

**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**

October 25, 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. September 27, 2021 Town Council meeting
4. Public Business:
  - a. No public hearings scheduled
5. Council Discussion
  - a. Comprehensive Plan discussion
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
  - a. Process to fill vacant Councilmember seat
9. Town Manager's report
  - a. ARPA Project updates
10. Council comments
11. Closed session
12. Adjourn

Town of Onancock  
Town Council Meeting  
September 27, 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, Thelma Gillespie, Joy Marino, Sarah Nock and Maphis Oswald were present. Councilmember Robert Bloxom was absent. A majority of members were present, and a quorum was established.

The Pledge of Allegiance was recited.

Consideration and Approval of the Meeting Minutes:

- August 23, 2021 – Mayor Fosque asked if there were any changes or corrections to the minutes as submitted.

*With none, Councilmember Oswald made a motion to adopt the minutes as submitted. Councilmember Gillespie seconded the motion. The motion passed by unanimous voice vote.*

- September 20, 2021 - Mayor Fosque asked for any changes or corrections to the minutes as submitted.

Councilmember Marino asked that her cost estimate for the track around the little league field be amended to say a cost estimate between \$6,000 and \$13,000.

Mayor Fosque asked Mrs. Fosque for her suggested clarification to the minutes. Mrs. Fosque stated that she did share with Town Council that Onancock Main Street requested \$100,000 be appropriated for businesses for façade improvements.

*With no additional edits, Councilmember Oswald made a motion to adopt the minutes as amended. Councilmember Gillespie seconded the motion. The motion was approved by unanimous voice vote.*

Public Business:

- a. Motion to Adopt Comprehensive Plan: Mayor Fosque shared that Town Council is scheduled to adopt the Plan which they have had time to review. Mayor Fosque then went around the table and asked all members to comment on the Plan before adoption.

Several Council members shared that they were not comfortable adopting the Plan at this time, asking for additional time to submit comments and concerns to the Town Manager. Mayor Fosque suggested that Town Council prepare and submit their comments to the Town Manager in two weeks.

No additional action was taken at this time.



Council Discussion:

- a. Follow-Up Conversation from the September 20, 2021 ARPA Work Session: Mr. Spuck shared that the proposal in front of Town Council is the amended ARPA spending plan. Mr. Spuck asked Town Council to approve the ARPA budget so that he can prepare and submit the final Recovery Plan for State and Local Fiscal Recovery Funds for 2021.

Council discussion followed.

*Councilmember Nock made a motion to adopt this plan and consider it appropriation as well as approval so that we can proceed. Councilmember Oswald seconded the motion. The motion was approved by unanimous voice vote.*

- b. 5-Year Financial Plan, Discuss Purpose and Process: Mr. Spuck shared with Town Council his plan to create a five-year plan. Council recently adopted Financial Policies for the Town and Town Council will eventually adopt the Comprehensive Plan and has seen the proposed five-year capital budget. Mr. Spuck's suggested plan does not commit Council to anything it is just a guideline for how to proceed with projects.
- c. Trash Can Allowance Per Contract: Mr. Spuck explained that per the Town's contract with Davis Disposal each customer gets one tote. Recently, Davis Disposal removed extra totes from a business in Town. The business was unhappy about this situation which has prompted us to look into best practices for our trash removal service. Some residences are in duplexes and only get one can because our current policy says one water meter one can. In our conversations with Davis, we are working to standardize the situation by saying one tote per business and one tote per residence (not meter) and they will be charged as such. We have also determined that those businesses that require more than one tote, pay separately for additional services.

Town Council discussion followed.

Public Comment:

Mr. Glen Smith, Market Street, asked a clarifying question, if you do not have a water meter you do not pay for trash pick-up? Mr. Spuck stated that is another aspect of the trash removal discussion for Town Council to consider.

Mr. Smith then asked why Mr. Spuck has been assisting the Department of Public Works with chipping for the past several months, stating that he is paid too much for that duty. Mr. Spuck explained the reasoning behind his assisting with chipping. Depending on how our new water operator performs in the near future the Town may need to hire two additional Public Works employees which will cost more, so currently the Town is in money saving mode while we wait and see what the future holds. We want to make sure our employees are successful.

Committee Reports:

- HRSD, Robert Bloxom: Mr. Spuck shared that the Town is currently waiting on the Department of Environmental Quality and the United States Department of Agriculture to write letters releasing the grant portions of their loans for the wastewater treatment plant upgrades. Once the releases from those departments are done, the Town will be three days away from closing on the property.

- Waterfront Committee, Robert Bloxom: Mr. Spuck shared Chairman T. Lee Byrd's report with Town Council. (Please see the attached report)
- Planning Commission, Robert Bloxom: Mr. Spuck shared the Planning Commission's homestay ordinance update which will be ready for Town Council reviewing in the coming months. The moratorium is still in effect.
- Personnel Committee, Joy Marino: No meeting.

Mayor's Report:

Mayor Fosque shared that the Governor was in Town over the weekend for the Historical Onancock School's Love Sign ribbon cutting event. Mayor Fosque also shared that Onancock Main Street is holding a workshop on October 20<sup>th</sup> and RSVP's are due as soon as possible.

Town Manager's Report:

Mr. Spuck read his report aloud. (Please see Mr. Spuck's attached report)

Council Comments:

Councilmember Marino shared her concern over a dead rabid fox in her yard along with the process for removal of dead animals.

Councilmember Oswald suggested that the Eastern Shore Coalition Against Domestic Violence be billed for their water consumption at a non-profit rate similar to the Friends of Onancock School.

Councilmember Nock asked about the progress of the Northeast Project Grant for assistance from the Department of Housing and Community Development. Councilmember Marino shared her recent conversation with Mr. Eric Luchansky at the Accomack-Northampton Planning District Commission, the Town still needs 35-50 more qualifying surveys returned to the Town before the application will become viable.

Councilmember Burger asked if the Town was still planning on holding the Christmas parade this December. Mr. Spuck stated that the parade is still on. Mr. Spuck also stated that since Halloween falls on a Sunday this year, the Trick-o-Treaters will be celebrating on Saturday instead.

Closed Session, if needed:

None was needed.

Adjourn:

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

The meeting adjourned at 8:23 p.m.

Mayor Fosque briefly shared with the group that Councilmember Robert Bloxom has resigned for Town Council effective December 31, 2021.

---

Fletcher Fosque, Mayor

---

Lisa Fiege, Deputy Clerk

4

## Matt Spuck

---

**From:** T Lee Byrd <tleebyrd@gmail.com>  
**Sent:** Monday, September 27, 2021 1:48 PM  
**To:** Matt Spuck  
**Subject:** WATERFRONT COMMITTEE MEETING 9/14

Matt, Bob Bloxom is away so he asked me to forward the following Waterfront minutes to you for Council meeting tonight.

CRAIG HAS BEGUN REDUCED HOURS AT THE MARINA:  
8:00 A M - 4:30 P M SEVEN DAYS A WEEK UNTIL OCTOBER 31

THE MARINA WILL CLOSE ON 10/31 FOR THE SEASON.

