

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

Town of Onancock

Town Council Meeting

September 27, 2021 at 7:00 p.m.

Agenda

1. Call to order and roll call
2. Pledge of Allegiance
3. Consideration and approval of meeting minutes from:
 - a. August 23, 2021 Town Council meeting
 - b. September 20, 2021 Town Council work session
4. Public Business:
 - a. No public hearings scheduled
 - b. Motion to adopt Comprehensive Plan
5. Council Discussion
 - a. Follow-up conversation from 9/20/21 ARPA work session
 - b. 5-Year Financial Plan, discuss purpose and process
 - c. Trash can allowance per contract
6. Public comment
7. Committee Reports:
 - a. HRSD (Bob Bloxom)
 - b. Waterfront (Bob Bloxom)
 - c. Planning Commission (Bob Bloxom)
 - d. Personnel (Joy Marino)
8. Mayor's report
9. Town Manager's report
10. Council comments
11. Closed session
12. Adjourn

Town of Onancock
Town Council Meeting
August 23, 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 Ray Burger, Joy Marino, Sarah Nock and Maphis Oswald were present. Councilmembers Robert Bloxom and Thelma Gillespie were absent.

The Pledge of Allegiance was recited.

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

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

Councilmember Marino pointed out a grammatical error on page one under public business, the line reads, "...that Council already this heard...", it should read, "heard this".

With no additional changes, Councilmember Nock made a motion to adopt the minutes as amended. Councilmember Oswald seconded the motion. The motion passed by unanimous voice vote.

Public Business:

- a. Joint Public Hearing – Onancock Planning Commission and Town Council to Hear Public Comment Regarding the FY2022 Comprehensive Plan:

Mayor Fosque opened the public hearing at 7:02 p.m.

Chairwoman Judith Grier called the Onancock Planning Commission to order at 7:02 p.m. and roll was called. Chairman Grier and Commissioners Bill Bagwell, Brandon Brockmeier, T. Lee Byrd, Larry Frey, Scoot Schreiber and Carol Tunstall were present. Commissioner Robert Bloxom was absent.

Chairwoman Grier thanked former Town Manager William Kerbin, Jim McGowan, Onancock Main Street and Town Manager Matt Spuck for helping them get through the Town's Comprehensive Plan update.

Mayor Fosque shared that this is strictly a public hearing on the proposed rewrite of the Town's Comprehensive Plan. Mayor Fosque shared a letter that was submitted by Town resident Michael Ward about the Comprehensive Plan (email attached).

With no additional public comment, Mayor Fosque closed the public hearing at 7:16 p.m.

Chairwoman Grier asked if any of the Commissioners had any comments. Chairwoman Grier shared that the Comprehensive Plan needs to be updated every five years.

With no additional comments, Commissioner Bagwell made a motion for the Planning Commission to adjourn. Commissioner Byrd seconded the motion. The motion passed by unanimous voice vote.

The Onancock Planning Commission meeting adjourned at 7:21 p.m.

Mayor Fosque asked for Council comments.

Councilmember Oswald stated that she has a lot of notes on language issues that need to be addressed in the Plan.

Mr. Spuck explained that he will take Council notes and public comments, fold them into the document and bring the edited document back before Council. Mr. Spuck shared that, to date, most of the changes were grammatical and not strategic.

Councilmember Nock shared that the Town's approach to dealing with flooding is in line with the Accomack-Northampton Planning District Commission and Accomack County's approach.

Council Discussion:

- a. Schedule ARPA Work Session – Mr. Spuck shared that he has taken suggestions from the Town Hall Meeting, Town Council and Staff to create the potential projects list for the ARPA funds for Council's review. Town Council decided to hold the Work Session on September 20, 2021 at 5:30 p.m.
- b. Capital Budget: Mr. Spuck reviewed his proposed five-year capital plan (see attached report).

Councilmember discussion followed.

- c. USDA Resolution for Capital Equipment: Mr. Spuck explained that USDA – Rural Development's fiscal year starts October 1st. His plan is to be the first municipality in line for grant/loan dollars from USDA to assist with the purchase of new public works vehicles/equipment. With Council's adoption of the proposed resolution, Mr. Spuck will be able to move forward with USDA applications as soon as they are available.

Councilmember Nock read the Resolution aloud and a motion to adopt the Resolution. Councilmember Marino seconded the motion. The motion was approved by unanimous voice vote.

Public Comment:

No additional comments were heard.

Committee Reports:

- HRSD, Robert Bloxom: Mr. Spuck shared that HRSD, and the Town, were still waiting to hear back from USDA regarding the Town's potential liability to pay them back the grant portion of the funds distributed to the Town for the wastewater plant upgrade. USDA also required the plant to be appraised to make sure that the Town would not lose or make money on the transfer of the plant

to HRSD. Mr. Spuck reported that the appraisal came back within 3%. Mr. Spuck shared that the hope to transfer the sewer plant employees to HRSD by the next payroll.

Mr. Glen Smith, Market Street, asked about the items the Town stores down at the wastewater treatment plant, once we lose access to that property where will those items be stored. Mr. Spuck explained that sheds have been purchased for the Department of Public Works lot, at the Water Tower, which is where those items will be relocated.

Mrs. Kathy Boyd, Market Street, asked about the beautification project that was supposed to take place at the wastewater treatment plant. Will it not be completed now? Councilmember Burger shared that the planting/buffer project was completed three years ago.

- Waterfront Committee, Robert Bloxom: Mr. Spuck shared that the ramp was being repaired. The contractor did not grade the ramp to the engineer's specifications which is an issue for people launching their boats. Mr. Spuck met with the engineer and contractor and it was decided to cut the ramp back six inches to help make the transition longer. Mr. Spuck stated that the repair will be completed this week. Mr. Spuck also shared that the courtesy car is being worked on and currently unavailable to our transient boating guests.
- Planning Commission, Robert Bloxom: Mr. Spuck shared that beside the Comprehensive Plan, the Planning Commission is working on drafting an update to the Town's homestay policy.

Mayor Fosque read a letter from resident, Claudia Bagwell, aloud which outlined her concerns about the proliferation of Airbnbs in Town.

- Personnel, Joy Marino: No meeting.

Mayor's Report:

No report.

Town Manager's Report:

Mr. Spuck shared the following items with Town Council:

- Once the sewer department goes away Town Council will need to update the Town Code accordingly.
- The State of Emergency has been lifted and utility disconnections will start back up on August 29th. Town staff have been making every effort to contact those residents that are in arrears, so that they can get on payment plans.
- Mr. Spuck thanked Accomack-Northampton Electric Cooperative for their assistance with helping us install the new flag poles.

Council Comments:

Councilmember Marino thanked Mr. Spuck for the cash reserve report. Councilmember Marino asked Mr. Spuck to gather data about Airbnbs in other areas both positive and negative.

Closed Session, if needed:

None was needed.

Adjourn:

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

The meeting adjourned at 8:09 p.m.

Fletcher Fosque, Mayor

Lisa Fiege, Deputy Clerk

On a minor technical matter, on page 17, there are Table 1 and Table 2. The next table to appear is on page 29, and titled Table 7. What happened to tables 3, 4, 5 and 6? Is this a misprint, or were these tables deleted? If so, this raises one's curiosity about what was in them. And just for your information, I have attached the latest figures for some of the data from the 2020 census.

One of the key elements of any comprehensive plan is its vision statement, which normally is aspirational and not specific. And so declaring "Onancock will continue to be a safe, thriving, year-round waterfront community that embraces its historic character and cultural assets while poised for the future" is vague, honoring its past and projecting a promising future. Ideally, the plan will guide policy for a 40 year period. However, the rate of change, especially in technology, has made long term predictions more difficult. Who, in 1980, could have anticipated the social and economic impact of the internet or climate change that exists in 2020? And who now can predict the long term consequences of the covid pandemic? How common will working from home become?

As the plan notes, counties and towns are required by law to create and adopt a comprehensive plan, including addressing specific elements. Additional legislation imposes further obligations on the planning process, such as the Chesapeake Bay Act. But in many ways, the comprehensive plan is simply a guide to promote

Sent from Joy, from M. Ward of Liberty St.

economic, social, cultural and resource preservation and development through land use policies. Granted, comprehensive plans are supposed to be general in nature, but often, the long term perspectives and goals are compromised by short term controversies and an inherent bias against change, which results in the lack of specificity or the creation of deadlines.

To me, one of the strengths of the draft plan is in the way it creates categories of specific issues and begins the discussion of each with specific data, leading to a summary and a list of goals. However, almost all of the specific issues relate to physical features, such as natural resources, ground water, existing land uses, zoning, transportation, housing, historic resources, community facilities and water/waste water. There are only two sections that address a non-physical feature. The first is "Demographics" which contains 2 tables, one addressing the population changes since 1970, and the other the changes in population, age, disability, median income and English language between 2000 and 2018, and the second, which is entitled "Economy", but the discussion is confined to discussing the 3 commercial areas in the town. Yet, unlike the other sections, neither of these includes a "Goals and Action" section.

