA, which limits densities to no greater than one dwelling unit per 20 acres and limits lot coverage generally to a maximum of 15% of the lot area. These areas are usually undeveloped areas characterized by agricultural use, forests, or other natural resources. Approximately 26,429 acres of the County's land area are designated as RCA.

The density and intensity of use in the LDA and IDA are established by using the underlying zoning classifications. Lot coverage in the LDA is generally limited to a maximum of 15% of the lot area. There are no lot coverage limits within the IDA, but it is required to minimize the destruction of forest and woodland vegetation and to control sediment, reduce runoff, and remove nutrients. Properties within the IDA are subject to water quality improvement requirements to offset an increased lot coverage. Approximately 3,094 acres of land are designated LDA within the County, and approximately 3,603 acres are designated as IDA.

On all waterfront properties or properties that border tidal wetlands, there is a 100-foot buffer that is measured from mean high water, the most landward extent of tidal wetlands, or the bank of tributary streams. In this area there are greater restrictions on what can legally occur relative to clearing, cutting, structures or general disturbance. In some areas, however, the restrictions are reduced. These less restrictive buffer areas are known as buffer management areas. **Map 8-5. Critical Areas** show the extent of Critical Areas throughout the County.

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Map 8-5. Critical Areas



Source: Worcester County

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Wetlands

Wetlands are defined by wetland hydrology, hydric soils, and hydrophytic vegetation (i.e., plants adapted to wet conditions). Wetlands help to reduce or mitigate flooding impacts, provide erosion control, maintain and improve water quality, support groundwater recharge, and provide habitat for various plants and animal species. Wetlands are categorized as nontidal or tidal. Nontidal wetlands are defined by the MDE as inland, freshwater areas not subject to tidal influence and are usually covered or saturated with water for long periods during the growing season. Tidal wetlands include saltwater and brackish areas as well as some freshwater habitats. These wetlands may be permanently, irregularly, or seasonally flooded.

Map 8-4. Environmental Features, shows that approximately 76,672 acres (approximately 18 percent of the County) are covered in tidal and nontidal wetlands. This map is a guidance map and likely only represents minimums. These wetlands are classified as palustrine, lacustrine, estuarine, and riverine. The most abundant type is palustrine or freshwater wetlands, which may be either tidal or nontidal, which represent 68 percent of the County's total wetlands (51,877 acres). Estuarine wetlands (salt and brackish wetlands) represent 31 percent of the County's total wetlands (24,119 acres). There is a very small percentage of lacustrine wetlands (less than 1 percent of total wetlands or 288 acres), riverine wetlands (less than 1 percent of total wetlands or 7 acres), and marine wetlands (less than 1 percent or 380 acres). Additionally, 8,026 acres or 10 percent of the wetlands in Worcester County are designated as Wetlands of Special State Concern, primarily located along the Pocomoke River and Nassawango Creek. These wetlands are considered the best examples of Maryland's nontidal wetland habitats and are designated for special protection under the State's nontidal wetlands regulations.

There are Tier II waters in Worcester, which are streams and rivers where water quality exceeds the state minimum standards and biological communities are healthy, robust, and diverse. These waterbodies have extra review and protective measures for development within their watershed areas. MDE has designated Little Mill, Nassawango, and Dividing Creek as Tier II waters. MDE divvies up Tier II waters according to their ability to maintain ecological integrity. Waters with "assimilative capacity remaining" can withstand proposed landcover changes. Those classified as "no assimilative capacity remaining" require a more in-depth analysis of the potential impacts from proposed landcover changes and may need impact mitigation.

While the United States Geological Survey (USGS) and the Maryland Department of Natural Resources (DNR) both provide generalized mapping of wetland areas, the specific location and extent of wetlands require a site-by-site analysis. Final delineation of wetland locations is required as part of the development review process.

The USACE and MDE jointly regulate the wetland activities in the County. That regulation occurs through Section 404 of the Clean Water Act, Maryland Nontidal Wetlands Protection Act, Maryland Tidal Wetlands Act, and the Waterway and 100-year Floodplain Construction Regulations. MDE also regulates shoreline activities under the Living Shorelines Protection Act, with authorization from MDE and a permit from the local government required prior to starting a project.

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Sea level rise, subsidence, erosion, and development remain the largest threats to the County's wetlands. The County has measures in place to protect wetlands, such as zoning the Pocomoke River Corridor and much of the Chincoteague Bay shoreline and shorelines of its tributaries as "RP" Resource Protection District. Currently, the total amount of RP zoned land is 86,737 acres. Additionally, much of the Nassawango Creek corridor is owned and protected by the Nature Conservancy. 7,500+ acres of the southeastern portion of the Chincoteague Bay watershed are permanently protected from development with Rural Legacy easements and approximately 1,000 acres of this area is wetlands. There are also established Rural Legacy Easements in the Lower Pocomoke River watershed and the Dividing Creek watershed. More information on efforts to preserve wetlands in the County can be found in the **Conservation Lands** section of this chapter.

Floodplains and Flood Hazards

The National Weather Service classifies flooding as "the inundation of normally dry areas due to increased water levels in an established watercourse." Floods threaten life, safety, and health and causes damage to property and infrastructure. Flooding can occur during any season of the year from a variety of sources. Riverine floodplains and coastal areas tend to be the most susceptible to flooding, however flooding can occur in other areas due to unusually long periods of heavy rainfall. There are multiple flood types, including:

- **Riverine Flooding:** Originates from a body of water, typically a river, creek, or stream, as water levels rise onto normally dry land. Water from snowmelt, rainfall, freezing streams, ice flows, or a combination thereof, causes the river or stream to overflow its banks into adjacent floodplains.
- **Flash Flooding:** Occurs when a large volume of water flows or melts over a short period, usually from slow moving thunderstorms or rapid snowmelt. These types of floods occur rapidly with significant impacts, and due to their localized nature do not have well-defined hazard areas.
- **Urban Flooding:** This type of flooding occurs due to development and the ground's decreased ability to absorb excess water without adequate drainage systems in place. This type of flooding typically occurs when land uses change from fields or woodlands to roads and parking lots. When the amount of water generated from rainfall and runoff exceeds a storm water system's ability to remove it, developed areas may flood.
- **Nuisance Flooding:** This type of flooding is associated with high tides that flow back through the stormwater system, increasing or raising the level of groundwater, and overtopping the banks and edge of waterways. The occurrence of nuisance flooding is an indicator of rising water levels in the Atlantic Ocean, Chesapeake Bay and Coastal Bays, and associated tributaries. Areas that were previously dry now flood during high tide events since the water elevation is high enough to crest the banks of waterways through outfalls that were previously high enough to prevent backflow while also allowing outflow. A Nuisance Flooding Plan was prepared in 2020 and is scheduled to be updated in 2025 and will be incorporated as a chapter within the updated *Worcester County Hazard Mitigation and Resilience Plan.*

The National Flood Insurance Program (NFIP) produces Flood Insurance Rate Maps (FIRMs) nationwide, which are a community's official map where the Federal Emergency Management Agency (FEMA) has

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delineated both the special hazard areas and the risk premium zones applicable to the community. The NFIP underwrites flood insurance coverage using the information from the FIRM and the associated Flood Insurance Study (FIS). Communities that adopt and enforce regulations that meet or exceed NFIP criteria are eligible for flood insurance. Buildings built to these regulations have lower flood risk and insurance rates.

The County participates in the NFIP with an effective date of its FIRM and FIS of July 16, 2015. The Town of Berlin, Ocean City, Pocomoke City, and the Town of Snow Hill also participate in the NFIP.

The County is prone to various forms of flooding, and FEMA's Digital Flood Insurance Rate Map (DFIRM) shows flood inundation areas that are depicted as flood zones. These flood zones include A, AE, AO, VE and X (shaded and un-shaded). Floodplains are shown on **Map 8-4: Environmental Features.**

In 2018, the MDE prepared the Maryland Model Floodplain Management Ordinance (FPMO) in response to the requirement that local jurisdictions adopt regulations that are fully compliant with the requirements of the NFIP. For most communities, the requirement to update regulations is triggered by revisions to the Flood Insurance Rate Maps (FIRMs) and associated FIS.

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Table 8-2. FEMA Special Hazard Flood Areas (SHFA) Risk Areas

Flood Zone	Description
A	Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Because detailed analyses are not performed for such areas; no depths or base flood elevations are shown within these zones.
AE	Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Base flood elevations derived from detailed analyses are provided. AE Zones are now used on new format FIRMs instead of A1-A30 Zones.
AO	River or stream flood hazard area, and areas with a 1% or greater chance of shallow flooding each year, usually in the form of sheet flow, with an average depth ranging from 1-3 feet. These areas have a 26% chance of flooding over the life of a 30-year mortgage.
Moderate Risk Areas	
X (Shaded) 0.2% or 500-Year	Moderate flood area(s), shaded area(s) shown on FIRM, are the areas between the limits of the base flood and the 0.2% annual chance (or 500-year) flood.
Minimum Risk Areas	
X (Unshaded)	The areas of minimal flood hazard, which are areas outside the SFHA and higher than the elevation of the 0.2% annual chance flood, are labeled Zone X (unshaded).

Source: FEMA

There are 88,319 acres of FEMA-mapped 100-year flood zone in the County, which equates to approximately 20 percent of the County's total land area. There are 11,123 acres of FEMA-mapped 500-year flood zones, which equates to approximately 3 percent of the County's total land area.

Undisturbed floodplains are important for moderating storm floodwaters, absorbing wave energy, and reducing erosion and sedimentation. Additional resources within floodplains, such as wetlands and stream buffers, also help to maintain water quality, provide recharge groundwater, protect fisheries, and provide habitat and natural corridors for wildlife. By protecting floodplains from development, downstream communities benefit from reduced risks and costs associated with loss of life and property.

It is important to note that FIRMs provide an analysis of flood scenarios based on past events and data. They indicate areas of high, moderate, and low risk. Future conditions are not considered. FEMA FIRMs do not account for:

- Shoreline erosion, wetland loss, subsidence, or relative sea rise
- Upland development or topographic changes
- Degradation or settlement of levees and floodwalls
- Changes in storm frequency and severity
- Effects of multiple storm events

While some of these factors do not impact the County directly, or have as great an impact as others, it is important to be aware that approximately 25 percent of flood damages nationally occur to structures

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that are outside of FEMA mapped flood hazard areas and that few, if any, standards exist nationwide for development in the areas immediately adjacent to the floodplain or outside of mapped floodplain areas.

To help the County review proposed developments, developers are required to provide detailed base flood elevation information to the County. The County then provides this information to FEMA and request revisions to floodplain maps with more accurate data as needed.

In 2000, the Stafford Act enacted the Disaster Mitigation Act and, by FEMA's Interim Final Rule published in 2002, established in the Maryland Code that each Maryland jurisdiction adopt and maintain a Hazard Mitigation Plan (HMP). The HMP ensures eligibility for funding and technical assistance from State and federal hazard mitigation programs. It addresses natural hazards determined to be of high and moderate risk as defined by the updated results of the local hazard, risk, and vulnerability summary. Natural hazards continue to be evaluated during five-year update cycles and include sea level rise and coastal resiliency planning priorities. The County's latest version of this plan is the 2020 Worcester County Hazard Mitigation and Resilience Plan.

Community Rating System (CRS)

Worcester County is not currently participating in the FEMA Community Rating System (CRS). The CRS is a voluntary incentive program that recognizes and encourages community floodplain management activities that exceed NFIP requirements. As an incentive, flood insurance premium rates are discounted to reflect reduced risk. Additional benefits of the CRS include:

- Increased opportunities for citizens and property owners to learn about risk, evaluate their individual vulnerabilities, and take action to protect themselves as well as their homes and businesses;
- Adoption of floodplain management activities that enhance public safety, reduce damage to property and public infrastructure, and avoid economic disruption and loss;
- Opportunities for communities to evaluate the effectiveness of their flood programs against a nationally recognized benchmark;
- Availability of free technical assistance for community officials in designing and implementing some activities; and
- Incentives for communities to maintain and improve their flood programs over time.

The three goals of the CRS include:

1. Reducing and avoiding flood damage to insurable property
2. Strengthening and supporting the insurance aspects of the NFIP
3. Fostering comprehensive floodplain management

These goals can be reached by implementing higher regulatory standards, establishing a robust public outreach initiative, preserving open space to reduce flooding risk and increase resiliency, and creating an emergency preparedness plan.

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It is recommended that the County consider applying for participation in the CRS as many of the activities that are awarded points in the rating system are already underway. These activities include, but are not limited to, open space preservation and establishing a Hazard Mitigation and Resilience Plan.

Coastal Bays

Atlantic Coastal Bay resources in Maryland only occur in Worcester County. There are five Coastal Bays: Newport Bay, Assawoman Bay, Chincoteague Bay, Isle of Wight Bay, and Sinepuxent Bay (see **Map 8-4. Environmental Features)**. In total, these bays boast 248 miles of shoreline and nearly 35,000 acres of wetlands. They are home to a variety of wildlife, including 360 different types of birds as well as more than 108 rare, threatened and endangered species. These five bays receive drainage from approximately half of Worcester County and have felt the effects of the significant growth along the County's shoreline over the last quarter century and area in need of protection. Because sea level rise is eroding tidal wetlands and shorelines in all the Coastal Bays in the County, each faces its own challenges and ecosystem threats based on various factors such as geography, land use, and environmental influences.

Multiple restoration projects have been completed by the Maryland Coastal Bays Program in partnership with various entities who have helped both fund and maintain efforts. These various entities include Worcester County, the Maryland Department of Transportation State Highway Administration (SHA), The Lower Shore Land Trust, the Coastal and Estuarine Land Conservation Program, the National Estuary Program, DNR, and other private partners. These projects include living shorelines, establishment of nature parks, wetland restoration, dam removal, establishment of a kayak launch, and various other efforts to preserve ecological function of sensitive resources and provide educational and recreational spaces for residents and tourists to enjoy.

