
Town Council: Bob Bloxom, Ray Burger, Thelma Gillespie, Joy Marino and Maphis Oswald
Mayor: Fletcher Fosque | **Town Manager:** Matt Spuck

Town of Onancock

Town Council Meeting

June 28, 2021 at 7:00 p.m.

Agenda

1. Call to order and roll call
2. Pledge of Allegiance
3. Consideration and approval of meeting minute from:
 - a. May 24, 2021 Town Council meeting
 - b. June 7, 2021 Public Hearing and Town Hall
4. Public Business:
 - a. Onancock Main Street – Annual Presentation
 - b. Meet new police officer
 - c. Public Hearing – Town Code 2-27, Election Dates and Terms
 - d. Public Hearing – 9 Market Street, Homestay
 - e. Public Hearing – 6 King Street, Homestay
 - f. Public Hearing - Add Ordinance 34-11, Sale of Certain Municipal Property
 - g. Motion to Adopt Resolution authorizing sales of Certain Municipal Property, #85-2-5
 - h. Motion to Adopt 2022 FY Budget
 - i. Motion to Adopt 2022 FY Budget Amendment – Sewer
 - j. Motion to adopt resolution for Worker’s Compensation Insurance
 - k. Appoint T. Lee Byrd to Planning Commission
 - l. Appoint Carol Tunstall to Planning Commission
 - m. Appoint person to fill vacant seat on Town Council
5. Public comment
6. Committee Reports:
 - a. HRSD (Bob Bloxom)
 - b. Waterfront (Bob Bloxom)
 - c. Planning Commission (Bob Bloxom)
 - d. Personnel
7. Mayor’s report
8. Town Manager’s report
9. Council comments
10. Closed session (if required)
11. Adjourn

Onancock Town Council Meeting – May 24, 2021

Town of Onancock
Town Council Meeting
May 24, 2021
7:00 p.m.

Call to Order and Roll Call:

Mayor Fosque called the meeting to order at 7:00 p.m. and roll was called. Mayor Fletcher Fosque and Councilmembers Robert Bloxom, Joy Marino, Ray Burger, Maphis Oswald and Thelma Gillespie were present. All members were present, and a quorum was established.

The Pledge of Allegiance was recited.

Consideration and Approval of the Town Council Meeting Minutes from April 26, 2021:

Mayor Fosque asked for any changes, corrections, or additions to the minutes as submitted.

Councilmember Marino stated that on page 8, the reference to the “event” was vague. Mr. Spuck said that he would make the appropriate adjustment to the minutes.

Councilmember Bloxom made a motion to accept the minutes with the edit. Councilmember Marino seconded the motion. The motion passed by unanimous voice vote.

Public Business:

- a. Public Hearing – Special Use Permit, 4 Sturgis Street, Homestay: Mayor Fosque opened the public hearing at 7:03 p.m. Mr. Spuck shared the content of the application for a homestay at 8 Sturgis Street. Mr. Spuck explained that the adjacent property owner letters were sent out and that no one reached out to him about the application for a homestay at 8 Sturgis Street. Councilmember Oswald asked if Mr. Spuck sent the adjacent property owner letters to the properties behind 8 Sturgis Street. Mr. Spuck stated that he had not.

Mrs. Susan Haycox, applicant, spoke on behalf of her application, stating that she had reached out to her neighbors before applying for the permit to make sure everyone was on board with the use. Mrs. Haycox shared with Town Council that she and her husband live in Cashville and split their time between that house and their house in Onancock, they were hoping to offset some of the expenses with short-term rental income.

Mayor Fosque asked for public comment. With none, Mayor Fosque closed the public hearing at 7:07 p.m.

Councilmember Bloxom made a motion to approve SUP08:21 with the following requirements:

- *All guests must park in the off-street spaces provided.*
- *The owner agrees with the Transient Occupancy Tax code as detailed in sections 16-72 and 16-81.*

Councilmember Oswald seconded the motion. The motion passed by unanimous voice vote.

Councilmember Oswald asked about the ordinance, stating, what happens if the stay is longer than the ordinance’s 3-weeks maximum allowable time. Is three-weeks the right way to go with

this ordinance? Mr. Spuck stated that he was unsure how the town would be able to monitor length of stays. Councilmember Marino shared that on the Airbnb website a guest can potentially save on a longer length of stay.

Mr. Spuck shared that the Planning Commission will be reviewing the Town's ordinance in the coming months. Councilmember Oswald stated that there are definite pluses and minuses with these types of rentals, sharing that they are a wonderful way to travel. Mayor Fosque asked how many were in Town. Mr. Spuck stated that there are 11. Mayor Fosque asked if the Town was meeting the need by having X number of short-term rentals available.

Councilmember Bloxom asked that Mr. Spuck add language to the Transient Occupancy Tax form certifying the business is in compliance with Town Code.

Council Discussion:

- a. American Rescue Plan (ARPA) of 2021: Mr. Spuck shared that he has had many conferences with different groups throughout the State on the guidelines for expending the ARPA funds. Onancock will receive approximately \$550,000 twice over the next two-years. Onancock is considered a Non-Entitled Unit (NEU), since it is not a DHCD designated community. The state must release the funds to the NEU's within 30-days of receipt of the funds from the federal government. Our funds need to be designated by December 31, 2024. Mr. Spuck stated that he would be putting an outline together for how the funds can be spent for council to review. Mr. Spuck shared that he has met with his leadership team to come up with potential projects that the Town could use the ARPA funds on. Mr. Spuck shared that he is looking forward to hearing public input on how the Town should spend the funds.

Town Council decided to hold a Town Hall meeting on June 7th at 6:00 p.m. Mr. Spuck stated that he would advertise the meeting in the Eastern Shore Post.

- b. Transportation Alternative Program (TAP) grant – Bike and Pedestrian Path: Mr. Spuck updated Council on the TAP preliminary grant application which had recently been submitted. The grant proposal was for \$528,000. Mr. Spuck noted that he had added several contingencies throughout the application.

Mayor Fosque asked for an update on the Road Diet which had been previously submitted to VDOT through the Smart Scale grant program. Mr. Spuck shared that while the Smart Scale grant was a no go, the project was more than likely going to be funded through a larger transportation project. Councilmember Marino verified that the bike/pedestrian path was to start on Hill Street and end at the Caldwell Banker property. Mr. Spuck stated Councilmember Marino was correct, sharing that this route was part of phase one of the Town's application. Councilmember Marino asked if this project's route was parallel to the Road Diet and if so, does the Town need both. Mr. Spuck explained that the preapplication, which was recently submitted, does not obligate the Town to do the project, sharing that there are several conversations to be had about this matter. Mr. Spuck suggested that Town Council wait to see

what happens with the Town's preapplication. Mr. Spuck explained that this project could help the Town be a part of a larger transportation project on The Shore, Rails to Trails, which would have a bike path behind the Little League ball field.

Mr. Steve Johnsen, Ames Street, shared that through his involvement with VDOT on the State level he is 99.9% confident the Road Diet will be approved in June. It will be in the 6-year improvement plan and it will not cost the Town anything.

- c. Financial Policies: Mr. Spuck reviewed his proposed financial policies for Council's review, stating that Town Council has a fiduciary responsibility for the use of public funds (funds collected through taxation). Mr. Spuck shared his cash/reserve report with Council.

Councilmember Marino asked what happens to the sewer reserves once HRSD takes over the sewage plant. Mr. Spuck shared that the Town gets to keep the funds. Mr. Spuck explained that it is important for the Town financial policies to be in place so that there is guidance on how best to utilize the fund reserves, all dollars have a purpose. Mayor Fosque asked how the Town ended up with these reserves. Mr. Spuck stated that over the past few years the Town has underspent the budget which creates a positive fund balance.

Councilmember Oswald asked about the user fees. Mr. Spuck explained that it means that the Town can charge a fee for its services (i.e. business licenses) which is something we already do. Councilmember Marino asked Mr. Spuck to define the "Town". Mayor Fosque stated that it means Town Council.

Councilmember Oswald asked about the Town's ability to invest. Mr. Spuck explained that government is governed closely on what they can and cannot do with investments. Councilmember Bloxom stated that local government investing is governed by State Code.

Councilmember Bloxom asked that under the Auditing and Accounting Section for Mr. Spuck to add that the "Town Manager would be in charge with implementing corrective action." Councilmember Oswald stated that she wants Council to be kept apprised of the remedies. Councilmember Bloxom also stated that it has been a while since the Town has put the auditors out to bid. Mr. Spuck stated that was a perfectly responsible request and that he would add "put out to bid every five years" in that section. Mr. Spuck shared that while the auditing firm the Town uses has not changed in a while, the management team within the firm has.

Councilmember Bloxom stated that under the Urgent Need Expenditure section he would like the words "at the direction of the council" added. Councilmember Bloxom also asked about the \$10,000 threshold, for when a purchase becomes a capital expense. Councilmember Bloxom stated that it seems high. Mr. Spuck stated that he would review it further.

Councilmember Bloxom made a motion to approve the policy as written with the couple of edits which Council has discussed. Councilmember Oswald seconded the motion. The motion passed by unanimous voice vote.

- d. HRSD Budget Amendment: Mr. Spuck explained that Town Council will need to hold a public hearing to adopt a sewer budget since it was not a part of the original budget public hearing. The proposed sewer budget is the exact same to the current year's budget. There are no fee or staffing changes. Mr. Spuck has scheduled this meeting to coincide with the Town Hall on June 7 2021.

Public Comment:

No public comment was heard.

Committee Reports:

HRSD, Councilmember Robert Bloxom: Deferred to Mr. Spuck.

Waterfront Committee, Councilmember Robert Bloxom: Councilmember Bloxom shared that the transient bookings are going well, and that gas sales have been soft. Councilmember Bloxom asked that the Town look into purchasing a longer hose so that gas sales can be made in the parking lot. Mr. Spuck said that he would look into that.

Mayor Fosque mentioned that there have been several emails circulating about the dust situation down at the Marina. Mr. Spuck shared that he has fielded several calls about the dust that is in the air when T&W Block move and/or haul gravel from their lot. Mr. Spuck has met with T&W Block's leadership team to discuss dust mitigation plans. The thought is that they will water the gravel down as it is being unloaded either by water provided from the Town's water service or by water withdrawal from the creek. Paying for Town water services is not their first choice and water withdrawal from the creek requires DEQ permissions. There has also been some discussion about installing plantings to help reduce the dust as well. Mr. Spuck shared that he wants to resolve this issue in partnership with T&W Block. Another issue that has been brought up is their current hours of operation. T&W Block is working on hiring someone who can work mostly during normal business hours and not operate on Sundays at all.

Ms. Sarah Nock, Market Street, explained that the issue is not simply the dust in the air but an issue of what is in the dust which is a carcinogen. Ms. Nock thanked Mr. Spuck for working towards a resolution with T&W Block.

Planning Commission, Councilmember Robert Bloxom: Councilmember Bloxom shared that the Comprehensive Plan went through its final revision at the last Planning Commission meeting. The final draft will be on Council's June agenda. Councilmember Bloxom shared that there are two items that have led to additional discussions: one – should the Town have a dark sky policy; and, two – should the Town limit the number of short-term rentals and if so how best to do that.

Personnel Committee: Mayor Fosque shared that with Catherine Krause's leave of Town Council, there is now an opening on this committee. Councilmember Marino shared that she had met with Mrs. Krause about this committee and it was indicated that they should start working on the Town Manager evaluation. Councilmember Marino also asked for a definition of the scope of the individual committees so that members can be aware of their tasks. Councilmember Oswald asked that Town Council be made aware of staff changes. Mr. Spuck stated that all staff changes have been shared with Town Council in his reports. Mr. Spuck explained that the Personnel Committee's purview is to review and change policies that govern town staff. Councilmember Bloxom suggested that they create committee charters.

Councilmember Oswald stated that she feels that the Water Committee should do more than hear complaints from customers over water bill disputes, stating that she feels not fully informed on the minutia of Town operations. Mayor Fosque stated that the Water Committee's only task is to hear billing disputes. Mr. Spuck explained that it is the Town Manager's job to deal with the day to day minutia and that Town Council's job is governance.

Strategic Planning, Mayor Fletcher Fosque: No meeting.

Mayor's Report:

No report.

Town Manager's Report:

Due to time restrictions, Mr. Spuck only touched on few items in his report, they are highlighted below:

- Mosquito spraying is starting the week of May 28, 2021 and it will be Monday, Wednesday, and Fridays at 5:30 a.m. It will stay three days a week through June, then it will reduce to two days a week through September.
- The boat ramp completion has been pushed back another four-weeks. Staff is pushing them as hard as we can.
- Liberty Street extension will be tar and chipped in the next 30-days. Councilmember Marino asked how the residents on Jackson Street were responding to this. Mr. Spuck explained that there are two potential resolutions to fixing Jackson Street. One, is related to HRSD building the gravity line up from Nassawadox to Onancock. The gravity line will be installed under Jackson Street which means that the road on top will need to be repaired once the line underneath is complete. The Town could also potentially use its ARPA funds to repave the road once the water line underneath is repaired. The other issue that Jackson Street has is storm water drainage, which is costly to repair.

Council Comments:

Councilmember Gillespie shared that she does not feel the Onancock Police Department is serving her neighborhood very well and when they do come to the neighbor their attitude is very nonchalant. Councilmember Gillespie shared, that while responding to the recent shooting in the northeast section of Town it took them 20 minutes to show up and when they did finally show up, they questioned the wrong group of people. Mayor Fosque suggested that the Town Manager schedule a meeting with the Police Chief and Councilmember Gillespie, Town Manager Spuck and Mayor Fosque.

Councilmember Oswald shared that she would like to see another location for the public restrooms. Our current ones are in an alley. Councilmember Oswald also stated that the conditions of the park in the northeast section are deplorable. The trash needs to be dealt with more frequently. Councilmember Oswald also expressed her concern that Town Hall was closed for lunch during 1:00 p.m. – 2:00 p.m., stating that it is inconvenient for residents. Staff schedules should be rotated to accommodate the doors being open all day.

Closed Session, if needed:

Councilmember Marino made a motion to enter closed session as authorized by §2.2-371(A)(3) to discuss the sale of real property located at 23656 North Street, Onancock, VA 23417. This sale is related to the

Onancock Town Council Meeting – May 24, 2021

transfer of the wastewater treatment plant and collection system to HRSD and all contract terms directly related thereto. Councilmember Bloxom second the motion. A roll call vote was taken.

<i>Bloxom</i>	<i>YEA</i>	<i>Marino</i>	<i>YEA</i>
<i>Burger</i>	<i>YEA</i>	<i>Oswald</i>	<i>YEA</i>
<i>Gillespie</i>	<i>YEA</i>		

Town Council entered in Closed Session at 9:21 p.m.

Town Councilmember Bloxom made a motion to resume the public meeting and certify that only items mentioned in the motion to enter this closed session were discussed. Councilmember Gillespie seconded the motion. A roll call vote was taken.

<i>Bloxom</i>	<i>YEA</i>	<i>Marino</i>	<i>YEA</i>
<i>Burger</i>	<i>YEA</i>	<i>Oswald</i>	<i>YEA</i>
<i>Gillespie</i>	<i>YEA</i>		

Town Council reconvened open session at 9:46 p.m.

Adjourn:

Councilmember Marino made a motion to adjourn. Councilmember Oswald seconded the motion. The motion passed by unanimous voice vote.

The meeting adjourned at 9:47 p.m.

Fletcher Fosque, Mayor

Lisa Fiege, Deputy Clerk

Town of Onancock
Town Council Public Hearing & Town Hall Meeting
June 7, 2021
6:00 p.m.

Call to Order and Roll Call:

Mayor Fosque called the meeting to order at 6:00 p.m. and roll was called. Mayor Fletcher Fosque and Councilmembers Robert Bloxom, Joy Marino and Thelma Gillespie were present. Councilmembers Maphis Oswald and Ray Burger were absent. A majority of members were present, and a quorum was established.

The Pledge of Allegiance was recited.

Public Business:

- a. Public Hearing – Fiscal Year 2022 Budget Amendment – Sewer and Wastewater Department:
Mayor Fosque opened the public hearing at 6:01 p.m. Mr. Spuck explained that during the first budget public hearing the sewer budget was not presented, it was initially thought that HRSD would take over the wastewater plant on July 1st. Through the negotiation process it has been determined that the transfer may not happen until after the start of the new fiscal year which means that Onancock needs to have a sewer budget in place on July 1st. The proposed sewer budget has no rates changes, salary changes and the proposed expenses are the same as the current year's budget. Mr. Spuck explained that once the wastewater treatment plant transfers to HRSD the new water rates will go into effect.