There are some issues which don't easily fit into a single category or which override categorizing. ~~There is no discussion of issues such as poverty, racial diversity, income inequality, employment opportunities, educational attainment, changes in the sources of town revenue, or the income disparity between the sexes. Education is a county responsibility, but there is no discussion as to whether the county or the state is providing sufficient opportunities and what the town should be doing to encourage these governmental units to do by listing the shortfalls. The lack of direct control over certain issues should not prevent the county from identifying the issues that need to be addressed for the betterment of the town's citizens. Granted, these are not issues confined to just the town, but they exist within the town, and are worthy of more than a line or two under the community needs section summary.~~

In many ways, the ability to plan ahead is dependent upon discovering trends from the past. Much of the data included in the plan only goes back 10 years, which were somewhat unique. That period involved the aftermath of a recession caused by the housing bust of 2009 followed by an economic burst generated by technology, complicated by fluctuating economic policies and then the impact of a pandemic. A longer perspective would be helpful in identifying underlying trends. For example, the median age in the town increasing for some time, and at an accelerating rate, rising by 12 years in since 2000. What are the potential consequences of this change? For one, it indicates that those in or nearing retirement are increasing, which will be reflected in the types of services they will require, in the type of housing they will desire, and what they spend their money on, which will be often be more limited as they need to preserve their capital.

From a planning perspective, should the town try to capitalize on this trend by creating an environment that not only serves their needs, but attracts others, such as creating zones for smaller home and more dense housing? Aging in place is becoming more desirable, which would require the existence of a trained workforce to accommodate their needs, but, as the pay is often low, where is the housing for this workforce? At the other end of the age spectrum, younger people are marrying

at a later age, which affect the type and size of housing they seek. Is this a population group that the town wishes to attract and what changes in land use and zoning policies need to be changed to accomplish this? Should the town try to capitalize on the increasing opportunities for working from home? Each of these subsets offer prospects for growth and revitalization, but there is no consideration of which alternative is the most compatible with the overall vision, and this lack of clarity or direction could result in missed opportunities. I guess the point I am trying to make is that's unclear if there has been a decision made to target a particular demographic group as the fundamental building block for the future. I am certainly not advocating turning the town into a retirement community or a refuge for city worker, but not clearly identifying the primary target for growth and expansion could result in uncoordinated, misdirected or conflicting efforts and policies.

The draft acknowledges the existence of a competitive business environment, "especially since larger shopping center development has increased on Route 13". The need for certain types of businesses to be visible to highly traffic areas precludes them from locating in areas or towns off the main highway. Though outside the town limits, the proximity of such stores is an attraction and advantage. However, by not being directly on the main roadway, the type of businesses the town can reasonably expect to attract is limited. Generally, they will be those which provide more personal services which cater to the local population, like personal care, professional services, such as offices for accounting, financial advisors or insurance, appliance and home repair services, and more specialized restaurants and office work and meeting space. Future economic development should be more directed towards attracting businesses which serve existing residents' needs, but not necessarily just town residents but also attract customers and clients from a broader geographic area. The division of the commercial areas in this limited geographical areas further complicates matters, in that there are essentially 2 commercial areas, which are not really connected in the sense they are easily within walking distance of each other, with residential areas between them and surrounding them. The eastern section seems to have more options for expansion, but the town's current boundaries are a limitation. And there is no explanation as to why a proposed subdivision approved in 2007 hasn't been advanced. I understand this is a decision by the developer, and that approval was granted before the housing bust, but is it still under active consideration and what are the factors and considerations in delaying action?

Any goal or proposal has its pros and cons, and in proposing a specific direction, both should be discussed. I'm not sure what "year round waterfront community" means. The presence of the harbor provides options and opportunities, but the role of the harbor as a significant based for future economic growth is limited by changes in the means for transporting goods and products, resulting in increased reliance on leisure time and sporting related activities. However, the lack of a beach area would limit the extent for some of these types of activities, especially when compared to Cape Charles and Chincoteague. Expanding on this economic sector would require increased infrastructure, such as additional docks to accommodate more pleasure crafts or commercial fishing boats. Additional visitors would require additional housing options, either through increasing the number of housing rentals either by the construction of new hotels or the conversion of existing structures into rental units. Typically, this creates some conflict with full time residents when nearby

8/23/2021

Gmail - Comp Plan comments

houses are occupied by the constant turnover of visitors. Often, the conversion of single family homes into rental units accelerates the transformation, as long-time residents reject the changing character of the neighborhood. Including a discussion of the potential consequences of any particular proposal demonstrates the thought and research that went into making that decision.

DRAFT
FOR DISCUSSION

Town of Onancock
Capital Budget
5-Year Plan

Asset Description	2022	2023	2024	2024	2024	2025	2026
Equipment							
Backhoe			(no replacement needed within the next 5-years, probably in 8 years)				
Bobcat			(no replacement needed within the next 5-years)				
Vehicles							
Building & Streets Truck (F-150)					\$ 60,000		
Parks & Landscaping Truck (Ranger)							
Water Department Truck (Van)		\$ 80,000			\$ 50,000		
Zoning Enforcement Truck (Chevy Silverado 2010)							\$ 50,000
Small Dump Truck	\$ 80,000						
Chipper	\$ 40,000						
Police Trailer	\$ 18,000						
Large Dump Truck							
Tractor	(expect to sell and use trade in to offset the cost of other capital items)						
Zero-Turn Grass (48")	(no replacement needed within the next 5-years)	\$ 7,000					
Small trailer							
Car trailer							
Mower Deck							
Bush Hog							
Facade/Landscaping							
Street Lights (\$4,000 each)	\$ 16,000			\$ 60,000	\$ 20,000	\$ 36,000	
Benches/Waste Cans (\$1,800 each)		\$ 3,600		\$ 7,200	\$ 7,200	\$ -	
Signs		\$ 20,000		\$ 36,000	\$ 36,000	\$ 20,000	
Furniture & Fixtures							
				No individual item cost expected to exceed \$5,000 capital threshold			
Technology							
				No individual item cost expected to exceed \$5,000 capital threshold			
Total Capital Expenditures	\$ 154,000	\$ 103,600	\$ 130,200	\$ 113,200	\$ 116,000	\$ 50,000	
USDA Payment (10 year, 2.75%)	\$ (17,824)	\$ (17,824)	\$ (17,824)	\$ (17,824)	\$ (17,824)	\$ (17,824)	\$ (17,824)
USDA Payment (7 year, 2.75%)		\$ (12,720)	\$ (12,720)	\$ (12,720)	\$ (12,720)	\$ (12,720)	\$ (12,720)
USDA Payment (7 year, 2.75%)			\$ (7,950)	\$ (7,950)	\$ (7,950)	\$ (7,950)	\$ (7,950)
USDA Payment (7 year, 2.75%)				\$ (9,540)	\$ (9,540)	\$ (9,540)	\$ (9,540)
Cash Outlay (Operating Budget)	\$ (17,824)	\$ (30,544)	\$ (37,544)	\$ (38,494)	\$ (48,033)	\$ (55,983)	\$ (55,983)
Use of Reserves		\$ (23,600)	\$ (103,200)	\$ (63,200)	\$ (56,000)	\$ -	\$ -

Town of Onancock
Town Council – ARPA Work Session
September 20, 2021
5:30 p.m.

Call to Order and Roll Call:

Mayor Fosque called the meeting to order at 5:31 p.m. and roll was called. Mayor Fletcher Fosque and Councilmembers Robert Bloxom, Joy Marino, Sarah Nock and Maphis Oswald were present. Councilmembers Ray Burger and Thelma Gillespie were absent. A majority of members were present, and a quorum was established.

Mayor Fosque shared the purpose of this work session which was to discuss how Onancock will spend its American Rescue Plan Act (ARPA) distribution over the course of the next few years. Mayor Fosque further explained that no votes will be taken at this meeting and, depending on time, no public comments may be heard.

Work Session:

- Use of ARPA funds:

Mr. Spuck shared the with Town Council the list of those organizations and residents that requested a portion of the Town’s ARPA distribution in the June 7th Town Hall Meeting.

- Onancock’s “Bayside” Revitalization \$36,000
- Eastern Shore Coalition Against Domestic Violence (ESCADV) \$100,000
- Historic Onancock School (Shop Building Tear Down) \$15,000
- Onancock Main Street:
 - o Grant match \$12,000
 - o Local business grant for façade upgrades \$100,000
 - o Wayfinding & signage \$20,000
 - o Town wide power washing
 - o Renovate public restrooms
- Mrs. Priscilla Hart, Market Street, requested a community space \$50,000

Mr. Spuck shared that the funds need to be appropriated and the final Recovery Plan for State and Local Fiscal recovery Funds for 2021 document needs to be submitted to the Federal Government by October 31, 2021. Project discussions do not necessarily encumber the funds, the projects and estimated cost of those projects submitted to Town Council by Mr. Spuck are estimates. Once quotes are received then they become actual costs. The projects are not to exceed Mr. Spuck’s estimates. The Town must account for \$1.2 million dollars, even if a portion if “unappropriated”.