The 2023 Maryland Coastal Bays Report card gave the Coastal Bays an overall score of a “B-“, which is the highest score the Coastal Bays have ever received since the annual report card began in 2008. Coastal Bay health is defined by four water quality indicators – nitrogen, phosphorus, chlorophyll *a*, and dissolved oxygen – and two biotic indicators – seagrass and hard clam – toward scientifically derived ecological thresholds or goals. More information on each Bay and their 2023ratings is below.

Newport Bay

In 2023, Newport Bay received a “C minus” on the Maryland Coastal Bays report card. Intact natural shorelines, high wetland coverage, and low impervious surfaces were balanced by degraded water quality, low densities of hard clams, and poor seagrass coverage. This resulted in Newport Bay’s overall ecosystem health grade ranking as last in the Coastal Bays. Newport Bay, one of the smallest of the Coastal Bays, sports wide and productive marshes on both banks. The Bay’s many tributaries come together in a vast complex of wetlands, channels, ponds, and uplands. However, extensive mosquito ditches are also present in these marshes, which compromise natural drainage.

With 42% forested land, Newport Bay has the second-highest proportion of land covered with woodland of any subwatershed of the Coastal Bays. Add to this the watershed’s diverse hardwood forests and lack of loblolly pine monocultures, and the area emerges as one of the most important forest hubs in the Coastal Bays watershed. While Berlin anchors the watershed’s northern side, the expansive tidal guts,

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marshes, and forests on Newport Bay's southern side help it rival Chincoteague Bay in wildlife diversity. Like its southern cousin, its expansive marshes and riparian forest provide critical habitat for birds, reptiles, amphibians, and rare plants. Extensive hardwood forested wetland on the watershed's northeastern and southeastern sides is important for maintaining water quality and also for forest interior dwelling birds. About 325 ha (800 acres) of forest (7% of the total forestland) are currently protected in the 11,000-ha (27,400-acre) watershed.

Assawoman Bay

The Assawoman Bay watershed includes both Worcester County and Sussex County in Delaware. The northern half of Ocean City drains into Assawoman Bay; over 40% of the overall drainage is from Delaware. This area is largely planned for agriculture, other than existing developed areas and Ocean City. In 2023, Assawoman Bay received a "B minus" on the Maryland Coastal Bays report card, which is its highest recorded rating. Assawoman Bay is directly connected to Little Assawoman Bay in Delaware through a channel known as 'The Ditch.' The extent of exchange between these two waterbodies is unknown, but wind and tides are thought to play an important role. Preliminary monitoring results suggest that Greys and Roys Creeks, as well as the Ditch, may contribute negatively to the water quality in the northern end of Assawoman Bay. Additionally, substantial loss of tidal marsh occurred in Assawoman Bay prior to implementation of wetlands protection laws in the 1970s. Only small parcels of tidal marsh remain today on the bay shore of Fenwick Island. However, substantial areas of tidal marsh still survive along the mainland shoreline. The remaining marshes of this area are probably highly vulnerable to loss in association with rising sea level.

Chincoteague Bay

The Chincoteague Bay watershed is the largest of the five Coastal Bay watersheds, with both Worcester County in Maryland and Accomack County in Virginia contributing to the drainage area. The drainage area contains extensive marshes, farms, and forest, with forested areas accounting for nearly half of the land cover. There are twelve wetlands of special state concern in the watershed. In 2021, Chincoteague Bay received a "B minus" on the Maryland Coastal Bays report card. In recent years there has been an increase in nutrients and phytoplankton in the bay, which is a threat to seagrass coverage. Many bay islands are also being lost to erosion and sea level rise. These islands provide essential habitat for numerous waterbird species as well as other organisms. Like the other Coastal Bay watersheds, agricultural activities contribute to nutrient pollution in the bay

Isle of Wight Bay

The Isle of Wight Bay watershed is the second largest of the five Coastal Bay watersheds, with both Worcester County in Maryland and Sussex County in Delaware contributing to the drainage area, with headwaters near Selbyville, Delaware. This watershed contains Ocean City, Ocean Pines, some of West Ocean City, and most of the Route 50 commercial corridor. This area has been a receiver of population growth and development. In 2023, Isle of Wight Bay received a "B minus" on the Maryland Coastal Bays report card.

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Isle of Wight Bay and its watershed are the most heavily used of the Coastal Bays. Bounded on the east by densely developed Ocean City, it is also bounded on the west by very dense residential development. The north boundary is Route 90 with two in-line bridge spans leading from the mainland to Cape Isle of Wight and then to north Ocean City. The south boundary is the Route 50 bridge, bringing traffic into south Ocean City. Flowing into Isle of Wight Bay are waters from Herring Creek, Turville Creek, and St. Martin River, all with increasing residential development.

There are at least 111 canals adjacent to the Coastal Bays, 59 of which are in Isle of Wight Bay. Most of these canals were built between 1960 and 1980 by development projects that dug the canals to create residential waterfront lots. Dead-end canals are problematic for several reasons. They usually have only one opening. Most were dug through wetlands with the material being side-cast to build elevation. The canals were often dug deeper than their receiving waters, creating lower bottom elevation and poor flushing. This causes canal water to stagnate and become depleted of dissolved oxygen, which is essential for organisms to survive. The canals receive pollutants from stormwater runoff. The Ocean Pines community alone, located in both Isle of Wight Bay and St. Martin River watersheds, has 322 km (200 mi) of ditches, mostly draining into 19 km (12 mi) of canals that serve to remove stormwater from 8,300 properties.

While the amount of waterfront has increased dramatically by this development, the result is that non-point source pollution from all residences has increased as well. Additionally, the loss of wetlands associated with this development has meant a decreased ability to filter out nutrients and pollution before reaching the bays. Animal waste, lawn trimmings, fertilizers, fishing waste (scraps and bait), and trash are all major sources of pollution.

Sinepuxent Bay

Sinepuxent Bay ranked first in the Coastal Bays for estuarine health and second for watershed health, receiving a “B plus” on the 2023 Maryland Coastal Bay Report card. It had the best water quality, highest density of hard clams, and greatest seagrass coverage—likely due to its small, relatively undeveloped watershed and good oceanic flushing through the Ocean City Inlet. This resulted in Sinepuxent Bay’s overall ecosystem health ranking as the best of the Coastal Bays. Sinepuxent Bay’s long, thin dimensions give its recreational qualities a dichotomous feel.

On its northern end, near the Ocean City Inlet, yachts and commercial fishing boats depart for sea from the sprawling West Ocean City Harbor. A public boat ramp there also brings jet skiers and recreational boaters from around the East Coast. Good fishing in the inlet and the northern half of the bay makes for crowded conditions in July and August north of Assateague Road. South of there, campgrounds, shallow water, and limited development change the scene to a rural one. On the eastern border of Sinepuxent Bay lies one of the East Coast’s true gems— Assateague Island National Seashore. The barrier island, known for its wild horses, is a refuge for both wildlife and the two million people who visit the island every year.

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Sinepuxent Bay's small, relatively undeveloped shoreline and flushing from the Ocean City Inlet give it the best water quality among the Coastal Bays. With the lowest nitrogen levels, Sinepuxent Bay enjoys healthy fisheries and abundant seagrass.

Hazard Mitigation

Hazard mitigation involves reducing the risks of natural hazards and their associated damage to people and property. The County developed a *2020 Worcester County Hazard Mitigation and Resilience Plan* that addresses all natural hazards that are most likely to affect Worcester County. The natural hazards identified in the County include coastal hazards (flooding, storms, sea level rise, and erosion), riverine flooding, wildfire, wind, drought, thunderstorms, tornados, winter storms, and hazardous materials. These were ranked to provide structure and prioritize mitigation goals and actions. Table 7-3 shows the overall risk potential identified in the 2020 plan for each hazard. For more information on these hazards, please see the *2020 Worcester County Hazard Mitigation Plan*.

Table 8-3. Worcester County Hazard Identification and Risk Assessment

Identified Hazard	Type of Events	2020 Worcester Hazard Identification and Risk Assessment
Coastal	Coastal Flooding; Coastal Storms; Storm Surge; Hurricane/Tropical Storm; Nor'easter; Potential Sea Level Rise; Shoreline Erosion	High
Flood	Riverine Flood	Medium-High
Wildfire	Wildfire; Brush Fire; Conflagration	Medium-High
Wind	Thunderstorm winds; non-thunderstorm wind	Medium-High
Drought	Drought; Extreme Heat	Medium
Thunderstorm	Thunderstorm; Lightning; Hail	Medium
Tornado	Tornado	Medium
Winter Storm	Winter Storm; Extreme Cold; Nor'easter (Snowfall)	Medium-Low
HazMat	Toxic Chemicals	Medium-Low

Source: 2020 Worcester County Hazard Mitigation and Resilience Plan

Climate Change

Climate change refers to the long-term change in the average weather patterns and temperatures. Worcester County is susceptible to climate change, facing pressing issues such as sea level rise, heavy precipitation events, and increasing temperatures. Adaptation of infrastructure in the face of climate change and mitigation of the effects on the County is an important part of what will shape Worcester County in the coming years.

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The *2015 Maryland Commission on Climate Change (MCCC) Act* required the MCCC and its participating agencies to develop an action plan and firm timetable for mitigation of and adaptation to the likely consequences and impacts of climate change in Maryland. In February 2021, MDE released the *2030 Greenhouse Gas Reduction Act (GGRA) Plan*, which is a comprehensive plan that sets a clear and unifying path for the State to dramatically reduce greenhouse gas emissions that contribute to climate change.

In 2020, the County prepared their *2020 Worcester County Hazard Mitigation and Resilience Plan*, which received a 'satisfactory' rating from FEMA. The plan "seeks to eliminate or reduce hazard related human, economic, and environmental losses" and includes unincorporated areas of the County as well as the towns of Berlin, Pocomoke, and Snow Hill. Ocean City has its own plan, the *2017 Ocean City, Maryland Hazard Mitigation Plan*. While the County's Hazard Mitigation and Resilience plan mostly addresses current impacts of hazards for a five-year span (2020-2025), it also identifies and addresses the anticipated role of climate change for hazards such as flooding, extreme weather events, extreme heat, and coastal erosion.

Sea Level Rise

The rising and spreading of water over normally dry land is referred to as inundation. Scientists use models to develop maps showing the possible impacts of inundation based on various Sea Level Rise (SLR) scenarios for state's waterways and the land that surrounds them (watersheds). These maps reflect the filling of these watersheds at constant elevations, also referred to as bathtub modeling. In other words, the maps show the water levels rising in the watersheds similar to the filling of a bathtub.

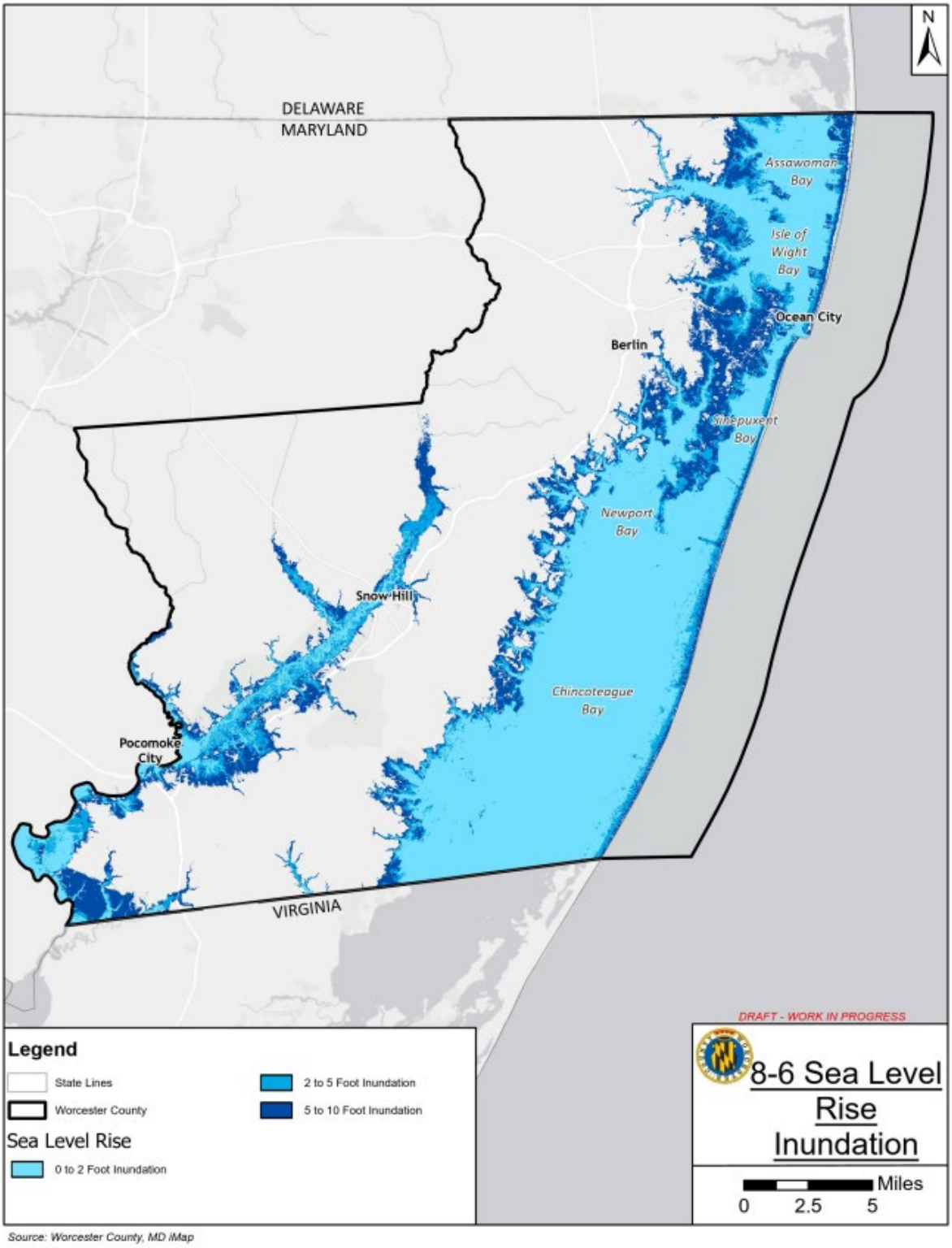
Worcester County boasts 774 miles of coastline, which are important for the County's economy and quality of life. Due to its location, low elevations, and dependence on the coast, the County is particularly vulnerable to the effects of SLR. Changes in sea level have the potential to impact existing infrastructure and natural resources in the short-term and also the durability of future development with long-term design life.

