



Office of the Town Manager  
Frank Cassidy

#### Warrenton Town Council

Carter Nevill, Mayor  
Roy Francis, Ward 1  
William Semple, Ward 2  
Larry Kovalik, Ward 3  
Michele O'Halloran, Ward 4  
Eric Gagnon, Ward 5  
Paul Mooney, At Large  
David McGuire, At Large

# STAFF REPORT

<b>Council Meeting Date:</b>	October 14, 2025
<b>Agenda Title:</b>	Stormwater Management Fund Financial Overview
<b>Requested Action:</b>	For information only
<b>Department / Agency Lead:</b>	Finance Department
<b>Staff Lead:</b>	Brooke Campbell, Budget Manager

## EXECUTIVE SUMMARY

Each month from August through January we will provide financial overviews of one or more departments as part of the council meeting agenda. The purpose of the financial overview is to provide a detailed look into each department's budget. Each financial overview will contain line-by-line detail on the relevant department's budget, a chart summarizing the trend in actual expenditures, and a chart summarizing budget versus actual spending. Departments will provide separate reports and presentations detailing their operations.

As a result, each department will have the opportunity to present, and the council will have the opportunity to review their financial information before the delivery of the proposed budget on April 1st.

## BACKGROUND

Stormwater runoff is the most common cause of water pollution. State and federal clean water statutes require localities to have programs related to stormwater runoff, erosion, and sedimentation control protecting their water resources. The Town is an MS4, or a Municipal Separate Storm Sewer System, and is permitted to levy a stormwater utility fee to pay for the program. The fee was established by ordinance during the FY 2021 budget process, but Council delayed collection due to the COVID-19 pandemic. The collection of this fee began in FY 2022, and the Stormwater Management Fund was established as an enterprise fund to sustain the program.

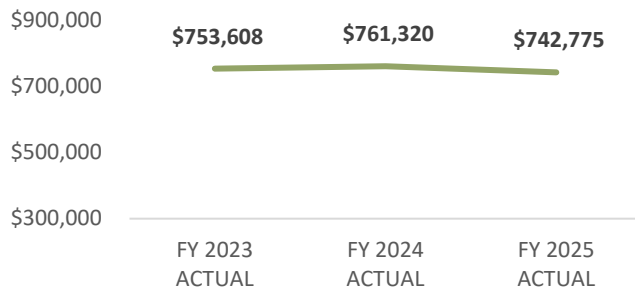
Stormwater Management is staffed by the stormwater administrator and stormwater inspector who are both allocated 100% to the department. The director of public utilities is allocated 20% to this Fund. The GIS technician, engineer, permit Technicians, zoning Official, and tax administrator are also partially allocated to this Fund based on support provided.

The following tables and charts provide a financial summary of the Stormwater Management Fund.

## Revenue

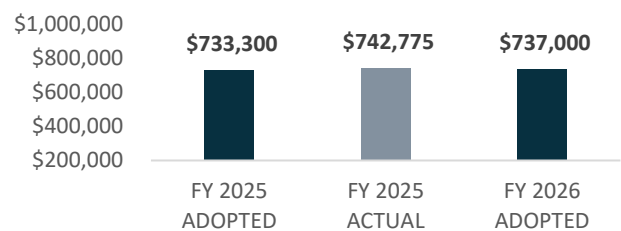
ACCOUNT NAME	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 ADOPTED	FY 2025 ACTUAL	FY 2026 ADOPTED
STORMWATER MANAGEMENT FEE	653,734	757,905	733,000	741,521	736,000
MISCELLANEOUS REVENUE	556	885	300	1,254	1,000
FEDERAL REVENUE (GRANTS)	99,318	2,531	-	-	-
	<b>\$ 753,608</b>	<b>\$ 761,320</b>	<b>\$ 733,300</b>	<b>\$ 742,775</b>	<b>\$ 737,000</b>

### Actual Revenue Trend



In FY 2024, revenue increased 1.0% or \$7,712 compared to FY 2023. FY 2025 revenues decreased 2.4% or \$18,545 from FY 2024.