Councilmember Nock asked a framework question, it appears that only Town projects are listed on Mr. Spuck’s itemized list of projects, where are the other requests? Mr. Spuck explained that the Onancock Bayside Revitalization does not qualify for Town funds because they are outside of the Town limits; the grant match that Main Street asked for has already been budgeted in the Town’s current year operating budget; and ESCADV’s ask was specific for non-profits. Mr. Spuck elaborated by stating there are two criteria ESCADV falls into, one category is to support non-profits and the other one is for social

determinants of health and community violence. Mr. Spuck stated that he feels that ESCADV should be funded under the latter criteria.

Councilmember Oswald asked if there was room to fund ESCADV's request considering the list of projects presented by Mr. Spuck used the Town's entire ARPA distribution. Mr. Spuck shared that he could absolutely move things around to make that happen. We want to spend the amount of money that will preclude a single-audit requirement which is, currently, \$750,000 annually.

Mr. Spuck, at the request of Mayor Fosque, went through his list of proposed projects with Town Council. *Please see the attached report.

Council discussion followed each item discussed. At the end of Mr. Spuck's presentation additional discussion ensued.

Councilmember Bloxom asked what could be cut in the list of proposed projects to support ESCADV's request for funds. Mr. Spuck stated that he could shuffle things around to make it happen. Mr. Spuck asked how much Council wanted to appropriate for ESCADV. Mayor Fosque stated that he would like to see them get 100% of their request.

Mayor Fosque shared his support of the bathroom and Police Department renovation but expressed concern over installing an elevator. Councilmember Bloxom and Oswald stated that air quality for the second floor of Town Hall is a priority but that the elevator was not.

Councilmember Marino presented a new project to be discussed, a walking trail around the Little League field. Councilmember Marino stated that it would help get walkers off Town streets and encourages exercise during the pandemic. She estimates the cost to be about \$14,250. Additional discussion ensued. It was decided that Mr. Spuck should discuss this project with Central Accomack Little League before approved to make sure they would like a walking trail installed around the ballpark.

Mrs. Janet Fosque, Market Street and Onancock Main Street Board Member, clarified for Council that they did actually hear from other non-profits, more specifically, Onancock Main Street, who asked that the Town use \$100,000 for a business grant for façade improvements as well as refreshing sidewalks and gifts to Town businesses. Councilmember Bloxom stated that he would prefer a grant match for façade improvements over direct gifts. Councilmember Bloxom suggested that Mr. Spuck reappropriate the \$100,000 from the elevator installation to fund a 75/25 grant match program for businesses.

Mr. Jeff Vernimb, King Street, shared his thoughts on potential projects for the Town's ARPA funds. Mr. Vernimb suggested that the gazebo receive a facelift, that the sidewalks at Town Square be repaired, install a sidewalk on King Street down by the drainage issue and that the Town dredge the creek to help with boaters' passage through the creek. Mr. Spuck stated that a sidewalk on King Street is not feasible based on VDOT requirements. Councilmember Bloxom explained that the Town has not authority to do dredging in the Onancock Creek. It is maintained by the Army Corp of Engineers and that the Onancock Creek project is very low on their list of priority areas to dredge.

Mr. Vernimb asked if the ARPA funds could be used to help recruit and retain police officers. Mr. Spuck explained that the funds could be used as a one-time bonus for first responders but not for a retention or future salaries. Mr. Spuck further shared that the Onancock Town Council has committed to increase

our Department's salaries to be competitive with our other neighbors on the Shore, within three years our Department salaries will be in the top three paid Department on the Eastern Shore of Virginia.

Councilmember Nock asked that Mr. Spuck look into funding a ramp for the Council platform, currently, both sides require people to take a step up which does not make it handicap accessible.

Mrs. Peaches Dodge, Meadville Drive and President of the ESCADV Board, thanked Town Council for their overwhelming support of ESCADV. Mrs. Dodge also suggested that the Town coordinate with them on the walking trail/landscaping of the Little League field so that the area could be revitalized in coordination with each other.

Mayor Fosque asked Mr. Spuck to work on updating the list for Council's review at the next Town Council meeting.

Adjourn:

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

The meeting adjourned at 7:16 p.m.

Fletcher Fosque, Mayor

Lisa Fiege, Deputy Clerk

Must be encumbered by 12/31/24 and spent entirely by 12/31/26

Strategic Use of Funds - by year encumbered

Expenditure Categories

Project Description	Estimated Cost	Source for Project	Funds Used for Project	FY for Work	Expenditure Categories
Police Generator	\$ 50,000	ARPA	ARPA Budget (\$1,256,432)	2022	Adaption of public buildings to implement COVID-19 mitigation tactics
Dog Park	\$ 40,000	ARPA	ARPA Budget (\$1,256,432)	2022	Outdoor park renovations due to damage and increased use during COVID
Northeast Park	\$ 50,000	ARPA	ARPA Budget (\$1,256,432)	2022	Outdoor park renovations due to damage and increased use during COVID
Remove Wood Shop	\$ 15,000	ARPA	ARPA Budget (\$1,256,432)	2022	Outdoor park renovations due to damage and increased use during COVID
Tower Paint and Seal	\$ 200,000	ARPA	ARPA Budget (\$1,256,432)	2022	Water infrastructure
Hypo Tank	\$ 75,000	ARPA	ARPA Budget (\$1,256,432)	2022	Water infrastructure
Security	\$ 10,000	ARPA	ARPA Budget (\$1,256,432)	2022	Water infrastructure
Electric at Tower	\$ 5,000	ARPA	ARPA Budget (\$1,256,432)	2022	Water infrastructure
Air Conditioning Town Hall Upstairs	\$ 30,000	ARPA	ARPA Budget (\$1,256,432)	2023	Adaption of public buildings to implement COVID-19 mitigation tactics
Elevator - Town Hall	\$ 90,000	ARPA	ARPA Budget (\$1,256,432)	2023	Adaption of public buildings to implement COVID-19 mitigation tactics
Sunset Park	\$ 40,000	ARPA	ARPA Budget (\$1,256,432)	2023	Outdoor park renovations due to damage and increased use during COVID
Touchless Faucets Little League	\$ 5,000	ARPA	ARPA Budget (\$1,256,432)	2023	Outdoor park renovations due to damage and increased use during COVID
Drainage Ditch Cleanup	\$ 15,000	ARPA	ARPA Budget (\$1,256,432)	2023	Stormwater infrastructure
GIS Water System	\$ 100,000	ARPA	ARPA Budget (\$1,256,432)	2023	Water infrastructure
Valve Isolation	\$ 100,000	ARPA	ARPA Budget (\$1,256,432)	2023	Water infrastructure
Duckbill at Wharf	\$ 10,000	ARPA	ARPA Budget (\$1,256,432)	2023	Stormwater infrastructure
Police Dept/Public Bathroom Renovation	\$ 275,000	ARPA	ARPA Budget (\$1,256,432)	2024	Adaption of public buildings to implement COVID-19 mitigation tactics
Clean out under floating docks	\$ 50,000	ARPA	ARPA Budget (\$1,256,432)	2024	Outdoor park renovations due to damage and increased use during COVID
New Town Banners	\$ 25,000	ARPA	Lost Revenue Allowance	2024	Loss revenue allowance to benefit current town taxpayers
Stormwater Mgt	\$ 71,432	ARPA	ARPA Budget (\$1,256,432)	2024	Stormwater infrastructure

\$ 1,256,432

\$ 100,000 ESCADV: Social Determinants of Health, Community Violence

First payment Received 6/30/21 \$ (628,216)

First payment Received 6/30/21 \$ (628,216)