The impacts of 2-, 5-, and 10-foot SLR are shown in **Map 8-6. Sea Level Rise Inundation**. With many areas of the County susceptible to SLR, it is important to consider potential associated impacts, which include coastal erosion, flooding and loss of wetlands, saltwater intrusion, and expansion of flood-prone areas. Long-range planning and accounting for changes in sea level that may be expected in the County will help lead to informed decisions for public and private investments by minimizing risk potential for damage to both existing and future resources.

The Maryland CoastSmart Council was established in 2014 by the Maryland General Assembly for the purpose of adopting specific Coast Smart siting and design criteria to address impacts associated with sea level rise and coastal flooding on future capital projects. Per the Maryland CoastSmart regulations, state construction projects and projects in coastal areas that receive more than $500,000 in state funding must apply the horizontal limits of a floodplain corresponding to a Design Flood Elevation (DFE) with 3 feet of freeboard. This will show wider inundation areas. MDE, DNR, and other state agencies developed the CoastSmart – Climate Ready Action Boundary (CS-CRAB) for the Maryland CoastSmart Council, which shows these updated horizontal limits that account for these wider inundation areas consistent with projected Maryland sea level rise. This boundary is shown on **Map 8-7. CS-CRAB**.

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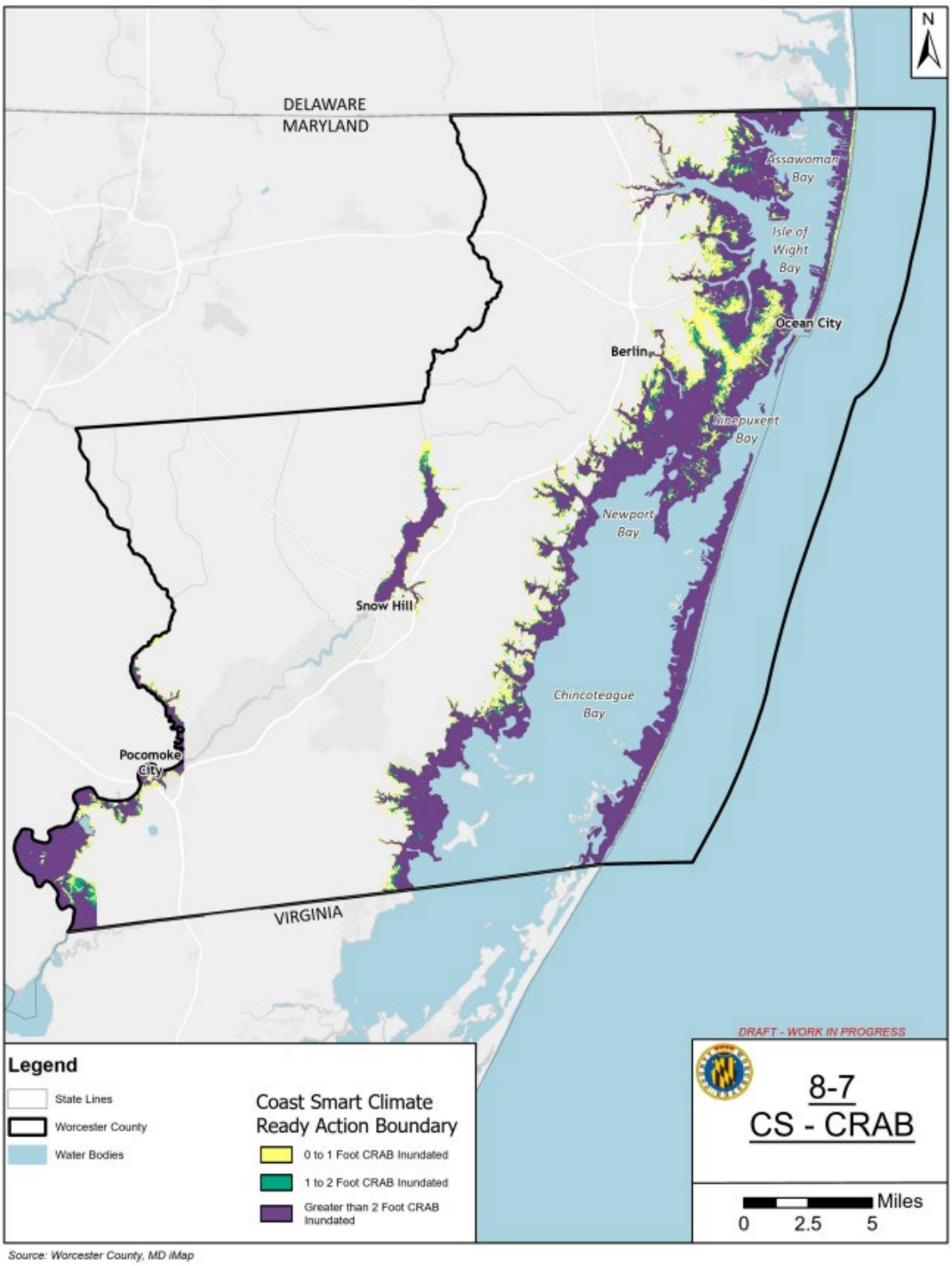
Map 8-6. Sea Level Rise



Source: Worcester County, MD iMap

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Map 8-7. CS-CRAB



Source: Worcester County, MD iMap

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In 2008, a document was prepared for the County titled *Sea Level Response Strategy* which presented several scenarios to assess the impacts of sea level rise on Worcester County over the next century. The document also provided a prioritization of response options to determine which options would be useful despite uncertainties in the rate and range of sea level rise. The *2020 Worcester County Hazard Mitigation and Resilience Plan* indicates that the Seaside area of Worcester County ranks "very high" on the SLR Hazard Ranking, while the Bayside area ranks "low."

One of the expected impacts of sea level rise is coastal erosion, which causes loss of land and habitat, damage to infrastructure, increase vulnerability to hazards, and economic impacts especially for areas that rely on coastlines for recreational industries and tourism.

Shoreline erosion is not a serious threat to human life; however, it is a slow and ongoing geological process that could lead to significant economic, property and infrastructure loss. The *2008 Sea Level Rise Response Strategy, Worcester County, Maryland,* notes that approximately 56% of the county's shoreline is receding, with 4% eroding at over 4 feet per year. These eroding areas are candidates for nonstructural or living shoreline stabilization approaches to mitigate erosion.

The *2020 Nuisance Flood Plan* was prepared to document the County's response and monitoring of these conditions. Worcester County, Maryland is experiencing nuisance flooding in mapped floodplains that is occurring on a more frequent basis, including urban flooding in the towns of Pocomoke City and Snow Hill. This has County and town responders busy responding to these events. These challenges are exacerbated by the increase in frequency and intensity of storms caused by higher global temperatures creating more favorable conditions for heavier and more frequent participation. Citing one useful tool for reported nuisance flooding events, the County has logged 158 events reported to the *MyCoast* reporting application, with the majority occurring within the Town of Ocean City, which has their own nuisance flooding plan. Worcester County has approximately 92 roads that were identified in the *Hazard Mitigation and Resilience Plan* as being potentially flooded during an event with 33 roads identified as impacted by tidal flooding, which is frequently referred to as "sunny day" or high tide flooding.

The *2020 Worcester County Hazard Mitigation and Resilience Plan* notes that the Virginia Institute of Marine Science inventoried a large portion of the Coastal Bays and found that approximately 26% of the shoreline was armored or contained some form of erosion control structures. However, these erosion control measures often cause erosion to nearby unarmored shores. It is recommended that the County complete an updated inventory of eroding shorelines and consider stabilization methods to mitigate erosion for the most critical areas, with nonstructural or living shoreline approaches preferred.

Another impact of sea level rise is saltwater intrusion. As sea level rises, the extent of tidal, brackish surface waters within the Chesapeake Bay, Coastal Bays, and Atlantic Ocean expands both upstream and landward above and below the ground, which in turn increases saltwater intrusion into aquifers. Saltwater intrusion is discussed further in the Water Resources section.

Heavy Precipitation Events

Climate change is expected to result in more frequent heavy precipitation events. This can lead to flooding, especially in areas with inadequately sized drainage infrastructure. This flooding can result in

safety hazards, inaccessible roadways, travel delays, and damage to buildings or other infrastructure. The County's infrastructure and its ability to handle such events plays a contributing role in how effectively the area can be evacuated and how it can prevent damage from these events. Planning for these events determine how successful the County and emergency services can respond to these events. An assessment of the vulnerability of older commercial and residential structures would be helpful to prepare for the anticipated higher frequency of heavy rainfall events.

Temperature Rise

Another key issue surrounding climate change is a steady rise in temperature. Rising temperatures will result in a longer growing season, heat waves, and more consecutive days where it does not cool off at night. This has many implications for infrastructure and human health. Air conditioning systems in buildings may not be sized appropriately for increasing temperatures and shorter, milder winters can mean residents are dealing with more ticks and mosquitoes. Of particular concern are vulnerable populations who may not have access to air conditioning in the summer. Although temperature is not something that can be controlled, there are ways for the County to prepare for a possible increase. Tree planting and shade contribute greatly to heat dispersion. Making sure buildings are up to code for cooling systems will also mitigate the effects of long-term temperature changes. Educating people on how to deal with heat waves and erratic weather also helps prepare the population for such events and can be a successful way to prevent the dangers of high temperatures.

Habitats of Rare, Threatened, and Endangered Species

The Federal Endangered Species Act of 1973 requires a list of endangered and threatened species and the protection of those species and their ecosystems. The primary State law that allows and governs the listing of endangered species is the Nongame and Endangered Species Conservation Act (Md. Natural Resources Code Ann. §10-2A). This Act is supported by regulations that contain the official State Rare, Threatened, and Endangered Species list.

Protecting animal and plant species and their habits is important for many reasons:

- Animal and plant species contribute to the County's environmental quality, making it an attractive place to live.
- An abundance of animal and plant species support outdoor recreational activities such as hunting, boating, wildlife viewing, and hiking.

Habitats of rare, threatened, and endangered species are defined as areas that, due to physical or biological features, provide important elements for the maintenance, expansion, and long-term survival of threatened and endangered species. This area may include breeding, feeding, resting, migratory, or overwintering areas. Physical or biological features include (but are not limited to) the structure and composition of the vegetation, faunal community, soils, water chemistry, and quality; and geologic, hydrologic, and microclimatic factors.

The DNR's Wildlife and Heritage Service Natural Heritage Program (WHS) tracks over 1,250 native plants and animals that are among the rarest in Maryland and most in need of conservation efforts as elements

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of the State's natural diversity. Lists of rare, threatened, and endangered animals and plants, including federally listed species are maintained by the WHS, statewide, which officially recognizes 566 species and subspecies as endangered, threatened, in need of conservation, or endangered extirpated:

- **Endangered.** A species whose continued existence as a viable component of Maryland's flora or fauna is determined to be in jeopardy.
- **Threatened.** A species that appears likely, within the foreseeable future, to become endangered in Maryland.
- **In Need of Conservation.** A species whose population is limited or declining in Maryland, such that it may become threatened in the foreseeable future if current trends or conditions exist.
- **Endangered Extirpated**. A species that was once a viable component of the flora or fauna of Maryland, but for which no naturally occurring populations are known to exist.

As of November 2021, within the County, 28 animals and 97 plants are listed (see **Table 8-4**). Of these, 3 animals and 1 plant species are listed as endangered under the federal *Endangered Species Act*, which include the Leatherback Sea Turtle, the Red-cockaded Woodpecker, the Roseate Tern, and Chaffseed.

Table 8-4. Listed Species in Worcester County

Category	Plants	Animals
Endangered	66	20
Threatened	22	3
In Need of Conservation	0	2
Endangered Extirpated	9	3
Total	97	28

Source: Maryland Department of Natural Resources

Populations of many island and marsh nesting birds in the Coastal Bays are in decline, including the common tern (state-endangered and facing 90% decline), seaside sparrow, salt marsh sparrow (projected for extinction by 2060), and black skimmer (near extirpation). All of Maryland's breeding royal terns and black skimmers nest in the Coastal Bays and the salt marsh sparrow only lives in salt marshes. Erosion of islands and decline in salt marsh habitat in the bays is a significant reason for the decline.

Multiple projects are underway to combat loss of habitat and subsequent population decline for island and marsh nesting birds. The Maryland Coastal Bays Program and DNR have deployed a raft to serve as habitat for common terns as a stop gap measure until more island habitat can be restored. Additionally, Marshes for Tomorrow, an effort with Audubon and Maryland Coastal Bays Program, is working to restore marsh at a landscape scale in Maryland, including the Coastal Bays, which will provide critical habitat for the salt marsh sparrow.

To assist in identifying the potential habitats for these species areas, DNR designates Sensitive Species Project Review Areas (SSPRAs). SSPRAs represent the general location of documented rare, threatened, and endangered species, and other areas of concern including Critical Areas, Natural Heritage Areas, Listed Species Sites, and Nontidal Wetlands of Special State Concern.