FUEL WILL BE AVAILABLE BY APPOINTMENT AFTER 10/31 CLOSE DATE

IT WAS AGREED UPON COUNCIL'S APPROVAL TO CONTINUE RENTING SLIP M-1 (BEHIND MALLARDS) AS WELL AS THE OVERFLOW PARKING LOT ON KING STREET ON A SEASONAL BASIS.

PROJECTS SLATED TO BEGIN ASAP AFTER THIS SEASON WERE DISCUSSED INCLUDING BULKHEAD REPAIR, PAVEMENT REPAIR IN AND AROUND THE NEW BOAT RAMP, REPLACEMENT OF LIGHTING AND WATER PEDESTALS FOR SLIPS INCLUDING NEW SHORE POWER HOOKUPS FOR TRANSIENT CUSTOMERS AS WELL AS INSTALLATION OF "DUCKBILL" FLOW CONTROL UNITS IN OUTFLOW CATCH BASIN CULVERTS THAT WILL HELP CONTROL WATER STANDING ON PAVEMENT.

OCTOBER'S WATERFRONT COMMITTEE MEETING WILL BE HELD TUESDAY THE 12TH AT 5:30 P M IN COUNCIL CHAMBERS

T. LEE BYRD

---

**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 3-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

7

Town of Onancock  
TOWN OF ONANCOCK - Financial Performance

	FISCAL 2022 - YEAR TO DATE - SEPTEMBER				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
WHARF REVENUE	111,137	78,620	99,221	32,517	71%	11,916	155,500	198,464	147,284	160,133	187,259
EXPENDITURES	98,075	76,822	76,726	21,253	53%	21,349	184,694	181,994	181,893	152,258	151,676
NET	13,062	1,798	22,495	11,264		(9,433)	(29,194)	16,470	(34,609)	7,875	35,583
POLICE REVENUE	12,883	9,212	13,217	3,671	31%	(335)	41,000	59,174	53,951	58,186	63,006
EXPENDITURES	100,192	106,696	88,917	(6,504)	23%	11,275	428,350	323,856	396,698	330,822	370,476
NET	(87,309)	(97,484)	(75,699)	10,175		(11,610)	(387,350)	(264,682)	(342,747)	(272,636)	(307,470)
WATER REVENUE	93,873	113,563	106,121	(19,690)	21%	(12,248)	441,401	415,737	351,056	341,730	316,444
EXPENDITURES (NO DEPR.)	62,414	65,469	61,021	(3,055)	19%	1,393	322,980	271,483	235,892	280,828	269,212
BOND PRINCIPAL	54,515	54,515	54,195	0	0%	320	118,421	118,053	115,164	60,902	47,232
NET	(23,056)	(6,421)	(9,096)	(16,635)		(13,961)	0	26,201	115,164	60,902	47,232
SEWER REVENUE	247,045	231,147	241,890	15,898	26%	5,155	957,560	1,007,908	932,377	923,019	881,340
EXPENDITURES (NO DEPR.)	143,018	179,908	164,041	(36,890)	22%	(21,023)	649,549	570,368	633,747	509,768	471,262
BOND PRINCIPAL	108,060	108,060	141,966	0	0%	(33,906)	308,011	307,201	298,630	413,251	410,078
NET	(4,033)	(56,821)	(64,116)	52,788		60,084	0	130,339	298,630	413,251	410,078
ADMIN REVENUE	260,573	238,677	228,603	21,896	22%	31,970	1,208,340	1,295,586	1,140,692	1,215,297	1,191,767
EXPENDITURES	80,627	82,575	107,270	(1,948)	19%	(26,644)	424,208	447,394	457,583	485,738	487,036
NET	179,946	156,102	121,333	23,844		58,613	784,132	848,192	683,109	729,559	704,731
BUILDINGS & STREETS EXPENDITURES	70,866	69,737	60,606	1,129	25%	10,259	278,947	231,228	213,858	194,589	186,202
PARKS & LANDSCAPING EXPENDITURES	7,786	22,160	3,398	(14,374)	9%	4,388	88,641	20,585	18,403	13,001	18,106
GOVERNMENT REVENUE	384,593	326,509	341,042	58,083	27%	43,551	1,404,840	1,553,224	1,341,927	1,433,616	1,442,032
EXPENDITURES	357,545	357,990	336,917	(445)	25%	20,627	1,404,840	1,205,057	1,268,435	1,176,408	1,213,496
NET	27,048	(31,481)	4,124	58,528		22,923	0	348,167	73,492	257,208	228,536
UTILITY REVENUE	340,917	344,710	348,011	(3,792)	24%	(7,094)	1,398,961	1,423,645	1,283,433	1,264,749	1,197,784
EXPENDITURES (NO DEPR.)	205,432	245,377	225,062	(39,945)	21%	(19,630)	972,529	841,851	869,639	790,596	740,474
BOND PRINCIPAL	162,575	162,575	196,161	0		(33,586)	426,432	425,254	413,794	474,153	457,310
NET	(27,089)	(63,242)	(73,212)	36,153		46,123	0	156,540	413,794	474,153	457,310
TOWN OF ONANCOCK REVENUE	725,510	671,219	689,053	54,291	26%	36,457	2,803,801	2,976,869	2,625,360	2,698,365	2,639,816
EXPENDITURES	725,551	765,942	758,140	(40,390)	26%	(32,589)	2,803,801	2,472,162	2,138,074	1,967,004	1,953,970
NET	(41)	(94,723)	(69,088)	94,681		69,046	0	504,707	487,286	731,361	685,846