Net Remaining \$ -

Must be encumbered by 12/31/24 and spent entirely by 12/31/26

Strategic Use of Funds - by year encumbered

Expenditure
Categories

Project Description	Estimated Cost (budget not to exceed)	Funds Used for Project	FY for Work	Expenditure Categories
Police Generator	\$ 50,000	ARPA Budget (\$1,256,432)	2022	Adaption of public buildings to implement COVID-19 mitigation tactics
GIS Water System	\$ 100,000	ARPA Budget (\$1,256,432)	2023	Water infrastructure
Police Dept/Public Bathroom Renovation	\$ 295,000	ARPA Budget (\$1,256,432)	2024	Adaption of public buildings to implement COVID-19 mitigation tactics
Dog Park	\$ 25,000	Lost Revenue Allowance	2022	Loss revenue allowance to benefit current town taxpayers
Northeast Park	\$ 35,000	ARPA Budget (\$1,256,432)	2022	Outdoor park renovations due to damage and increased use during COVID
Remove Wood Shop	\$ 8,000	ARPA Budget (\$1,256,432)	2022	Outdoor park renovations due to damage and increased use during COVID
Tower Paint and Seal	\$ 165,000	ARPA Budget (\$1,256,432)	2022	Water infrastructure
Hypo Tank	\$ 8,000	ARPA Budget (\$1,256,432)	2022	Water infrastructure
Security	\$ 10,000	ARPA Budget (\$1,256,432)	2022	Water infrastructure
Electric at Tower	\$ 5,000	ARPA Budget (\$1,256,432)	2022	Water infrastructure
Air Conditioning Town Hall Upstairs	\$ 20,000	ARPA Budget (\$1,256,432)	2023	Adaption of public buildings to implement COVID-19 mitigation tactics
Matching Grant for Onancock Business Facades	\$ 90,000	ARPA Budget (\$1,256,432)	2023	Small Business Economic Assistance
Sunset Park	\$ 40,000	ARPA Budget (\$1,256,432)	2023	Loss revenue allowance to benefit current town taxpayers
Touchless Faucets Little League	\$ 3,500	ARPA Budget (\$1,256,432)	2023	Outdoor park renovations due to damage and increased use during COVID
Drainage Ditch Cleanout	\$ 7,500	ARPA Budget (\$1,256,432)	2023	Stormwater infrastructure
Valve Isolation	\$ 65,000	ARPA Budget (\$1,256,432)	2023	Water infrastructure
Duckbill at Wharf	\$ 10,000	ARPA Budget (\$1,256,432)	2023	Stormwater infrastructure
Clean out under floating docks	\$ 90,000	ARPA Budget (\$1,256,432)	2024	Outdoor park renovations due to damage and increased use during COVID
Downtown atheistic	\$ 35,000	Lost Revenue Allowance	2024	Loss revenue allowance to benefit current town taxpayers
Town Square repairs	\$ 8,500	ARPA Budget (\$1,256,432)	2024	Outdoor park renovations due to damage and increased use during COVID
Walking path at Little League complex	\$ 20,000	Lost Revenue Allowance	2024	Outdoor park renovations due to damage and increased use during COVID
ESCADV Support	\$ 100,000	ARPA Budget (\$1,256,432)	2024	Social Determinants of Health, Community Violence Interventions
Stormwater Mgt	\$ 65,932	ARPA Budget (\$1,256,432)	2024	Stormwater infrastructure
	\$ 1,256,432			
First payment Received 6/30/21	\$ (628,216)			
First payment Received 6/30/21	\$ (628,216)			
Net Remaining	\$ -			

First payment Received 6/30/21	\$ (628,216)			
First payment Received 6/30/21	\$ (628,216)			
Net Remaining	\$ -			

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

Town Manager Report: September 15, 2021

Activities:

Five-Year Financial Plan

- The budget for 2022 has been adopted.
- We have received the ARPA funds, and we are compiling the expenditure plan for its use.
- We are developing a 5-year capital expenditure plan.
- The Comprehensive Plan is complete (ready for vote on 9/27).
 - This combination of accomplishments allows for Management and Council to look at a 5-year plan for general guidance for direction for sources and uses of funds for planning and communication.

Boat Ramp

- The project is nearly complete. Murtech still owes 25 square yards of asphalt and has agreed to complete the asphalt for the area affected by the cave-in that occurred during the ramp construction. We have made all payments except for the paving.

Wharf Bulkhead

- We have preliminary drawings for permit applications. Those drawings are being finalized and we are preparing to begin the County, State, and Army Corp applications.
 - If we receive permits in time to bid and construct before the end of March, we will proceed. Otherwise, we will wait.

Grants:

- TAP – Bike -Pedestrian Path
 - Our pre-application was denied because the termini were not clear to VDOT. I did not pursue this aggressively because the Road Diet is coming, and I want to be sure it is the best long-term solution.
 - I do believe this would add a lot of recreational value to the Town and add to our charm, but there are many more things to consider, and we can reapply in the next cycle, if we all agree.
- Small Business Recovery
 - We have distributed more than \$200,000 to local businesses and we have several more applications in process.
- N.E. Planning:
 - After the grant was denied, A-NPDC has committed to investing the resources to reapply at the next appropriate cycle.

ARPA (American Rescue Plan Act of 2021)

- The workplan has been presented to Council and a work session is scheduled for 9/20/21.
- Compliance reporting portal activated.

HRSD

- We have received an additional request from USDA to clarify any grant recovery requirements from the grants originally awarded when the plant was reconstructed. Once we receive releases from all agencies, USDA will also release any grant recovery requirement.
 - After we receive this authorization, we estimate e-days to close on the transfer of ownership.

Comprehensive Plan

- Management and the Planning Commission have finalized the Comprehensive Plan and presented it to Council for vote on 9/27/21.

Human Resources

- Two police officers are at the state academy until after the first of the year. Roughly 6-weeks after their return, they will become fully certified officers.
- We have not replaced our parks & landscaping staff member yet. The longer-term decision was described in an earlier report.
- I am going to wait for wastewater treatment plant employee recognition until after we have a closing date on the transfer of the plant.

Street/Water Maintenance

- We covered Liberty St Extension and Warren with tar & chip. We are looking to do the same for Turner St.
- We are preparing a street cleaning schedule for the fall as leaves begin to fall
- We repaired the water leak at the Armory. We installed a meter (for the first time) and have set up an account for billing for water and sewer.
- We installed a water meter at the wastewater treatment plant to allow for water billing to HRSD after the transfer
- We repaired a leak under Kerr St.
- We repaired the parking lot on Queen Street and removed the long-standing traffic cones
- We repaired the sidewalk that had been open for years at Onancock Square Apartments

Other Upcoming Activities:

- Electrical and Pedestal Work at Wharf
- Prepare Trial Balance for 2021 audit
- Water/Sewer Ordinance changes resulting from HRSD transaction
- Real Estate taxation of nonprofit organizations
- Dog Park design and construction

Town of Onancock
TOWN OF ONANCOCK - Financial Performance

	FISCAL 2022 - YEAR TO DATE - AUGUST				Over/(Under) Last Year	TOTAL YEAR				
	BUDGET	LAST YEAR	Over/(Under) Budget	% of Total Budget		BUDGET 2022	Actual 2021 (PRELIM)	Actual 2020	Actual 2019	Actual 2018
WHARF										
REVENUE	26,743	33,091	52,514	51%	46,166	155,500	198,463	147,284	160,133	187,259
EXPENDITURES	19,145	19,176	53,802	39%	53,771	184,694	182,474	181,893	152,258	151,676
NET	7,598	13,915	(1,288)		(7,605)	(29,194)	15,988	(34,609)	7,875	35,583
POLICE										
REVENUE	193	320	1,062	3%	935	41,000	59,175	53,951	58,186	63,006
EXPENDITURES	32,591	27,156	6,842	9%	12,278	428,350	323,857	396,598	330,822	370,476
NET	(32,398)	(26,836)	(5,780)		(11,342)	(387,350)	(264,683)	(342,747)	(272,636)	(307,470)
WATER										
REVENUE	37,200	35,200	24,528	14%	26,528	441,401	415,738	351,056	341,730	316,444
EXPENDITURES	26,084	24,887	50,708	17%	51,905	441,401	270,898	235,892	280,828	269,212
NET	11,116	10,313	(26,181)		(25,377)	0	144,839	115,164	60,902	47,232
SEWER										
REVENUE	91,070	94,983	61,161	16%	57,248	957,560	1,007,908	932,377	923,019	881,340
EXPENDITURES	58,443	50,244	91,095	16%	99,294	957,560	1,059,175	1,128,450	1,006,500	964,368
NET	32,627	44,739	(29,934)		(42,046)	0	(51,267)	(196,073)	(83,481)	(83,028)
ADMIN										
REVENUE	125,831	125,342	68,324	16%	68,812	1,208,340	1,295,888	1,140,692	1,215,297	1,191,767
EXPENDITURES	18,671	25,528	32,127	12%	25,270	424,208	446,088	457,583	485,738	487,036
NET	107,160	99,814	36,197		43,542	784,132	849,800	683,109	729,559	704,731
BUILDINGS & STREETS										
EXPENDITURES	46,491	24,411	(22,906)	8%	(826)	278,947	233,134	213,858	194,589	186,202
PARKS & LANDSCAPING										
EXPENDITURES	14,774	147	(10,527)	5%	4,100	88,641	19,958	18,403	13,001	18,106
GOVERNMENT										
REVENUE	152,766	158,753	121,900	20%	115,913	1,404,840	1,553,525	1,341,927	1,433,616	1,442,032
EXPENDITURES	131,672	96,417	59,338	14%	94,593	1,404,840	1,205,511	1,268,435	1,176,408	1,213,496
NET	21,094	62,336	62,562		21,320	0	348,014	73,492	257,208	228,536
UTILITY										
REVENUE	128,270	130,183	85,689	15%	83,776	1,398,961	1,423,646	1,283,433	1,264,749	1,197,784
EXPENDITURES	84,527	75,131	141,804	16%	151,200	1,398,961	1,330,074	1,364,342	1,287,328	1,233,580
NET	43,744	55,052	(56,115)		(67,424)	0	93,572	(80,909)	(22,579)	(35,796)
TOWN OF ONANCOCK										
REVENUE	281,036	288,936	207,589	17%	199,690	2,803,801	2,977,171	2,625,360	2,698,365	2,639,816
EXPENDITURES	216,199	171,548	201,142	15%	245,793	2,803,801	2,535,585	2,632,777	2,463,736	2,447,076
NET	64,838	117,388	6,447		(46,103)	0	441,586	(7,417)	234,629	192,740