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Forest Interior Dwelling Species (FIDS) are those species that require large blocks of forests to survive and maintain sustainable populations. FIDS include a diverse group of birds such as tanagers, warblers, and vireo, as well as short-distance migratory birds such as woodpeckers, hawks, and owls. Many factors have contributed to the decline of FIDS; however, the loss and fragmentation of forests on the breeding grounds is a major contributor to this decline. In general, FIDS are not well adapted to compete with species that evolved along forest edges and openings. The fragmentation of large forest tracts largely through land development threatens the habitat needed for long-term survival of these species and exposes them to predators or competing species.

When forests are under extreme stress, individual species and their habitats become threatened, thereby endangering the health of the forest. The plants, animals, and forests are essential to maintaining biological diversity in this region. The distance between blocks of forests influences the abundance of many FIDS. Some species can survive in smaller forests if they are connected to other areas via corridors.

Aquatic habitats are another vital resource—they not only protect waterways and their biodiversity, but also help with the County's resiliency efforts in the face of climate change. Submerged aquatic vegetation (SAV, i.e. bay grasses) serves as important food, nursery, and habitat for many species of fish and fowl. Its health is a good indicator for measuring Chesapeake Bay and Coastal Bay restoration progress as the health of these grasses are closely linked to water quality. They provide essential food and habitat for many important species of waterfowl, fish, shellfish, and invertebrates; remove suspended solids from the water; protect shorelines from erosion; and oxygenate the water. Shellfish beds are both an economic and a natural resource—the bottom (benthic) community provides food for bottom feeding fish.

Within Worcester Couty, portions of the Upper Pocomoke River watershed, Dividing Creek watershed, Lower Pocomoke River watershed and the entire Nassawango Creek watershed are identified as stronghold watersheds by DNR. These watersheds are considered to be the most important for the protection of Maryland's freshwater stream biodiversity and are places where greatest conservation need species of stream-dwelling fish, amphibians, reptiles, or mussels have the highest abundance or diversity. These species are generally most sensitive to environmental degradation, with a small change in watershed or stream health able to permanently eliminate one or more of these sensitive species. Maintaining the health of these watersheds is critical for sustaining these species and the vital ecosystem services they provide.

The County contains three State designated Natural Heritage Areas. These include Lower Nassawango Creek, Mattaponi, and North Sinepuxent Bay Dunes. Natural Heritage Areas are within legally protected lands, such as parks or state wildlife management areas. They must contain one or more threatened or endangered species or wildlife species in need of conservation, must be a unique blend of geological, hydrological, climatological, or biological features, and must be considered to be among the best Statewide examples of its kind.

In the late 1990s, DNR began an effort to identify ecologically important lands in Maryland. The result of this effort is a mapped network of large blocks of intact forest and wetlands called "hubs" linked

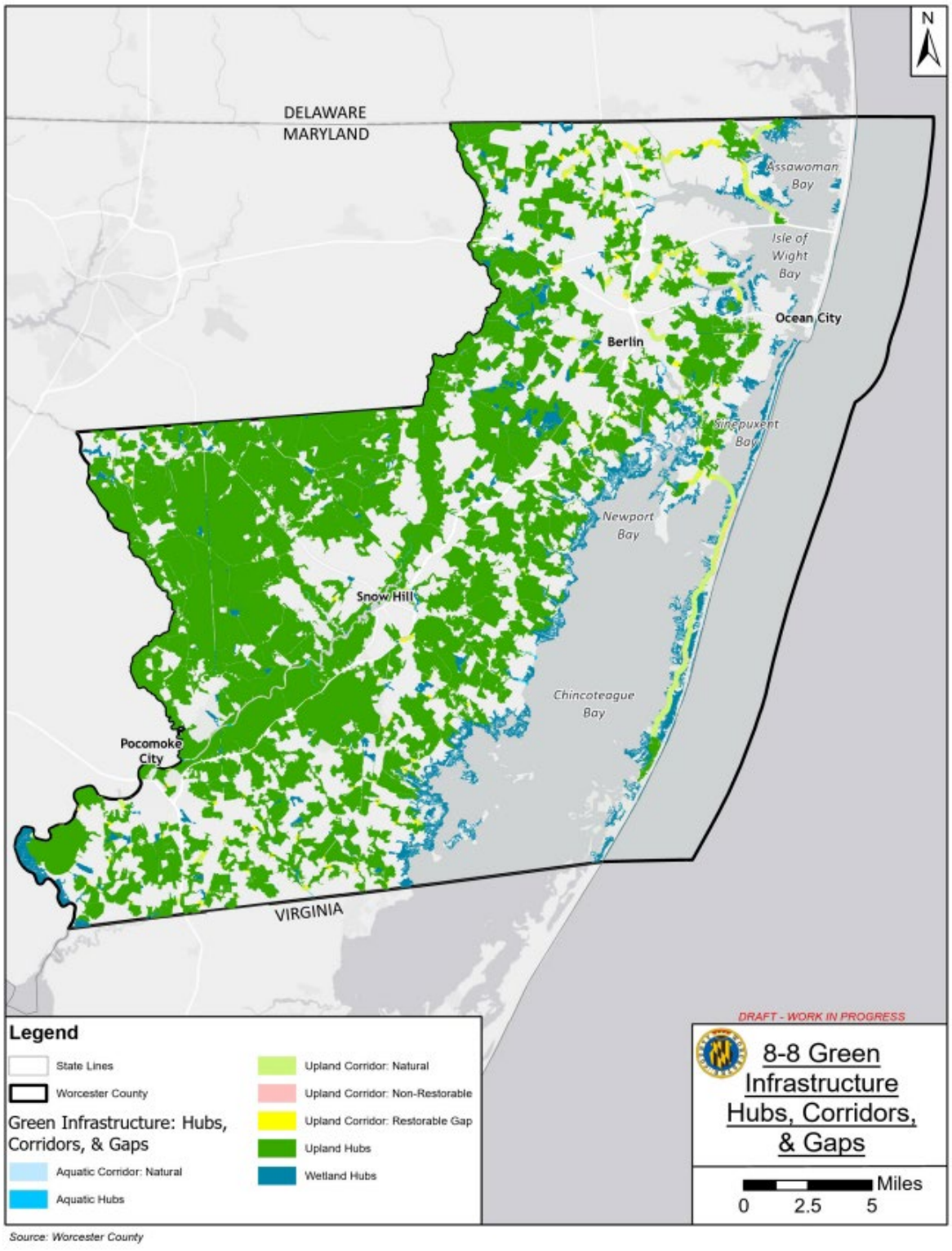
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together by linear features such as forested stream valleys, ridgelines, or other natural areas called "corridors." **Map 8-8. Green Infrastructure, Hubs, Corridors and Gaps**, shows the location of these hubs and corridors, which are vital to maintaining healthy wildlife populations across the state, while also providing a number of ecosystem services to the citizens of Maryland, including clean water, clean air, carbon sequestration, and climate resilience. In August 2024, DNR and the Chesapeake Conservancy partnered to update mapping of these hubs and corridors, calling it Maryland's Habitat Connectivity Network. The updated mapping helps the state understand where the most important natural habitat areas in the state are currently located, how these areas are connected, and how these areas have changed in the past two decades. These data will also provide essential information to help target and prioritize lands for protection or restoration.

Map 8-9. Ecological Areas includes significant wildlife assessment areas in the County including SSPRAs, Targeted Ecological Areas, and FIDS habitats. These areas may need special management or protection because of their importance to conservation of threatened or endangered species. The County should continue to pursue all efforts to protect habitats of threatened and endangered species by adopting regulations protecting these species from habitat loss. Further protection of woodlands or forested lands will have a positive impact on targeted ecological areas and wildlife habitats, will contribute to ecological balance, and offer sustained recreational opportunities for residents. Development in these areas should be discouraged and if development does occur, techniques to reduce impacts on targeted ecological areas and wildlife habitats should be utilized. Control of non-native invasive species within ecological areas will further protect wildlife and habitats from degradation. The County may consider establishing and implementing an invasive species removal program and focus on the planting of native species within open lands, ecological areas, natural areas, and forest lands.

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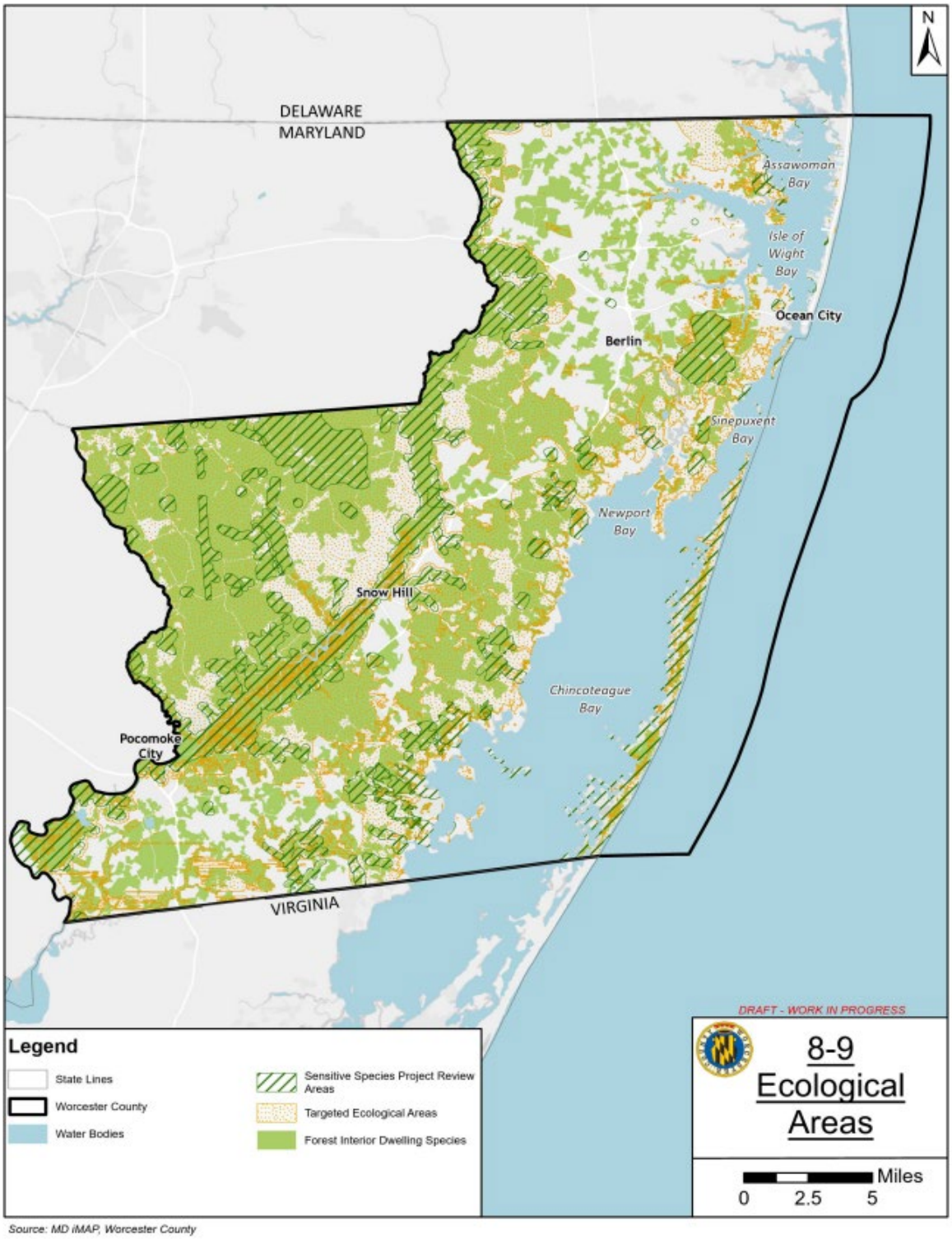
Map 8-8. Green Infrastructure, Hubs, Corridors, and Gaps



Source: Worcester County

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Map 8-9. Ecological Areas



Source: MD iMAP, Worcester County

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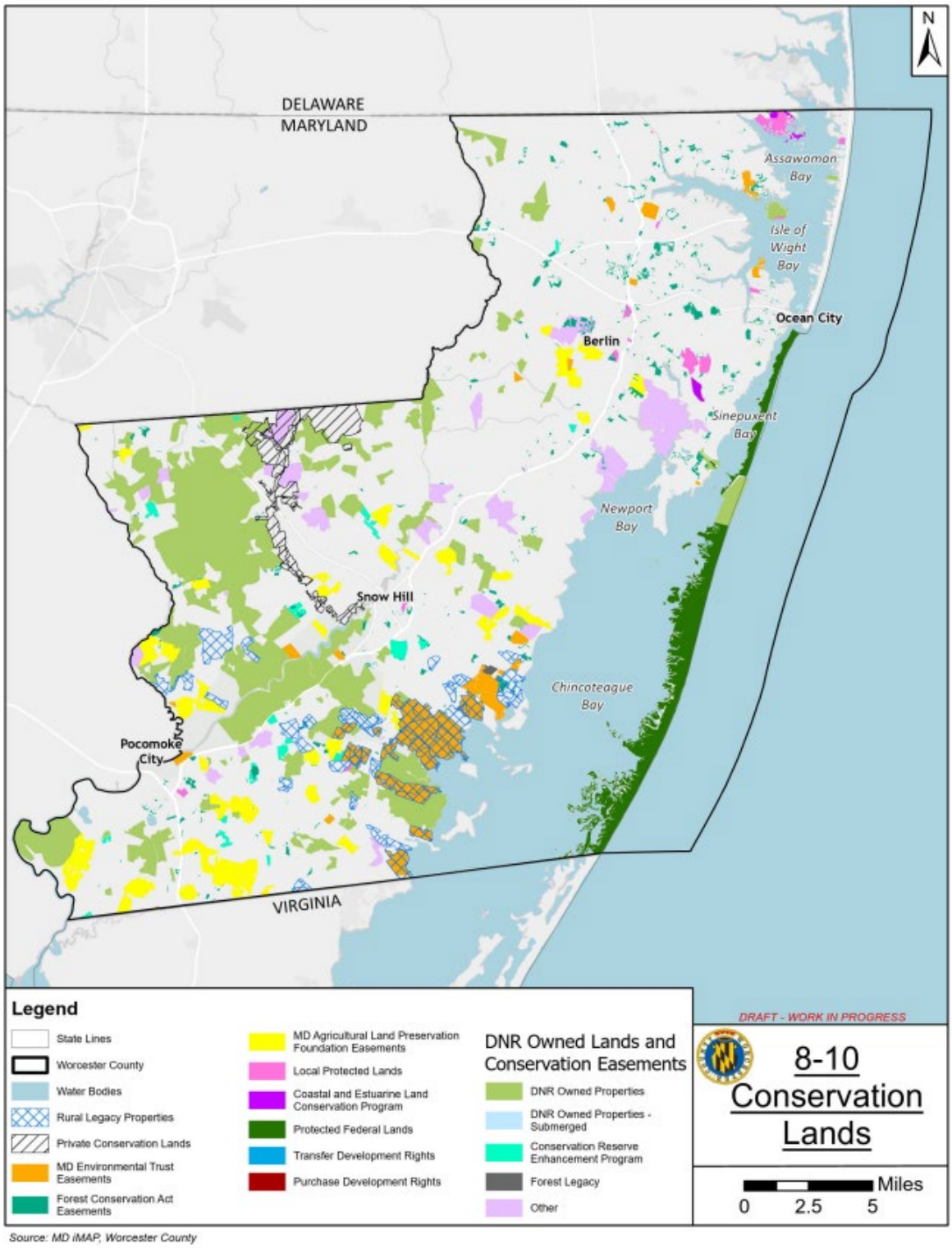
Conservation Lands