Town of Onancock  
ADMIN - Financial Performance

	FISCAL 2022 - YEAR TO DATE - SEPTEMBER				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-CURREN	3,726	612	536	3,114	1%	3,190	393,000	344,204	336,051	327,169	344,353
REAL PROPERTY-DELINQ	4,024	722	1,900	3,302	13%	2,124	30,000	78,952	35,026	37,719	11,752
PUBLIC SERVICE-REAL	0	0	0	0	0%	0	180,000	17,000	17,593	17,288	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	242	296	376	(54)	2%	(133)	12,500	15,867	23,513	18,141	394
PUBLIC SERVICE-PERSO	0	0	0	0	0%	0	0	0	369	663	747
PENALTIES	1,030	358	580	672	8%	450	13,500	21,897	13,462	13,104	37,249
LOCAL SALES TAX	33,767	32,256	33,913	1,511	40%	(146)	85,000	89,367	81,114	77,255	72,843
CONSUMERS UTILITY TA	12,576	14,472	13,434	(1,896)	21%	(858)	60,000	55,696	52,915	54,710	55,963
BUSINESS LICENSE TAX	30	168	1,667	(138)	1%	(1,637)	3,600	35,768	36,515	42,991	31,638
VEHICLE DECALS	0	0	3,771	0	0%	(3,771)	0	5,213	15,337	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	17,360	19,852	19,682	(2,492)	23%	(2,322)	75,000	74,358	81,315	84,998	90,582
TRANSIENT OCCUPANCY	8,437	7,579	6,574	857	35%	1,863	24,000	20,816	11,546	25,530	15,607
BUILDING/ZONING PERM	850	188	425	663	113%	425	750	1,700	375	275	950
MEALS TAX	75,539	36,318	47,444	39,222	51%	28,096	148,750	194,319	137,212	168,341	155,306
MEALS & TRANSIENT LA	16	0	1,470	16	0%	(1,454)	0	1,999	1,389	5,963	5,200
INTEREST ON ACCOUNTS	0	23,511	223	(23,511)	0%	(223)	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	3,060	3,060	(979)	17%	(979)	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	12,520	16,167	9,548	(3,647)	13%	2,972	94,000	55,516	39,160	72,417	74,710
MISCELLANEOUS REVENU	5,055	158	735	4,897	63%	4,320	8,000	37,348	42,556	25,051	18,848
FIRE PROGRAM FUNDS	15,000	10,000	15,000	5,000	150%	0	10,000	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
<b>Total Revenue</b>	<b>260,573</b>	<b>238,677</b>	<b>228,603</b>	<b>21,896</b>	<b>22%</b>	<b>31,970</b>	<b>1,208,340</b>	<b>1,295,586</b>	<b>1,140,692</b>	<b>1,215,297</b>	<b>1,191,767</b>
Expenditures											
COUNCIL WAGES, TX & BENIES	3,528	4,039	3,880	(511)	23%	(352)	15,400	14,793	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	1,191	25	(1,191)	0%	(25)	1,191	25	10,905	0	0
COMMUNITY PROMOTION	0	0	1,409	0	0%	(1,409)	0	8,231	0	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	4,520	5,381	4,380	0
LIABILITY INSURANCE	2,077	0	0	2,077	43%	2,077	4,870	0	0	0	0
OFFICE SUPPLIES	285	0	0	285	14%	285	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	44,764	44,736	54,154	28	26%	(9,390)	171,821	207,996	189,229	191,458	192,902
LEGAL AND COLLECTION	0	0	0	0	0%	0	2,000	0	0	0	0
AUDIT SERVICE	0	0	0	0	0%	0	17,253	0	16,750	16,750	16,750
BANK PROCESSING FEES	986	428	711	557	30%	275	3,300	5,477	1,915	1,881	6,924
CREDIT CARD FEES	1,241	0	0	1,241	14%	1,241	8,705	0	0	0	0
PAYROLL PROCESSING F	1,006	825	801	181	28%	205	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	7,077	9,443	10,689	(2,366)	37%	(3,612)	19,106	21,627	19,257	24,069	13,598

Town of Onancock  
ADMIN - Financial Performance

	FISCAL 2022 - YEAR TO DATE - SEPTEMBER				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
SOFTWARE SUPPORT	2,050	0	0	2,050	68%	3,000	0	0	0	0
OFFICE EQUIPMENT	945	0	0	945	12%	7,800	0	0	0	0
PRINTING-AUTO DECALS	0	0	0	0	0%	0	0	1,738	705	264
ADVERTISING	660	1,419	259	(759)	4%	16,160	2,951	2,178	2,574	1,411
POSTAGE	499	1,161	763	(663)	12%	4,000	2,627	2,483	3,268	2,890
TELEPHONE	474	276	282	198	29%	1,644	1,680	1,574	1,882	2,029
PROPERTY INSURANCE	805	0	0	805	23%	3,509	0	0	0	0
VEHICLE INSURANCE	440	0	0	440	15%	3,027	0	0	0	0
GENERAL LIABILITY IN	1,097	0	0	1,097	34%	3,202	0	0	0	0
WORKERS COMP	46	0	0	46	1%	4,903	0	0	0	0
TRAVEL	45	0	0	45	2%	1,800	0	1,808	2,146	1,662
DUES & MEMBERSHIP	793	304	213	489	52%	1,535	1,072	897	1,161	863
HISTORIC ONANCOCK SC	613	461	1,193	152	15%	4,000	10,354	5,593	7,920	13,245
HOS - PROPERTY INSUR	0	0	0	0	0%	0	7,500	0	0	0
CULTURAL ENRICHMENT	2,000	0	0	2,000	67%	3,000	0	0	0	0
MISCELLANEOUS	46	50	58	(4)	2%	2,500	2,907	3,787	13,461	13,478
WEBSITE & PRINTING	0	0	0	0	0%	8,000	0	0	0	0
EMPLOYEE WELFARE	222	0	0	222	15%	1,500	1,372	1,714	3,291	2,018
CONTINGENCY	0	10,000	1,450	(10,000)	0%	10,000	1,450	7,031	30,844	20,833
BANK BUILDING LOAN	8,927	8,240	8,927	687	33%	26,781	29,013	26,026	22,899	21,992
COURT FEES	0	0	0	0	0%	0	406	84	0	141
TOWN CODE CODIFICATI	0	0	1,990	0	0%	0	6,824	0	1,990	0
VACORP	0	0	176	(176)	0%	0	951	951	886	694
PROPERTY INSURANCE	0	0	8,627	0	0%	0	26,929	25,363	32,918	36,863
VEHICLE INSURANCE	0	0	1,639	0	0%	0	3,065	6,339	6,499	7,682
PUBLIC OFFICIALS LA	0	0	1,619	0	0%	0	4,856	5,999	5,357	0
GENERAL LIABILITY IN	0	0	729	(729)	0%	0	729	11,114	2,326	951
WORKMEN'S COMPENSATI	0	0	4,314	0	0%	0	11,002	14,763	14,061	16,944
CONTRIBUTION TO FIRE	0	0	0	0	0%	25,000	25,000	25,000	22,500	22,500
FIRE PROGRAMS FUNDIN	0	0	0	0	0%	10,000	15,000	10,000	10,000	30,000
MOSQUITO CONTRACT	0	0	1,105	0	0%	0	1,105	12,030	1,800	3,294
REPAIR & MAINTENANCE	0	0	0	0	0%	0	3,845	0	0	0
MOSQUITO CHEMICALS	0	0	1,848	0	0%	0	4,150	0	0	3,746
WEED CONTROL CONTRAC	0	0	0	0	0%	0	409	4,150	4,150	4,150
CDBG CONSULTANTS	0	0	409	(409)	0%	0	0	0	0	0
RURAL DEV LOAN	0	0	0	0	0%	0	0	4,088	6,701	6,497
INTEREST EXP-GO BOND	0	0	0	0	0%	0	0	2,938	3,882	4,790
INTEREST EXP-CAR LO	0	0	0	0	0%	0	0	64	330	539
Total Expenditures	80,627	82,575	107,270	(1,948)	19%	424,208	447,394	457,583	485,738	487,036
Excess of Revenue over Expenditu	179,946	156,102	121,333	23,844		784,132	848,192	683,109	729,559	704,731