Mayor Fosque asked for public comment. With none, he closed the public hearing at 6:06 p.m. Mayor Fosque shared that the budget will be adopted at the June 28th Town Council meeting.

- b. Town Hall – To hear public input on how Onancock Town Council might appropriate funds made available to the Town through the American Rescue Act of 2021 (ARPA)
 - a. Town Manager presentation on guidelines for use of funds: Mr. Spuck shared the following guidelines for the use of the ARPA.
 - The Town will receive a prorated portion of the Commonwealth's portion of the funds which is based on the Town's population size. Onancock's estimated distribution is approximately \$1.1 million. Onancock is what the Department of Treasury calls an NEU – or Non-Entitlement Unit which is what other similar sized localities are designated. Once the State receives its portion of the ARPA funds they are required to release the NEU's distribution within 30-days. This process could be delayed if the State requests an extension to create a process for small communities to certify that the amount being received meets the criteria set forth the Department of Treasury. After the communities certify, the funds will be transferred in two equal payments no more than 12-months apart.

- There are specific reporting requirements that the Town must comply with to expend the funds within the criteria set forth by the Department of Treasury. Below are the categories for allowable expenditures.
 - a. Category A: Public Health and Negative Economic Impact: To respond to the health emergency or negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel and hospitality.
 - b. Category B: Premium Pay to Eligible Workers: To provide premium pay to eligible workers who perform in-person work, interact with others at work or physically handle items handled by others. Sanitation would be an example.
 - c. Category C: Government Services to the Extent of Revenue Reduction: To provide services affected by loss in government. These services can include but are not limited to maintenance of infrastructure, or services of immediate benefit, but cannot pay outstanding debt, pension funds, or financial reserves. The amount able to be used in this category is the greater of 4.1% growth rate or the actual rate as calculated by the formula provided by the Treasury.
 - d. Category D: Investment in Water, Sewer, and/or Broadband Infrastructure: This includes stormwater project investments as well as a wide range of investment to include planning, design, and construction.
 - All public proposals will be gathered along with ideas generated from Town Council and Staff to be reviewed further by Town Council. Town Council is solely responsible for prioritizing the appropriation of these funds.
 - If Onancock certifies and receives the funds prior to Town Council's appropriations, the funds will be moved in a restricted bank account. This account will be maintained throughout the term of the grant and accounted for in a manner to fulfill all reporting and single-audit requirements.
- b. Town residents and businesses are allowed up to 3- minutes to share ideas for Town Council to consider in its decision to appropriate ARPA.

Ms. Mrya Riley-Taylor, Onancock Bayside Area, is part of a group called "Onancock's 'Bayside' Revitalization" whose goal it is to help restore Onancock's "Bayside" Community by ditch maintenance as well as assisting homes with indoor plumbing upgrades. Ms. Riley-Taylor stated that while the group's service area is not located within the Town limits, they feel part of the community since they share the same zip code with the Town of Onancock. The group is asking that the Town of Onancock appropriate \$36,000 to them to assist with culvert replacements (12) in their area. This

request would fall into category D. Lastly, Ms. Riley-Taylor shared that the group is not currently a 501(c)(3) but that they are in the process of applying for that status.

Mayor Fosque asked if they have applied to Accomack County for this funding. Ms. Riley-Taylor stated that they had not because they were working with the County on another project but shared that if Onancock did not support this project then they would go to the County for the funding.

Ms. Shelley Strain, Executive Director of the Eastern Shore Coalition Against Domestic Violence (ESCADV), shared that they have been located in the Onancock for over 40-years and during that timeframe they have served numerous survivors of domestic violence in both Accomack and Northampton Counties. Ms. Strain continued to say, over the last decade the organization has grown substantially. ESCADV provides a vital service on the Eastern Shore when responding to emergencies. The current shelter is no longer ideal to assist those in need especially during the pandemic hit. ESCADV could only shelter two families in its facility. Their cost of hotel stays over the past year more than doubled from previous years. Through a well thought out needs assessment it has been determined that ESCADV needs to be able to shelter up to 40 individuals. That need has given rise to a Board conversation about looking to purchase or construct a new shelter that would also house the offices of the advocates and administrative staff. Ms. Strain stated that ESCADV is asking Onancock for \$100,000 which would go to the purchase of a new facility located in Town. The cost for the entire project is \$1 million, which would be for the property purchase as well as the needed renovations. Ms. Strain shared that ESCADV is proud to call Onancock its home and that it is the intent of the organization to remain here.

Mr. Haydon Rochester, King Street, shared that as a Board member of the Historic Onancock School, he has been watching the old shop building deteriorate to the point of collapse. It is the Board's estimate that the removal of the building would be about \$15,000. Mr. Rochester is asking that Onancock fund that request for the Historic Onancock School, stating that with the new playground up and running the building is a huge safety concern.

Ms. Elizabeth Bell, Onancock "Bayside" Revitalization President, asked if these funds were only available to those located in the Town limits. Mr. Spuck stated that he was unsure if there are restrictions on the funds being only used within the corporate limits.

Ms. Carol Tunstall, Meadville Drive, spoke on behalf of Onancock's Main Street organization. Their request for funds is for \$12,000 which would help Main Street provide the matching funds necessary for a grant. The grant is through the Department of Housing and Community Development and would assist with filling vacant store fronts in the downtown area. Another aspect of this grant is a 6-8-week course that Main Street would provide to local entrepreneurs, giving them the keys to getting their businesses off the ground. Once the courses are completed the entrepreneurs would

then present their business plan to a panel of judges in Town, the winner of the competition would receive financial assistance opening their business in Town. The amount of the grant request is \$45,000 and the Main Street match would be \$12,000.

Ms. Joani Donohoe, College Avenue and Executive Director of the Historic Onancock School, reiterated Mr. Rochester's safety concern about the shop building on the property. Ms. Donohoe stated that the cost of its removal will be more than \$15,000.

Ms. Priscilla Hart, Market Street, shared that she would like to see a space dedicated to Town residents as a community space. Ms. Hart stated that pandemic has been hard on so many people and that her hope is that a community room would help bring people together again. Ms. Hart stated that she has not looked into the cost of such a space but that it her expectation that would be about \$50,000. Ms. Hart also stated that she was unsure if it would need to be staffed.

Ms. Ruth Grillo, Market Street, submitted a written request funding request to Town Council, stating the sidewalks in Town need some attention and that her request would fall into category A.

Mayor Fosque asked for Council comments. With none, Mayor Fosque shared that Town Council will hold a work session meeting during the June Council meeting.

Adjourn:

Councilmember Bloxom made a motion to adjourn. Councilmember Marino seconded the motion. The motion passed by unanimous voice vote.

The meeting adjourned at 6:43 p.m.

Fletcher Fosque, Mayor

Lisa Fiege, Deputy Clerk

Dalton Richard Wood

Education

- G.E.D in 2012, scoring above average, weakest area in mathematics.
- DCJS. Basic Combined Jailor, Court Security & Civil Process School in 20___. Attended Hampton Roads Criminal Justice Training Academy.
- (Inservice Training)
- Courses- Cell Extraction, Alzheimer's Disease, Courtroom Security, Dealing with Inmate Behavior, Documenting Critical Incidents in Jail, Managing the Mentally Inmate, Understanding Islam for Jailors, United States Court of Appeals for Jailors, Verbal De-escalation, Suicide Prevention.

Employment History:

- Accomack County Sheriff's Officer
 - Corrections Officer
 - Salary: [REDACTED]
 - March 2018 – Current
- S & S Mechanical- New Church, VA
 - Furnace & air conditioning service, repair & maintenance contractor
 - Salary: hourly [REDACTED]
 - March 2018 – March 2018
 - Left for job at ACSO
- Accomack County Public Schools
 - Maintenance
 - Salary: [REDACTED]
 - July 2015 – March 2018
 - Left for pay advancement

Public Hearing to Change Town Code 2-27 and Section 5

Sec. 2-27. - Composition; terms; election; vacancies.

The governing body of the town shall be a town council, consisting of six members with four-year terms. Three such councilmembers shall be elected every two years on the first Tuesday in November, with the remaining three members to be elected two years thereafter. Terms of office for the councilmembers elected in a given year shall begin on January_1 following their election. Each vacancy in the council shall be filled within 60 days after such vacancy occurs, in the manner provided in section 5 of the town Charter.

(Code 1989, § 2-5)

Charter reference— Election and terms of councilmembers and filling of vacancies, Charter, § 5.

ARTICLE III. - MAYOR AND VICE-MAYOR

DIVISION 1. - GENERALLY

Secs. 2-81—2-103. - Reserved.

DIVISION 2. - MAYOR

Sec. 2-104. - Election; term.

The mayor shall be elected every two years on the first Tuesday in November, with the term of office to begin on January_1 following the election.

(Code 1989, § 2-22)

Charter reference— Similar provisions, Charter, § 4.

Sec. 2-105. - Powers and duties, generally.

The mayor shall preside over the meetings of the town council and shall be the official head of the town government. He shall have the same powers and duties as other members of the town council but shall vote only in the case of a tie.

(Code 1989, § 2-23)

Secs. 2-106—2-123. - Reserved.

DIVISION 3. - VICE-MAYOR

Sec. 2-124. - Selection; powers and duties.

The town council shall select, after the first meeting of each election, a vice-mayor, who shall preside at meetings in the absence of the mayor and may discharge any duty of the mayor during his absence or disability. A vice-mayor may be selected to serve more than one four-year term upon a majority of councilmembers voting affirmatively at the meeting. If the vice-mayor resigns or leaves office prior to the next election, the town council shall select a new vice-mayor upon a majority of councilmembers voting affirmatively at the meeting.

(Ord. of 7-26-2018(2), § 2-7)

Secs. 2-125—2-146. - Reserved.

Sec. 5. - Election and terms of councilmembers; vacancies on council.

Three electors of the Town of Onancock shall be elected as councilmember of the town on the first Tuesday in May, nineteen hundred seventy-six, for a term of four years and at four year intervals thereafter to succeed the three electors elected as councilmembers in the year nineteen hundred seventy-two. This period ends in the year two-thousand twenty-two at which time the date of election changes to the first Tuesday in November. Three electors of the Town of Onancock shall be elected as councilmembers of the town on the first Tuesday in May, nineteen hundred seventy-eight, for a four year term and at four year intervals thereafter to succeed the three electors elected as councilmembers in the year nineteen hundred seventy-four. Terms of office shall begin on the first day of January next following their election.

Each councilmember elected as hereinabove provided shall serve for the term stated or until his successor shall have been elected and qualified. Vacancies in the council shall be filled within sixty days after such vacancy occurs for the unexpired term by a majority vote of the remaining members; provided, that if the term of office to be filled does not expire for two years or more after the next regular election for councilmember following such vacancy and such vacancy occurs in time to permit it, then the council shall fill such vacancy only for the period then remaining until such election, and a qualified person shall then be elected by the qualified voters and shall from and after the date of his election and qualification succeed such appointee and serve the unexpired term. The number of candidates for council equal to the number of vacancies to be filled for full terms receiving the highest number of votes shall be entitled to such full terms and the candidate receiving the next highest number of votes shall be entitled to the unexpired term caused by such vacancy.

State Law reference— Election of governing body, Code of Virginia, § 15.2-1400; qualifications for office, Code of Virginia, § 15.2-1522 et seq.; elections, Code of Virginia, § 24.2-224.

Town Council: Bob Bloxom, Ray Burger, Thelma Gillespie, Joy Marino and Maphis Oswald

Mayor: Fletcher Fosque | Town Manager: Matt Spuck

June 21, 2021

Adjacent Property Owner Notification

Re: 9 Market Street Onancock VA 23417

Lisa Cuba properly submitted a Special Use Permit application to request that 9 Market Street be permitted to operate as a Homestay (AirBnB, VRBO, etc.).

As a neighbor, we notify you of the application and invite you to speak at the June 28, 2021 Town Council meeting. This is a live meeting. We strongly encourage you to share your thoughts with Town Council to better inform their decision.

The application and the Staff Report are attached for your review and convenience.

The zoning and the Town Code allow for this permitted use and I will likely recommend that Town Council approve the application. My opinion and recommendation are only part of the decision. Your voice matters to Town Council, and so we ask that you make the time to share it on the 28th.

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

Many thanks,

Matt Spuck
Town Manager
Matt.Spuck@Onancock.com

Town Council: Bob Bloxom, Ray Burger, Thelma Gillespie, Joy Marino and Maphis Oswald
Mayor: Fletcher Fosque | Town Manager: Matt Spuck

STAFF REPORT

9 Market Street, Onancock, VA 23417

To: Town Council **Date:** June 28, 2021
Case Number: SUP 10:21
Tax Map: 85A1-A-034 **From:** Matt Spuck

General Information

Applicant Lisa Cuba
Owner of Record Lisa Cuba
Requested Action Special Use Permit for Homestay at 9 Market St.
Location 9 Market St., Onancock, VA 23417
Existing Land Use The parcel is currently zoned R-1A, Residential 1A.
Adjacent Land Use The surrounding properties are designated R-1A

Analysis

The home is currently occupied by the owner, but the owner is moving locally but retaining ownership of this property for the purpose of using it as a Homestay. The owner will be emergency contact for the property, and it is the only property owned and operated as a Homestay by this owner. There is off-street parking for three cars. There are ample bedrooms, bathroom, and kitchen space to accommodate eight guests.

Conclusion

It is staff's opinion that the application is consistent with intent found within the Town Code section 38-77 (3) and staff recommends that Town Council approve this application as submitted.

Suggested Motion

Mr. Mayor, I move to approve SUP 10:21 with the following requirements:

- All guests must park in the off-street spaces provided.
- The owner agrees with the Transient Occupancy Tax code as detailed in sections 16-72 through 16-81.
- The owner agrees to pay all water, sewer, and garbage bills and no Landlord/Renter Agreement will be allowed for a Homestay property.

15

TOWN OF ONANCOCK

15 NORTH STREET
ONANCOCK, VIRGINIA 23417

RECEIVED

MAY 12 2021

TOWN OF ONANCOCK

SPECIAL USE PERMIT APPLICATION

Applicant's Name: LISA Cuba

Address: 9 Market Street, Onancock

Telephone: 757-710-0234 Date: 5/12/2021

Location & Legal Description of Property Proposed* : _____

9 Market Street, Onancock

No. of total guests (for homestay applicants only): ~~10~~ 8

No. of proposed parking spaces (for homestay applicants only): on property

Parcel Number: _____

Zoning Classification: Residential

Name and telephone number for local emergency contact: _____

LISA Cuba 757-710-0234, Joseph Cuba 757-⁵⁵⁰~~850~~-7411

Description of Proposed Use: Short term rental

Airbnb, VRBO, and/or similar
rental

Bedrooms 4 BR

Baths 2.5

off-street 3 cars

LISA managing
is moving to poplar Cove.

PAID
MAY 12 2021
BY: [Signature] #2137
150.-

TOWN OF ONANCOCK

15 NORTH STREET
ONANCOCK, VIRGINIA 23417

I certify that the information listed above is true and accurate to the best of my knowledge,
and I will comply with all provisions of the Code for the Town of Onancock.

AMCuba

Signature of Applicant

5/12/2021

Date

***For requests to operate homestays, the applicant must attach a site plan that provides location of the home, setbacks from all property lines and the street, no. of proposed parking spaces, and traffic flow patterns entering and leaving the property. The zoning administrator will conduct a site visit of the property as part of the review of the application.**

Site Plan - 9 Market Street



- Flay shaped lot with access off King Street.
- Parking for 3 to 4 cars in driveway ~~to the~~ behind house
- Hedges line driveway and edge of yard

Town Council: Bob Bloxom, Ray Burger, Thelma Gillespie, Joy Marino and Maphis Oswald
Mayor: Fletcher Fosque | **Town Manager:** Matt Spuck

June 21, 2021

Adjacent Property Owner Notification

Re: 6 King Street. Onancock VA 23417

Karl Smith properly submitted a Special Use Permit application to request that 6 King Street be permitted to operate as a Homestay (AirBnB, VRBO, etc.).

As a neighbor, we notify you of the application and invite you to speak at the June 28, 2021 Town Council meeting. This is a live meeting. We strongly encourage you to share your thoughts with Town Council to better inform their decision.

The application and the Staff Report are attached for your review and convenience.

The zoning and the Town Code allow for this permitted use and I will likely recommend that Town Council approve the application. My opinion and recommendation are only part of the decision. Your voice matters to Town Council, and so we ask that you make the time to share it on the 28th.