Town of Onancock
Wharf - Financial Performance

	FISCAL 2022 - YEAR TO DATE - AUGUST				TOTAL YEAR						
	ACTUAL (PRELIM)	BUDGET	LAST YEAR	Over/(Under) Budget	% of Total Budget	Over/(Under) Last Year	BUDGET 2022	Actual 2021 (PRELIM)	Actual 2020	Actual 2019	Actual 2018
Revenue											
BOAT DOCKAGE FEES-MO	125	0	0	125	0%	125	0	125	125	0	250
BOAT DOCKAGE FEES-TR	19,024	6,458	9,701	12,566	38%	9,323	50,000	75,107	34,848	50,999	54,317
PARKING FEE	168	0	280	168	0%	(112)	0	995	1,562	1,230	970
PARKING FEE - ANNUAL	0	0	60	0	0%	(60)	0	420	1,410	1,445	2,050
WHARF GASOLINE SALES	54,145	19,433	21,337	34,712	55%	32,808	99,000	108,700	103,478	100,040	123,087
WHARF-OTHER	2,958	210	352	2,748	197%	2,606	1,500	2,513	2,113	1,619	1,168
WHARF ELECTRIC	2,837	642	1,361	2,195	57%	1,476	5,000	10,604	3,748	4,800	5,417
Total Revenue	79,257	26,743	33,091	52,514	51%	46,166	155,500	198,463	147,284	160,133	187,259
Expenditures											
WHARF WAGES, TAXES & BENIES	21,322	8,268	8,172	13,054	30%	13,149	72,264	71,429	59,804	53,825	38,484
SQUARE CC FEES	1,967	398	463	1,569	52%	1,504	3,750	4,365	1,776	2,592	764
ELECTRIC SERVICES	1,458	951	847	507	28%	611	5,250	4,678	4,705	5,673	5,594
TELEPHONE	118	0	0	118	8%	118	1,511	629	460	529	448
PROPERTY INSURANCE	0	0	0	0	0%	0	319	768	0	0	0
AUTO INSURANCE	102	0	0	102	0%	102	0	0	0	0	0
WORKER'S COMP INSURA	401	0	0	401	0%	401	0	0	0	0	0
OFFICE SUPPLIES	32	0	0	32	0%	32	0	0	0	0	0
WHARF JANITORIAL SUP	204	0	0	204	19%	204	1,100	768	689	877	1,150
REPAIR & MAINTENANCE	175	265	285	(91)	2%	(110)	7,000	7,505	2,702	7,972	2,964
COST OF GAS/DIESELS	41,142	9,238	9,176	31,903	53%	31,966	78,000	77,472	78,967	74,815	93,817
COST OF MERCHANDISE	0	0	0	0	0%	0	0	0	0	0	524
MISC.	269	25	233	244	27%	36	1,000	9,278	10,783	3,121	5,373
ADVERTISING & DUES	1,657	0	0	1,657	18%	1,657	9,000	5,582	22,007	2,854	2,558
RENT	4,100	0	0	4,100	75%	4,100	5,500	0	0	0	0
Total Expenditures	72,947	19,145	19,176	53,802	39%	53,771	184,694	182,474	181,893	152,258	151,676
Excess of Revenue over Expenditu	6,310	7,598	13,915	(1,288)		(7,605)	(29,194)	15,988	(34,609)	7,875	35,583
Margin on Fuel	13,003	10,195	12,161	2,809	49%	842	21,000	31,228	24,511	25,225	29,270

Town of Onancock
Police - Financial Performance

	FISCAL 2022 - YEAR TO DATE - AUGUST					TOTAL YEAR					
	ACTUAL (PRELIM)	BUDGET	LAST YEAR	Over/(Under) Budget	% of Total Budget	Over/(Under) Last Year	BUDGET 2022	Actual 2021 (PRELIM)	Actual 2020	Actual 2019	Actual 2018
Revenue											
TRAFFIC FINES	1,232	193	320	1,039	25%	912	5,000	8,290	9,168	13,960	16,218
LAW ENFORCEMENT FUND	23	0	0	23	0%	23	36,000	50,884	44,783	38,052	46,788
LAW ENFORCEMENT GRAN	0	0	0	0	0%	0	0	0	0	0	0
LAW ENFORCEMENT FUND	0	0	0	0	0%	0	0	0	0	6,174	0
Total Revenue	1,255	193	320	1,062	3%	935	41,000	59,175	53,951	58,186	63,006
Expenditures											
WHARF WAGES, TAXES & BENES	29,064	29,852	25,206	(787)	9%	3,859	338,123	285,498	322,805	289,462	303,593
COURT COSTS	0	0	0	0	0%	0	500	0	0	0	0
TRAINING	503	1,639	798	(1,136)	6%	(295)	9,000	4,384	663	3,231	4,007
NEW OFFICER TRAINING	0	0	0	0	0%	0	18,390	0	0	0	0
VEHICLE REPAIR	112	95	42	17	2%	70	6,000	2,650	4,871	4,213	4,330
COMPUTER MAINTENANCE	0	0	0	0	0%	0	2,500	2,691	3,270	4,208	2,365
TELEPHONE SERVICES	723	0	0	723	22%	723	3,276	3,394	2,507	4,030	2,366
LINE OF DUTY ACT	913	0	0	913	24%	913	3,750	2,742	3,555	3,692	2,412
VEHICLE INSURANCE	570	0	0	570	16%	570	3,530	0	0	0	0
WORKERS COMP	2,180	0	0	2,180	26%	2,180	8,473	0	0	0	0
TRAVEL	35	0	0	35	7%	35	500	35	305	258	762
OFFICE SUPPLIES	371	146	303	225	21%	68	1,800	3,741	5,811	1,634	968
VEHICLE FUEL	1,622	768	698	854	19%	924	8,400	7,634	8,343	8,533	7,517
UNIFORMS	580	0	0	580	19%	580	3,000	2,046	2,377	4,198	4,958
ANIMAL POPULATION CO	0	0	0	0	0%	0	1,000	587	0	0	0
POLICE SUPPLIES	2,758	91	108	2,667	39%	2,650	7,000	8,317	5,992	7,363	6,723
GRANTS	0	0	0	0	0%	0	0	137	0	0	0
NEW POLICE VEHICLE	0	0	0	0	0%	0	13,108	0	36,099	0	30,475
Total Expenditures	39,434	32,591	27,156	6,842	9%	12,278	428,350	323,857	396,698	330,822	370,476
Excess of Revenue over Expenditu	(38,178)	(32,398)	(26,836)	(5,780)		(11,342)	(387,350)	(264,683)	(342,747)	(272,636)	(307,470)