Town of Onancock  
Police - Financial Performance

	FISCAL 2022 - YEAR TO DATE - SEPTEMBER					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
<b>Revenue</b>											
TRAFFIC FINES	1,997	804	1,333	1,193	40%	663	5,000	8,290	9,168	13,960	16,218
LAW ENFORCEMENT FUND	10,886	8,408	11,884	2,478	30%	(998)	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
<b>Total Revenue</b>	<b>12,883</b>	<b>9,212</b>	<b>13,217</b>	<b>3,671</b>	<b>31%</b>	<b>(335)</b>	<b>41,000</b>	<b>59,174</b>	<b>53,951</b>	<b>58,186</b>	<b>63,006</b>
<b>Expenditures</b>											
WHARF WAGES, TAXES & BENIES	83,006	94,116	79,468	(11,110)	25%	3,538	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	5,189	2,527	(4,686)	6%	(2,024)	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	744	1,446	639	(701)	12%	106	6,000	2,650	4,871	4,213	4,330
COMPUTER MAINTENANCE	419	198	213	221	17%	206	2,500	2,691	3,270	4,208	2,365
TELEPHONE SERVICES	1,082	531	550	551	33%	532	3,276	3,394	2,507	4,030	2,366
LINE OF DUTY ACT	1,827	1,250	914	577	49%	913	3,750	2,742	3,655	3,692	2,412
VEHICLE INSURANCE	1,140	0	0	1,140	32%	1,140	3,530	0	0	0	0
WORKERS COMP	4,360	0	0	4,360	51%	4,360	8,473	0	0	0	0
TRAVEL	35	0	0	35	7%	35	500	35	305	258	762
OFFICE SUPPLIES	531	925	1,923	(394)	30%	(1,392)	1,800	3,741	5,811	1,634	968
VEHICLE FUEL	2,266	2,528	2,297	(261)	27%	(31)	8,400	7,634	8,343	8,533	7,517
UNIFORMS	773	445	304	328	26%	470	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	3,505	69	82	3,436	50%	3,423	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	0	0	30,475
<b>Total Expenditures</b>	<b>100,192</b>	<b>106,696</b>	<b>88,917</b>	<b>(6,504)</b>	<b>23%</b>	<b>11,275</b>	<b>428,350</b>	<b>323,856</b>	<b>396,698</b>	<b>330,822</b>	<b>370,476</b>
<b>Excess of Revenue over Expenditu</b>	<b>(87,309)</b>	<b>(97,484)</b>	<b>(75,699)</b>	<b>10,175</b>		<b>(11,610)</b>	<b>(387,350)</b>	<b>(264,682)</b>	<b>(342,747)</b>	<b>(272,636)</b>	<b>(307,470)</b>

Town of Onancock  
Wharf - Financial Performance

	FISCAL 2022 - YEAR TO DATE - SEPTEMBER				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	250	0	0	250	0%	250	0	125	125	0	250
BOAT DOCKAGE FEES-TR	32,588	22,180	33,317	10,409	65%	(729)	50,000	75,107	34,848	50,999	54,317
PARKING FEE	238	0	915	238	0%	(677)	0	995	1,562	1,230	970
PARKING FEE - ANNUAL	0	0	390	0	0%	(390)	0	420	1,410	1,445	2,050
WHARF GASOLINE SALES	69,599	53,614	58,867	15,985	70%	10,732	99,000	108,700	103,478	100,040	123,087
WHARF-OTHER	3,720	590	988	3,131	248%	2,732	1,500	2,513	2,113	1,619	1,168
WHARF ELECTRIC	4,742	2,237	4,744	2,505	95%	(2)	5,000	10,604	3,748	4,800	5,417
<b>Total Revenue</b>	<b>111,137</b>	<b>78,620</b>	<b>99,221</b>	<b>32,517</b>	<b>71%</b>	<b>11,916</b>	<b>155,500</b>	<b>198,464</b>	<b>147,284</b>	<b>160,133</b>	<b>187,259</b>
Expenditures											
WHARF WAGES, TAXES & BENIES	28,348	24,532	24,248	3,816	39%	4,099	72,264	71,430	59,804	53,825	38,484
SQUARE CC FEES	2,892	1,650	1,920	1,243	77%	972	3,750	4,365	1,776	2,592	764
ELECTRIC SERVICES	2,214	2,164	1,928	50	42%	286	5,250	4,678	4,705	5,673	5,594
TELEPHONE	175	224	93	(50)	12%	81	1,511	629	460	529	448
PROPERTY INSURANCE	94	109	263	(16)	29%	(169)	319	768	0	0	0
AUTO INSURANCE	204	0	0	204	0%	204	0	0	0	0	0
WORKER'S COMP INSURA	801	0	0	801	0%	801	0	0	0	0	0
OFFICE SUPPLIES	64	0	0	64	0%	64	0	0	0	0	0
WHARF JANITORIAL SUP	204	377	263	(172)	19%	(59)	1,100	768	689	877	1,150
REPAIR & MAINTENANCE	472	421	451	51	7%	21	7,000	7,505	2,702	7,972	2,964
COST OF GAS/DIESELS	55,671	41,955	41,671	13,716	71%	14,000	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	311	2,737	(42)	27%	(2,468)	1,000	8,797	10,783	3,121	5,373
ADVERTISING & DUES	2,017	5,079	3,150	(3,062)	22%	(1,133)	9,000	5,582	22,007	2,854	2,558
RENT	4,650	0	0	4,650	85%	4,650	5,500	0	0	0	0
<b>Total Expenditures</b>	<b>98,075</b>	<b>76,822</b>	<b>76,726</b>	<b>21,253</b>	<b>53%</b>	<b>21,349</b>	<b>184,694</b>	<b>181,994</b>	<b>181,893</b>	<b>152,258</b>	<b>151,676</b>
<b>Excess of Revenue over Expendit</b>	<b>13,062</b>	<b>1,798</b>	<b>22,495</b>	<b>11,264</b>		<b>(9,433)</b>	<b>(29,194)</b>	<b>16,470</b>	<b>(34,609)</b>	<b>7,875</b>	<b>35,583</b>
Margin on Fuel	13,928	11,659	17,196	2,269	56%	(3,268)	21,000	31,228	24,511	25,225	29,270