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

Many thanks,

Matt Spuck
Town Manager
Matt.Spuck@Onancock.com

*Town Council: Bob Bloxom, Ray Burger, Thelma Gillespie, Joy Marino and Maphis Oswald
Mayor: Fletcher Fosque | Town Manager: Matt Spuck*

STAFF REPORT

6 King Street, Onancock, VA 23417

To: Town Council **Date:** June 28, 2021
Case Number: SUP 07:21
Tax Map: 85A1-A-019 **From:** Matt Spuck

General Information

<i>Applicant</i>	Karl Smith
<i>Owner of Record</i>	Karl Smith
<i>Requested Action</i>	Special Use Permit for Homestay at 6 King
<i>Location</i>	6 King St., Onancock, VA 23417
<i>Existing Land Use</i>	The parcel is currently zoned R-1A, Residential 1A.
<i>Adjacent Land Use</i>	The surrounding properties are designated R-1A

Analysis

The home is changing hands from a previous owner who operated a Homestay continuously since before the requirement for a Special Use Permit. The new owner properly applied for a Homestay at 6 King Street under a Special Use Permit. There is no change in requested operations from those on place. There is off-street parking for two cars. There are ample bedrooms, bathroom, and kitchen space to accommodate six guests.

Conclusion

It is staff's opinion that the application is consistent with intent found within the Town Code section 38-77 (3) and staff recommends that Town Council approve this application as submitted.

Suggested Motion

Mr. Mayor, I move to approve SUP 07:21 with the following requirements:

- All guests must park in the off-street spaces provided.
- The owner agrees with the Transient Occupancy Tax code as detailed in sections 16-72 through 16-81.
- The owner agrees to pay all water, sewer, and garbage bills and no Landlord/Renter Agreement will be allowed for a Homestay property.

TOWN OF ONANCOCK

15 NORTH STREET
ONANCOCK, VIRGINIA 23417

SPECIAL USE PERMIT APPLICATION

Applicant's Name: Karl Smith

Address: 6 King St

Telephone: 732-859-2012 Date: 05/11/21

Location & Legal Description of Property Proposed* : _____

6 King St

EDWARD RES - KING ST

No.

of total guests (for homestay applicants only): 0

No. of proposed parking spaces (for homestay applicants only): 2

Parcel Number: 085A1A000001900

Zoning Classification: 100-Incorporated Town

Name and telephone number for local emergency contact: Lindsay Smith 252-571-6197

Description of Proposed Use: _____

Property is currently operating as a short-term vacation rental through VRBO.

I would like to purchase the property and continue this use, mixed with
personal use as well.

(757) 787-3363
Phone

(757) 787-3309
Fax

www.onancock.com
Website


TOWN OF ONANCOCK

15 NORTH STREET
ONANCOCK, VIRGINIA 23417

I certify that the information listed above is true and accurate to the best of my knowledge,
and I will comply with all provisions of the Code for the Town of Onancock.



Signature of Applicant



Date

***For requests to operate homestays, the applicant must attach a site plan that provides location of the home, setbacks from all property lines and the street, no. of proposed parking spaces, and traffic flow patterns entering and leaving the property. The zoning administrator will conduct a site visit of the property as part of the review of the application.**

(757) 787-3363
Phone

(757) 787-3309
Fax

www.onancock.com
Website

Sec. 38-77. - Special exceptions.

The following uses shall be permitted in the Single-Family Residential District (R-1), subject to all the other requirements of this chapter, only upon the obtaining of a special use permit, as defined in article XV of this chapter, from the town council:

- (1) Each dwelling unit shall be permitted not more than one apartment, which shall be contained within the dwelling unit itself. It shall be a condition of issuance of a special use permit that the owner of the dwelling within which the apartment is located actually reside within the dwelling itself.
- (2) Bed and breakfast houses. Each dwelling unit may be permitted not more than five guestrooms in which overnight accommodations may be offered to transients.
- (3) Homestay. For the purpose of this subsection, the term "homestay" means a home occupation in which an individual owns a dwelling and also provides lodging in a portion thereof for temporary periods of times not to exceed three weeks.
 - a. An owner of a homestay residence must apply for a business license and is subject to the transient occupancy tax.
 - b. The owner shall only be permitted one homestay in the town.
 - c. The applicant must provide contact information for a responsible party, if the owner is not the responsible party, the owner must identify a responsible party who will be available 24 hours a day, seven days a week, to respond to, and resolve issues and complaints that arise during a period in which the dwelling is being used for transient occupancy.
 - d. The number of overnight guests will be determined by the zoning administrator in consultation with the homeowner based on the number of bedrooms, size of the house and size of the lot subject to approval of the town council.
 - e. The homestay shall comply with all applicable town, county, state and federal statutes, regulations and ordinances.
 - f. The town reserves the right to inspect the residence based on complaints to verify that the homestay is being operated in accordance with the regulations set forth within this section.
 - g. The special use permit may be revoked by the zoning administrator in the event that three or more substantiated complaints are received by the town in a calendar year, or failure to maintain compliance with any of the regulations set forth in this subsection (3).

(Code 1989, § 24-16; Ord. eff. 6-5-1962; Ord. of 3-24-1997; Amd. of 7-14-1997; Ord. of 7-27-1998; Ord. of 2-27-2017, § 24-16(c))

Sec. 34-11. Authorization to Sell or Transfer Operation of Certain Municipal Property.

The town may sell its wastewater collection and processing systems in part or in entirety with a recorded affirmation of three-fourths of all the members elected to the Council, notwithstanding and contrary provision of law, general or special, and under such other restrictions as may be imposed by law.

(Code § 15.2-2100)

Town Council: Bob Bloxom, Ray Burger, Thelma Gillespie, Joy Marino and Maphis Oswald
Mayor: Fletcher Fosque | **Town Manager:** Matt Spuck

ORDINANCE OF TOWN COUNCIL

TOWN OF ONANCOCK

The Town Council of the Town of Onancock, Virginia, consisting of six (6) voting members, five (5) councilpersons and the Mayor, in a duly-called meeting held on the ____ day of _____, 2021, at which all members were present, adopted the following ordinance:

The Town of Onancock is the owner of a wastewater treatment facility which stands upon real property owned by the Town, (Tax ID # 85A2-A-158) and, after having negotiated an agreement with Hampton Roads Sanitation District, intends to convey the said property and treatment plant to HRSD for and in consideration of the payment of all remaining indebtedness due and owing with regard to the construction of said plant and such other terms and conditions as set forth in the said agreement negotiated between the parties.

This ordinance is enacted to comply with the requirements of Virginia Code §15.2-1800 and §15.2-2100. The Town Manager of the Town of Onancock is hereby authorized to proceed with the execution of all necessary documents completing the transactions in accordance with Town Code §2.3, Execution of Deeds and Instruments, Signing of Checks. This ordinance is to be entered into the permanent minutes of the Town Council. Its passage was authorized by a vote of ____ to ____ authorizing its enactment.

TOWN OF ONANCOCK

By: _____

ATTEST:

CERTIFICATION

I hereby certify that the above Ordinance was duly adopted by the Town Council of the Town of Onancock in a duly assembled meeting on the ____ day of _____, 2021.

Secretary/Clerk

Town of Onancock

FINAL 2022 Budget

	Budget 2022	Budget 2021	Actual 2020	Actual 2019	Actual 2018
Government Activities					
Revenue	\$1,404,840	\$1,330,832	\$1,341,440	\$1,432,616	\$1,631,775
Expenditures	\$1,404,840	\$1,271,394	\$1,269,615	\$1,170,083	\$1,427,647
Inc/(Dec) in Net Position	\$0	\$59,438	\$71,825	\$262,533	\$204,128
Special Revenue (Grants)					
Revenue	\$200,000	\$210,860	\$0	\$201,549	\$0
Use of Town Reserves	\$66,667	\$0	\$0	\$0	\$0
Expenditures	\$266,667	\$270,298	\$0	\$151,162	\$0
Inc/(Dec) in Net Position	\$0	-\$59,438	\$0	\$50,387	\$0
Business Activities (Water & Sewer)					
Revenue	\$1,398,961	\$1,331,838	\$1,362,011	\$1,516,958	\$1,197,784
Expenditures	\$1,398,961	\$1,331,838	\$1,173,594	\$1,287,328	\$1,233,600
Inc/(Dec) in Net Position	\$0	\$0	\$188,417	\$229,630	-\$35,816
Town of Onancock					
Revenue	\$3,003,801	\$2,873,530	\$2,703,451	\$3,151,123	\$2,829,559
Use of Town Reserves	\$66,667	\$0	\$0	\$0	\$0
Expenditures	\$3,070,468	\$2,873,530	\$2,443,209	\$2,608,573	\$2,661,247
Inc/(Dec) in Net Position	\$0	\$0	\$260,242	\$542,550	\$168,312

Budget

Town of Onancock - FINAL 2022 BUDGET

Account	FINAL Budget
<u>Reporting Fund:</u>	
<u>10-General Fund</u>	
3110-1010 REAL PROPERTY-CURREN	\$393,000.00
3110-1020 REAL PROPERTY-DELIHQ	\$30,000.00
3110-2010 PUBLIC SERVICE-REAL	\$17,000.00
3110-3010 PERSONAL PROPERTY-CU	\$180,000.00
3110-3020 PERSONAL PROPERTY-DE	\$12,500.00
3110-3030 PUBLIC SERVICE-PERSO	\$0.00
3110-6010 PENALTIES	\$13,500.00
3120-0100 LOCAL SALES TAX	\$85,000.00
3120-0200 CONSUMERS UTILITY TA	\$60,000.00
3120-0300 BUSINESS LICENSE TAX	\$3,600.00
3120-0500 VEHICLE DECALS	\$0.00
3120-0600 BANK STOCK TAXES	\$13,500.00
3120-0700 CELLULAR PHONE TAX	\$75,000.00
3120-1000 TRANSIENT OCCUPANCY	\$24,000.00
3130-3080 BUILDING/ZONING PERM	\$750.00
3130-3100 MEALS TAX	\$148,750.00
3130-3101 MEALS & TRANSIENT LA	\$0.00
3140-1010 TRAFFIC FINES	\$5,000.00
3150-1010 INTEREST ON ACCOUNTS	\$25,000.00
3150-1030 INTEREST ON CERTIFIC	\$0.00
3150-2010 RENTAL OF PROPERTY	\$12,240.00
3150-2020 WATER TOWER RENTAL I	\$0.00
3160-0803 GRASS CUTTING	\$0.00
3160-0804 TRASH REVENUE	\$94,000.00
3160-1305 BOAT DOCKAGE FEES-MO	\$0.00
3160-1306 BOAT DOCKAGE FEES-TR	\$50,000.00
3160-1307 BOAT RAMP FEES	\$0.00
3160-1308 RAMP-ANNUAL DECAL	\$0.00
3160-1309 WHARF GASOLINE SALES	\$99,000.00
3160-1314 WHARF-OTHER	\$1,500.00
3160-1316 WHARF ELECTRIC	\$5,000.00
3160-1317 WHARF-GRANTS	\$0.00
3189-0803 GRASS CUTTING	\$0.00
3189-9001 MISCELLANEOUS REVENU	\$8,000.00
3221-0401 LAW ENFORCEMENT FUND	\$36,000.00
3221-0410 FIRE PROGRAM FUNDS	\$10,000.00
3221-0411 LITTER CONTROL GRANT	\$1,000.00
3221-0412 LAW ENFORCEMENT GRAN	\$0.00
3221-0413 GRANTS - OTHER	\$0.00
3221-0414 VA COMM FOR THE ARTS	\$1,500.00
4001-1101 MAYOR & COUNCIL COMP	\$14,200.00
4001-2100 FICA	\$1,086.00
4001-2300 SUTA	\$0.00
4001-2600 SUTA	\$114.00
4001-3130 TOWN ATTORNEY	\$4,500.00
4001-4500 ELECTION COSTS	\$1,185.00
4001-5500 TRAVEL AND TRAINING	\$1,191.00
4001-5803 COMMUNITY PROMOTION	\$0.00
4001-5804 TOWN BEAUTIFICATION	\$0.00
4001-5805 MAIN STREET PARTNERS	\$15,000.00
4001-5806 ES TOURISM-TOT SHARE	\$4,500.00
4001-5820 LIABILITY INSURANCE	\$4,870.00
4001-6001 OFFICE SUPPLIES	\$2,000.00
4100-3130 TOWN ATTORNEY	\$0.00
4100-6001 OFFICE SUPPLIES	\$0.00
4503-1100 SALARIES	\$127,466.00
4503-1200 OVER-TIME COMPENSATI	\$0.00
4503-2100 FICA	\$9,751.00
4503-2200 RETIREMENT-VRS	\$17,233.00
4503-2300 HOSPITALIZATION	\$15,080.00

Town of Onancock - FINAL 2022 BUDGET

Account	FINAL Budget
4503-2400 LIFE INSURANCE	\$1,708.00
4503-2600 SUTA	\$112.00
4503-2700 VACORP	\$471.00
4503-3115 LEGAL AND COLLECTION	\$2,000.00
4503-3120 AUDIT SERVICE	\$17,253.00
4503-3121 BANK PROCESSING FEES	\$3,300.00
4503-3122 ACCOUNTING SERVICES	\$0.00
4503-3125 CREDIT CARD FEES	\$8,705.00
4503-3130 PAYROLL PROCESSING F	\$3,600.00
4503-3131 TEMP SERVICES	\$0.00
4503-3140 PROFESSIONAL DEVELOP	\$1,400.00
4503-3250 SOFTWARE SUBSCRIPTIO	\$19,106.00
4503-3260 SOFTWARE SUPPORT	\$3,000.00
4503-3310 VEHICLE REPAIR	\$0.00
4503-3330 OFFICE EQUIPMENT	\$7,800.00
4503-3501 PRINTING-AUTO DECALS	\$0.00
4503-3601 ADVERTISING	\$16,160.00
4503-5201 POSTAGE	\$4,000.00
4503-5203 TELEPHONE	\$1,644.00
4503-5304 PROPERTY INSURANCE	\$3,509.00
4503-5305 VEHICLE INSURANCE	\$3,027.00
4503-5308 GENERAL LIABILITY IN	\$3,202.00
4503-5309 WORKERS COMP	\$4,903.00
4503-5500 TRAVEL	\$1,800.00
4503-5801 DUES & MEMBERSHIP	\$1,535.00
4503-6001 OFFICE SUPPLIES	\$4,000.00
4503-6010 HISTORIC ONANCOCK SC	\$0.00
4503-6011 HOS - PROPERTY INSUR	\$7,016.00
4503-6012 CULTURAL ENRICHMENT	\$3,000.00
4503-6014 MISCELLANEOUS	\$2,500.00
4503-6015 WEBSITE & PRINTING	\$8,000.00
4503-6017 EMPLOYEE WELFARE	\$1,500.00
4503-9103 CONTINGENCY	\$10,000.00
4503-9105 BANK BUILDING LOAN	\$26,781.00
4506-3100 ATTORNEY FEES-OTHER	\$0.00
4506-3130 TOWN ATTORNEY	\$0.00
4506-3131 CONSULTANTS	\$0.00
4506-3132 COURT FEES	\$0.00
4506-3133 TOWN CODE CODIFICATI	\$0.00
4510-2700 VACORP	\$0.00
4510-5304 PROPERTY INSURANCE	\$0.00
4510-5305 VEHICLE INSURANCE	\$0.00
4510-5306 SURETY BONDS	\$0.00
4510-5307 PUBLIC OFFICIALS LAI	\$0.00
4510-5308 GENERAL LIABILITY IN	\$0.00
4510-5309 WORKMEN'S COMPENSATI	\$0.00
4510-5310 FLOOD INSURANCE-WHAR	\$0.00
4600-6014 COVID-19 BUSINESS GR	\$0.00
5524-1100 SALARIES	\$249,801.00
5524-1200 OVER-TIME COMPENSATI	\$5,500.00
5524-2100 FICA	\$19,531.00
5524-2200 RETIREMENT-VRS	\$33,773.00
5524-2300 HOSPITALIZATION	\$25,851.00
5524-2400 LIFE INSURANCE	\$3,347.00
5524-2600 SUTA	\$320.00
5524-3115 COURT COSTS	\$500.00
5524-3140 TRAINING	\$9,000.00
5524-3150 NEW OFFICER TRAINING	\$18,390.00
5524-3310 VEHICLE REPAIR	\$6,000.00
5524-3330 COMPUTER MAINTENANCE	\$2,500.00
5524-5203 TELEPHONE SERVICES	\$3,276.00