Town of Onancock
Water - Financial Performance

	FISCAL 2022 - YEAR TO DATE - AUGUST				Over/(Under) Last Year	TOTAL YEAR				
	ACTUAL (PRELIM)	BUDGET	LAST YEAR	Over/(Under) Budget		% of Total Budget	BUDGET 2022	Actual 2021 (PRELIM)	Actual 2020	Actual 2019
Revenue	58,884	36,719	33,164	22,165	14%	435,264	393,122	332,050	323,761	295,745
WATER INSTALLATION F	0	0	0	0	0%	1,500	3,000	0	1,500	0
WATER & SEWER PENALT	2,844	481	2,036	2,362	61%	4,637	19,615	19,006	16,469	20,699
Total Revenue	61,728	37,200	35,200	24,528	14%	441,401	415,738	351,056	341,730	316,444
Expenditures	9,106	9,548	8,714	(441)	8%	120,525	110,005	141,475	105,676	105,859
WAGES, TAXES & BENIES	79	0	0	79	5%	1,475	0	28	0	0
TRAINING & TRAVEL	334	0	0	334	14%	2,400	3,045	0	1,183	1,888
VEHICLE REPAIR	3,114	2,922	2,387	193	12%	25,000	20,427	11,077	25,166	9,028
REPAIR & MAINTENANCE	107	0	0	107	11%	999	0	0	0	0
AUTO INSURANCE	0	0	0	0	0%	0	0	0	0	0
WATER LEAD COPPER TE	0	0	0	0	0%	0	0	0	0	0
PRINTING UTILITY BILL	0	0	0	0	0%	0	507	0	840	533
ADVERTISING	0	0	0	0	0%	500	0	0	0	324
ELECTRIC SERVICES	1,124	1,156	1,070	(33)	7%	16,000	14,804	13,865	13,251	11,541
POSTAGE	0	0	0	0	0%	50	755	527	760	512
TELEPHONE	0	97	251	(97)	0%	1,020	2,652	2,843	2,263	2,080
PROPERTY INSURANCE	0	0	0	0	0%	2,990	0	0	0	0
RESERVE FOR CIP	0	0	0	0	0%	65,139	49,696	0	0	0
DUES & MEMBERSHIPS	0	0	0	0	0%	1,310	527	0	100	6,000
HEALTH DEPARTMENT FE	2,169	0	0	2,169	99%	2,200	2,165	2,133	2,133	4,854
OFFICE SUPPLIES	0	0	0	0	0%	500	0	0	0	0
REPAIR & MAINTENANCE	361	103	162	361	7%	5,000	32	124	4,634	1,192
VEHICLE FUEL	167	0	0	64	13%	1,300	2,045	2,068	1,843	1,513
UNIFORMS	0	0	0	0	0%	345	48	98	177	85
LAB SUPPLIES	0	0	0	0	0%	1,200	998	1,095	1,446	969
PURIFICATION SUPPLIE	0	2,524	2,090	(2,524)	0%	28,000	23,187	21,196	23,656	23,331
EMERGENCY REPAIRS	0	0	0	0	0%	0	0	0	0	0
OUTSIDE CONSULTANTS	0	0	0	0	0%	5,000	0	0	0	0
SMALL TOOLS & EQUIPM	935	0	0	935	50%	1,870	66	0	0	0
PROPERTY INSURANCE	0	0	0	0	0%	2,084	0	0	0	0
INTEREST - BOND - USDA 1070	0	9,692	9,783	(9,692)	0%	37,907	38,259	37,707	0	0
INTEREST - BOND - USDA 47	0	42	430	(42)	0%	166	1,680	1,656	0	0
INTEREST - BOND - VRA 3114	0	0	0	0	0%	0	0	0	0	0
INTEREST EXPENSE	0	0	0	0	0%	0	0	0	0	0
TRANSFER TO WATER CO	0	0	0	0	0%	0	0	0	97,700	99,503
Total Expenditures	17,497	26,084	24,887	(8,587)	5%	322,980	270,898	235,892	280,828	269,212
Excess of Revenue over Expenditu	44,231	11,116	10,313	33,114		118,421	144,839	115,164	60,902	47,232

Bond Principle:	Bal. at 6/30/22
Bond: \$1,070,000	19,947
Bond: \$47,000	876
Bond: \$3,114,000	97,598
Revenue over Expenditures	2,484,779

Town of Onancock
Sewer - Financial Performance

	FISCAL 2022 - YEAR TO DATE - AUGUST				TOTAL YEAR						
	ACTUAL (PRELIM)	BUDGET	LAST YEAR	Over/(Under) Budget	% of Total Budget	Over/(Under) Last Year	BUDGET 2022	Actual 2021 (PRELIM)	Actual 2020	Actual 2019	Actual 2018
Revenue											
SEWER CHARGES	150,885	91,070	94,863	59,815	16%	56,022	956,360	996,193	915,409	903,625	870,183
SEWER INSTALLATION F	0	0	0	0	0%	0	1,200	8,700	2,400	1,200	0
SEPTAGE REVENUE	0	0	0	0	0%	0	0	0	0	0	0
SEPTAGE RECEIVING GR	0	0	0	0	0%	0	0	0	0	0	0
INTEREST INCOME	656	0	0	656	0%	656	0	541	11,908	15,934	7,597
MISCELLANEOUS REVENU	690	0	120	690	0%	570	0	2,474	2,660	2,260	3,560
Total Revenue	152,231	91,070	94,983	61,161	16%	57,248	957,560	1,007,908	932,377	923,019	881,340
Expenditures											
WAGES, TAXES & BENIES	20,575	20,349	19,913	226	8%	662	259,890	254,316	325,011	244,800	241,029
TRAINING	0	0	0	0	0%	0	1,000	0	0	0	0
VEHICLE REPAIR	44	146	392	(102)	2%	(348)	2,000	5,381	2,813	2,000	1,006
AUTO INSURANCE	125	0	0	125	0%	125	0	0	0	0	0
COLL.REPAIR/MAINTENA	6,581	11,623	10,309	(5,041)	7%	(3,728)	95,947	85,106	65,432	100,405	86,751
OUTSIDE CONTRACT-TES	146	3,322	2,337	(3,176)	0%	(2,191)	33,900	23,846	31,573	14,750	22,683
REPAIR & MAINTENANCE	0	0	0	0	0%	0	1,000	0	348	348	4,040
PRINTING UTILITY BIL	0	0	0	0	0%	0	250	250	0	0	758
ADVERTISING	0	0	0	0	0%	0	100	784	0	0	222
ELECTRIC SERVICES	5,856	6,836	5,791	(980)	7%	65	90,000	76,241	73,537	87,374	74,772
POSTAGE, SHIPPING	0	0	0	0	0%	0	1,000	755	527	748	500
TELEPHONE	1,058	942	951	116	10%	106	10,500	10,608	9,027	8,702	7,813
DUES & MEMBERSHIPS	0	0	0	0	0%	0	4,200	4,530	4,473	4,299	1,598
OFFICE SUPPLIES	32	0	0	32	2%	32	1,500	601	1,043	2,259	158
VEHICLE FUEL	237	237	243	(0)	8%	(6)	3,000	3,077	3,336	2,609	2,414
UNIFORMS	0	0	0	0	0%	0	300	48	98	177	85
LAB SUPPLIES	0	5,041	691	(5,041)	0%	(691)	6,500	891	1,390	6,501	1,298
WASTEWATER DISINFECT	0	0	0	0	0%	0	0	0	0	3,005	0
WASTEWATER CHEMICALS	2,709	9,947	9,616	(7,239)	10%	(6,908)	26,000	25,134	28,300	31,791	26,135
SAFETY EQUIPMENT	0	0	0	0	0%	0	200	0	0	0	0
HRSD TRANSITION COST	4,116	0	0	4,116	7%	4,116	56,690	17,021	30,500	0	0
DEPRECIATION EXPENSE	0	0	0	0	0%	0	0	494,703	494,703	496,732	493,106
MACHINERY & EQUIPMEN	0	0	0	0	0%	0	500	0	0	0	0
INTEREST - BOND - SE	0	0	0	0	0%	0	55,072	55,883	56,339	0	0
Total Expenditures	41,479	58,443	50,244	(16,964)	6%	(8,765)	649,549	1,059,175	1,128,450	1,006,500	964,368
Excess of Revenue over Expendit	110,753	32,627	44,739	78,126		66,013	308,011	(51,267)	(196,073)	(83,481)	(83,028)
Bond Principle:											
Bond: \$900,000							259,486				
Bond: \$5,033,000	108,060						48,525				
Bond: \$2,398,000											
Revenue over Expenditures	2,693	32,627	44,739	3,641,212							