Map 8-10. Conservation Lands identifies areas of conservation lands based on the status of properties through a variety of federal, State and County preservation and conservation programs. These include:

- Maryland Agricultural Land Preservation Foundation (MALPF) Easements
- Maryland Environmental Trust (MET)
- DNR Owned Lands and Conservation Easements
- Forest Conservation Act Easements
- Rural Legacy Easements and Areas
- Coastal and Estuarine Land Conservation Program (CELCP)
- Conservation Reserve Enhancement Program (CREP) including the Permanent Easement Program
- Maryland Coastal Bays Program's (MCB) Comprehensive Conservation and Management Plan (CCMP)
- Private Conservation
- Protected Lands – local and federal
- Transfer of Development Rights (TDR) Areas
- Purchase Development Rights

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Map 8-10. Conservation Lands



Source: MD iMAP, Worcester County

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As of 2025, a total of 32.8% of County lands are protected with easements or with state ownership; this is 26% of the Coastal Bays watershed. A few of the conservation programs and achievements in the County are highlighted in this section.

The MALPF program, in existence since 1977, is one of the most successful farm preservation programs in the country. It strives to preserve sufficient agricultural land to maintain a viable base of food and fiber production. The pace of land protection increased significantly since 2017. From 2017 to 2024, approximately 3,696 acres (25 properties) were protected with MALPF easements, or about 462 acres protected annually. Over 10,700 acres in Worcester County have been permanently protected by the Maryland Agricultural Land Preservation Foundation (MALPF) Program as of 2025.

The Program consists of two basic steps: the application process and the purchase of perpetual agricultural conservation easements. MALPF's "round 2" funding cycle prioritizes bargain sales, and Worcester County landowners have increasingly received "round 2" offers due to its competitive bid process. Worcester County also provides cash match from the agricultural land transfer tax, revenue allocated by the county, as well as funds allocated from the county general fund. These funds are matched by MALPF on a 60/40 basis. This has allowed for additional MALPF easement purchases and has been necessary for the county to meet minimum acreage protection goals. The county should continue to provide an annual cash match to MALPF.

In order to protect natural resources, the County has established three Rural Legacy Areas (RLAs): the Coastal Bays RLA (1999) the Dividing Creek RLA (2008) and the Bishopville-Showell RLA (2024). To date, Worcester County's Coastal Bays Rural Legacy Area, which includes the entire Chincoteague Bay shoreline and watershed, lower Pocomoke River watershed, and connects the Chincoteague Bay to the Pocomoke State Forest with a permanent "greenway" is approximately 45,945 acres (expanded in FY2019). 17,711 acres and counting are permanently protected as of January 2025, either by state ownership or privately owned under land conservation easement in this Rural Legacy Area.

The 2024 Coastal Bays Rural Legacy application stated a goal of protecting an additional 2,500 acres by FY34. 9,900 acres are protected with a Coastal Bays Rural Legacy easement as of end of 2025. Dividing Creek RLA was created in 2008 In partnership with Somerset County, The Nature Conservancy, and Lower Shore Land Trust. The boundary was expanded in 2019 in both counties. In Worcester County, it was expanded to include the entire Dividing Creek watershed, portions of the Nassawango Creek watershed, and upper Pocomoke River shoreline and watershed. The Dividing Creek and Nassawango Creek watersheds are an area of Maryland recognized by The Nature Conservancy as high in biodiversity. The Dividing Creek RLA is also an area with productive and contiguous farmland. The area is 55,526 acres in size, including both counties. Protection of the first Dividing Creek RLA easement in Worcester County occurred in 2009. Thirteen (13) properties have been protected in Worcester County to date (6 since 2017, totaling approximately 3,472 acres. FFY26 Dividing Creek RLA application stated a goal of protecting an additional 4,500 acres by FY36.

The Bishopville-Showell Rural Legacy Area was established in 2024. The Area is 11,743 acres and contains important farmland under significant development pressure. Many of the farms are small, so unable to participate in MALPF, which requires a minimum of 50 acres to enroll.

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Worcester County has partnered with, and plans to continue to work with, the state and the Coastal and Estuarine Land Conservation Program (CELCP) (NOAA) and the Coastal Wetlands Program (USFWS), two federal programs that protect coastal resources through purchase of conservation easements or fee simple purchase for passive parks. The Greys Creek Nature Park and Ilia Fehrer Nature Preserve were both purchased with CELCP funding.

The State acquired the Greys Creek Nature Park and transferred the property to the County in 2006. This property is 517 acres and contains extensive tidal marsh, nontidal wetlands, and woodlands which provide habitat and water quality benefits. This property is jointly managed by the County and the Maryland Coastal Bays program. The park functions as a passive recreational outlet while also providing educational opportunities to learn about the ecology of wetlands, marsh lands, and coastal woodlands.

The Ilia Fehrer Nature Preserve was acquired by Worcester County in 2011 and is managed by MCBP for conservation purposes. The property is a 437-acre wetland preserve and is part of the larger Holy Grove Swamp Area within the Newport Bay Watershed. The west parcel of the property consists of open scrub and shrubland while the east parcel is characterized by older growth hardwood stands and a large loblolly pine stand between the two parcels of the property. A primitive loop trail was established by the MCBP on the west parcel for access to water level meters and was improved and mapped during the winter of 2023. During fall of 2022 MCBP began developing a series of trails on the east parcel. While there is no parking area at the west parcel, visitors may access the east parcel and its trails from a parking lot located off Sinepuxent Road. MCBP is working to connect the two trail systems to afford visitors the opportunity to visit the west parcel.

In 2023, DNR in partnership with the Lower Shore Land Trust purchased the former Bay Club near Berlin. This former golf club site helps conserve 672 acres of land in the headwaters of the Pocomoke River watershed, which restores wetlands, fosters reforestation, and provides public access.

Assateague State Park is located on Assateague Island and is bordered by the Assateague National Seashore to the north and south. The State Park is managed by DNR, whereas the National Seashore is managed by the National Park Service. These protected lands provide recreational activities such as swimming, beachcombing, camping, kayaking, and fishing, and also provide habitat to a variety of wildlife including deer, waterfowl and feral horses.

It is the county's intent to protect and promote private farming and forestry by accommodating inevitable population growth through appropriate planning and zoning, and by taking advantage of every program available to landowners to voluntarily protect open space. Specifically, the county is committed to continuing to seek and/or provide additional funds for the purchase of both Rural Legacy and Maryland Agricultural Land Preservation Fund (MALPF) easements, to pursue other agricultural land conservation programs, and to maintain State certification for the county's agricultural land preservation program, which allows access to additional agricultural transfer tax funds that are collected in the county.

The county also promotes restoration projects on private lands through watershed planning efforts and other programs. Local, state and federal programs available include Wetland Reserve Program and other

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U.S. Department of Agriculture Programs, Conservation Reserve Enhancement Program (CREP), various State Forest Service programs, and the county Forest Conservation Fund and Critical Area fee-in lieu programs. The county has also pursued funding for restoration and resiliency projects as part of its TMDL compliance program.

The county also takes part in the Maryland Coastal Bays Program's (MCB) Comprehensive Conservation and Management Plan (CCMP) which is a blueprint to guide future decisions and addresses a wide range of environmental protection issues, including: water quality, habitat, fish and wildlife, pathogens, land used, resiliency, and introduced species. Each CCMP is based on a scientific characterization of the estuary and is developed and approved by a broad coalition of stakeholders. A National Estuary Program, the Maryland Coastal Bays Program is a cooperative effort between Worcester County, Berlin, and Ocean City which have come together to produce successive 10-year management plans for the coastal bays with the next update due for adoption in 2025. Established in 1987 under the Clean Water Act, the National Estuary Program was developed to protect economically and environmentally sensitive estuaries across the United States by engaging all user groups. The Maryland Coastal Bays Program is one of only 28 such programs nationwide.

Worcester County's 2006 comprehensive plan, which was revised with adoption of the Priority Preservation Element in 2010, recommended the goal of 1,000 acres of agricultural land protection per year (800 acres within the PPA annually). The Priority Preservation Element identifies a Priority Preservation Area (PPA) of 195,000 acres, 64% of the county's land area. The long-term goal is to protect 100,000 acres within this area for agricultural and forestry. These goals are re-articulated in the county's Agricultural Land Preservation Re-certification report, which was last updated in 2023. It should be noted that to remain certified, the PPA should be updated to include the Bishopville Showell RLA and it should be reviewed by the Agricultural Preservation Advisory Board.

Forest and Woodlands

A forest is defined in the Maryland Code as a biological community dominated by trees and other woody plants covering a land area of 10,000 square feet or greater. A forest includes areas that have at least 100 live trees per acre, with at least 50% of those trees having a two-inch or greater diameter at 4.5 feet above the ground. A forest also includes areas that have been cut but not cleared. A forest does not include orchards.

According to the County's 2010 Land Use/Land Cover classifications, Worcester contains approximately 155,021 acres of forest coverage, which represents roughly 51% of the County's land mass. In addition to enhancing the County's rural character, some of the forested lands are owned and operated by timber companies practicing silviculture (the growing of trees), an integral part of industry. Due to the nature of forested land use and limited development potential of the soil types typically associated with extensive woodlands, fewer County services are necessary in largely forested areas. Additionally, large forest tracts provide a variety of ecological benefits.

The County implements its Forest Conservation Law which is in full compliance with the Maryland Forest Conservation Act. The main purpose of this Act is to minimize the loss of Maryland's forest resources during land development by making the identification and protection of forests and other sensitive areas

8. NATURAL RESOURCES

an integral part of the site planning process. The County specifies that activities that require an application for any public or private subdivision plan, site plan approval, or grading and sediment control permit on areas 40,000 square feet or greater must comply with the Forest Conservation Law.

In 2013, the Maryland General Assembly clarified that it is the policy of the State to achieve “no net loss of forest,” meaning at least 40% of all land in Maryland is to be covered by tree canopy. In 2003, the Governor signed a bill which outlines the State’s plan for no-net forest cover loss. Each County was given the option to establish its own plan by July 1, 2024, or default to the state requirements. The "no net loss" policy is being replaced on July 1, 2026, with a net canopy growth policy which requires measurement every four years. There are also policy measures underway at the state level regarding mitigation banking under the new FCA that have yet to be clarified with the counties. One big change is that qualified conservation of existing forests is now creditable again. The new state forestry manual is being updated and has yet to be delivered to the counties. DNR anticipates updating the local model ordinance by July 1, 2025, and adopt new regulation by July 1, 2026.

In October 2019, the State enacted legislation that updated the Natural Resources Article §5-1610, Forest Conservation Fund, which required all Counties to implement a Forest Mitigation Plan and Accounting Procedure. This Plan prioritizes a plan of action to maintain a viable Forest Conservation program by exploring land acquisition, forest banking, GIS tracking, and an increased forest conservation fee in lieu rate. In 2010, in response to this legislation, the County enacted changes under Bill No 20-4 by incorporating the Forestry Policy Act of 2009 which reduced clearing thresholds, addressed the reporting of easement information in GIS layers, and made changes to inter-family exemptions for transfers. It was again amended in 2020, under Bill 20-4, for changes including: demonstration of unavailability of forest mitigation bank credits, procedures and assurances of mitigation, and an update to fee in lieu rates.

9. AGRICULTURE

Introduction

This chapter articulates the county's policy framework for sustaining agricultural land and industry. Despite the intensive urbanization of Ocean City and commercial and residential development of the northeastern portion of the county, Worcester County remains a largely rural community, with a landscape dominated by cropland and forest. Agriculture is second to tourism in sustaining the local economy.

According to the 2010 Land Use/Land Cover data produced by the Maryland Department of Planning, Worcester County contains 89,000 acres of cropland and 145,000 acres of forested land[1]; 30% and 49% of the county, respectively. The 2022 Census of Agriculture, which collects data in a different way, notes that the county's 361 "farms" covered 104,121 acres or 34 percent of Worcester County (a negligible change from the 2017 census).[2] Average farm size was 288 acres (average farm size has been trending upward for decades), and median size was 63 acres.[3] 92% are characterized as family farms.