Town of Onancock - FINAL 2022 BUDGET

Account	FINAL Budget
5524-5301 LINE OF DUTY ACT	\$3,750.00
5524-5305 VEHICLE INSURANCE	\$3,530.00
5524-5309 WORKERS COMP	\$8,473.00
5524-5500 TRAVEL	\$500.00
5524-6001 OFFICE SUPPLIES	\$1,800.00
5524-6008 VEHICLE FUEL	\$8,400.00
5524-6011 UNIFORMS	\$3,000.00
5524-6015 ANIMAL POPULATION CO	\$1,000.00
5524-6016 POLICE SUPPLIES	\$7,000.00
5524-6017 GRANTS	\$0.00
5524-6018 POLICE MESSENGER MAI	\$0.00
5524-8110 NEW POLICE VEHICLE	\$13,108.00
5528-5605 CONTRIBUTION TO FIRE	\$25,000.00
5528-5606 FIRE PROGRAMS FUNDIN	\$10,000.00
6034-1100 MOSQUITO CONTRACT	\$0.00
6034-6007 REPAIR & MAINTENANCE	\$0.00
6034-6025 MOSQUITO CHEMICALS	\$0.00
6034-6027 WEED CONTROL CONTRAC	\$0.00
6040-1100 SALARIES	\$44,277.00
6040-1200 OVER-TIME COMPENSATI	\$1,500.00
6040-2100 FICA	\$3,387.00
6040-2200 RETIREMENT-VRS	\$5,986.00
6040-2300 HOSPITALIZATION	\$8,617.00
6040-2400 LIFE INSURANCE	\$593.00
6040-2600 SUTA	\$128.00
6040-2700 VACORP	\$238.00
6040-3310 VEHICLE REPAIR	\$1,200.00
6040-3910 TRASH COLLECTION	\$98,332.00
6040-5101 ELECTRIC SERVICE	\$30,000.00
6040-5102 HEATING OIL	\$3,500.00
6040-5900 STREET REPAIR	\$26,500.00
6040-6006 CLEANING SERVICES	\$5,000.00
6040-6007 REPAIRS AND MAINTENA	\$22,000.00
6040-6008 VEHICLE FUEL	\$3,000.00
6040-6010 SMALL EQUIPMENT REPA	\$1,000.00
6040-6011 UNIFORMS	\$865.00
6040-6015 CAN LINERS	\$500.00
6040-6018 SAFETY/STREET SIGNS	\$1,000.00
6040-8101 CAPITAL EXPENDITURES	\$10,500.00
6040-8110 NEW PUBLIC WORKS VEH	\$0.00
6040-8119 SIDEWALK REPLACEMENT	\$0.00
6040-8200 HISTORIC ONANCOCK SC	\$0.00
6040-8210 BLACKSMITH SHOP	\$824.00
6044-3310 VEHICLE MAINTENANCE	\$0.00
6044-3910 TRASH COLLECTION SER	\$0.00
6044-6007 REPAIR & MAINTENANCE	\$0.00
6044-6008 VEHICLE FUEL	\$0.00
6044-6009 REPLACEMENT CHIPPER	\$0.00
6056-5101 ELECTRIC SERVICES	\$0.00
6056-5102 HEATING FUEL	\$0.00
6056-6005 JANITORIAL SUPPLIES	\$0.00
6056-6006 TOWN HALL JANITORIAL	\$0.00
6056-6007 REPAIR & MAINTENANCE	\$0.00
7060-1100 WHARF SALARIES	\$63,180.00
7060-1200 OVER-TIME COMPENSATI	\$0.00
7060-1300 PART-TIME COMPENSATI	\$0.00
7060-2100 FICA	\$4,833.00
7060-2200 RETIREMENT	\$3,809.00
7060-2300 HOSPITALIZATION	\$0.00
7060-2400 LIFE INSURANCE	\$378.00
7060-2600 SUTA	\$64.00

Town of Onancock - FINAL 2022 BUDGET

Account	FINAL Budget	
7060-3132 SQUARE CC FEES	\$3,750.00	
7060-5101 ELECTRIC SERVICES	\$5,250.00	
7060-5203 TELEPHONE	\$1,511.00	
7060-5304 PROPERTY INSURANCE	\$319.00	
7060-6005 WHARF JANITORIAL SUP	\$1,100.00	
7060-6007 REPAIR & MAINTENANCE	\$7,000.00	
7060-6008 COST OF GAS/DIESEL S	\$78,000.00	
7060-6009 COST OF MERCHANDISE	\$0.00	
7060-6014 MISC.	\$1,000.00	
7060-6016 ADVERTISING & DUES	\$9,000.00	
7060-6017 RENT	\$5,500.00	
7060-6018 CAPITAL IMPROVEMENTS	\$10,000.00	
7064-5101 ELECTRIC SERVICES	\$0.00	
7064-6007 REPAIR & MAINTENANCE	\$0.00	
7068-1100 WAGES	\$29,565.00	
7068-1200 OVERTIME	\$1,000.00	
7068-1400 CUTTING GRASS CONTRA	\$8,250.00	
7068-2100 FICA	\$2,262.00	
7068-2200 RETIREMENT	\$3,997.00	
7068-2300 MEDICAL	\$8,617.00	
7068-2400 LIFE	\$396.00	
7068-2600 SUTA	\$64.00	
7068-2700 VACORP	\$240.00	
7068-5101 ELECTRIC SERVICES	\$1,800.00	
7068-6007 REPAIR & MAINTENANCE	\$3,200.00	
7068-6010 SMALL TOOLS & EQUIPM	\$1,000.00	
7068-6011 PARKS-PLANTINGS & LA	\$7,500.00	
7068-6012 TREE BOARD AND BEAUT	\$4,000.00	
7068-6015 HOLIDAY DECORATIONS	\$4,300.00	
7068-6016 CULTURAL ENRICHMENT	\$0.00	
7068-6026 MOSQUITO CONTROL	\$7,200.00	
7068-6027 WEED CONTROL	\$5,250.00	
7100-3131 CDBG CONSULTANTS	\$0.00	
8080-7500 TRANSFER OUT	\$0.00	
8080-9103 CONTINGENCIES	\$0.00	
8080-9105 BANK BUILDING LOAN	\$0.00	
8080-9106 RURAL DEV LOAN	\$0.00	
8080-9201 INTEREST EXP-GO BOND	\$0.00	
8080-9202 INTEREST EXP-CAR LO	\$0.00	
9000-0000 PRIOR YEAR EXPENSES	\$0.00	
9998-0000 REVENUE CONTROL ACCO	\$0.00	
9999-0000 EXPENDITURE CONTROL	\$0.00	
<hr/>		
Reporting Fund:	10-General Fund	
	FundRevTot	\$1,404,840.00
	FundExpTot	\$1,404,840.00
<hr/>		
Reporting Fund:	24-Special Revenue	
3160-1010 GRANT INCOME	\$200,000.00	
3160-1040 HOUSE PAYMENTS	\$0.00	
3189-0803 GRANT - WHARF - VPA	\$0.00	
3189-0804 GRANT - WHARF - BIG	\$0.00	
3189-9010 CARES ACT GRANT	\$0.00	
3221-0405 CDBG GRANT	\$0.00	
3221-0410 POLICE GRANTS	\$0.00	
3221-0413 GRANTS - MISC.	\$0.00	
3600-0010 CDBG - N.E. PLANNING	\$0.00	
3600-0020 CDBG - SMALL BUSINES	\$0.00	
3600-0100 VA FORESTRY - BLACKS	\$0.00	
3600-0110 VA FORESTRY - WHITE	\$0.00	
3600-0200 VPA - RAMP RENOVATIO	\$0.00	
3600-5140 FEMA GRANT REVENUE	\$0.00	

Budget

Town of Onancock - FINAL 2022 BUDGET

Account	FINAL Budget
3700-0010 BIG - 2019	\$0.00
3800-0010 CARES ACT - 1	\$0.00
3800-0020 CARES ACT - 2	\$0.00
3800-5190 CDBG UTILITY ARREARS	\$0.00
4001-5803 COMMUNITY PROMOTION	\$0.00
4503-1010 GRANT EXPENDITURES	\$266,667.00
4503-3330 REMOTE WORKING	\$0.00
4503-6001 OFFICE SUPPLIES	\$0.00
4600-6014 SMALL BUSINESS GRANT	\$0.00
5524-1100 POLICE WAGES	\$0.00
5524-6001 POLICE OFFICE SUPPLI	\$0.00
5524-6016 POLICE SUPPLIES	\$0.00
5600-0020 CDBG - SMALL BUSINES	\$0.00
6010-5200 CDBG - N.E. PROJECT	\$0.00
6050-5001 ADMIN WAGES	\$0.00
6050-5110 MAIN ST MOU - ADMIN	\$0.00
6050-5120 CBDB - SBR - ADVERTI	\$0.00
6056-6007 BUILDING SAFETY	\$0.00
6100-5002 DPW WAGES	\$0.00
6150-5002 DPW WAGES	\$0.00
6150-5180 FORESTRY - BLACKSMIT	\$0.00
6150-5190 FORESTRY - WHITE OAK	\$0.00
6200-6018 VPA - RAMP RENOVATIO	\$0.00
7020-5140 FEMA - COVID-19	\$0.00
7060-6007 REPAIRS& MAINT. - WH	\$0.00
7060-6016 BIG - 2020	\$0.00
7060-6018 CAPITAL IMPROVEMENTS	\$0.00
7068-6011 PARKS, PLANTING & LA	\$0.00
7068-6018 CAPITAL IMPROVEMENTS	\$0.00
7100-3100 CDBG Grant Expenditu	\$0.00
8010-5002 DPW WAGES	\$0.00
8010-5003 POLICE WAGES	\$0.00
8010-5110 OFFICE EQUIPMENT	\$0.00
8010-5140 COUNTY - CARES ACT I	\$0.00
8010-5150 CARES ACT I - SMALL	\$0.00
8010-5160 CARES ACT I - POLICE	\$0.00
8010-5180 CARES ACT I - BUILDI	\$0.00
8020-5100 COMMUNITY PROMOTION	\$0.00
8020-5110 CARES ACT II - OFFIC	\$0.00
8020-5140 COUNTY - CARES ACT I	\$0.00
8020-5150 CARES Act GRANTS	\$0.00
8020-5180 CARES ACT II - BUILD	\$0.00
8030-5190 CDBG - UTILITY ARREA	\$0.00
8085-6015 TAX PAYMENTS-TOWN &	\$0.00
9000-0000 PRIOR YEAR EXPENSES	\$0.00
9998-0000 REVENUE CONTROL ACCO	\$0.00
AUTHORIZED USE OF RESERVES	\$66,667.00
<hr/>	
Reporting Fund:	24-Special Revenue
	FundRevTot \$266,667.00
	FundExpTot \$266,667.00
<hr/>	
Reporting Fund:	51-Water & Sewer
3150-1030 INTEREST ON CERTIFIC	\$0.00
3160-0805 WATER CHARGES	\$435,264.00
3160-0806 SEWER CHARGES	\$956,360.00
3160-0809 WATER INSTALLATION F	\$1,500.00
3160-0810 SEWER INSTALLATION F	\$1,200.00
3160-0811 WATER & SEWER PENALT	\$4,637.00
3160-0820 SEPTAGE REVENUE	\$0.00
3160-0821 SEPTAGE RECEIVING GR	\$0.00
3160-0850 INTEREST INCOME	\$0.00

Budget

Town of Onancock - FINAL 2022 BUDGET

Account	FINAL Budget
3160-4710 TRANSFER IN	\$0.00
3160-7050 DEQ GRANTFUNDS (STAT	\$0.00
3160-9001 MISCELLANEOUS REVENU	\$0.00
3160-9002 FROM RESERVES	\$0.00
3222-9906 WATER/SEWER TRANSFER	\$0.00
6048-1100 SALARIES	\$80,396.00
6048-1200 OVER-TIME COMPENSATI	\$2,500.00
6048-2100 FICA	\$6,150.00
6048-2200 RETIREMENT	\$10,870.00
6048-2300 HOSPITALIZATION	\$19,388.00
6048-2400 LIFE INSURANCE	\$1,077.00
6048-2600 SUTA	\$144.00
6048-3140 TRAINING & TRAVEL	\$1,475.00
6048-3310 VEHICLE REPAIR	\$2,400.00
6048-3311 REPAIR & MAINTENANCE	\$25,000.00
6048-3351 WATER LEAD COPPER TE	\$0.00
6048-3502 PRINTING UTILITY BIL	\$0.00
6048-3601 ADVERTISING	\$500.00
6048-5101 ELECTRIC SERVICES	\$16,000.00
6048-5201 POSTAGE	\$50.00
6048-5203 TELEPHONE	\$1,020.00
6048-5311 INSURANCE	\$2,990.00
6048-5312 RESERVE FOR CIP	\$65,139.00
6048-5801 DUES & MEMBERSHIPS	\$1,310.00
6048-5803 HEALTH DEPARTMENT FE	\$2,200.00
6048-6007 REPAIR & MAINTENANCE	\$5,000.00
6048-6008 VEHICLE FUEL	\$1,300.00
6048-6011 UNIFORMS	\$345.00
6048-6016 LAB SUPPLIES	\$1,200.00
6048-6020 PURIFICATION SUPPLIE	\$28,000.00
6048-6024 EMERGENCY REPAIRS	\$0.00
6048-8100 OUTSIDE CONSULTANTS	\$5,000.00
6048-8101 SMALL TOOLS & EQUIPM	\$1,870.00
6048-8111 PROPERTY INSURANCE	\$2,084.00
6048-8119 INTEREST - BOND - WA	\$37,907.00
6048-8120 INTEREST - BOND - WA	\$166.00
6048-8121 INTEREST - BOND - WA	\$0.00
6048-8124 INTEREST EXPENSE	\$0.00
6048-9100 TRANSFER TO WATER CO	\$0.00
6052-1100 SALARIES	\$186,667.94
6052-1200 OVER-TIME COMPENSATI	\$0.00
6052-2100 FICA	\$14,280.10
6052-2200 RETIREMENT	\$21,581.70
6052-2300 HOSPITALIZATION	\$34,467.84
6052-2400 LIFE INSURANCE	\$2,501.35
6052-2600 SUTA	\$391.00
6052-3140 TRAINING	\$1,000.00
6052-3310 VEHICLE REPAIR	\$2,000.00
6052-3340 COLL.REPAIR/MAINTENA	\$95,947.00
6052-3345 MEMBRANE REPLACEMENT	\$0.00
6052-3350 OUTSIDE CONTRACT-TES	\$33,900.00
6052-3360 REPAIR & MAINTENANCE	\$1,000.00
6052-3502 PRINTING UTILITY BIL	\$250.00
6052-3601 ADVERTISING	\$100.00
6052-5101 ELECTRIC SERVICES	\$90,000.00
6052-5201 POSTAGE, SHIPPING	\$1,000.00
6052-5203 TELEPHONE	\$10,500.00
6052-5311 INSURANCE	\$0.00
6052-5801 DUES & MEMBERSHIPS	\$4,200.00
6052-6001 OFFICE SUPPLIES	\$1,500.00
6052-6008 VEHICLE FUEL	\$3,000.00

Budget

Town of Onancock - FINAL 2022 BUDGET

Account	FINAL Budget
6052-6011 UNIFORMS	\$300.00
6052-6018 RESERVE FOR CAPITAL	\$0.00
6052-6022 LAB SUPPLIES	\$6,500.00
6052-6023 WASTEWATER DISINFECT	\$0.00
6052-6024 PENALTIES	\$0.00
6052-6025 WASTEWATER CHEMICALS	\$26,000.00
6052-6026 SAFETY EQUIPMENT	\$200.00
6052-6500 HRSD TRANSITION COST	\$58,189.00
6052-7000 DEPRECIATION EXPENSE	\$0.00
6052-8100 FUND SEWER CAPITAL R	\$0.00
6052-8101 MACHINERY & EQUIPMEN	\$500.00
6052-8102 OUTDOOR BUILDING	\$0.00
6052-8103 SEPTAGE RECEIVING	\$0.00
6052-9109 INTEREST - BOND - SE	\$0.00
6052-9110 INTEREST - BOND - SE	\$0.00
6052-9120 INTEREST - BOND - SE	\$55,072.00
6052-9130 NOT IN USE	\$0.00
6052-9140 PROFESSIONAL SERVICE	\$0.00
SEWER DEBT - PRINCIPLE PORTION	\$308,011.00
WATER DEBT - PRINCIPLE PORTION	\$118,421.07

Reporting Fund:	51-Water & Sewer		
	FundRevTot	:	\$1,398,961.00
	FundExpTot	:	\$1,398,961.00
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Grand Totals:	TotalRev	:	\$3,070,468.00
	TotalExp	:	\$3,070,468.00