	Principle	Bal. at 6/30/22
	259,486	1,728,956
	48,525	1,912,256
	<u>3,641,212</u>	

Town of Onancock
ADMIN - Financial Performance

	FISCAL 2022 - YEAR TO DATE - AUGUST				TOTAL YEAR						
	ACTUAL (PRELIM)	BUDGET	LAST YEAR	Over/(Under) Budget	% of Total Budget	Over/(Under) Last Year	BUDGET 2022	Actual 2021 (PRELIM)	Actual 2020	Actual 2019	Actual 2018
Revenue											
REAL PROPERTY-CURRENT	2,379	198	174	2,180	1%	2,205	393,000	344,204	336,051	327,169	344,353
REAL PROPERTY-DELINQ	4,024	30	78	3,995	13%	3,946	30,000	78,952	35,026	37,719	11,752
PUBLIC SERVICE-REAL	0	0	0	0	0%	0	17,000	16,748	17,288	17,270	17,270
PERSONAL PROPERTY-CU	68,320	72,961	68,265	(4,641)	38%	55	180,000	168,414	151,787	158,877	183,970
PERSONAL PROPERTY-DE	131	185	234	(53)	1%	(103)	12,500	15,867	23,513	18,141	394
PUBLIC SERVICE-PERSO	0	0	0	0	0%	0	0	0	369	663	747
PENALTIES	897	93	151	804	7%	746	13,500	21,897	13,462	13,104	37,249
LOCAL SALES TAX	23,643	19,761	20,776	3,882	28%	2,867	85,000	89,367	81,114	77,255	72,843
CONSUMERS UTILITY TA	7,362	4,869	4,519	2,493	12%	2,843	60,000	55,696	52,915	54,710	55,963
BUSINESS LICENSE TAX	150	12	120	138	4%	30	3,600	35,768	36,515	42,991	31,638
VEHICLE DECALS	0	0	812	0	0%	(812)	0	5,213	9,139	15,337	16,513
BANK STOCK TAXES	0	0	0	0	0%	0	13,500	48,262	27,207	37,922	35,787
CELLULAR PHONE TAX	11,274	6,792	6,734	4,482	15%	4,540	75,000	74,358	81,315	84,398	90,582
TRANSIENT OCCUPANCY	8,437	0	0	8,437	35%	8,437	24,000	20,816	11,546	25,530	15,607
BUILDING/ZONING PERM	500	165	375	335	67%	125	750	1,700	375	275	950
MEALS TAX	51,021	13,961	18,238	37,060	34%	32,783	148,750	194,319	137,212	168,341	155,306
MEALS & TRANSPORT	16	0	2	16	0%	14	0	1,999	1,389	5,963	5,200
INTEREST ON ACCOUNTS	1,109	0	0	1,109	4%	1,109	25,000	237	11,969	12,638	3,480
INTEREST ON CERTIFIC	0	0	0	0	0%	0	0	0	0	0	0
RENTAL OF PROPERTY	2,081	2,040	2,040	41	17%	41	12,240	12,240	12,160	125	385
WATER TOWER RENTAL I	0	0	0	0	0%	0	0	0	6,850	6,850	6,850
TRASH REVENUE	10,200	4,761	2,812	5,439	11%	7,388	94,000	55,516	39,160	72,417	74,710
MISCELLANEOUS REVENU	2,610	3	12	2,607	33%	2,598	8,000	37,649	42,556	25,051	18,848
FIRE PROGRAM FUNDS	0	0	0	0	0%	0	1,000	15,000	10,000	10,000	10,000
LITTER CONTROL GRANT	0	0	0	0	0%	0	1,000	820	814	1,033	370
VA COMM FOR THE ARTS	0	0	0	0	0%	0	1,500	0	1,500	1,500	1,000
Total Revenue	194,154	125,831	125,342	68,324	16%	68,812	1,208,340	1,295,888	1,140,692	1,215,297	1,191,767
Expenditures											
COUNCIL WAGES, TX & BENIES	1,176	1,153	1,097	23	8%	79	15,400	14,657	15,051	15,239	25,286
TOWN ATTORNEY	0	0	0	0	0%	0	4,500	735	0	0	0
ELECTION COSTS	0	0	0	0	0%	0	1,185	0	0	0	0
TRAVEL AND TRAINING	0	0	0	0	0%	0	1,191	25	0	0	0
COMMUNITY PROMOTION	0	0	301	0	0%	(301)	0	8,231	10,905	11,056	16,201
TOWN BEAUTIFICATION	0	0	0	0	0%	0	0	0	1,648	832	575
MAIN STREET PARTNERS	0	0	0	0	0%	0	15,000	15,000	15,000	5,000	4,609
ES TOURISM-TOT SHARE	0	0	0	0	0%	0	4,500	4,620	5,381	4,380	0
LIABILITY INSURANCE	1,039	0	0	1,039	21%	1,039	4,870	0	0	0	0
OFFICE SUPPLIES	125	0	0	125	6%	125	2,000	0	0	0	0
TOWN ATTORNEY	0	0	0	0	0%	0	0	0	0	5,940	6,291
ADMIN WAGES, TAX & BENIES	14,949	13,309	16,111	1,639	9%	(1,163)	171,821	207,995	189,229	191,458	192,902
LEGAL AND COLLECTION	0	0	0	0	0%	0	2,000	0	0	0	0
AUDIT SERVICE	16,750	0	0	16,750	97%	16,750	17,253	0	16,750	16,750	16,750
BANK PROCESSING FEES	357	146	242	211	11%	115	3,300	5,477	1,915	1,881	6,924
CREDIT CARD FEES	145	0	0	145	2%	145	8,705	0	0	0	0
PAYROLL PROCESSING F	433	0	0	433	12%	433	3,600	3,493	3,321	3,908	3,169
PROFESSIONAL DEVELOP	0	0	0	0	0%	0	1,400	200	1,414	1,674	1,255
SOFTWARE SUBSCRIPTIO	6,515	1,217	1,378	5,298	34%	5,137	19,106	21,627	19,257	24,069	13,598

Town of Onancock
ADMIN - Financial Performance

	FISCAL 2022 - YEAR TO DATE - AUGUST				TOTAL YEAR						
	ACTUAL (PRELIM)	BUDGET	LAST YEAR	Over/(Under) Budget	% of Total Budget	Over/(Under) Last Year	BUDGET 2022	Actual 2021 (PRELIM)	Actual 2020	Actual 2019	Actual 2018
SOFTWARE SUPPORT	2,000	0	0	2,000	67%	2,000	3,000	0	0	0	0
OFFICE EQUIPMENT	546	0	0	546	7%	546	7,800	0	0	0	0
PRINTING-AUTO DECALS	0	0	0	0	0%	0	0	0	1,738	705	264
ADVERTISING	0	647	118	(647)	0%	(647)	16,160	2,951	2,178	2,574	1,411
POSTAGE	0	11	8	(11)	0%	(11)	4,000	2,627	2,483	3,268	2,890
TELEPHONE	159	0	0	159	10%	159	1,644	1,680	1,574	1,882	2,029
PROPERTY INSURANCE	403	0	0	403	11%	403	3,509	0	0	0	0
VEHICLE INSURANCE	351	0	0	351	12%	351	3,027	0	0	0	0
GENERAL LIABILITY IN	417	0	0	417	13%	417	3,202	0	0	0	0
WORKERS COMP	23	0	0	23	0%	23	4,903	0	0	0	0
TRAVEL	45	0	0	45	2%	45	1,800	0	1,808	2,146	1,662
DUES & MEMBERSHIP	793	0	0	793	52%	793	1,535	1,072	897	1,161	863
OFFICE SUPPLIES	211	118	290	93	5%	93	4,000	9,844	5,593	7,920	13,245
HISTORIC ONANCOCK SC	0	0	0	0	0%	0	7,016	0	0	0	0
HOS - PROPERTY INSUR	0	0	0	0	0%	0	3,000	0	0	0	0
CULTURAL ENRICHMENT	2,000	0	0	2,000	67%	2,000	2,500	2,907	3,787	13,461	13,478
MISCELLANEOUS	46	9	11	37	2%	37	8,000	0	0	0	0
WEBSITE & PRINTING	0	0	0	0	0%	0	1,500	686	1,714	3,291	2,018
EMPLOYEE WELFARE	83	0	0	83	6%	83	10,000	1,450	7,031	30,844	20,833
CONTINGENCY	0	0	0	0	0%	0	26,781	29,013	26,026	22,899	21,992
BANK BUILDING LOAN	2,232	2,060	2,232	172	8%	172	0	406	84	0	141
COURT FEES	0	0	0	0	0%	0	0	6,824	0	1,990	0
TOWN CODE CODIFICATI	0	0	0	0	0%	0	0	951	951	886	694
VACORP	0	0	88	0	0%	(88)	0	26,930	25,363	32,918	36,863
PROPERTY INSURANCE	0	0	0	0	0%	0	0	3,065	6,339	6,499	7,682
VEHICLE INSURANCE	0	0	0	0	0%	0	0	4,856	5,999	5,357	0
PUBLIC OFFICIALS LAI	0	0	0	0	0%	0	0	729	11,114	2,326	951
GENERAL LIABILITY IN	0	0	0	0	0%	0	0	11,002	14,763	14,061	16,944
WORKMEN'S COMPENSATI	0	0	970	0	0%	(970)	0	25,000	25,000	22,500	22,500
CONTRIBUTION TO FIRE	0	0	0	0	0%	0	25,000	15,000	10,000	10,000	10,000
FIRE PROGRAMS FUNDIN	0	0	425	0	0%	(425)	0	1,105	12,030	1,800	3,294
MOSQUITO CONTRACT	0	0	0	0	0%	0	0	26	0	0	0
REPAIR & MAINTENANCE	0	0	0	0	0%	0	0	3,845	0	0	3,746
MOSQUITO CHEMICALS	0	0	1,848	0	0%	(1,848)	0	4,150	4,150	4,150	4,150
WEED CONTROL CONTRAC	0	0	409	0	0%	(409)	0	409	0	0	0
CDBG CONSULTANTS	0	0	0	0	0%	0	0	0	4,088	6,701	6,497
RURAL DEV LOAN	0	0	0	0	0%	0	0	0	2,938	3,882	4,790
INTEREST EXP-GO BOND	0	0	0	0	0%	0	0	0	64	330	539
INTEREST EXP-CAR LO	0	0	0	0	0%	0	0	0	0	0	0
Total Expenditures	50,798	18,671	25,528	32,127	12%	25,270	424,208	446,088	457,583	485,738	487,036
Excess of Revenue over Expenditu	143,356	107,160	99,814	36,197		43,542	784,132	849,800	683,109	729,559	704,731