Town of Onancock  
BUILDINGS AND STREETS - Financial Performance

	FISCAL 2022 - YEAR TO DATE - SEPTEMBER			Over/(Under) Last Year	BUDGET 2022	Actual 2021 (PRELIM)	Actual 2020	Actual 2019	Actual 2018
	BUDGET 3	LAST YEAR	Over/(Under) Budget						
Expenditures									
BUILDINGS & STREETS WAGES	16,182	12,095	77	25%	64,726	47,711	43,058	38,666	35,606
VEHICLE REPAIR	300	44	(119)	15%	1,200	619	1,215	838	806
TRASH COLLECTION	24,583	33,153	3,433	28%	98,332	100,213	100,260	97,728	92,842
ELECTRIC SERVICE	7,500	6,405	636	27%	30,000	21,616	24,374	24,710	25,502
HEATING OIL	0	0	(875)	0%	3,500	0	0	0	0
AUTO INSURANCE	419	0	419	0%	0	0	0	0	0
WORKER'S COMP INSURA	1,216	0	1,216	0%	0	0	0	0	0
STREET REPAIR	0	1,369	(6,625)	0%	26,500	28,537	15,054	5,069	11,688
CLEANING SERVICES	992	0	(258)	20%	5,000	0	0	0	0
REPAIRS AND MAINTENA	11,903	28	6,403	54%	22,000	1,231	0	0	0
VEHICLE FUEL	1,299	1,852	549	43%	3,000	5,774	0	0	0
SMALL EQUIPMENT REPA	2,141	84	1,891	214%	1,000	322	118	108	115
UNIFORMS	26	0	(191)	3%	865	555	200	0	153
CAN LINERS	0	773	(425)	0%	500	2,156	1,090	601	1,869
SAFETY/STREET SIGNS	280	217	30	28%	1,000	657	357	436	272
CAPITAL EXPENDITURES	0	0	(5,125)	0%	20,500	0	0	0	0
NEW PUBLIC WORKS VEH	0	0	0	0%	0	0	0	0	0
SIDEWALK REPLACEMENT	0	0	0	0%	0	0	0	0	0
HISTORIC ONANCOCK SC	0	0	0	0%	0	0	0	0	0
BLACKSMITH SHOP	0	0	(206)	0%	824	0	0	0	0
VEHICLE MAINTENANCE	206	20	0	0%	0	20	4,007	3,727	670
REPAIR & MAINTENANCE	0	0	0	0%	0	68	351	1,351	351
VEHICLE FUEL	0	1,852	0	0%	0	5,774	3,671	3,949	2,822
REPLACEMENT CHIPPER	0	1,705	0	0%	0	0	0	0	0
ELECTRIC SERVICES	0	0	0	0%	0	9,510	3,364	3,998	4,271
HEATING FUEL	0	0	0	0%	0	2,215	3,169	4,218	2,666
JANITORIAL SUPPLIES	0	134	0	0%	0	650	1,320	400	(926)
TOWN HALL JANITORIAL	0	875	0	0%	0	3,600	3,250	3,250	3,250
REPAIR & MAINTENANCE	0	0	0	0%	0	0	7,811	5,046	3,326
ELECTRIC SERVICES	0	0	0	0%	0	0	1,082	333	153
REPAIR & MAINTENANCE	0	0	0	0%	0	0	107	161	766
<b>Total Expenditures</b>	<b>70,866</b>	<b>60,606</b>	<b>1,129</b>	<b>25%</b>	<b>278,947</b>	<b>231,228</b>	<b>213,858</b>	<b>194,589</b>	<b>186,202</b>

Town of Onancock  
PARKS AND LANDSCAPING - Financial Performance

	ACTUAL (PRELIM)	FISCAL 2022 - YEAR TO DATE - SEPTEMBER				Over/(Under) Last Year	% of Total Budget	TOTAL YEAR				
		BUDGET	LAST YEAR	Over/(Under) Budget	Over/(Under) Last Year			BUDGET 2022	Actual 2021 (PRELIM)	Actual 2020	Actual 2019	Actual 2018
PARKS & LAND WAGES	1,140	3	0	(10,396)	1,140	2%	46,141	0	0	0	0	0
CUTTING GRASS CONTRA	0	11,535	0	(2,063)	0	0%	8,250	6,555	6,210	5,765	3,195	0
ELECTRIC SERVICES	361	2,063	499	(89)	(138)	20%	1,800	2,347	1,560	1,165	861	0
PROPERTY INSURANCE	3	450	0	3	3	0%	0	0	0	0	0	0
AUTO INSURANCE	357	0	0	357	357	0%	0	0	0	0	0	0
WORKER'S COMP INSURA	0	0	0	0	0	0%	0	0	0	0	0	0
REPAIR & MAINTENANCE	2,191	800	132	1,391	2,060	68%	3,200	2,665	179	319	137	0
SMALL TOOLS & EQUIPM	1,266	250	0	1,016	1,266	127%	1,000	926	33	74	0	0
PARKS-PLANTINGS & LA	51	1,875	1,250	(1,824)	(1,199)	1%	7,500	1,250	831	1,601	0	0
TREE BOARD AND BEAUT	0	1,000	268	(1,000)	(268)	0%	4,000	2,959	0	0	0	0
HOLIDAY DECORATIONS	55	1,075	0	(1,020)	55	1%	4,300	2,633	6,590	1,077	11,913	0
CULTURAL ENRICHMENT	0	0	1,250	0	(1,250)	0%	0	1,250	3,000	3,000	2,000	0
MOSQUITO CONTROL	2,362	1,800	0	562	2,362	33%	7,200	0	0	0	0	0
WEED CONTROL	0	1,313	0	(1,313)	0	0%	5,250	0	0	0	0	0
<b>Total Expenditures</b>	<b>7,786</b>	<b>22,160</b>	<b>3,398</b>	<b>(14,374)</b>	<b>4,388</b>	<b>9%</b>	<b>88,641</b>	<b>20,585</b>	<b>18,403</b>	<b>13,001</b>	<b>18,106</b>	<b>0</b>

Town of Onancock  
Water - Financial Performance

	FISCAL 2022 - YEAR TO DATE - SEPTEMBER				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	89,948	112,495	101,603	(22,547)	21%	435,264	393,122	332,050	323,761	295,745
WATER CHARGES	0	0	0	0	0%	1,500	3,000	0	1,500	0
WATER INSTALLATION F	3,925	1,068	4,518	2,857	85%	4,637	19,615	19,006	16,469	20,699
WATER & SEWER PENALT	99,873	113,563	106,121	(19,690)	21%	441,401	415,737	351,056	341,730	316,444
Total Revenue	26,703	33,575	30,803	(6,871)	22%	120,525	110,576	141,475	105,676	105,859
Expenditures	79	0	0	79	5%	1,475	0	28	0	0
WAGES, TAXES & BENIES	339	69	87	270	14%	2,400	3,045	0	1,183	1,888
TRAINING & TRAVEL	3,239	6,779	5,539	(3,539)	13%	25,000	20,426	11,077	25,166	9,028
VEHICLE REPAIR	214	0	0	214	21%	999	0	0	0	0
REPAIR & MAINTENANCE	0	0	0	0	0%	0	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 BIL	0	0	0	0	0%	0	0	0	0	0
ADVERTISING	0	0	0	0	0%	500	0	0	840	533
ELECTRIC SERVICES	3,209	4,299	3,978	(1,090)	20%	16,000	14,804	13,865	13,251	11,541
POSTAGE	252	25	378	227	504%	50	755	527	760	512
TELEPHONE	0	320	832	(320)	0%	1,020	2,652	2,843	2,263	2,080
PROPERTY INSURANCE	1,274	0	0	1,274	43%	2,990	0	0	0	0
RESERVE FOR CIP	75	0	0	75	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	2,167	2,133	2	99%	2,200	2,165	2,133	2,133	4,854
OFFICE SUPPLIES	292	0	0	292	58%	500	0	0	0	0
REPAIR & MAINTENANCE	9,027	0	0	9,027	181%	5,000	32	124	4,634	1,192
VEHICLE FUEL	419	343	540	75	32%	1,300	2,045	2,068	1,843	1,513
UNIFORMS	1,775	343	48	1,432	514%	345	48	98	177	85
LAB SUPPLIES	122	246	204	(124)	10%	1,200	998	1,095	1,446	969
PURIFICATION SUPPLIE	2,189	7,569	6,268	(5,380)	8%	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	1,141	0	0	1,141	61%	1,870	80	0	0	0
PROPERTY INSURANCE	0	0	0	0	0%	2,084	0	0	0	0
INTEREST - BOND - USDA 1070	9,477	9,692	9,783	(215)	25%	37,907	38,260	37,707	0	0
INTEREST - BOND - USDA 47	419	42	430	377	253%	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	62,414	65,469	61,021	(3,055)	19%	322,980	271,483	235,892	280,828	269,212
Excess of Revenue over Expenditu	31,459	48,094	45,100	(16,635)		118,421	144,254	115,164	60,902	47,232