Town of Onancock
Sewer - Financial Performance

	TOTAL YEAR				
	BUDGET 2022	Budget 2021	Actual 2020	Actual 2019	Actual 2018
Revenue					
SEWER	\$956,360	\$956,119	\$880,718	\$903,625	\$870,183
SEWER INSTALLATION	\$1,200	\$1,200	\$2,400	\$1,200	\$0
SEWER PENALTY	\$0	\$13,400	\$12,670	\$10,979	\$13,799
SEPTAGE	\$0	\$5,000	\$0	\$0	\$0
SEPTAGE GRANT	\$0	\$0	\$0	\$0	\$0
INTEREST	\$0	\$0	\$11,908	\$15,934	\$7,597
CARES GRANTS	\$0	\$0	\$0	\$199,373	\$0
MISC.	\$0	\$3,500	\$0	\$2,260	\$3,560
FROM RESERVES	\$0	\$0	\$0	\$0	\$0
TRANSFERS IN	\$0	\$0	\$0	\$52,836	\$0
Total Revenue	\$957,560	\$979,219	\$907,696	\$1,186,207	\$895,139
Expenditures					
SEWER WAGES, TAX, BENIES	\$259,891	\$246,304	\$248,559	\$244,800	\$241,029
TRAINING	\$1,000	\$1,000	\$0	\$0	\$0
VEHICLE REPAIR	\$2,000	\$2,000	\$2,813	\$2,000	\$1,006
COLLECTION REPAIRS & MAINT.	\$95,947	\$95,947	\$58,492	\$100,405	\$86,751
MEMBRANE REPLACEMENT	\$0	\$0	\$0	\$0	\$0
OUTSIDE CONTRACT - TESTING	\$33,900	\$33,900	\$29,843	\$14,750	\$22,683
REPAIRS & MAINT.	\$1,000	\$1,000	\$348	\$348	\$4,040
BILL PRINTING	\$250	\$250	\$0	\$0	\$758
ADVERTISING	\$100	\$100	\$0	\$0	\$222
ELECTRIC	\$90,000	\$90,000	\$69,047	\$87,374	\$74,772
POSTAGE	\$1,000	\$1,000	\$527	\$748	\$500
TELEPHONE	\$10,500	\$10,500	\$8,769	\$8,702	\$7,813
INSURANCE	\$0	\$0	\$0	\$0	\$0
DUES & MEMBERSHIPS	\$4,200	\$4,200	\$4,476	\$4,299	\$1,598
OFFICE SUPPLIES	\$1,500	\$1,500	\$868	\$2,259	\$158
VEHICLE FUEL	\$3,000	\$3,000	\$3,216	\$2,609	\$2,414
UNIFORMS	\$300	\$300	\$98	\$177	\$85
RESERVE FOR CAPITAL	\$0	\$11,750	\$0	\$0	\$0
LAB SUPPLIES	\$6,500	\$6,500	\$1,618	\$6,501	\$1,298
WASTEWATER DISINFECTANT	\$0	\$0	\$0	\$3,005	\$0
PENALTIES	\$0	\$0	\$0	\$0	\$0
WASTEWATER CHEMICALS	\$26,000	\$26,000	\$28,295	\$31,791	\$26,135
SAFETY EQUIPMENT	\$500	\$500	\$0	\$0	\$0
HRSD TRANSITION COSTS	\$56,389	\$66,726	\$30,500	\$0	\$0
DEPRECIATION	\$0	\$0	\$0	\$496,732	\$493,106
UTILITY SUBSIDY	\$0	\$0	\$0	\$0	\$0
MACHINERY & EQUIPMENT	\$500	\$500	\$0	\$0	\$0
OUTDOOR BUILDING	\$0	\$0	\$0	\$0	\$0
SEPTAGE RECEIVING	\$0	\$0	\$0	\$0	\$0
INTEREST - VRLF 900	\$0	\$0	\$0	\$0	\$0
INTEREST - VRA 5033	\$0	\$0	\$0	\$0	\$0
INTEREST - USDA 2398	\$55,072	\$55,072	\$56,339	\$0	\$0
PROFESSIONAL SERVICE	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$649,549	\$658,049	\$543,808	\$1,006,500	\$964,368
Excess of Revenue over Expenses	\$308,011	\$321,170	\$363,888	\$179,707	-\$69,229

Principle Portion of Bonds

	Bond Principal	
- VRLF 900	\$45,000	\$45,000
- VRA 5033	\$216,119	\$216,119
- USDA 2398	\$46,892	\$46,892

Revenue in Excess of all Disbursements

\$0	\$13,159
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35

1680
ONANCOCK
 A LITTLE SLICE OF NOWHERE ELSE

Town Council:

Bob Bloxom, Ray Burger, Thelma Gillespie, Joy Marino and Maphis Oswald

Mayor: Fletcher Fosque | Town Manager: Matt Spuck

Water & Sewer Rates 7/1/21 through HRSD Transfer of Plant & Collection System:

WATER TIERS	CONSUMPTION (add \$0.50 VDH)
FIRST 3,000 GALLONS	\$29.64
NEXT 12,000 GALLONS	\$9.59 PER 1,000 GALLONS
OVER 15,000 GALLONS	\$9.98 PER 1,000 GALLONS

SEWER TIERS	CONSUMPTION
FIRST 3,000 GALLONS	\$65.73
3,000 – 7,000 GALLONS	\$23.15 PER 1,000 GALLONS
7,000 – 15,000 GALLONS	\$22.49 PER 1,000 GALLONS
15,000 – 30,000 GALLONS	\$22.18 PER 1,000 GALLONS
30,000 – 40,000 GALLONS	\$21.85 PER 1,000 GALLONS
40,000 – 90,000 GALLONS	\$21.54 PER 1,000 GALLONS
90,000 – 200,000 GALLONS	\$20.56 PER 1,000 GALLONS
200,000 – 400,000 GALLONS	\$20.24 PER 1,000 GALLONS
400,000 – 500,000 GALLONS	\$19.29 PER 1,000 GALLONS
OVER 500,000 GALLONS	\$18.73 PER 1,000 GALLONS

Garbage Pickup	\$16.00
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Sample Bill	
2,500	\$111.87
7,500	\$258.84
17,000	\$563.76
35,000	\$1,140.99

Water and Sewer use is based on bi-monthly water meter readings.

15 North Street | Onancock, Virginia 23417

757.787.3363 | **onancock.com**

Town Council: Bob Bloxom, Ray Burger, Thelma Gillespie, Joy Marino and Maphis Oswald
Mayor: Fletcher Fosque | **Town Manager:** Matt Spuck

Whereas, the Town of Onancock honors its police department and understands the value they provide to the community, and

Whereas, the Onancock Town Council understands that during times of constrained human resources, certain functions and roles are only available to the police department by auxiliary officers,

Whereas, in the event of limited resources, Onancock Town Council authorizes and supports the use of Auxiliary Officers insofar as the use of said resources are contained within the annually approved budget,

And Therefore, be it RESOLVED, Town of Onancock Auxiliary Police Officers are hereby authorized to be included as employees for the purposes of the Workers' Compensation Act of the Commonwealth of Virginia and entitled to all coverage provided under said Act.

ADOPTED, BY _____ vote of the _____ on _____.

Town Council: Bob Bloxom, Ray Burger, Thelma Gillespie, Joy Marino and Maphis Oswald
Mayor: Fletcher Fosque | **Town Manager:** Matt Spuck

State of the Town, June 2021

The overarching story of the 2021 fiscal year must be the pandemic. There are two key points to consider:

1. The Town of Onancock had no employees or immediate family members lost to COVID-19 and while we modified our operations significantly to keep employees and customers safe, we continued to support our businesses and residents consistently and proudly.
 - a. The first order of business was to create an Infectious Disease Protocol that Town Council adopted quickly to provide standards and guidance to staff. This Protocol has shifted as new information has become available and currently all operations are back to pre-COVID standards except we ask that unvaccinated persons wear face coverings when inside Town buildings or when in contact with Town employees.
 - b. Socially distancing while working is nearly impossible for those who work in the water, wastewater, and street departments. We owe these teams special recognition for continuing to serve the public throughout the pandemic. The office staff had flexibility in working remotely on staggered days. To accomplish this we needed to make investments in technology. These funds were made possible by Town Council appropriating state and federal funds distributed to the Town through the County as our fiscal agent.
 - i. Fund appropriations, in addition to the technology to allow for safe, remote working also provided:
 1. Personal Protective Equipment and sanitizing products;
 2. Safe air quality in the Town Hall and Police department;
 3. Small business grants;
 4. Utility Arrears grants.
2. The Town of Onancock did not lose one business due to the pandemic.
 - a. The appropriation of local grant funds, and the Town securing a very large grant to distribute to local businesses was, as the Post reported from a local business owner, "Were it not for the grants and assistance of the Town and other agencies, we would not be in business."
 - i. Securing the DHCD Small Business Recovery Act was a massive undertaking and remains a complicated and time-consuming project, but one well worth the effort when the impact of the investment is valued by the businesses as evidenced by the quotes and positive feedback.
 - ii. The Town secured funds from the State, the County, and new federal grants through FEMA.
 - iii. The Town also created two new communication systems to help share information about the Town via text message and via email. We continue to encourage residents and businesses to share their preferred contact information to facilitate quick and consistent communication from the Town.
 - iv. The new American Rescue Protection Act of 2021 will distribute more than \$1 million for Town use and will be another project that will take a significant investment of staff time. It will be worth it when we see the strategic use of the funds and how they will have a positive permanent impact on the Town.

The Town stands ready to launch into the post-COVID-19-pandemic world with protocols, processes, technology, and communication systems, to allow for safe and consistent services to our employees, residents, and businesses.

HRSD

The transfer of the wastewater treatment plant and collection system to Hampton Roads Sanitation District (HRSD) is strategically critical for Onancock and the entire Shore. It will stabilize the cost of services to Onancock residents and allow for sewer services from Accomac to Nassadadox. This is a huge economic development opportunity in addition to an ecological benefit because of the proper handling of wastewater and the possible reduction in septic systems that have a negative impact on groundwater and the Bay. The financial impact of transferring the system to HRSD is more appropriate to think about as risk avoidance down the road. That means that while the debt for the sewer system is being removed from the Town's books, so is the revenue that pays for it. We are no better off financially in the near-term because the sewer revenue covers all costs. The benefit is clearly risk avoidance for future regulations, capital repairs and replacement, and system failure. To provide economic and ecologic gain to the Shore and limit the financial risk for the future of the Town is a strong decision and one that is imminently close to completion.

We created a small group to negotiate the terms of the transfer between the Town and HRSD and we retained legal counsel that specializes in this type of transaction. After several attempts to reach full system-wide transfer terms, we came to agreement with HRSD that the first and most critical step in the process is to transfer the wastewater treatment plant (WWTP) to HRSD in Phase I and then finalize negotiations and property transfers for the collection system in Phase II. The public hearings and resolution to proceed with Phase I will take place in June 2021. Phase II involves many property easements and terms for transfer, which is the reason we separated the transaction. Phase II begins immediately and, in the interim, Onancock will continue to do all billing and collecting at the same rates we used for fiscal 2021. This means the debt will be paid and the plant and its capital needs will be transferred to HRSD in the next few months. By continuing to bill at the same rates, we should generate adequate reserves to defend any property disputes that may arise during the transfer of the collection system.

The transfer of the WWTP means that the Town reduces its employee count by four personnel and loses the physical space currently used by the DPW (Department of Public Works {Parks, Water, Streets, Buildings, etc.}). The staff that remains are allocated to DPW and these three employees now report directly to the Town Manager. Because the wastewater plant and property are used for the entire Public Works department, we needed to create a new (post-HRSD) DPW area. To provide the space and storage needs, we sold an idle piece of property on Justis Street. The cash from the sale purchased 3 storage buildings necessary to house all DPW tools and supplies in a secured space. Using owned tools and existing employees, we are renovating the space for adequate storage and workspace to serve the DPW for the near and long-term.

Wharf & Marina

Over the last 10-years, the Town has invested well over \$1 million in the Wharf and Marina. These projects include new fuel tanks and systems, Harbormaster building renovations, and floating docks. We received permission to carry over the funds from previous projects to repair and replace the public boat ramp. These funds had been carried over for 2 grant cycles. In August of 2020, the Town Manager retained an engineer to design and oversee the construction of this project. The engineer submitted all appropriate permit applications, yet the process was impacted mightily by the agencies that began work-from-home protocols. We received the final permit for the project from the Army Corps of Engineers in late March 2021 and issued an order to proceed to the contractor. The contractor completed the job they were on when they received the order and began work as quickly as possible. Since then, there have been several minor delays due to unforeseeable conditions and weather. The contractor has progressed consistently in good faith and the project completion (while much later than we hoped) is imminent.

While the ramp renovation project is underway, the Town Manager independently applied for the VPA (Virginia Port Authority) grant to continue the investment at the Wharf & Marina by repairing the failing bulkhead on the creek side from the fuel dock through the rented slip called M-1. The award was granted for \$270,000 (75% of expected costs). The Town Manager anticipates applying for grant funds to cover the matching cost requirement.

Before the boating season opened, the Town Manager developed a newsletter for all previous marina guests to remind them about Onancock and spark interest in a return visit. Additionally, he performed an amenities comparison to other

marinas in similar markets. We determined that picnic tables, golf carts, and a courtesy car were the amenities we lacked in order to remain competitive.

The Town Manager solicited a private donation for the materials for 10 picnic tables and then secured volunteers to build them. The tables are nearly complete and will be distributed among all Onancock town parks. The Town contracted to rent golf carts for the season to provide to transient boaters as a service. The carts seem to be a viable business for the Marina and the Town Manager may pursue grants to buy carts to offer this amenity permanently. The courtesy car is actually a police car no longer in service. See the Police Department section of this report for more details.

The Wharf and Marina has a new ice machine (which eliminates a volunteer transporting and donating), a new courtesy car, golf carts for rent, and a renovated ramp underway. The promise of a new bulkhead ensures sustainable infrastructure. We are also expending existing grant funds for a new security system, walkway boards, and pedestals for power, water, and dock lighting. The financial performance of the Marina during the pandemic was dire, but since the opening this year (with expanded hours to better serve evening gas customers and late arrivals), the performance has been stellar.

Police Department

The police department has had a volatile year, to be sure. There were two officers who voluntarily resigned their positions with the town and a third who took voluntarily family leave. The hiring of certified officers on the Shore is competitive to say the least.

The hiring process prompted the Town Manager to evaluate compensation for the department compared to other towns on the Shore. We learned that our officers and starting wages are woefully underfunded. The Town Manager presented a 3-year plan for the department, its operating costs, its vehicle replacement strategy, and its compensation. The presentation to Town Council preempted the fiscal 2022 budget which includes the first of three market adjustments for our officers. By the end of the adjustment period, the Onancock officers will be in the top quartile of officers on the Shore. This is justified for quality of life issues, of course, but also criminal activity on Onancock is escalating at an unhealthy rate. While understaffed, our officers have dealt with crimes of every level and maintained the demeanor and professionalism upon which Onancock has come to rely. Our officers have an impossible job by dealing with horrific crimes while still checking doors at night for traveling residents or closed businesses. We are blessed to employ these professionals and should be recognized at every level for their efforts, dedication, and professionalism during the pandemic.

The three-year plan not only arrived at a solution for compensation, but also a plan for equipment and supplies unique to police. Our officers were driving on bald tires waiting for a new fiscal year to begin. They were driving cars with more miles than reasonable and equipment that was woefully obsolete. In the most recent year, we developed a police car replacement strategy that actually reduces cash flow requirements from the Town and replaces cars in a standardized time frame. The car most recently taken out of service was stripped of all police equipment and made available to the marina customers as a courtesy car. Equipment (such as body cameras) have been replaced. Each officer now has a uniform allowance to ensure professional and comfortable dress. Training protocols are becoming more demanding and diverse and we have implemented training schedules to comply with ever-increasing demands and requirements.

As of this writing, all open positions have been filled with non-certified officers. This means that they can only work under the direct supervision of supervised officers until they work 240 hours after they attend the Academy, which will they complete in January of 2022.

Town Financial Operations

Fiscal 2021 was a volatile year financially as well as operationally, but at the end of the year, the financial state of the Town is very strong.

Fiscal 2021 began by ensuring the internal financial systems agreed to and supported the externally reported and audited financial statement. The monthly financial results are presented to Town Council in an understandable and meaningfully complete format and tied back to internal financial systems each month.

After the systems agreed, we began to make concerted efforts to collect unpaid taxes and utilities. We were able to help many people with the use of utility grants, but there are still a significant old taxes that remain unpaid. We have started a standardized collection protocol to fairly communicate with those in arrears.