Over 67,000 acres in Worcester County are classified as "prime farmland" with another 40,000 acres "prime farmland if drained or irrigated". According to the US Department of Agriculture (USDA)[4], prime farmland is defined as land that has the best combination of physical and chemical characteristics for producing food, feed, forage, fiber and oilseed crops. In addition, prime farmland has an adequate and dependable supply of moisture from precipitation or irrigation, a favorable temperature and growing season, acceptable [pH], acceptable salt content, and few or no rocks. When treated and managed properly, these soils have the capability to produce sustained high yields of crops. In order to classify the various levels of soil quality, USDA Soil Surveys include a Land Capability Classification system to group and prioritize soil classifications according to their limitations for field crops, the risk of damage if they are used for crops, and the way soils responds to management. Prime agricultural soils are considered to include Soil Capability Classes 1 and 2.

In the 17th and 18th centuries, tobacco was the mainstay agricultural commodity in Worcester County. This gave way to grain crops and livestock grazing by the early 20th century. Today, grains for poultry feed (corn, soybeans and wheat) are the mainstay crops, and Worcester County ranks fifth in the state in broiler production. According to the Census of Agriculture, 8.61 million broilers (meat type chickens) were sold in 2022.[5] Worcester County ranks eighty-seventh among *all counties nationwide* in broiler production[6]. The total value of all agricultural products sold in Worcester County in 2022 was over $289 million (ranking fifth in the state and a +16% change from 2017).[7] The average market value of products sold per farm was over $800,000 in 2022 (a +19% increase from 2017).[8]

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[1] http://www.mdp.state.md.us/OurWork/landuse.shtml
[2] Census of Agriculture, USDA. 2022.
[3] *Ibid*.
[4] United States Department of Agriculture, Natural Resources Conservation Service; Soil Survey of Worcester County, Maryland. 1997.
[5] *Ibid.*
[6] *Ibid.*
[7] *Ibid.*
[8] *Ibid*

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The poultry industry is a staple element of the economy on the Delmarva Peninsula as a whole. Overall, on Delmarva, chickens outnumber people 390 to 1[9]. Not only chicken production itself, but also locally produced grains for feed are essential for the continued success of the chicken industry; the large base of local farmers is an important part of the "three legged stool" (poultry growers, poultry companies, and grain farmers) needed to sustain the industry. Contiguous farmland that is minimally disrupted by other types of development is also important for the continued success, and flexibility of farming industries. When residential and other development fragments farmland, it not only results in loss of farmland, but creates traffic, adjacent landowner complaints and other conflicts with agriculture which at some point becomes detrimental economically to farming on a larger scale.

Value-added agriculture includes not only the production and /or processing of agricultural products, but an associated public educational or interactive component, also known as "agritourism". With increased interest from the public, value-added products and agritourism has become a more viable economic option for farmers and processors in Worcester County, but it is still a small part of the overall agricultural economy in the county. According to the 2022 Census of Agriculture, farm-related income was over $5.3 million in 2022, a 62% increase over 2017.[10]

The forest products industry is also important in Worcester County. Like farmland, all forestland is not equally productive. Forested riparian areas, critical area buffers, wetlands and certain hydric soils are important to protect for habitat and water quality, but not as critical to the forestry industry. The lower eastern shore has experienced a significant loss of local timber mills over the past several decades, mirroring a wider trend across Maryland's eastern shore with only a few remaining mills today. Market consolidation and other factors have contributed to this decline. Regardless, forestry contributes significantly to the economy and supports jobs. In the eastern shore region, in 2019, forestry contributed nearly $203 million in direct economic impact to the state economy and supported 2,309 jobs[11]. Direct contribution in Worcester County was $25 million and 69 jobs directly involved in forestry[12]. Beyond timber, forests provide essential ecological services such as clean air and water, habitat for hundreds of species of birds and other organisms, and contribute to the health of the Chesapeake and Coastal Bays. The more acres of forestland available in the future, the more likely Worcester's forests can be managed sustainably.

Goals and Objectives

It is important to note that farmland and forested land do much more for a community than provide for a specific industry. Cost of Community Service Studies carried out across the nation consistently find that farmland, forested land and other agricultural land use generates a fiscal surplus for a community, even when the land is assessed at its current agricultural use. In this way, farmland is similar to other commercial and industrial uses. In contrast, residential land use does not cover its costs to local government, it must be subsidized by the aforementioned land uses. Conversion of agricultural land to

[9] *Ibid*
[10] *Ibid.*
[11] Hickman, John and Guy, Sarah. The Impact of Resource-Based Industries on the Maryland Economy. October 2022. Business Economic and Community Outreach Network (BEACON) at Salisbury University.
[12] *Ibid.*

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residential land, therefore, should not be seen as a way to generate more revenue for local government and balance local budgets.[13]

Given the imperative to protect agricultural land, Worcester County will aim to target the following goals and recommended actions:

1. **Protect and promote private farming and forestry by accommodating inevitable population growth through appropriate planning and zoning.**
    - *Action Item 9.1.1:* Continue to support DNR forest service and other entities that provide technical assistance to private forest owners.
    - *Action Item 9.1.2:* Promote cooperative work between farmers/landowners and other stakeholders to balance water quality and productivity and other environmental challenges facing farmers and owners of forested land.
    - *Action Item 9.1.3:* Work with the state and other partners and entities to balance commercial solar development in rural areas with protection of farmland.

2. **Establish a Priority Preservation Area within which protection efforts will be focused and non-agricultural development will be discouraged. Specifically, in the long term, protect at least 85,808 acres through conservation easements and restrictive zoning.**
    - *Action Item 9.2.1:* Continue purchase of Rural Legacy and Maryland Agricultural Land Preservation Fund (MALPF) easements using a system that prioritizes land most at risk for development and/or purchase of the best bargains.
    - *Action Item 9.2.2:* Cooperate with the Lower Shore Land Trust in their efforts to preserve farmland.
    - *Action Item 9.2.3:* Pursue other agricultural land conservation programs and funding, when available.
    - *Action Item 9.2.4:* Maintain State certification for the county's agricultural land preservation program, which allows access to additional agricultural transfer tax funds that are collected in the county.

3. **Prioritize prime farmland for permanent protection.**
    - *Action Item 9.3.1:* Continue to support the Soil Conservation District, the Extension Service and other entities that provide technical services, support innovation as well as promote environmental protection actions on agricultural land.
    - *Action Item 9.3.2:* Establish a farmland conservation fund as a source of local matching funds for land protection.

Agricultural Zoning

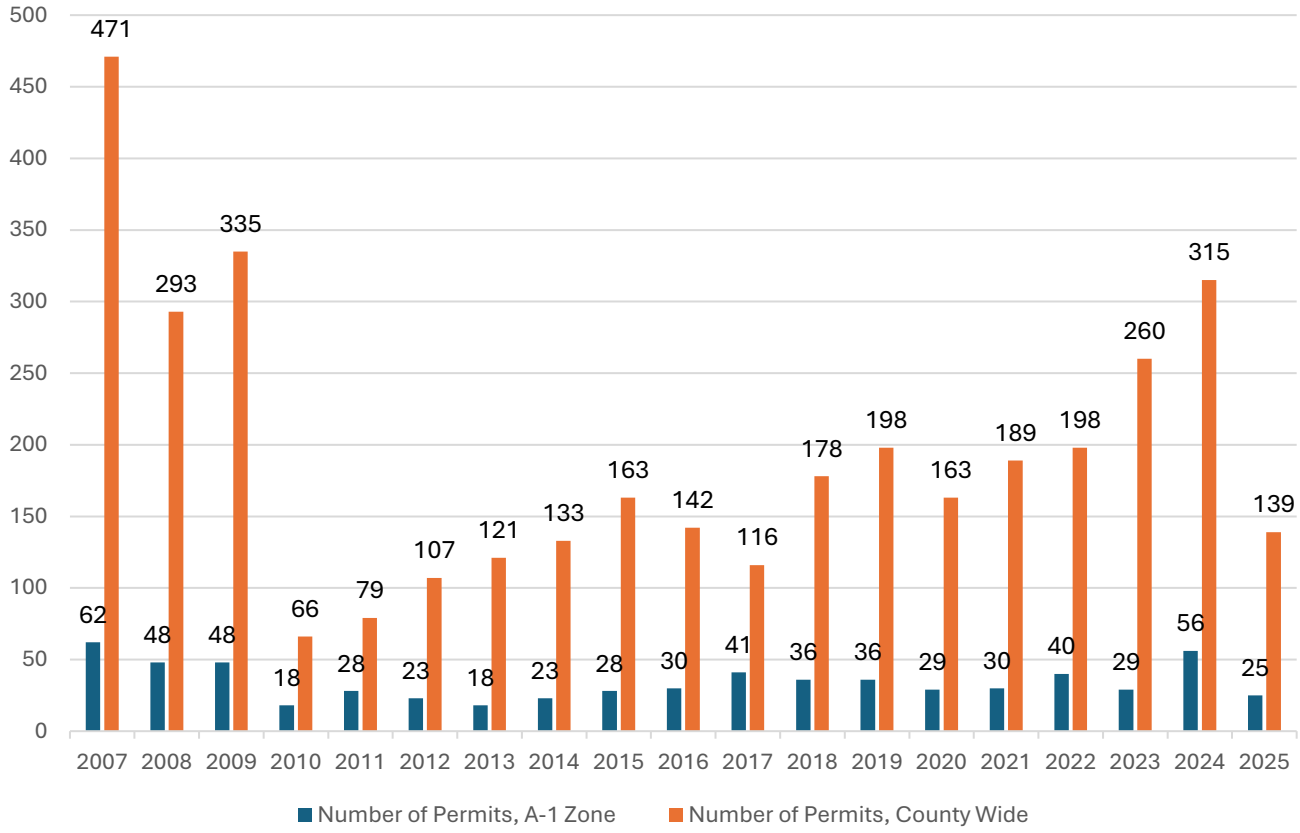
Approximately 84% of the county is currently zoned A-1 (Agricultural) or RP (Conservation); 169,158 and 87,463 acres respectively, after Worcester County underwent comprehensive re-zoning in 2009. In these zones only five lots may be subdivided from what was an entire parcel of land in 1967. In the A-1

[13] American Farmland Trust. Fact Sheet: Farmland Information Center, Cost of Community Services Studies. September 2016.

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zone, 6 lots may be created under certain circumstances, including clustering of lots (extremely rare). In the RP zone up to 5 lots per parcel are permitted only by special exception. This has allowed the county to minimize development pressure in these zones. An A-2 zone was created from A-1 and E-1-zoned areas in 2009 (7,253 acres). This zone is intended to foster agricultural use, while also allowing uses of a more commercial nature that require large tracts of land that had been permitted in the entire A-1 zone prior to 2009. Worcester County has not adopted a tier map or otherwise make any changes to zoning regulations following the enactment of the Sustainable Growth and Agricultural Preservation Act of 2012 (the "septics law"). All of this has ensured that development is minimized in the A-1 zone. **Figure 9-1.** depicts the number of residential building permits issued annually, county wide and in the A-1 zone. Within the period of 2007 to 2025, 3,666 building permits were issued in total; 648 in the A-1 zone. This data shows that development is concentrated in designated growth areas, with limited development occurring in the A-1 zone. Subdivisions within the PPA are a similar metric to gauge development impact as reflected in **Table 9-1. Residential Land Use and Land Protected in Priority Preservation Areas**. From 2018 to 2024, approximately 1,158 acres were involved in subdivision for residential purposes and 4,365.67 acres were protected. Protection outstripped development more than 3-fold on a per acre basis in this time period. It's also likely that some of the acreage involved in subdivision remained in agricultural use. This slow pace of development is anticipated to continue to provide ample time for the acquisition of conservation easements on agricultural and forested land.

Figure 9-1. Residential Building Permits Issued by Worcester County 2007-2025



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Table 9-1. Residential Land Use and Land Protected in Priority Preservation Area (PPA)

Year	Lands subdivided for residential use in the PPA	Residential units constructed in the PPA*	Lands Protected in the PPA
2018	11 lots; 72.41 acres	22	811.4 acres (MALPF) 474.8 acres (Rural Legacy)
2019	6 lots; 22.1 acres	21	800.17 acres (MALPF) 186.9 acres (Rural Legacy)
2020	6 lots; 36.79 acres	24	173.5 acres (MALPF) 137 acres (Rural Legacy) 56.7 acres (CREP Permanent Easement)
2021	11 lots; 120.67 acres	27	458.58 acres (MALPF) 2,046.48 acres (Rural Legacy) 153.56 (LSLT/MET)
2022	10 lots; 117 acres	38	481.46 acres (MALPF) 244.57 acres (Rural Legacy)
2023	19 lots; 578 acres	25	103.98 acres (MALPF) 88.74 (Rural Legacy)
2024	3 lots; 211 acres	39	722.84 acres (MALPF) 113.6 acres (Rural Legacy)

**Data 2022 and prior is relevant to the original PPA

Priority Preservation Areas

To help keep a critical mass of land in farming use, the county established a state certified agricultural preservation program effective July 2004. Certified counties keep 75 percent of the agricultural transfer tax and are eligible for additional state matching funds which are used to fund the program. To remain eligible for this program, the county must establish a Priority Preservation Area (PPA) that includes a strategy for assuring the long-term integrity of the agricultural resources in this area (Agriculture Article 2-518 and State Finance and Procurement Article 5-408, modified by House Bill 2 in 2006).
The county established a PPA in 2010 with adoption of a Priority Preservation Areas Element. The PPA established was 195,332 acres and at that time 53,724 acres, approximately 28% of the PPA, was protected land. In the 15 years since that time over 25,000 additional acres of farm and forested land have been protected. It's also important to note that during that period under 3,000 acres of land were converted to residential use. **Table 9-1. Residential Land Use and Land Protected in Priority Preservation Area (PPA)** shows acres subdivided and acres protected during the period of 2018 – 2024.