Principal	Bal. at 6/30/22
19,947	858,980
876	37,726
97,598	1,588,073
<hr/>	
	2,484,779

Town of Onancock  
Sewer - Financial Performance

	FISCAL 2022 - YEAR TO DATE - SEPTEMBER				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
<b>Revenue</b>											
SEWER CHARGES	245,995	231,147	240,774	14,848	26%	5,221	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	0	0	202	0	0%	(202)	0	541	11,908	15,934	7,597
MISCELLANEOUS REVENU	1,050	0	914	1,050	0%	136	0	2,474	2,660	2,260	3,560
<b>Total Revenue</b>	<b>247,045</b>	<b>231,147</b>	<b>241,890</b>	<b>15,898</b>	<b>26%</b>	<b>5,155</b>	<b>957,560</b>	<b>1,007,908</b>	<b>932,377</b>	<b>923,019</b>	<b>881,340</b>
<b>Expenditures</b>											
WAGES, TAXES & BENIES	59,307	71,092	69,919	(11,785)	23%	(10,612)	259,890	255,601	325,011	244,800	241,029
TRAINING	0	0	0	0	0%	0	1,000	0	0	0	0
VEHICLE REPAIR	44	186	501	(142)	2%	(457)	2,000	5,381	2,813	2,000	1,006
AUTO INSURANCE	251	0	0	251	0%	251	0	0	0	0	0
COLL.REPAIR/MAINTENA	16,880	31,675	29,619	(14,796)	18%	(12,740)	95,947	89,719	65,432	100,405	86,751
OUTSIDE CONTRACT-TES	189	14,296	10,056	(14,108)	1%	(9,868)	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	18,317	25,860	21,907	(7,543)	20%	(3,589)	90,000	76,241	73,537	87,374	74,772
POSTAGE, SHIPPING	0	500	378	(500)	0%	(378)	1,000	755	527	748	500
TELEPHONE	3,194	3,293	3,327	(99)	30%	(133)	10,500	10,608	9,027	8,702	7,813
DUES & MEMBERSHIPS	2,940	2,753	2,970	187	70%	(30)	4,200	4,530	4,473	4,299	1,598
OFFICE SUPPLIES	96	290	116	(194)	6%	(20)	1,500	601	1,043	2,259	158
VEHICLE FUEL	646	789	809	(143)	22%	(163)	3,000	3,077	3,336	2,609	2,414
UNIFORMS	0	298	48	(298)	0%	(48)	300	48	98	177	85
LAB SUPPLIES	0	5,047	691	(5,047)	0%	(691)	6,500	890	1,390	6,501	1,298
WASTEWATER DISINFECT	0	0	0	0	0%	0	0	0	0	3,005	0
WASTEWATER CHEMICALS	14,611	9,948	9,616	4,663	56%	4,995	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	7,903	0	0	7,903	14%	7,903	56,690	17,020	30,500	0	0
DEPRECIATION EXPENSE	0	0	0	0	0%	0	0	0	0	0	0
MACHINERY & EQUIPMEN	0	0	0	0	0%	0	500	0	0	0	0
INTEREST - BOND - SE	13,855	13,880	14,085	(25)	25%	(229)	55,072	55,883	56,339	0	0
<b>Total Expenditures</b>	<b>143,018</b>	<b>179,908</b>	<b>164,041</b>	<b>(36,890)</b>	<b>22%</b>	<b>(21,023)</b>	<b>649,549</b>	<b>570,368</b>	<b>633,747</b>	<b>509,768</b>	<b>471,262</b>
<b>Excess of Revenue over Expenditu</b>	<b>104,027</b>	<b>51,239</b>	<b>77,850</b>	<b>52,788</b>		<b>26,177</b>	<b>308,011</b>	<b>437,540</b>	<b>298,630</b>	<b>413,251</b>	<b>410,078</b>
<b>Bond Principal:</b>							<b>Principal</b>	<b>Bal. at 6/30/22</b>			
Bond: \$900,000			22,500				259,486	1,728,956			
Bond: \$5,033,000	108,060	108,060	119,466				48,525	1,912,256			
Bond: \$2,398,000											
<b>Revenue over Expenditures</b>	<b>(4,033)</b>	<b>(56,821)</b>	<b>(64,116)</b>					<b>3,641,212</b>			



Town of Onancock

Cash & Reserve Report

As of September 30, 2021

Cash on Hand	\$	156,185			
Idle Cash Funds	\$	887,014			
Grant or Special Project Fund	\$	53,727			
ARPA Fund	\$	628,216			
Utility Reserve	\$	474,215			
Capital Asset Fund	\$	709,995			
<b>Total Cash and Reserves</b>	\$				<b>2,909,352</b>
Remaining FY 2021 Cash Requirements					
Total Expenditure Budget	\$	2,803,801			
YTD plus Remaining Budget	\$	2,763,411			
Cash Needed Remaining FY 2022					<u>40,390</u>
Net Cash & Reserves					<u>\$ 2,949,742</u>
Reserves (Using FINANCIAL POLICIES)					
General Fund Reserve					
(30% Budgeted Revenue)					
2021 Budgeted Revenue	\$	1,404,840			
Less: Water Revenue	\$	-			
Less: Sewer Revenue	\$	-			
	\$	1,404,840			
			30%		
General Fund Reserve					<u>\$ 421,452</u>
Capital Asset Reserve					
(25% of 5-Year Capital Expenditure Plan)					
**5-Year CAPEX	\$	573,000			
CAPEX Reserve			25%		
CAPEX Reserve					<u>\$ 143,250</u>
ARPA Funds					
Amount Received	\$	628,216			
Amount Spent (earnings on unused funds)	\$	7,000			
ARPA Funds Remaining					<u>\$ 635,216</u>
Utility Reserve (WATER ONLY - NO SEWER)					
(A) 120-Days of Budgeted Operating Expenditures	\$	441,401			
2022 Budgeted Expenditures					
Divided by 365 times 120					<u>145,118</u>
(B) 3R's (Repair, Replace, Rehab) - 30% of Accumulated Depreciation	\$	1,850,000			
***Accumulated Depreciation at 6/30/21			30%		
(C) Unbudgeted Street Repairs	\$	555,000			
	\$				<u>15,000</u>
					<u>\$ 715,118</u>
Special Reserve (for Grant matching and other projects)	\$				<u>\$ 1,034,706</u>
Unassigned Net Cash and Reserves (\$/B Zero)	\$				<u>\$</u>