As we developed collection policies, it became apparent that there were no financial policies governing revenue, budgeting, or cash reserve. The Town Manager has since developed and had Town Council approve comprehensive financial policies for the administration to use for each of these areas.

The budget process for fiscal 2022 was thoughtful, well presented, transparent, and all-inclusive in its nature. It included previously presented and accepted three-year plans for the Marina and Police. It also included the transition of the WWTP to HRSD. Complicated modeling was created to show how Onancock residents and businesses benefit from all of these transactions.

A new 5-year plan will be created for long-term capital expenditures. This plan will dovetail with the Comprehensive Plan, and departmental plans.

Cash reserves have accumulated by the Town for a few years, yet never highlighted as point of strategic governance for Town Council. During 2021, the Town Manager presented a simple report to be reviewed by Town Council that allowed for intentionally directed the use of these assets to further the Town's Comprehensive Plan.

A new online payment system was implemented which allows for all Town charges to be paid online with the Town absorbing all credit card transaction costs. This system integrates with the Town's existing financial system and is the same HRSD uses, which will create continuity of experience for payers.

Planning Commission

The Planning Commission is responsible for preparing and overseeing the Town Comprehensive Plan. This is a strategic document that directs the efforts of staff and shapes the future of the Town. The Comprehensive Plan is required to be adopted by Town Council every five years. This has not been done in Onancock for several years.

Over the last year, the Town Manager has worked with the Planning Commission to establish goals and action plans developed from Commission objectives and conversations and taking public comment. The Town Manager revised and created a new Comprehensive Plan for final review by the Commission during fiscal 2021 for consideration and for adoption by Town Council shortly after fiscal 2022 begins.

Code of Ordinances

Two years ago, the Town had contracted with Municode to compile our approved ordinances and present them online for public use. This project remained incomplete until 2021 during which time the Town Manager reviewed, adjusted, and presented Municode with all ordinances. Once completed and updated for new state law references, the Code was presented to Town Council and codified. The current Town Code is now available online for all to access and review. Modifications to code are updated online quarterly to ensure the most recent code is available to all readers.

In addition to the major initiatives undertaken and completed in fiscal 2021, the Town Manager took on small community projects to improve the quality of life in Onancock. Some of these include: resurfacing Warren Street; repairing a water leak under Jackson Street (and investigating solutions to resurface it); cleaning streets in each section of town on a systematic schedule; planting colorful plants at the Town Hall, at the town's entrance and Marina; supporting and helping Clean the Bay Day, providing staff support to the Onancock School for its new playground, developing plans for a new dog park; obtaining grants from Forestry for the White Oak; cleaning out old storage in Town Hall to allow for public and professional use; working with A-NPDC on the Northeast Planning Grant; developed new advertising campaigns and securing Onancock as the Chesapeake Bay Magazine Weekend on the Water destination; submitting grant application for a new bike path; updating and communicating hydrant flushing for high quality drinking water; working with the County to align boat trailer parking process; and replacing flag poles at Town Square and Town Entrance with commercial grade poles.

This next year presents challenges to properly use ARPA funds and manage each project, oversee the bulkhead project, transition the sewer collection system to HRSD and manage smaller projects with personnel policy adjustments, staff professional development, and more.

The Town is in a strong position – financially and strategically, and all the while, its soul is guarded very carefully.

Town of Onancock
Financial Performance

	YEAR TO DATE				BUDGET	LAST YEAR	TOTAL YEAR					
	ACTUAL THROUGH MAY 2021		Total	Special Revenue			Operations	Special Revenue	Total	Actual 2020	Actual 2019	Actual 2018
	Operations	Special Revenue										
Revenue												
WHARF	\$157,311	\$27,076	\$184,387		\$110,554	\$138,363	\$129,175	\$206,460	\$147,190	\$268,693	\$377,002	
POLICE	\$48,546	\$0	\$48,546		\$30,763	\$52,376	\$54,500	\$0	\$62,594	\$58,186	\$63,006	
WATER	\$369,937	\$21,550	\$391,487		\$323,198	\$303,938	\$352,619	\$0	\$454,315	\$330,751	\$302,645	
SEWER	\$950,349	\$0	\$950,349		\$885,968	\$942,820	\$979,219	\$0	\$907,696	\$1,186,207	\$895,139	
ADMIN	\$1,206,672	\$315,094	\$1,521,766		\$1,091,023	\$1,077,432	\$1,147,157	\$4,400	\$1,131,656	\$1,307,286	\$1,191,767	
Total Revenue	\$2,732,814	\$363,720	\$3,096,534		\$2,441,505	\$2,514,930	\$2,662,670	\$210,860	\$2,703,451	\$3,151,123	\$2,829,559	
Expenditures												
WHARF	\$152,534	\$35,262	\$187,796		\$147,171	\$163,573	\$158,009	\$263,798	\$175,898	\$296,249	\$375,607	
POLICE	\$285,253	\$0	\$285,253		\$310,587	\$363,794	\$341,227	\$0	\$399,885	\$330,822	\$370,476	
WATER	\$274,996	\$20,524	\$295,520		\$225,776	\$362,742	\$365,778	\$0	\$321,775	\$280,828	\$269,232	
SEWER	\$801,767	\$0	\$801,767		\$812,017	\$791,282	\$966,060	\$0	\$851,819	\$1,006,500	\$964,368	
ADMIN	\$633,247	\$321,452	\$954,699		\$773,706	\$667,165	\$772,158	\$6,500	\$693,832	\$694,174	\$681,564	
Total Expenditures	\$2,147,798	\$377,238	\$2,525,036		\$2,269,257	\$2,348,556	\$2,603,232	\$270,298	\$2,443,209	\$2,608,573	\$2,661,247	
Excess of Revenue over Expendit	\$585,016	-\$13,518	\$571,498		\$172,248	\$166,374	\$59,438	-\$59,438	\$260,242	\$542,550	\$168,312	

Town of Onancock
Wharf - Financial Performance

	YEAR TO DATE			BUDGET	LAST YEAR	TOTAL YEAR						
	ACTUAL THROUGH MAY 2021					Operations	Special Revenue	General Fund	Actual 2020	Actual 2019	Actual 2018	
	Operations	Special Revenue	General Fund									
Revenue												
BOAT DOCKAGE FEES-MO	\$0	\$0	\$0	\$625	\$125	\$625	\$625	\$125	\$0	\$250		
BOAT DOCKAGE FEES-TR	\$58,060	\$58,060	\$58,060	\$28,992	\$30,533	\$33,000	\$33,000	\$34,754	\$50,999	\$54,317		
BOAT RAMP FEES	\$995	\$995	\$995	\$847	\$1,102	\$1,200	\$1,200	\$1,562	\$1,230	\$970		
RAMP-ANNUAL DECAL	\$420	\$420	\$420	\$1,106	\$780	\$2,000	\$2,000	\$1,410	\$1,445	\$2,050		
WHARF GASOLINE SALES	\$88,274	\$88,274	\$88,274	\$73,769	\$88,504	\$86,250	\$86,250	\$103,478	\$100,040	\$123,087		
WHARF-OTHER	\$1,433	\$1,433	\$1,433	\$2,153	\$1,820	\$2,500	\$2,500	\$2,113	\$1,619	\$1,168		
WHARF ELECTRIC	\$8,129	\$8,129	\$8,129	\$3,062	\$3,189	\$3,600	\$3,600	\$3,748	\$4,800	\$5,417		
VPA GRANT	\$0	\$11,956	\$11,956	\$0	\$12,311	\$0	\$166,427	\$0	\$108,560	\$189,743		
BIG GRANT	\$0	\$15,120	\$15,120	\$0	\$0	\$0	\$40,033	\$0	\$0	\$0		
Total Revenue	\$157,311	\$27,076	\$184,387	\$110,554	\$138,363	\$129,175	\$206,460	\$147,190	\$268,693	\$377,002		
Expenditures												
WHARF WAGES, TAX, BENIES	\$56,795	\$56,795	\$56,795	\$53,708	\$56,698	\$57,329	\$57,329	\$60,954	\$53,825	\$38,484		
SQUARE CC FEES	\$3,221	\$3,221	\$3,221	\$0	\$1,446	\$0	\$0	\$1,776	\$2,592	\$764		
ELECTRIC SERVICES	\$4,590	\$4,590	\$4,590	\$6,500	\$4,475	\$6,500	\$6,500	\$4,475	\$5,673	\$5,594		
TELEPHONE	\$569	\$569	\$569	\$481	\$369	\$600	\$600	\$460	\$529	\$448		
WHARF JANITORIAL SUP	\$646	\$646	\$646	\$1,000	\$582	\$1,000	\$1,000	\$582	\$877	\$1,150		
REPAIR & MAINTENANCE	\$7,445	\$7,445	\$7,445	\$4,583	\$2,667	\$5,000	\$40,500	\$2,667	\$7,972	\$2,964		
COST OF GAS/DIESEL S	\$64,142	\$64,142	\$64,142	\$57,366	\$68,171	\$63,750	\$63,750	\$75,757	\$74,815	\$93,817		
RENT	\$4,150	\$4,150	\$4,150	\$0	\$0	\$0	\$0	\$0	\$0	\$524		
OTHER OPERATING SUPP	\$5,409	\$5,409	\$5,409	\$5,480	\$7,158	\$5,528	\$5,528	\$7,220	\$3,121	\$5,373		
ADVERTISING & DUES	\$5,087	\$0	\$5,087	\$2,750	\$22,007	\$3,000	\$13,600	\$22,007	\$2,854	\$2,558		
CAPITAL IMPROVEMENTS	\$480	\$35,262	\$35,742	\$15,302	\$0	\$15,302	\$209,698	\$225,000	\$143,991	\$223,931		
Total Expenditures	\$152,534	\$35,262	\$187,796	\$147,171	\$163,573	\$158,009	\$263,798	\$175,898	\$296,249	\$375,607		
Excess of Revenue over Expendit	\$4,777	-\$8,186	-\$3,409	-\$36,617	-\$25,210	-\$28,834	-\$57,338	-\$28,708	-\$27,556	-\$1,395		
Margin on Fuel	\$24,133			\$16,402	\$20,333	\$22,500		\$27,721	\$25,225	\$29,270		
					\$126,052		<--- Operating Revenue --->		\$160,133	\$187,259		

Town of Onancock												
Police - Financial Performance												
	YEAR TO DATE						TOTAL YEAR					
	ACTUAL THROUGH MAY 2021			BUDGET	LAST YEAR	Budget 2021			Actual 2020	Actual 2019	Actual 2018	
	Operations	Special Revenue	General Fund			Operations	Special Revenue	General Fund				
Revenue												
TRAFFIC FINES	\$7,322		\$7,322	\$8,000	\$9,168	\$8,000	\$8,000	\$9,168	\$13,960	\$16,218		
LAW ENFORCEMENT FUND	\$41,224		\$41,224	\$22,763	\$30,992	\$46,500	\$46,500	\$53,426	\$38,052	\$46,788		
LAW ENFORCEMENT GRANT	\$0	\$50	\$50	\$0	\$22,100	\$0	\$0	\$0	\$0	\$0		
CARES GRANTS	\$0	\$0	\$0	\$0	-\$9,884	\$0	\$0	\$0	\$6,174	\$0		
Total Revenue	\$48,546	\$50	\$48,596	\$30,763	\$52,376	\$54,500	\$54,500	\$62,594	\$58,186	\$63,006		
Expenditures												
POLICE WAGES, TAX, BENIES	\$257,033		\$257,033	\$275,108	\$291,815	\$300,860	\$300,860	\$321,863	\$289,462	\$303,593		
TRAINING	\$2,527		\$2,527	\$6,500	\$2,333	\$6,500	\$6,500	\$2,333	\$3,231	\$4,007		
VEHICLE REPAIR	\$2,590		\$2,590	\$3,742	\$4,756	\$3,833	\$3,833	\$4,871	\$4,213	\$4,330		
COMPUTER MAINTENANCE	\$255		\$255	\$652	\$859	\$2,500	\$2,500	\$3,295	\$4,208	\$2,365		
TELEPHONE	\$3,031		\$3,031	\$3,196	\$2,605	\$3,360	\$3,360	\$2,739	\$4,030	\$2,366		
LINE OF DUTY INSURANCE	\$2,742		\$2,742	\$2,741	\$2,741	\$3,655	\$3,655	\$3,655	\$3,692	\$2,412		
TRAVEL	\$35		\$35	\$700	\$340	\$700	\$700	\$340	\$258	\$762		
OFFICE SUPPLIES	\$3,613		\$3,613	\$2,495	\$5,431	\$2,669	\$2,669	\$5,811	\$1,634	\$968		
VEHICLE FUEL	\$7,175		\$7,175	\$6,721	\$7,593	\$7,500	\$7,500	\$8,472	\$8,533	\$7,517		
UNIFORMS	\$1,922		\$1,922	\$1,306	\$1,770	\$2,000	\$2,000	\$2,709	\$4,198	\$4,958		
ANIMAL CONTROL	\$587		\$587	\$650	\$0	\$650	\$650	\$0	\$0	\$0		
POLICE SUPPLIES	\$3,605		\$3,605	\$6,776	\$7,452	\$7,000	\$7,000	\$7,698	\$7,363	\$6,723		
GRANTS	\$137	\$50	\$187	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
POLICE MESSENGER MAINT.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
NEW POLICE VEHICLE	\$0	\$0	\$0	\$0	\$36,099	\$0	\$0	\$36,099	\$0	\$30,475		
Total Expenditures	\$285,253	\$0	\$285,303	\$310,587	\$363,794	\$341,227	\$341,227	\$399,885	\$330,822	\$370,476		
Excess of Revenue over Expendit	-\$236,708	\$50	-\$236,708	-\$279,824	-\$311,418	-\$286,727	-\$286,727	-\$337,291	-\$272,636	-\$307,470		