Figure 9-2. depicts the boundaries of the updated PPA, which has been expanded to include the entire Bishopville-Showell Rural Legacy Area that was established in 2024. The new PPA is 206,208 acres, 67% of the county's total area. 81,284 acres of the PPA (39%) are "prime farmland".

Table 9-2. provides data on land use in the PPA. Approximately 94% of the PPA is undeveloped. **Table 9-3.** provides a breakdown of protected land in the PPA. Approximately 38% of the PPA is already

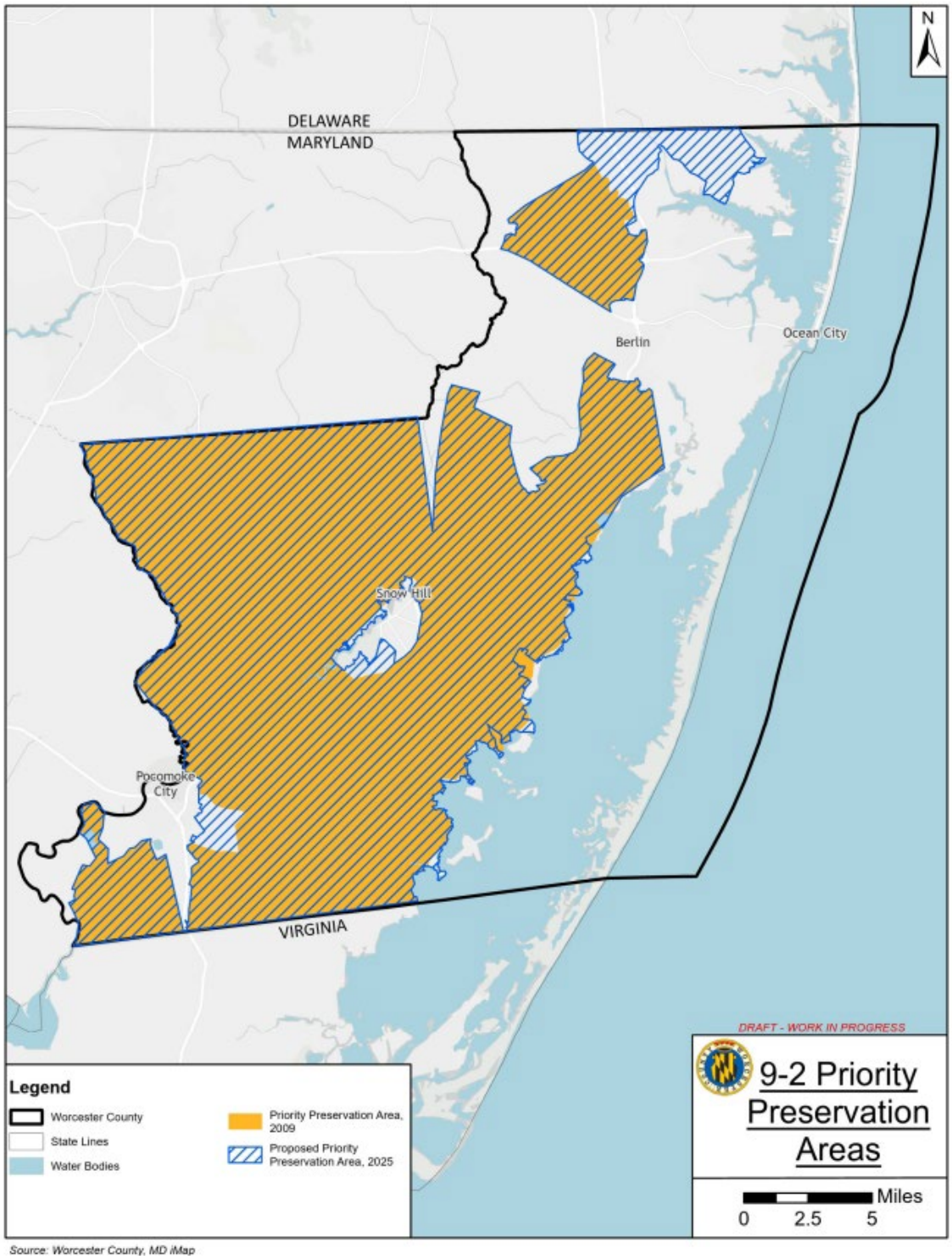
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protected through state-ownership, conservation easements or other permanent mechanisms. The state requires that the acreage goal for land protection within the PPA be equal to at least 80% of the remaining undeveloped land in the area. To meet this goal, at least 165,000 total acres should be protected. Since 79,192 acres are already protected, 85,808 acres would need to be protected in the PPA to achieve 80% protection. Protection of this acreage and minimization of fragmentation is necessary to allow for continued function of the poultry industry, which is increasingly challenged by residential development in rural areas across Delmarva, as well as ensure adequate prime and farmable soils available to meet future market demands for food and other crop products. Dust, odor, chemical applications, noise and other activities associated with farming create conflicts with residential development, which can ultimately harm the industry.

A large base of forestland will be important to meet future needs for forest products, as well as protect air and water quality for county residents and visitors. Fortunately, a base of good forestland is already protected in the PPA. Most of the 38,400 acres of state-held land is forested. As noted above, 116,000 acres of the PPA are forested. **Figure 9-2.** depicts the PPA boundary and generalized land cover.

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Figure 9-2. Priority Preservation Areas (PPAs)



Source: Worcester County, MD iMap

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The county's land use plan map found in **Chapter 4 – Land Use** is consistent with the PPA. All growth areas are outside the boundary of the PPA. All areas within the PPA are identified as "Agriculture" or "Green Infrastructure".

Table 9-2. Land Use in the Priority Preservation Area (2010 MDP Land Use/Cover data)

Land Use Category	Acres
Low-Density Residential/Large-lot subdivision	8,702
Medium to High-Density Residential	140
Commercial	369
Industrial	162
Institutional	192
Open Urban Land	501
Wetland	6,020
Bare Ground/Extractive	339
Open water	1,850
Forest or Brush	116,000
Cropland/agricultural use	71,945
Roads	289

Table 9-3. Protected Land in the Priority Preservation Area, as of September 2025

Land Protection Program/Owner	Acres
The Nature Conservancy	5,426
Rural Legacy Program Easement	13,467
Deed Restricted Private Land	412
MALPF Easement	10,740
CREP Permanent Easement	655
DNR-held Conservation Easement	5,285
Forest Legacy	95
State-owned Lands	38,777
Other Lower Shore Land Trust Easement	1,946
County-owned Lands	500
WRE/WRP Easement	1,889
Total	*79,192*

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Implementation

Worcester County has protected, on average, approximately 12,340 acres of farmland/productive forestland from 2009 to 2025, through the Rural Legacy and MALPF programs, the vast majority within the Priority Preservation Area (PPA). The county's stated goal has been to protect 1,000 acres annually within the PPA and the county protected an average of 823 acres annually.

MALPF

Created by the General Assembly in 1977, Maryland Agricultural Land Preservation Foundation (MALPF) purchases agricultural preservation easements that forever restrict development on prime farmland and woodland. Worcester County continues to have a "certified" agricultural land preservation program (as of July 1, 2004). This allows the county to retain additional transfer tax and access additional state funding match for purchase of agricultural easements through the Maryland Agricultural Land Preservation Foundation.

The pace of land protection increased significantly since 2009. From 2009 to 2025, 5,774+/- acres (37 properties) were protected with MALPF easements, or about 385 acres protected annually. Worcester County's approach to ranking that prioritizes discount offers along with other factors, has increased acreage protected. MALPF's "round 2" funding cycle prioritizes bargain sales, and Worcester County landowners have increasingly received "round 2" offers due to its competitive bid process. Worcester County also provides cash match from the agricultural land transfer tax, revenue collected by the county, as well as allocates funds most years from the county general fund. These funds are matched by MALPF on a 60/40 basis. This has allowed for additional MALPF easement purchases and has been necessary for the county to meet minimum acreage protection goals. The county should continue to provide an annual cash match to MALPF and consider establishing a farmland conservation fund that would support easement purchases.

Rural Legacy

The Rural Legacy Program was created to discourage sprawl development and protect areas, designated by local government, for future generations to enjoy. The Program provides farmers and landowners an alternative to developing (or subdividing) their land or selling their property to developers. The program also supports protection of water quality and habitat through additional protections including vegetative buffers and limitations on impervious surface. Under the Program landowners can sell or donate their development rights and still retain ownership to continue growing crops or limited raising of livestock (similar to the MALPF program). Worcester County's Coastal Bays Rural Legacy Area, which includes the entire Chincoteague Bay shoreline and watershed, lower Pocomoke River watershed, and connects the Chincoteague Bay to the Pocomoke State Forest with a permanent "greenway", is approximately 45,945 acres in size (expanded in FY2019). 18,000 acres+ are permanently protected, either by state ownership or privately owned land under conservation easement. Approximately 10,000 acres are protected with a Coastal Bays Rural Legacy easement as of October4, 2025. Due to difficulty finding remaining interested landowners, the county is focusing on the other two Rural Legacy Areas: Dividing Creek RLA and Bishopville-Showell RLA.

Dividing Creek Rural Legacy Area was created in 2008 in partnership with Somerset County, The Nature Conservancy and Lower Shore Land Trust. The boundary was expanded in 2019 in both counties. In Worcester County it includes the entire Dividing Creek watershed, portions of the Nassawango Creek watershed, and upper Pocomoke River shoreline and watershed. The Dividing Creek and Nassawango

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watersheds are an area of Maryland recognized by The Nature Conservancy as high in biodiversity. The Dividing Creek Rural Legacy Area is also an area with productive and contiguous farmland. The Area is 55,526 acres in size, including both counties. Protection of the first Dividing Creek Rural Legacy Area easement in Worcester County occurred in 2009. Fourteen (14) properties have been protected in Worcester County to date, totaling over 3,500 acres.

The Bishopville-Showell Rural Legacy Area was established in 2024. The Area is 11,743 acres and contains important farmland under significant development pressure. It includes lands surrounding the unincorporated villages of Bishopville and Showell. Already multiple uses, some not compatible with agriculture have occurred in this area. Many of the farms are small, so unable to participate in MALPF, which requires a minimum of 50 acres to enroll. Protection of the remaining farms in this Area is needed to maintain the rural landscape. To date one easement has been purchased.

Donated Conservation Easements

Worcester County is served by the Lower Shore Land Trust, a non-profit organization that works in cooperation with the Maryland Environmental Trust to obtain donated permanent conservation easements in rural areas. Over 1,900 acres in Worcester County are protected by a donated conservation easement, held by the Lower Shore Land Trust and Maryland Environmental Trust. Landowners who donate have access to certain tax benefits.

Land Use Management

Worcester County's zoning code, and specifically the A-1 and RP zones as currently established, protects rural areas from irreversible, sprawl development that would negatively impact farming and forestry. Worcester County has not mapped any areas where major subdivisions may be developed on septic systems. These policies should continue.

Value-added processing, agro-tourism, continuing education for farmers, and educating county citizens on the value of supporting local farms are supportive actions that can be taken to keep farming viable. Value-added retail and agro-tourism are permitted by special exception in the A-1 zone, there are many roadside farm stands permitted throughout the county in several zoning districts, although exact numbers are not available. The A-1 zoning code allows farm owners to hold special events in their principally agricultural structures, thus allowing temporary/short-term uses that do not impact farming, but provide income, and may also help connect the public to the agricultural landscape and products. Farm breweries have emerged as a new growth area that the county supports through zoning policies.

Challenges

It's important to identify the challenges the agricultural sector/rural land faces and will face in the coming years. Farming is dynamic—the industry is continually affected by economic and regulatory factors, changes in population and land use and innovations in technology. Along with the threat of fragmentation and loss of farmland due to encroachment of other land uses, the poultry and associated feed industry are facing other issues. Saltwater intrusion and land loss is already occurring on the Delmarva peninsula and anticipated to continue to impact low lying land, including in Worcester County. This makes the soil unproductive as farmland or woodland transforms into marsh or open water. Storm surges exacerbate this. Drought conditions may increase in intensity and duration in the future, stressing both poultry and crops. Agricultural practices continue to trend towards intensification and

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higher productivity, with yields per acre up 70% from 1982 to 2022[14]. While efficiency has also increased, balancing production with water quality protection will continue to pose a significant challenge. The poultry industry contends with economic issues including inflation, global trade conflicts, and avian influenza. The forestry industry faces declining forest markets. Pests and invasive plants pose threats to native vegetation. Continued parcelization of forested land poses a challenge for forest management, as many private forest owners may not use professional services to assist with sustainable management, and management of smaller woodlots can be more challenging. All of these challenges will require creative solutions, many at the local level.

[14] Delmarva Land and Litter Collaborative.

7. FISHERIES

Introduction

Maryland law requires that all counties located on tidal waters include a Fisheries element in their comprehensive plan. This chapter focuses on the designation of areas for loading, unloading, and processing finfish and shellfish, and for docking and mooring commercial fishing boats and vessels.

Goals and Objectives

To support the long-term viability of fisheries in Worcester County, a focused strategy is needed that balances economic development strategies with the preservation of working waterfronts and existing marine activity. Key objectives include maintaining commercial marine zoning at the West Ocean City Harbor to protect it from residential encroachment, encouraging sustainable aquaculture as both an economic supplement and a tool for enhancing water quality, and thoughtfully integrating tourism by promoting secondary attractions that complement—rather than compete with—core commercial marine activities.