Town of Onancock  
Capital Budget  
5-Year Plan

Asset Description	2022	2023	2024	2025	2026
<b>Equipment</b>					
Backhoe		(no replacement needed within the next 5-years, probably in 8 years)			
Bobcat		(no replacement needed within the next 5-years)			
<b>Vehicles</b>					
Building & Streets Truck (F-150)				\$ 50,000	\$ 60,000
Parks & Landscaping Truck (Ranger)					
Water Department Truck (Van)		\$ 68,000			
Small Dump Truck	\$ 78,000				
Chipper	\$ 39,000				
Dump 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					
<b>Facade/Landscaping</b>					
Street Lights (\$4,000 each)	\$ 16,000	\$ 3,600	\$ 60,000	\$ 20,000	\$ 36,000
Benches/Waste Cans (\$1,800 each)		\$ 20,000	\$ 7,200	\$ 7,200	\$ -
Signs		\$ 36,000	\$ 36,000	\$ 36,000	\$ 20,000
<b>Furniture &amp; Fixtures</b>					
		No individual item cost expected to exceed \$5,000 capital threshold			
<b>Technology</b>					
		No individual item cost expected to exceed \$5,000 capital threshold			
<b>Total Capital Expenditures</b>	\$ 151,000	\$ 91,600	\$ 110,200	\$ 113,200	\$ 116,000
USDA Payment (10 year, 2.75%)	\$ (17,477)	\$ (17,477)	\$ (17,477)	\$ (17,477)	\$ (17,477)
USDA Payment (7 year, 2.75%)		\$ (10,812)	\$ (10,812)	\$ (10,812)	\$ (10,812)
USDA Payment (7 year, 2.75%)			\$ (7,950)	\$ (7,950)	\$ (7,950)
USDA Payment (7 year, 2.75%)				\$ (9,540)	\$ (9,540)
Cash Outlay (Operating Budget)	\$ (17,477)	\$ (28,289)	\$ (35,289)	\$ (36,238)	\$ (45,778)
Use of Reserves		\$ (23,600)	\$ (103,200)	\$ (63,200)	\$ (56,000)

Town of Onancock  
Grant Summary  
As of September 30, 2021

Description	Expenditure	Reimbursement	Cost/(Surplus, Left-to-Spend)	Status
CARES ACT I: Accomack County (\$106,333)	\$ 106,333.00	\$ 106,333.00	\$ -	Closed
Local Public Assistance: FEMA	\$ 6,454.57	\$ 6,761.57	\$ (307.00)	Closed
CARES ACT II: Accomack County (\$106,333)	\$ 106,333.00	\$ 106,333.00	\$ -	Closed
N.E. Planning Grant: CDBG (\$40,000)	\$ 25,213.27	\$ 22,318.16	\$ 2,895.11	Closed
Small Business Recovery: CDBG (\$495,000) SBRA Grant	\$ 241,522.90	\$ 191,279.00	\$ 50,293.90	Wait for Reimbursement (closes 11/15/21)
White Oak: Forestry (\$4,250) Tree Work	\$ 2,050.00	\$ -	\$ 2,050.00	Wait for Lightning Protection and removal of asphalt
Boater's Improvement Grant (BIG) (\$40,034/\$54,100) Maintenance Advertising	\$ 6,445.00	\$ -	\$ 6,445.00	
	\$ 7,000.00	\$ -	\$ 7,000.00	
	\$ 13,445.00	\$ -	\$ 13,445.00	Open - Projects underway
Boat Ramp: VPA (\$166,427) Ramp - Engineering and Const.	\$ 122,761.00	\$ 73,818.00	\$ 48,943.00	Wait for reimbursement
	\$ 122,761.00	\$ 73,818.00	\$ 48,943.00	and final bill from contractor
Bulkhead: VPA (\$270,000) Bulkhead - Engineering and Const.	\$ 8,875.00	\$ -	\$ 8,875.00	Wait for reimbursement
	\$ 8,875.00	\$ -	\$ 8,875.00	
ARPA				
	(Not to Exceed Budget)			
Police Generator	\$ 50,000	\$ -	\$ -	Quotes received
GIS Water System	\$ 100,000	\$ -	\$ -	Engineer contacted
Police Dept/Public Bathroom Renovation	\$ 295,000	\$ -	\$ -	Surveyor retained
Dog Park	\$ 25,000	\$ -	\$ -	Design beginning
Northeast Park	\$ 35,000	\$ -	\$ -	Idle
Remove Wood Shop	\$ 8,000	\$ 8,000	\$ -	Complete
Tower Paint and Seal	\$ 165,000	\$ -	\$ -	Project underway - 10/31 est.
Hypo Tank	\$ 8,000	\$ -	\$ -	Project underway - Jan 2022 est.
Security	\$ 10,000	\$ -	\$ -	Idle
Electric at Tower	\$ 5,000	\$ -	\$ -	Underway
Air Conditioning Town Hall Upstairs	\$ 20,000	\$ -	\$ -	Idle
Matching Grant for Onancock Business Facades	\$ 90,000	\$ -	\$ -	Program design underway
Sunset Park	\$ 40,000	\$ -	\$ -	Idle
Touchless Faucets Little League	\$ 3,500	\$ -	\$ -	Idle
Drainage Ditch Cleanup	\$ 7,500	\$ -	\$ -	Idle
Valve Isolation	\$ 65,000	\$ -	\$ -	Idle
Ductbill at Wharf	\$ 10,000	\$ -	\$ -	Idle
Clean out under floating docks	\$ 90,000	\$ -	\$ -	Permit process beginning
Downtown atheistic	\$ 35,000	\$ -	\$ -	Idle
Town Square repairs	\$ 8,500	\$ -	\$ -	Idle
Walking path at Little League complex	\$ 20,000	\$ -	\$ -	Idle
ESCADV Support	\$ 100,000	\$ -	\$ -	Check to be but Jan 2022
Stormwater Mgt	\$ 65,932	\$ -	\$ 65,932	Idle
	\$ 8,000.00	\$ 628,216.00	\$ (620,216.00)	
Grand Total	\$ 640,987.74	\$ 1,135,008.73	\$ (494,020.99)	

---

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

---

**ARPA Project and Spending Report**

**Police Generator:**

- Have two quotes in hand, comparing them and working with electrician and DPW to determine the best location for the unit itself. Both quotes are for less than the allowed budget, but there will be site work required (cement pad, etc.). There is no reason to suspect that the project will exceed the maximum funds appropriated by Council.

**GIS of Water System**

- I am exploring the possibility of getting the first layers of the plan from HRSD, who just completed this work for their purposes. If we can work with HRSD to obtain this work, we may be able to save some of the budgeted funds. More information to come.

**Police Department/Bathroom Renovation**

- No action taken thus far.