Town of Onancock

Water - Financial Performance

	YEAR TO DATE			BUDGET	LAST YEAR			TOTAL YEAR					
	ACTUAL THROUGH MAY 2021				OPERATIONS			BUDGET 2021		ACTUAL 2020		ACTUAL 2019	ACTUAL 2018
	Operations	Special Revenue	General Fund		Operations	Special Revenue	General Fund	Special Revenue	General Fund	Actual 2020	Actual 2019		
Revenue													
WATER	\$362,576	\$21,550	\$384,126	\$315,699	\$298,119	\$344,519	\$344,519	\$325,334	\$325,334	\$323,761	\$295,745		
WATER INSTALLATION	\$1,500	\$1,500	\$1,500	\$1,375	\$0	\$1,500	\$1,500	\$0	\$0	\$1,500	\$0		
WATER PENALTY	\$5,861	\$5,819	\$5,861	\$6,124	\$5,819	\$6,600	\$6,600	\$6,335	\$6,335	\$5,490	\$6,900		
TRANSFERS IN	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$122,645	\$122,645	\$0	\$0		
Total Revenue	\$369,937	\$21,550	\$391,487	\$323,198	\$303,938	\$352,619	\$352,619	\$454,315	\$454,315	\$330,751	\$302,645		
Expenditures													
WATER WAGES, TAX, BENEFITS	\$99,035	\$0	\$99,035	\$96,614	\$100,229	\$104,662	\$104,662	\$109,575	\$109,575	\$105,676	\$105,859		
TRAINING & TRAVEL	\$0	\$0	\$0	\$717	\$28	\$717	\$717	\$28	\$28	\$0	\$0		
VEHICLE REPAIR	\$2,041	\$2,041	\$2,041	\$917	\$0	\$1,000	\$1,000	\$0	\$0	\$1,183	\$1,888		
REPAIRS & MAINT. SVC	\$16,613	\$16,613	\$16,613	\$14,343	\$122,368	\$15,000	\$15,000	\$127,974	\$127,974	\$25,166	\$9,028		
WATER LEAD COPPER TEST	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
BILL PRINTING	\$507	\$507	\$507	\$458	\$0	\$500	\$500	\$0	\$0	\$840	\$553		
ADVERTISING	\$0	\$0	\$0	\$92	\$0	\$100	\$100	\$0	\$0	\$0	\$324		
ELECTRIC	\$13,630	\$13,630	\$13,630	\$13,329	\$13,999	\$14,500	\$14,500	\$15,229	\$15,229	\$13,251	\$11,541		
POSTAGE	\$629	\$629	\$629	\$782	\$412	\$1,000	\$1,000	\$527	\$527	\$760	\$512		
TELEPHONE	\$2,438	\$2,438	\$2,438	\$2,657	\$2,187	\$2,700	\$2,700	\$2,222	\$2,222	\$2,263	\$2,080		
INSURANCE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
RESERVE FOR CIP	\$9,700	\$9,700	\$9,700	\$23,971	\$0	\$26,150	\$26,150	\$0	\$0	\$0	\$0		
DUES & MEMBERSHIPS	\$527	\$527	\$527	\$917	\$0	\$1,000	\$1,000	\$0	\$0	\$100	\$6,000		
HEALTH DEPT. FEES	\$2,165	\$2,165	\$2,165	\$2,124	\$2,133	\$2,124	\$2,124	\$2,133	\$2,133	\$2,133	\$4,854		
REPAIRS & MAINT.	\$32	\$32	\$32	\$5,000	\$124	\$5,000	\$5,000	\$124	\$124	\$4,634	\$1,192		
VEHICLE FUEL	\$1,852	\$1,852	\$1,852	\$1,849	\$1,984	\$1,950	\$1,950	\$2,093	\$2,093	\$1,843	\$1,513		
UNIFORMS	\$48	\$48	\$48	\$154	\$50	\$300	\$300	\$98	\$98	\$177	\$85		
LAB SUPPLIES	\$998	\$998	\$998	\$561	\$436	\$1,500	\$1,500	\$1,168	\$1,168	\$1,446	\$969		
PURIFICATION SUPPLIES	\$21,038	\$21,038	\$21,038	\$22,544	\$19,154	\$25,000	\$25,000	\$21,241	\$21,241	\$23,656	\$23,331		
EMERGENCY REPAIRS	\$0	\$0	\$0	\$0	\$0	\$4,382	\$4,382	\$0	\$0	\$0	\$0		
SMALL TOOLS & EQUIP.	\$66	\$66	\$66	\$183	\$0	\$200	\$200	\$0	\$0	\$0	\$0		
INTEREST - USDA 1070	\$38,259	\$38,259	\$38,259	\$0	\$99,637	\$36,945	\$36,945	\$37,707	\$37,707	\$0	\$0		
INTEREST - USDA 47	\$1,680	\$1,680	\$1,680	\$36,945	\$0	\$1,622	\$1,622	\$1,656	\$1,656	\$0	\$0		
INTEREST - VRA 2898	\$0	\$0	\$0	\$1,622	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
WATER SYSTEM DEBT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$97,700	\$99,503		
INTEREST	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
GRANTS - UTILITY ARREARS	\$0	\$20,524	\$20,524	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Total Expenditures	\$211,259	\$20,524	\$231,783	\$225,776	\$362,742	\$246,352	\$140,179	\$321,775	\$321,775	\$280,828	\$269,232		
Excess of Revenue over Expenses	\$158,678	\$1,026	\$159,704	\$97,421	-\$58,803	\$106,267	\$212,440	\$132,540	\$132,540	\$49,923	\$33,413		
Principle Portion of Bonds													
- USDA 1070	\$13,143	\$835,229	\$835,229	\$18,955	\$18,955	\$883,733	\$883,733	\$902,688	\$902,688	\$0	\$0		
- USDA 47	\$776	\$38,867	\$38,867	\$834	\$834	\$38,809	\$38,809	\$39,643	\$39,643	\$0	\$0		
- VRA 2898	\$49,819	\$1,737,528	\$1,737,528	\$99,637	\$99,637	\$1,687,710	\$1,687,710	\$1,787,347	\$1,787,347	\$0	\$0		
Revenue in Excess of all Disbursements	\$94,941	\$2,611,624	\$2,611,624	-\$13,159	-\$13,159	\$2,610,252	\$2,610,252	\$2,729,678	\$2,729,678	\$0	\$0		

Town of Onancock

Sewer - Financial Performance

	YEAR TO DATE				TOTAL YEAR					
	ACTUAL THROUGH MAY 2021		BUDGET		LAST YEAR		BUDGET 2021		Actual	
	Operations	Special Revenue	General Fund		Operations	Special Revenue	General Fund	Actual 2019	Actual 2020	Actual 2018
Revenue										
SEWER	\$927,564		\$927,564	\$864,258	\$796,100	\$956,119	\$956,119	\$903,625	\$880,718	\$870,183
SEWER INSTALLATION	\$7,500		\$7,500	\$1,200	\$2,400	\$1,200	\$1,200	\$1,200	\$2,400	\$0
SEWER PENALTY	\$11,899		\$11,899	\$12,433	\$11,815	\$13,400	\$13,400	\$10,979	\$12,670	\$13,799
SEPTAGE	\$0		\$0	\$4,583	\$0	\$5,000	\$5,000	\$0	\$0	\$0
SEPTAGE GRANT	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
INTEREST	\$1,271		\$1,271	\$0	\$10,099	\$0	\$0	\$15,934	\$11,908	\$7,597
CARES GRANTS	\$0		\$0	\$0	\$0	\$0	\$0	\$199,373	\$0	\$0
MISC.	\$2,114		\$2,114	\$3,493	\$122,406	\$3,500	\$3,500	\$2,260	\$0	\$3,560
FROM RESERVES	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFERS IN	\$0		\$0	\$0	\$0	\$0	\$0	\$52,836	\$0	\$0
Total Revenue	\$950,349	\$0	\$950,349	\$885,968	\$942,820	\$979,219	\$979,219	\$1,186,207	\$907,696	\$895,139
Expenditures										
SEWER WAGES, TAX, BENIES	\$227,228		\$227,228	\$228,503	\$228,278	\$246,304	\$246,304	\$244,800	\$248,559	\$241,029
TRAINING	\$0		\$0	\$917	\$0	\$1,000	\$1,000	\$0	\$0	\$0
VEHICLE REPAIR	\$2,304		\$2,304	\$2,000	\$2,813	\$2,000	\$2,000	\$2,000	\$2,813	\$1,006
COLLECTION REPAIRS & MAINT.	\$82,170		\$82,170	\$91,078	\$56,465	\$95,947	\$95,947	\$100,405	\$58,492	\$86,751
MEMBRANE REPLACEMENT	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OUTSIDE CONTRACT - TESTING	\$23,635		\$23,635	\$31,099	\$27,376	\$33,900	\$33,900	\$14,750	\$29,843	\$22,683
REPAIRS & MAINT.	\$0		\$0	\$1,000	\$348	\$1,000	\$1,000	\$348	\$348	\$4,040
BILL PRINTING	\$250		\$250	\$229	\$0	\$250	\$250	\$0	\$0	\$758
ADVERTISING	\$662		\$662	\$92	\$0	\$100	\$100	\$0	\$0	\$222
ELECTRIC	\$70,499		\$70,499	\$90,000	\$69,047	\$90,000	\$90,000	\$87,374	\$69,047	\$74,772
POSTAGE	\$629		\$629	\$782	\$412	\$1,000	\$1,000	\$748	\$527	\$500
TELEPHONE	\$9,752		\$9,752	\$10,329	\$8,626	\$10,500	\$10,500	\$8,702	\$8,769	\$7,813
INSURANCE	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DUES & MEMBERSHIPS	\$4,443		\$4,443	\$3,486	\$3,715	\$4,200	\$4,200	\$4,299	\$4,476	\$1,598
OFFICE SUPPLIES	\$537		\$537	\$1,310	\$758	\$1,500	\$1,500	\$2,259	\$868	\$158
VEHICLE FUEL	\$2,787		\$2,787	\$2,848	\$3,053	\$3,000	\$3,000	\$2,609	\$3,216	\$2,414
UNIFORMS	\$48		\$48	\$154	\$50	\$300	\$300	\$177	\$98	\$85
RESERVE FOR CAPITAL	\$0		\$0	\$10,771	\$0	\$11,750	\$11,750	\$0	\$0	\$0
LAB SUPPLIES	\$891		\$891	\$6,500	\$1,618	\$6,500	\$6,500	\$6,501	\$1,618	\$1,298
WASTEWATER DISINFECTANT	\$0		\$0	\$0	\$0	\$0	\$0	\$3,005	\$0	\$0
PENALTIES	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
WASTEWATER CHEMICALS	\$25,134		\$25,134	\$20,169	\$21,954	\$26,000	\$26,000	\$31,791	\$28,295	\$26,135
SAFETY EQUIPMENT	\$0		\$0	\$458	\$0	\$500	\$500	\$0	\$0	\$0
HRSD TRANSITION COSTS	\$13,205		\$13,205	\$0	\$0	\$66,726	\$66,726	\$0	\$30,500	\$0
DEPRECIATION	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$493,106
UTILITY SUBSIDY	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
MACHINERY & EQUIPMENT	\$0		\$0	\$458	\$0	\$500	\$500	\$0	\$0	\$0
OUTDOOR BUILDING	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SEPTAGE RECEIVING	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
INTEREST - VRLF 900	\$0		\$0	\$45,000	\$45,000	\$0	\$0	\$0	\$0	\$0
INTEREST - VRA 5033	\$0		\$0	\$66,725	\$29,178	\$0	\$0	\$0	\$0	\$0
INTEREST - USDA 2398	\$42,028		\$42,028	\$198,110	\$292,592	\$55,072	\$55,072	\$56,339	\$56,339	\$0
PROFESSIONAL SERVICE	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$506,202	\$0	\$506,202	\$812,017	\$791,282	\$658,049	\$658,049	\$1,006,500	\$543,808	\$964,368
Excess of Revenue over Expenses	\$444,147	\$0	\$444,147	\$73,951	\$151,537	\$321,170	\$321,170	\$179,707	\$363,888	-\$69,229
Principle Portion of Bonds										
- VRLF 900	\$45,000		\$45,000	\$45,000	\$216,119	\$1,945,075	\$1,945,075	\$2,161,194	\$45,000	\$0
- VRA 5033	\$108,060		\$108,060	\$216,119	\$46,892	\$1,973,192	\$1,973,192	\$2,020,084	\$2,161,194	\$0
- USDA 2398	\$142,505		\$142,505	\$13,159	\$0	\$0	\$0	\$0	\$0	\$0
Revenue in Excess of all Disbursements	\$148,582		\$3,930,713	\$3,918,267	\$4,226,278					

Town of Onancock
Town Operations - Financial Performance

	YEAR TO DATE			LAST YEAR			TOTAL YEAR					
	ACTUAL THROUGH MAY 2021			BUDGET			Budget 2021		Actual 2020		Actual 2019	Actual 2018
	Operations	Special Revenue	General Fund	Operations	Special Revenue	General Fund	Operations	Special Revenue	General Fund	Operations	Special Revenue	General Fund
Revenue												
REAL PROPERTY	\$344,204		\$344,204	\$395,203		\$336,117	\$395,126		\$336,054		\$327,169	\$344,353
REAL PROPERTY - REC'D >1/1, OR PY	\$78,952		\$78,952	\$29,499		\$36,254	\$28,500		\$35,026		\$37,719	\$11,752
REAL PROPERTY - UTILITY CO.	\$17,593		\$17,593	\$17,000		\$16,748	\$17,000		\$16,748		\$17,288	\$17,270
PERSONAL PROPERTY	\$168,178		\$168,178	\$164,000		\$164,923	\$164,000		\$164,923		\$157,877	\$183,970
PERSONAL PROPERTY - REC'D >1/1 OR PY	\$14,279		\$14,279	\$16,075		\$21,599	\$17,500		\$23,513		\$18,141	\$394
PERSONAL PROPERTY - UTILITY CO.	\$0		\$0	\$500		\$369	\$500		\$369		\$663	\$747
PENALTIES	\$21,663		\$21,663	\$12,497		\$12,461	\$13,500		\$13,452		\$13,104	\$37,249
PARADE	\$0		\$0	\$0		\$0	\$0		\$1,600		\$11,050	\$10,100
LOCAL SALES TAX	\$89,367		\$89,367	\$49,723		\$76,823	\$52,500		\$81,114		\$77,255	\$72,843
CONSUMER UTILITY TAX	\$52,267		\$52,267	\$51,427		\$49,478	\$55,000		\$52,915		\$54,710	\$55,963
BUSINESS LICENSES	\$35,672		\$35,672	\$21,141		\$30,878	\$25,000		\$36,515		\$42,991	\$31,638
VEHICLE DECALS	\$5,213		\$5,213	\$9,981		\$5,701	\$16,000		\$9,139		\$15,337	\$16,513
BANK STOCK TAXES	\$0		\$0	\$27,500		\$27,207	\$27,500		\$27,207		\$37,922	\$35,787
CELL PHONE TAX	\$68,381		\$68,381	\$75,334		\$74,705	\$82,000		\$81,315		\$84,398	\$90,582
TRANS. OCCUPANCY TAX	\$20,816		\$20,816	\$13,000		\$11,546	\$13,000		\$11,546		\$25,530	\$15,607
BUILDING/ZONING PERMITS	\$1,475		\$1,475	\$1,100		\$375	\$1,100		\$375		\$275	\$950
BUILDING TAX	\$171,094		\$171,094	\$93,804		\$128,710	\$100,000		\$137,212		\$168,341	\$155,306
MEALS & TOT LATE FEES	\$1,987		\$1,987	\$0		\$1,167	\$0		\$1,389		\$5,963	\$5,200
INTEREST	\$1,269		\$1,269	\$0		\$10,897	\$15,000		\$11,969		\$12,638	\$3,480
RENTAL OF PROPERTY	\$11,220		\$11,220	\$10,444		\$10,160	\$12,500		\$12,160		\$385	\$385
WATER TOWER RENTAL	\$0		\$0	\$0		\$0	\$0		\$6,850		\$6,850	\$6,850
GRASS CUTTING	\$0		\$0	\$367		\$0	\$400		\$0		\$0	\$338
TRASH REVENUE	\$49,828		\$49,828	\$78,849		\$34,308	\$90,000		\$39,160		\$72,417	\$74,710
MISC.	\$37,393		\$37,393	\$6,649		\$14,692	\$8,500		\$18,781		\$14,001	\$8,410
CARES ACT FROM COUNTY	\$0		\$0	\$0		\$0	\$0		\$0		\$0	\$0
COBG GRANT	\$0		\$0	\$0		\$0	\$0		\$0		\$0	\$0
FIRE PROGRAM FUNDS	\$15,000		\$15,000	\$10,000		\$10,000	\$10,000		\$10,000		\$10,000	\$10,000
LITTER CONTROL GRANT	\$820		\$820	\$1,031		\$814	\$1,031		\$814		\$1,033	\$370
VA COMM OF THE ARTS	\$0		\$0	\$1,500		\$1,500	\$1,500		\$1,500		\$1,500	\$1,000
FORESTRY GRANT	\$0		\$0	\$0		\$0	\$0		\$0		\$92,989	\$0
GRANTS - OTHER	\$0		\$0	\$4,400		\$0	\$4,400		\$0		\$0	\$0
	\$29,228		\$29,228	\$4,400		\$0	\$0		\$0		\$0	\$0
	\$315,094		\$315,094	\$1,091,023		\$1,077,432	\$1,147,157		\$1,131,656		\$1,307,286	\$1,191,767
Total Revenue	\$1,206,672		\$1,521,766	\$1,091,023		\$1,077,432	\$1,151,557		\$1,131,656		\$1,307,286	\$1,191,767
Expenditures												
COUNCIL WAGES, TAX, BENIES	\$13,130		\$13,130	\$14,253		\$14,032	\$15,288		\$15,051		\$15,239	\$15,286
ADMIN WAGES, TAX, BENIES	\$185,725		\$185,725	\$199,323		\$177,640	\$210,242		\$189,491		\$191,458	\$192,902
STREET CREW WAGES, TAX, BENIES	\$40,596		\$40,596	\$41,299		\$39,296	\$44,736		\$43,058		\$38,666	\$35,606
COUNCIL TRAVEL	\$25		\$25	\$917		\$0	\$1,000		\$0		\$846	\$220
COMMUNITY PROMOTION	\$7,011		\$7,011	\$10,092		\$9,505	\$12,000		\$11,302		\$11,056	\$16,201
TOWN BEAUTIFICATION	\$0		\$0	\$1,000		\$1,648	\$1,000		\$1,648		\$832	\$575
MAIN STREET	\$15,000		\$15,000	\$15,000		\$15,000	\$15,000		\$15,000		\$5,000	\$4,609
ESVA TOURISM	\$4,620		\$4,620	\$4,600		\$5,381	\$4,600		\$5,381		\$4,380	\$0
AUDIT	\$0		\$0	\$16,750		\$16,750	\$16,750		\$16,750		\$16,750	\$16,750
BANK FEES	\$4,805		\$4,805	\$1,926		\$1,836	\$2,000		\$1,921		\$1,881	\$6,924
PAYROLL SERVICES	\$3,226		\$3,226	\$3,140		\$2,996	\$3,500		\$3,340		\$3,908	\$3,169
TRAINING	\$200		\$200	\$2,250		\$1,414	\$2,250		\$1,414		\$1,674	\$1,255
OFFICE EQUIPMENT AND SOFTWARE	\$19,175		\$19,175	\$17,186		\$15,634	\$21,169		\$19,257		\$24,069	\$13,598
PRINTING - VEHICLE DECALS	\$0		\$0	\$700		\$1,738	\$700		\$1,738		\$705	\$264