### Revenue FY 2025 vs FY 2026

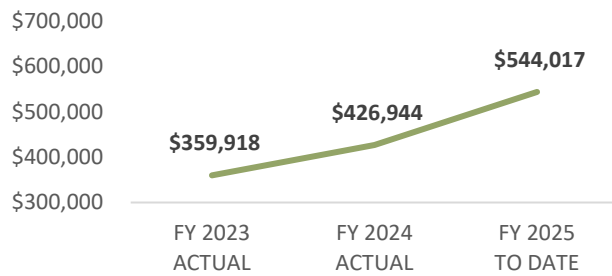


In FY 2025, the total projected revenue for the Stormwater Fund was \$733,300. FY 2025 revenue totaled \$742,775. The FY 2026 budget projected revenue for the Fund is \$737,000.

## Expense

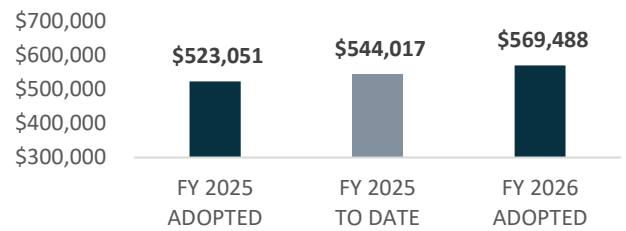
ACCOUNT NAME	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 ADOPTED	FY 2025 TO DATE	FY 2026 ADOPTED
PERSONNEL SUBTOTAL	348,211	385,178	441,121	466,243	487,803
PROFESSIONAL SERVICES	7,101	35,813	71,000	70,558	70,000
UNIFORM RENTAL	-	185	940	991	1,000
PERMIT FEES	3,000	3,000	3,500	3,000	3,500
POSTAGE	-	36	500	30	500
AUTOMOBILE INSURANCE	-	1,464	1,550	1,586	1,800
TRAVEL	-	-	500	-	500
TRAINING	910	1,125	2,000	695	2,000
MEMBERSHIPS & DUES	234	50	500	423	945
PURCHASING	462	93	1,440	492	1,440
TRANSFER TO GENERAL FUND	-	49,083	47,681	47,681	56,501
<b>TOTAL</b>	<b>\$ 359,918</b>	<b>\$ 426,944</b>	<b>\$ 523,051</b>	<b>\$ 544,017</b>	<b>\$ 569,488</b>

### Actual Expense Trend



*In FY 2024, operating expenses increased 19% or \$67,026 over FY 2023. FY 2025 expenses increased 27% or \$117,074 over FY 2024.*

### Expense FY 2025 vs FY 2026



*In FY 2025, the total adopted budget for the Stormwater Management Fund operating expenses was \$523,051. FY 2025 expenses totaled \$544,017. The FY 2026 adopted budget for the fund's operating expenses is \$569,488.*

## Current Capital Projects

Please see the attachment for the capital improvement plan (CIP) project summary.

### STAFF RECOMMENDATION

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### ATTACHMENTS

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1. Stormwater Fund capital projects – From FY 2026 adopted capital improvement plan.

## STORMWATER MANAGEMENT FUND CAPITAL PROJECTS

The other Enterprise Fund for the Town is the Stormwater Management Fund. Projects planned in support of this function are as follows. Detailed sources, uses, and previous allocations for each project are provided in the project detail pages.

Project #	Project Name	FY26 2025-26	FY27 2026-27	FY28 2027-28	FY29 2028-29	FY30 2029-30	FY31 2030-31	Total
SM-003	Stream Retrofit Rady Park	\$ 100,000	\$ 775,000	\$ -	\$ -	\$ -	\$ -	\$ 875,000
SM-004	Master Drainage Plan	300,000	400,000	400,000	-	-	-	1,100,000
SM-005	BMP & Filterra Facilities	200,000	150,000	150,000	130,000	130,000	100,000	860,000
SM-006	East Street Drainage	-	31,500	266,860	-	-	-	298,360
SM-008	Sullivan/Broadview Avenue Drainage	-	-	33,075	254,823	-	-	287,898
SM-009	West Lee Highway Stormwater Culvert	-	-	204,687	-	-	-	204,687
		\$ 600,000	\$ 1,356,500	\$ 1,054,622	\$ 384,823	\$ 130,000	\$ 100,000	\$ 3,625,945
	Contingency - 10% of Town Funding	60,000	135,650	105,462	38,482	13,000	10,000	362,595
<b>TOTAL STORMWATER CAPITAL PROJECTS</b>		<b>\$ 660,000</b>	<b>\$ 1,492,150</b>	<b>\$ 1,160,085</b>	<b>\$ 423,305</b>	<b>\$ 143,000</b>	<b>\$ 110,000</b>	<b>\$ 3,988,540</b>