Town of Onancock
BUILDINGS AND STREETS - Financial Performance

	FISCAL 2022 - YEAR TO DATE - AUGUST		LAST YEAR	TOTAL YEAR						
	BUDGET 2	Over/(Under) Budget		% of Total Budget	Over/(Under) Last Year	BUDGET 2022	Actual 2021 (PRELIM)	Actual 2020	Actual 2019	Actual 2018
Expenditures										
BUILDINGS & STREETS WAGES	7,234	(3,554)	3,403	11%	3,831	64,726	47,282	43,058	38,666	35,606
VEHICLE REPAIR	142	(58)	0	12%	142	1,200	981	1,215	838	806
TRASH COLLECTION	9,231	(7,158)	16,485	9%	(7,254)	98,332	100,395	100,260	97,728	92,842
ELECTRIC SERVICE	2,496	(2,504)	2,474	8%	22	30,000	23,224	24,374	24,710	25,502
HEATING OIL	0	(583)	0	0%	0	3,500	0	0	0	0
AUTO INSURANCE	89	89	0	0%	89	0	0	0	0	0
WORKER'S COMP INSURA	608	608	0	0%	608	0	0	0	0	0
STREET REPAIR	0	(4,417)	0	0%	0	26,500	28,718	15,054	5,069	11,688
CLEANING SERVICES	300	(533)	0	6%	300	5,000	0	0	0	0
REPAIRS AND MAINTENA	2,394	(1,272)	0	11%	2,394	22,000	1,231	0	0	0
VEHICLE FUEL	652	152	582	22%	71	3,000	5,775	0	0	0
SMALL EQUIPMENT REPA	59	(107)	0	6%	59	1,000	323	118	108	115
UNIFORMS	0	(144)	0	0%	0	865	555	200	0	153
CAN LINERS	83	(83)	0	0%	0	500	2,156	1,090	601	1,869
SAFETY/STREET SIGNS	280	113	0	28%	280	1,000	657	357	436	272
CAPITAL EXPENDITURES	0	(3,417)	0	0%	0	20,500	0	0	0	0
NEW PUBLIC WORKS VEH	0	0	0	0%	0	0	0	0	0	0
SIDEWALK REPLACEMENT	0	0	0	0%	0	0	0	0	0	0
HISTORIC ONANCOCK SC	0	0	0	0%	0	0	0	0	0	0
BLACKSMITH SHOP	137	(137)	0	0%	0	824	0	0	0	0
VEHICLE MAINTENANCE	23	23	0	0%	23	0	20	4,007	3,727	670
REPAIR & MAINTENANCE	0	0	0	0%	0	0	68	351	1,351	351
VEHICLE FUEL	22	22	582	0%	(560)	0	5,775	3,671	3,949	2,822
REPLACEMENT CHIPPER	0	0	0	0%	0	0	0	0	0	0
ELECTRIC SERVICES	0	0	635	0%	(635)	0	9,510	3,364	3,998	4,271
HEATING FUEL	0	0	0	0%	0	0	2,215	3,169	4,218	2,666
JANITORIAL SUPPLIES	0	0	0	0%	0	0	650	1,320	400	(926)
TOWN HALL JANITORIAL	0	0	250	0%	(250)	0	3,600	3,250	3,250	3,250
REPAIR & MAINTENANCE	55	55	0	0%	55	0	0	7,811	5,046	3,326
ELECTRIC SERVICES	0	0	0	0%	0	0	0	1,082	333	153
REPAIR & MAINTENANCE	0	0	0	0%	0	0	0	107	161	766
Total Expenditures	23,585	(22,906)	24,411	8%	(826)	278,947	233,134	213,858	194,589	186,202

Town of Onancock
PARKS AND LANDSCAPING - Financial Performance

	FISCAL 2022 - YEAR TO DATE - AUGUST			Over/(Under) Last Year	% of Total Budget	TOTAL YEAR				
	BUDGET 2	LAST YEAR	Over/(Under) Budget			BUDGET 2022	Actual 2021 (PRELIM)	Actual 2020	Actual 2019	Actual 2018
PARKS & LAND WAGES	1,140	0	(6,550)	1,140	2%	46,141	0	0	0	
CUTTING GRASS CONTRA	0	0	(1,375)	0	0%	8,250	6,210	5,765	3,195	
ELECTRIC SERVICES	109	119	(191)	(10)	6%	1,800	1,560	1,165	861	
PROPERTY INSURANCE	0	0	0	0	0%	0	0	0	0	
AUTO INSURANCE	178	0	178	178	0%	0	0	0	0	
WORKER'S COMP INSURA	0	0	0	0	0%	0	0	0	0	
REPAIR & MAINTENANCE	111	0	(423)	111	3%	3,200	179	319	137	
SMALL TOOLS & EQUIPM	854	0	687	854	85%	1,000	33	74	0	
PARKS-PLANTINGS & LA	0	0	(1,250)	0	0%	7,500	831	1,601	0	
TREE BOARD AND BEAUT	0	28	(667)	(28)	0%	4,000	0	0	0	
HOLIDAY DECORATIONS	55	0	(662)	55	1%	4,300	6,590	1,077	11,913	
CULTURAL ENRICHMENT	0	0	600	0	0%	0	3,000	3,000	2,000	
MOSQUITO CONTROL	1,800	0	(875)	1,800	25%	7,200	0	0	0	
WEED CONTROL	0	0	(875)	0	0%	5,250	0	0	0	
Total Expenditures	4,247	147	(10,577)	4,100	5%	88,641	18,403	13,001	18,106	

Town of Onancock

Cash & Reserve Report

As of August 31, 2021

Cash on Hand	\$ 112,859	
Idle Cash Fund	\$ 1,012,134	
Grant or Special Project Fund	\$ 53,733	
ARPA Fund	\$ 628,291	
Utility Reserve	\$ 474,872	
Capital Asset Fund	\$ 710,978	
Total Cash and Reserves	\$ 2,992,866	
Remaining FY 2021 Cash Requirements		
Total Expenditure Budget	\$ 2,803,801	
YTD 8/31/21	\$ 2,732,516	
Cash Needed Remaining FY 2022	\$ (71,285)	
Net Cash & Reserves at 8/31/21	\$	\$ 3,064,151

Reserves (Using DRAFT FINANCIAL POLICIES)

General Fund Reserve			
(30% Budgeted Revenue)			
2021 Budgeted Revenue	\$ 1,404,840		
Less: Water Revenue	\$		
Less: Sewer Revenue	\$	1,404,840	
		30%	\$ 421,452

Capital Asset Reserve			
(25% of 5-Year Capital Expenditure Plan)			
**5-Year CAPEX	\$ 573,000		
CAPEX Reserve		25%	\$ 143,250

ARPA Funds			
Amount Received	\$ 628,216		
Amount Spent (earnings on unused funds)	\$	(75)	
ARPA Funds Remaining			\$ 628,141

Utility Reserve (WATER ONLY - NO SEWER)			
(A) 120-Days of Budgeted Operating Expenditures			
2022 Budgeted Expenditures	\$ 441,401		
Divided by 365 times 120			\$ 145,118

(B) 3R's (Repair, Replace, Rehab) - 30% of Accumulated Depreciation			
***Accumulated Depreciation at 6/30/21	\$ 1,850,000		
		30%	\$ 555,000

(C) Unbudgeted Street Repairs	\$	15,000	\$ 715,118
-------------------------------	----	--------	------------

Special Reserve (for Grant matching and other projects)	\$		\$ 1,156,189
Unassigned Net Cash and Reserves (\$/B Zero)	\$		\$

Town of Onancock
Capital Budget
5-Year Plan

Asset Description	2022	2023	2024	2025	2026
Equipment					
Backhoe			(no replacement needed within the next 5-years, probably in 8 years)		
Bobcat			(no replacement needed within the next 5-years)		
Vehicles					
Building & Streets Truck (F-150)				\$ 50,000	60,000
Parks & Landscaping Truck (Ranger)					
Water Department Truck (Van)		\$ 68,000			
Small Dump Truck	\$ 68,000				
Chipper	\$ 40,000				
Police Trailer	\$ 18,000				
Large Dump Truck			(expect to sell and use trade in to offset the cost of other capital items)		
Tractor			(no replacement needed within the next 5-years)		
Zero-Turn Grass (48")			\$ 7,000		
Small trailer					
Car trailer					
Mower Deck					
Bush Hog					
Façade/Landscaping					
Street Lights (\$4,000 each)	\$ 16,000		\$ 60,000	20,000	36,000
Benches/Waste Cans (\$1,800 each)	\$ 3,600		7,200	7,200	
Signs	\$ 20,000		36,000	36,000	20,000
Furniture & Fixtures					
			No individual item cost expected to exceed \$5,000 capital threshold		
Technology					
			No individual item cost expected to exceed \$5,000 capital threshold		
Total Capital Expenditures	\$ 142,000	\$ 91,600	\$ 110,200	\$ 113,200	\$ 116,000
USDA Payment (10 year, 2.75%)	\$ (16,435)	\$ (16,435)	\$ (16,435)	\$ (16,435)	\$ (16,435)
USDA Payment (7 year, 2.75%)	\$	\$ (10,812)	\$ (10,812)	\$ (10,812)	\$ (10,812)
USDA Payment (7 year, 2.75%)				\$ (7,950)	\$ (7,950)
USDA Payment (7 year, 2.75%)					\$ (9,540)
Cash Outlay (Operating Budget)	\$ (16,435)	\$ (27,247)	\$ (34,247)	\$ (35,197)	\$ (44,737)
Use of Reserves		\$ (23,600)	\$ (103,200)	\$ (63,200)	\$ (56,000)