Town of Onancock
Town Operations - Financial Performance

	YEAR TO DATE					TOTAL YEAR				Actual 2018	
	ACTUAL THROUGH MAY 2021					BUDGET 2021					Actual 2019
	Operations	Special Revenue	General Fund			Operations	Special Revenue	General Fund	Actual 2020		
					LAST YEAR				Actual 2018		
					Operations	Special Revenue	General Fund			Actual 2019	
ADVERTISING	\$2,242		\$2,242	\$1,620	\$1,747	\$2,500		\$2,500	\$2,695	\$2,574	\$1,411
POSTAGE	\$2,375		\$2,375	\$4,541	\$2,275	\$5,000		\$5,000	\$2,505	\$3,268	\$2,890
TELEPHONE	\$1,520		\$1,520	\$1,775	\$1,420	\$2,028		\$2,028	\$1,622	\$1,882	\$2,029
TRAVEL	\$0		\$0	\$1,500	\$1,822	\$1,500		\$1,500	\$1,822	\$2,146	\$1,662
DUES & MEMBERSHIPS	\$253		\$253	\$268	\$160	\$1,500		\$1,500	\$897	\$1,161	\$863
OFFICE SUPPLIES	\$9,303	\$4,473	\$13,776	\$9,250	\$4,947	\$10,000		\$10,000	\$5,348	\$7,920	\$13,245
HISTORIC ONANCOCK SCHOOL	\$7,500		\$7,500	\$7,500	\$0	\$7,500		\$7,500	\$0	\$0	\$0
MISC.	\$2,907		\$2,907	\$2,036	\$1,810	\$2,200		\$2,200	\$2,579	\$3,006	\$4,075
PARADE	\$0		\$0	\$0	\$623	\$0		\$0	\$0	\$10,455	\$9,403
TOWN ATTORNEY	\$42		\$42	\$3,500	\$1,948	\$3,500		\$3,500	\$1,948	\$5,940	\$6,291
EMPLOYEE WELFARE/(PY=CONSULTANTS)	\$624		\$624	\$59,581	\$33,294	\$5,000		\$5,000	\$2,794	\$3,291	\$2,018
COURT FEES	\$406		\$406	\$250	\$84	\$250		\$250	\$84	\$0	\$141
TOWN CODIFICATION	\$6,824		\$6,824	\$12,010	\$0	\$12,010		\$12,010	\$0	\$1,990	\$0
VACORP	\$862		\$862	\$682	\$900	\$720		\$720	\$951	\$886	\$694
INSURANCE - PROPERTY	\$26,930		\$26,930	\$23,878	\$17,550	\$34,508		\$34,508	\$25,363	\$32,918	\$36,863
INSURANCE - VEHICLE	\$3,065		\$3,065	\$4,861	\$4,700	\$6,557		\$6,557	\$6,339	\$6,499	\$7,682
SURETY BONDS	\$0		\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0
INSURANCE - PUBLIC OFFICIAL LIAB.	\$4,856		\$4,856	\$4,724	\$4,380	\$6,470		\$6,470	\$5,999	\$5,357	\$0
INSURANCE - GENERAL LIABILITY	\$729		\$729	\$2,310	\$10,385	\$2,472		\$2,472	\$11,114	\$2,326	\$951
INSURANCE - WORKERS COMP.	\$11,002		\$11,002	\$10,346	\$11,419	\$13,376		\$13,376	\$14,763	\$14,061	\$16,944
CARES GRANTS	\$0	\$212,666	\$212,666	\$0	\$0	\$0		\$0	\$0	\$0	\$0
CONTRIBUTION TO FIRE DEPT.	\$25,000		\$25,000	\$25,000	\$25,000	\$25,000		\$25,000	\$25,000	\$22,500	\$22,500
FIRE PROGRAM FUNDS	\$15,000		\$15,000	\$10,000	\$10,000	\$10,000		\$10,000	\$10,000	\$10,000	\$10,000
MOSQUITO SPRAYING	\$1,105		\$1,105	\$4,709	\$11,010	\$5,000		\$5,000	\$11,690	\$1,800	\$3,294
REPAIRS & MAINT.	\$0		\$0	\$229	\$0	\$250		\$250	\$0	\$0	\$0
MOSQUITO CHEMICALS	\$3,845		\$3,845	\$1,650	\$0	\$1,800		\$1,800	\$0	\$0	\$3,746
WEED CONTROL CONTRACT	\$4,150		\$4,150	\$0	\$0	\$4,200		\$4,200	\$4,150	\$4,150	\$4,150
VEHICLE REPAIR	\$619		\$619	\$2,000	\$1,215	\$2,000		\$2,000	\$1,215	\$838	\$806
ELECTRICITY - STREET LIGHTS	\$21,616		\$21,616	\$30,000	\$25,314	\$30,000		\$30,000	\$25,314	\$24,710	\$25,502
STREET REPAIR	\$18,537		\$18,537	\$33,750	\$14,310	\$33,750		\$33,750	\$14,310	\$5,069	\$11,688
SMALL EQUIPMENT REPAIR	\$261		\$261	\$200	\$200	\$200		\$200	\$127	\$108	\$115
UNIFORMS	\$50		\$50	\$200	\$200	\$200		\$200	\$200	\$0	\$153
CAN LINERS	\$2,156		\$2,156	\$1,200	\$703	\$1,200		\$1,200	\$703	\$601	\$1,869
SAFETY/STREET SIGNS	\$451		\$451	\$300	\$505	\$300		\$300	\$505	\$436	\$272
VEHICLE MAINTENANCE	\$20		\$20	\$3,000	\$7,007	\$3,000		\$3,000	\$7,007	\$3,727	\$670
TRASH COLLECTION	\$92,130		\$92,130	\$91,473	\$91,357	\$100,000		\$100,000	\$99,873	\$97,728	\$92,842
REPAIRS & MAINT. - SOLID WASTE	\$1,164		\$1,164	\$1,000	\$1,336	\$1,000		\$1,000	\$1,336	\$1,351	\$351
VEHICLE FUEL	\$5,258		\$5,258	\$2,582	\$2,541	\$3,000		\$3,000	\$2,952	\$3,949	\$2,822
CHIPPER - REPLACEMENT	\$0		\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0
ELECTRICITY - TOWN HALL & OTHER PROP	\$9,494		\$9,494	\$5,477	\$3,793	\$5,500		\$5,500	\$3,809	\$3,998	\$4,271
HEATING OIL - TOWN HALL & OTHER PROP	\$2,215		\$2,215	\$3,500	\$3,169	\$3,500		\$3,500	\$3,169	\$4,218	\$2,666
JANITORIAL SUPPLIES	\$650		\$650	\$1,420	\$1,250	\$1,500		\$1,500	\$1,320	\$400	-\$926
JANITORIAL SERVICES	\$3,150		\$3,150	\$2,750	\$2,750	\$3,250		\$3,250	\$3,250	\$3,250	\$3,250
REPAIRS & MAINT. - B&G	\$4,878		\$4,878	\$5,847	\$7,384	\$6,000		\$6,000	\$7,577	\$5,046	\$3,326
ELECTRICITY - HOLIDAY	\$440		\$440	\$250	\$245	\$250		\$250	\$245	\$333	\$153
REPAIRS & MAINT. - HOLIDAY	\$2,031		\$2,031	\$700	\$107	\$700		\$700	\$107	\$161	\$766
GRASS CUTTING CONTRACT	\$6,555		\$6,555	\$6,300	\$6,210	\$6,300		\$6,300	\$6,210	\$5,765	\$3,195
ELECTRICITY - PARKS	\$1,214		\$1,214	\$1,461	\$1,224	\$1,500		\$1,500	\$1,257	\$1,165	\$861

Town of Onancock
Town Operations - Financial Performance

	YEAR TO DATE				TOTAL YEAR											
	ACTUAL THROUGH MAY 2021		BUDGET		LAST YEAR		BUDGET 2021		Actual 2020		Actual 2019		Actual 2018			
	Operations	Special Revenue	General Fund		Operations	Special Revenue	General Fund	Operations	Special Revenue	General Fund	Operations	Special Revenue	General Fund	Operations	Special Revenue	General Fund
REPAIRS & MAINT. - PARKS	\$396		\$396	\$188	\$84	\$250	\$250	\$112		\$250	\$319		\$112	\$319		\$137
SMALL EQUIPMENT REPAIR - PARKS	\$926		\$926	\$100	\$42	\$100	\$100	\$43		\$100	\$74		\$43	\$74		\$0
PLANTING & LANDSCAPING - PARKS	\$2,465	\$4,130	\$6,595	\$9,050	\$831	\$2,550	\$9,050	\$831	\$6,500	\$9,050	\$1,601		\$831	\$1,601		\$0
HOLIDAY DECORATIONS	\$2,633		\$2,633	\$2,500	\$6,590	\$2,500	\$2,500	\$6,590		\$2,500	\$1,077		\$6,590	\$1,077		\$11,913
CULTURAL ENRICHMENT	\$1,250		\$1,250	\$3,250	\$3,000	\$3,250	\$3,250	\$3,000		\$3,250	\$3,000		\$3,000	\$3,000		\$2,000
CDBG CONSULTANTS	\$409		\$409	\$0	\$0	\$0	\$0	\$0		\$0	\$0		\$0	\$0		\$0
CDBG GRANTS	\$0	\$100,183	\$100,183	\$0	\$0	\$0	\$0	\$0		\$0	\$0		\$0	\$0		\$0
CONTINGENCY	\$1,450		\$1,450	\$20,000	\$8,875	\$20,000	\$20,000	\$8,875		\$20,000	\$30,844		\$8,875	\$30,844		\$20,833
BANK BUILDING LOAN	\$26,781		\$26,781	\$24,550	\$24,550	\$26,781	\$26,781	\$24,550		\$26,781	\$22,899		\$26,781	\$22,899		\$21,992
RURAL DEVELOPMENT LOAN	\$0		\$0	\$0	\$4,102	\$0	\$0	\$4,102		\$0	\$6,701		\$4,102	\$6,701		\$6,497
INTEREST - GO BOND	\$0		\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$3,882		\$0	\$3,882		\$4,790
INTEREST - CAR LOAN	\$0		\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$330		\$0	\$330		\$539
Total Expenditures	\$633,247	\$321,452	\$954,699	\$773,706	\$667,165	\$772,158	\$778,658	\$693,832		\$778,658	\$694,174		\$693,832	\$694,174		\$681,564
Excess of Revenue over Expenditures	\$573,425	-\$6,358	\$567,067	\$317,317	\$410,267	\$374,999	\$372,899	\$437,824		\$372,899	\$613,112		\$437,824	\$613,112		\$510,203
Wharf	\$4,777	-\$8,186	-\$3,409	-\$36,617	-\$25,210	-\$28,834	-\$86,172	-\$28,708		-\$86,172	-\$27,556		-\$28,708	-\$27,556		\$1,395
Police	-\$236,708	\$50	-\$236,658	-\$279,824	-\$311,418	-\$286,727	-\$286,727	-\$337,291		-\$286,727	-\$272,636		-\$337,291	-\$272,636		-\$307,470
Operations	\$573,425	-\$6,358	\$567,067	\$317,317	\$410,267	\$374,999	\$372,899	\$437,824		\$374,999	\$613,112		\$437,824	\$613,112		\$510,203
Town General Fund	\$341,494	-\$14,494	\$327,000	\$876	\$73,639	\$59,438	\$0	\$71,825		\$59,438	\$312,920		\$71,825	\$312,920		\$204,128
Water	\$158,678	\$1,026	\$159,704			\$106,267	\$106,267	\$132,540		\$106,267	\$49,923		\$132,540	\$49,923		\$33,413
Water Bond Principle	-\$63,738		-\$63,738			-\$119,426	-\$119,426	-\$119,426		-\$119,426	-\$119,426		-\$119,426	-\$119,426		-\$119,426
Sewer	\$444,147	\$0	\$444,147			\$321,170	\$321,170	\$363,888		\$321,170	\$179,707		\$363,888	\$179,707		-\$69,229
Sewer Bond Principle	-\$295,565		-\$295,565			-\$308,011	-\$308,011	-\$308,011		-\$308,011	-\$308,011		-\$308,011	-\$308,011		-\$308,011
Town Other Governmental Fund	\$243,522	\$1,026	\$244,548			\$0	\$0	\$68,991		\$0	\$197,807		\$68,991	\$197,807		\$463,253

Town of Onancock
 Grant Summary
 Projected through May 31, 2021

Description	Expenditure	Reimbursement	Cost/(Surplus)
CARES ACT I: Accomack County (\$106,333)			
PPE	2,715.84	2,715.84	-
Small Business Grants	66,322.58	66,322.58	-
Police Equipment	985.35	985.35	-
Electronic Meetings	94.44	94.44	-
Police Wages	2,517.32	2,517.32	-
DPW Wages	12,951.43	12,951.43	-
Remote Work Tech	12,468.45	12,468.45	-
Building Safety - Air	7,510.00	7,510.00	-
Remote Payments	767.59	767.59	-
	106,333.00	106,333.00	
Local Public Assistance: FEMA			
PPE	4,473.16	4,829.69	(356.53)
CARES ACT II: Accomack County (\$106,333)			
Utility Subsidies	21,300.69	21,300.69	-
Small Business Grants	51,550.00	51,550.00	-
Remote Work Tech	16,948.79	16,948.79	-
Electronic Meetings	176.69	176.69	-
Building Safety	16,356.83	16,356.83	-
	106,333.00	106,333.00	
N.E. Planning Grant: CDBG (\$40,000)			
ANPDC Fees	25,213.27	22,318.16	2,895.11
Small Business Recovery: CDBG (\$495,000)			
SBRA Grant	74,969.86	73,200.00	1,769.86
Landscape - Blacksmith Shop: Forestry (\$4,400)			
Plantings	2,080.00	2,080.00	-
White Oak: Forestry (\$4,250)			
Tree Work	2,050.00	-	2,050.00
Wharf Maint. & Advertising: BIG (\$40,003)			
Maintenance	-	4,880.00	(4,880.00)
Advertising	20,013.00	10,289.68	9,723.32
	20,013.00	15,169.68	4,843.32
Boat Ramp: VPA (\$166,427)			
Ramp - Engineering and Const.	15,248.55	11,906.41	3,342.14
	15,248.55	11,906.41	3,342.14
Utility Arrears - CDBG (\$21,656.80)			
Permits	20,524.00	21,550.00	(1,026.00)
	20,524.00	21,550.00	(1,026.00)



Town of Onancock
Cash & Reserve Report

As of May 31, 2021

Cash on Hand	\$	217,030	
Short-Term Reserve	\$	1,065,684	
Long Term Reserve	\$	711,084	
Sewer Bond Reserve	\$	474,943	
Total Cash and Reserves	\$	2,468,741	
Remaining FY 2021 Cash Requirements			
Total Expenditure Budget	\$	2,603,232	
Budget YTD 5/31/21	\$	2,269,257	
Cash Needed Remaining FY 2021	\$	<u>333,975</u>	
Net Cash & Reserves at 5/31/21	\$		\$ <u>2,134,766</u>

Reserves (Using DRAFT FINANCIAL POLICIES AT 4/30/21)

General Fund Reserve (30% Budgeted Revenue)			
2021 Budgeted Revenue	\$	2,662,670	
Less: Water Revenue	\$	(352,619)	
Less: Sewer Revenue	\$	(979,519)	
	\$	<u>1,330,532</u>	
		30%	\$ <u>399,160</u>
Capital Asset Reserve (25% of 5-Year Capital Expenditure Plan)			
**5-Year CAPEX	\$	600,000	
CAPEX Reserve		25%	\$ <u>150,000</u>
Utility Reserve (WATER ONLY - NO SEWER)			
(A) 120-Days of Budgeted Operating Expenditures	\$	365,778	
2021 Budgeted Expenditures			\$ 120,256
Divided by 365 times 120			
(B) 3R's (Repair, Replace, Rehab) - 30% of Accumulated Depreciation	\$	1,639,932	
***Accumulated Depreciation at 6/30/20		30%	\$ 491,980
(C) Unbudgeted Street Repairs	\$		\$ <u>15,000</u>
Special Reserve (for Grant matching and other projects)	\$		\$ <u>627,235</u>
Unassigned Net Cash and Reserves (\$/B Zero)	\$		\$ <u>958,371</u>

** We need to develop this 5-year plan - this is an estimate with no basis.
*** Estimated based on internal allocation of assets between water and sewer