Specific goals and recommended actions have been identified as critical to fulfilling recommendations and supporting the ongoing success of fisheries in the County:

1. **Preserve Working Waterfronts**
    - *Action Item 7.1.1:* Maintain the West Ocean City Harbor as a commercial harbor and explore opportunities for compatible tourism development.
    - *Action Item 7.1.2:* Protect seafood landing and processing facilities through zoning and land-use incentives.
    - *Action Item 7.1.3:* Sustain fisheries and recreational fishing through water quality and habitat protection measures.
    - *Action Item 7.1.4:* Enhance water quality initiatives to ensure long-term sustainability of local fisheries.
2. **Support Aquaculture**
    - *Action Item 7.2.1:* Encourage sustainable aquaculture to supplement traditional fisheries and promote water quality improvements.
    - *Action Item 7.2.2:* Promote aquaculture, including fish, clam, and oyster farming, to support the local economy.
    - *Action Item 7.2.3:* Invest in sustainable aquaculture research and development, including new methods for fish, clam, and oyster farming.
3. **Tourism Integration**
    - *Action Item 7.3.1:* Develop secondary tourism attractions around the harbor to complement commercial marine activities without compromising their primacy.

7. FISHERIES

- *Action Item 7.3.2:* Explore opportunities for compatible tourism development at West Ocean City Harbor.
- *Action Item 7.3.3:* Promote recreational fishing opportunities through marketing campaigns targeting regional anglers.
- *Action Item 7.3.4:* Create a regional marketing cooperative with commercial watermen to sell local products directly to consumers (for example, a fish market).
- *Action Item 7.3.5:* Develop tourism initiatives around commercial fishing to create additional revenue streams.

Commercial Fishing

Worcester County has a strong connection to commercial fishing, given its proximity to the Chesapeake Bay and the Atlantic Ocean. The County is home to some of Maryland's most prominent seafood operations, particularly in towns such as Ocean City. These operations process various types of seafood including blue crabs, oysters, and finfish.

Commercial fishing boats have Federal fishery catch quotas that require their harvest to be landed in a Maryland port. These catches, which are processed and sold in Worcester County by Southern Connection Seafood and Martin Fish Company, have an annual market value of more than $3.7 million (2022).

In 2021, the Maryland Department of Natural Resources issued an estimated 2,000 commercial fishing licenses, with approximately xxx of these being issued in Worcester County.

Worcester County has more than **15 public boat ramps** that provide access to local waters for both recreational and commercial fishing. The County also has several private and commercial docks, especially in and around Ocean City.

The Ocean City Inlet allows smaller vessels to travel between the Atlantic Ocean and coastal bays. Most commercial boats moor in the West Ocean City (WOC) Harbor, which is adjacent to the inlet. The WOC Harbor enables commercial fishing operations to offload their catch, and it also features dedicated facilities for seafood processing and shipping.

Within this harbor, the County hosts the annual “Harbor Day at the Docks,” a waterfront festival which celebrates our rich history and maritime heritage, as well as exciting sport fishing and commercial fishing industries. The harbor’s commercial fishing buy operations also host Maryland’s horseshoe crab bleed operations, generating necessary products used by drug and medical device makers to test for dangerous impurities in vaccines, prosthetics and intravenous drugs. The bleed operations are a key supplier of the state’s biopharma and life sciences companies, which is key sector of Maryland’s economy.

Besides the County’s commercial marine facilities located in the West Ocean City Harbor, there is another commercial marina supporting watermen and aquaculture efforts in the Coastal Bays. The

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Baywater Marina in Snow Hill, perched on the shores of the Chincoteague Bay, is the only commercial marina located south of the Ocean City Inlet until the Virginia state line.

These commercial marina areas accommodate businesses that supply and cater to marine activities and needs. The County is a destination for boating, both for people who choose it as a place to dock their boat and for people who visit and perhaps would like to rent or charter a vessel for recreational purposes. Opportunities abound to enhance these destinations, grow local businesses, and increase outdoor tourism.

Promoting and Protecting the Seafood Industry

Charter boat services accommodate visitors looking for the opportunity to fish, crab, or cruise the waters of the Coastal Bays, the Atlantic Ocean, and the County's rivers. Within the Maryland Land Use Article, there is a requirement for counties located on tidal waters to include a Fisheries Element that designates areas on or near tidal waters for the loading, unloading, and processing of finfish and shellfish and for the docking and mooring of commercial fishing boats and vessels. Such areas are geographically located to facilitate the commercial harvesting of finfish and shellfish and to ensure reasonable access to the waterways by commercial watermen.

Given the historical significance of the seafood industry to the County's economy and to the very fabric of its culture, there are a number of locations that meet the above criteria. An indicator of the importance that the County places on ensuring and promoting the survival of the seafood industry was the establishment of our Commercial Marine District in the West Ocean City Harbor. Noting the critical need to preserve and protect Worcester County's commercial fishing industry, the County Commissioners established the Commercial Marine (CM) district and adopted sectional rezoning maps for the area in 1999. In the resolution approving this change, the Commissioners noted that "the commercial fishing industry has substantial historical, cultural and economic values for Worcester County and its protection is critical." Not only does the commercial fishing industry play a key role in the overall health and diversity of Worcester County's economy, but the CM district that receives the fleet's catch is a part of the required justification for federal maintenance of the Ocean City Inlet.

The 2006 Worcester County Comprehensive Plan's Land Use Chapter recommended the use of "land use controls to encourage aquaculture and retain the harbor in commercial fishing" with the accompanying statement that "Commercial marine zoning preserves the West Ocean City working harbor." Contained within the Economy Chapter of the Worcester Comprehensive Plan is an objective for the Fisheries component to "maintain the West Ocean City Harbor as a working commercial harbor."

Tourism

Near WOC harbor is the site of the world's largest billfish tournament, the White Marlin Open. The White Marlin Open is a 52-year-old deep-sea fishing tournament that is incredibly important to the area's history and has proven to have a huge impact on the local economy. In 2023, this annual tournament generated 130 jobs, attracted 3,500 anglers, and awarded roughly $10.5 million in prize money. In addition to the thousands of participants, the event also brings in thousands of spectators. Director of Tourism Melanie Pursel said this event will bring a huge boost to the entire county:

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"We're looking at 20 – 30 million dollars of economic impact for one event, so important for Ocean City, and to our economy here in Worcester and the state of Maryland."

Worcester County's commercial and sport fishing industries depend on the commercial marine support provided in and around the WOC harbor, the only harbor in Maryland with direct access to the Atlantic Ocean.

Challenges

While the County supports commercial fishing licenses and operations, it faces challenges from seasonal and supply fluctuations, state regulations, and pressures to rezone. Despite the current access points, CM District establishment and processing facilities, the County's seafood industry may face challenges with its ongoing viability as a sustainable business sector. One such threat is the proposed Offshore Wind Power project by US Wind. The other threat is the extent of dredging necessary to keep vital the Ocean City Inlet and the federal channels open for access to the Atlantic Ocean and our Coastal Bays for commercial fishing operations. Silted-in channels can prevent access or cause circuitous routes for the commercial boats to access the Ocean and Bays raising operational costs. While the current Maryland Coastal Bays Report Card has a grade of B-, we cannot and will not ignore the threat to the County's fisheries due to declining water quality and habitats.

While the County supports commercial fishing licenses and operations, it faces challenges from seasonal and supply fluctuations, state regulations, and pressures to rezone.

Worcester County Comprehensive Plan Update

COMMISSIONERS MEETING

NOVEMBER 4, 2025

AGENDA

- Draft Natural Resources Element
- Draft Agriculture Element
- Draft Fisheries Element
- Questions
- Review Schedule

Draft Natural Resources Element

Natural Resources Goals and Objectives

Worcester County recognizes the importance of protecting its natural resources and will continue to do so by establishing and strengthening regulations and preparing for the future as climate change becomes an increasing threat. The County has developed several goals and recommendations that are discussed in more detail below:

- Implement resource protection, conservation, and preservation strategies that promote high water quality and protect aquatic life and ecological function throughout Worcester County.
- Undertake land preservation and other efforts to preserve and expand open space, forests and other “greenways” to protect habitat diversity, create biodiversity corridors, and provide contiguous areas for safe movement of people and animals throughout the County.
- Prepare for and protect against impacts to natural resources, people, and infrastructure from Climate Change and sea level rise.

Natural Resources Components

- Guiding Principles and Legislation
- Significant Updates since the 2006 Comprehensive Plan
- Physiography
- Soils
- Mineral Resources
- Streams and Stream Buffers
- Critical Areas
- Wetlands
- Floodplains and Flood Hazards
- Community Rating System (CRS)
- Coastal Bays
- Hazard Mitigation
- Climate Change
- Habitats of Rare, Threatened, or Endangered Species
- Conservation Lands
- Forests and Woodlands

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Natural Resources Guiding Principles



Careful management of natural resources and sensitive areas with goals of restoring and maintaining healthy natural systems.

Focusing future growth within existing growth areas to ensure protection of natural resources and sensitive areas and to create resilient communities.



Leveraging existing environmental programs and establishing new initiatives that foster universal stewardship of natural resources and sensitive areas, resulting in sustainable communities and protection of the environment.



Collaboration with government, businesses, and residents for creation and maintenance of hazard-resilient communities that balance sustainable growth and resource protection.



Encouraging opportunities with respect to the County's tourism and resource-based economy.

Draft
Agriculture Element

Agriculture Goals and Objectives

It is important to note that farmland and forested land do much more for a community than provide for a specific industry. Given the imperative to protect agricultural land, Worcester County will aim to target the following goals and recommended actions:

- Protect and promote private farming and forestry by accommodating inevitable population growth through appropriate planning and zoning.
- Establish a Priority Preservation Area within which protection efforts will be focused and non-agricultural development will be discouraged. Specifically, in the long term, protect at least 85,808 acres through conservation easements and restrictive zoning.
- Prioritize prime farmland for permanent protection.

Agriculture Components

- Challenges
- Agricultural Zoning
- Priority Preservation Areas
- Implementation

Draft
Fisheries Element

Fisheries Goals and Objectives

To support the long-term viability of fisheries in Worcester County, a focused strategy is needed that balances economic development strategies with the preservation of working waterfronts and existing marine activity.

Specific goals and recommended actions have been identified as critical to fulfilling recommendations and supporting the ongoing success of fisheries in the County:

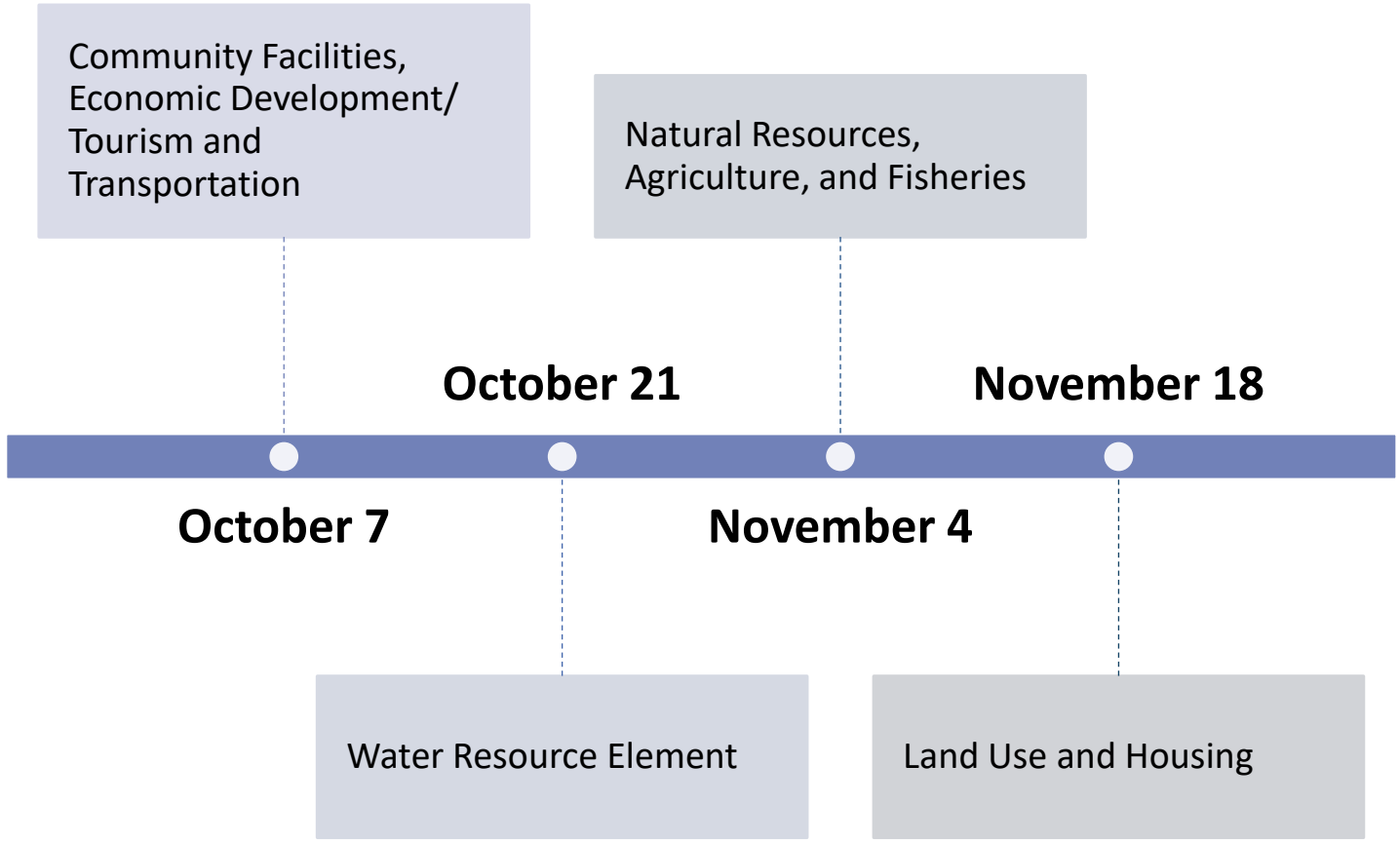
- Preserve Working Waterfronts
- Support Aquaculture
- Tourism Integration

Fisheries Components

- Commercial Fishing
- Promoting and Protecting the Seafood Industry
- Tourism
- Challenges

Questions

Review Schedule



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