**Dog Park**

- I am waiting for the surveyor to provide a larger printout of the plot. I met with Ray about getting design help and once we have a plan to consider, we will make it publicly available and solicit specific feedback from OBCA and its members. Ideally, we would finish the planning over the winter with an early Spring construction.

**Northeast Park**

- I spoke with the Tree Board about reviewing the plantings there to be sure everything is healthy. I intend to speak with the Street Captains from the A-NPDC Northeast Planning Grant to develop a plan for the design of the park renovations.

**Remove Wood Shop**

- This has been completed and paid. We are using town equipment to grade the disturbed land. When this is finished, this project will be complete.

**Tower Paint and Seal**

- The painters are scheduled, and we have received the pressure release valves that are installed on fire hydrants to support the system when the tower is offline. The design for the exterior painting will be presented to Council before it is finalized. That rendering will come to you as soon as it is available.
- I will use the town communication systems to let residents and businesses what to expect and what they will see during the project. There should be no disruption in service, or reduced pressure.
- I have contacted AT&T and have connected their project foreman with the foreman for our tower painting crew to coordinate when the cell service needs to be paused while they clean and paint around that equipment.

**Hypo Tank**

- The tank has been ordered but there is a significant delivery delay. When it arrives, we will construct the cement pad and install it ourselves. This will take place after the first of the year.

**Security for Water Tower**

- No action taken thus far

**Electric at the Tower**

- Hoping to use the same electricians that we are using for the installation of the pedestals at the Wharf, but I have not received confirmation from them yet.

#### Air Conditioning at Town Hall – Upstairs

- No action taken thus far

#### Matching Grant for Onancock Businesses to Renovate Building Facades

- A brief email exchange took place between Main Street and one Councilmember, but nothing related to decisions. My plan is to create a team (similar to the one we assembled for the first Cares Act business grant) to develop a program and present to Council before any action is taken.

#### Sunset Park

- No action taken thus far

#### Touchless Faucets at Little League

- No action taken thus far

#### Drainage Ditch Cleanout

- No action taken thus far

#### Valve Isolation

- This project is dependent on the GIS mapping of the water distribution system. No action taken thus far

#### Duckbill at Wharf

- No action taken thus far

#### Clean Out Under Floating Docks

- I pursued a firm that specializes in projects like this one and have received an engagement letter for the surveying and applications services we would require. I have sent it to you in a separate email. This firm will walk us through the entire process from permitting to completion. There is no other firm nearby that performs this work. I have not signed the engagement letter yet because I want to review the budget for the remainder of the project and consider the intricacies of the site we plan to use for disposal. More information is to follow.

#### Downtown Aesthetics

- No action taken thus far

#### Town Square Repairs

- No action taken thus far

#### Walking Path at Little League Complex

- No action taken thus far

#### ESCADV Support

- Plan to discuss the timing of the distribution of these funds once I have the near-term outlay of the town's ARPA funds. More to come, soon.

#### Stormwater Management

- DPW and Police Officers are giving me a list of areas in town with standing water issues. Once we have this first-pass list, we will make the list publicly available. At this point, we will work with VDOT for any priority area that falls on their secondary system to learn about the process for them to repair, for us to cost share in the repair, or for us to undertake the project under their supervision. This is going to be a long process.

---

**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**

October 25, 2020

**HRSD**

- USDA in D.C. has all the information they requested, and we are simply waiting to hear about their final decision regarding any repayment requirements of the grant portion of the original USDA bond used to construct the wastewater treatment plant.
- All other tasks, to the best of my knowledge, have been provided and once we hear back, we will be ready to close on the transfer immediately.
- After we close, we will begin the process to transfer the Town's collection system.

**Bulkhead**

- The permit drawings are complete, and the application has been submitted to the County, State, and Feds.
- This should be a quick process and once we have permits in hand, we will go to bid.
- If the project cannot be completed by April 1, we will delay until next fall.
- We received a grant of \$270,000 from VPA and another grant of \$64,500 from BIG for this project. It should require little, if any, Town contribution. If any funds are required, Council already budgeted for it in the use of reserves for grant-matching.

**Wharf Operations**

- Wharf operations cease on 10/29. Fuel purchases can be made off-season by calling the wharf or town office at least 24-hours ahead and someone will meet them at the wharf.
- Because the bulkhead project is hopefully taking place over the winter, no slip rentals over the winter are being considered.
- Part of last year's BIG grant was to replace the pedestals at the wharf. Those have been ordered and scheduled for installation in the next month (except those at the bulkhead, we will wait until the completion of that project before we install).

**Tax Season**

- This year and for the first time, the Town is printing tax bills in-house. We have (as of this writing) the real estate tax file from the County but are waiting for the personal property tax date. Once we have the data, Southern Software (our tax and accounting system) converts the data, and we can print.
  - This saves us a couple of weeks, which for mailing tax bills that are due on December 6 this year, that extra time for our residents and businesses is helpful.
  - The only change to taxes this year is that Council eliminated vehicle decals and will be billing that fee on the personal property tax return.
- Tax season is an intense time in the office with a lot of telephone calls and office visits from taxpayers.
  - Please remember that if you have an outstanding balance, your payment is applied to that balance first and penalties and interest are charged against any unpaid balance after December 6.
  - Our online payment portal is open and working. I hope you are using it for your utility bills already!
    - Also remember, that Council budgeted to absorb the fee for paying online, so there is no fee to pay online – but you will need your account number – so have your bill in your hand when you go online to pay.

## Town Communications

- Lately we have had to use our new town communication systems (for water line leaks, and even a missing senior).
  - This system is NOT THE SAME AS CODE RED – Code Red is a County sponsored app for emergencies.
- If you would like communication from the Town for local issues (like hydrant flushing, traffic issues, etc.):
  - By Text: Text the word ONANCOCK to 91896
  - By Email: Give your email address to any employee in Town Hall.

## Small Business Recovery Grant

- The term for this grant is coming to an end.
- I applied for the grant over a year ago and has since distributed about \$300,000 to about 30 local businesses.
- The town has paid Onancock Main Street \$3,000 and has additional funds remaining to pay them for being part of the project management team that administered the grant.
- Team Thank you.

## Department of Public Works

- The town looks great – limbs are being picked up on time, grasses are being cut, streets cleaned, maintenance issues are being addressed in a timely manner.
- This is all with only one person.
- Proposal to consider:
  - We will staff the DPW with a second person.
  - The town pays a lawn cutting service for some of our parcels about \$6,500 each year.
  - The Historic Onancock School also pays a lawn cutting service about \$5,000 each year.
  - I suggest that the town buy a larger deck mower and cut the parcels we outsource as well as the grass at the school.
    - I would ask for a 3-year commitment from the school for this service.
    - We would cut the grass once weekly (which is more frequently that they currently receive)
      - By cutting the grass short at the school and cutting it weekly, after a season the burrs will not be an issue
      - The school, with shorter grass, would also be a sought-after mid-Shore field that could be used for soccer leagues and rentals.
      - I have spoke with Joani about this and she supports it, in concept.
    - We would also have the proper tool to maintain the dog park
    - The cost of the mower is a little under \$20,000. We have a capital budget this year that will cover the cost. With the support of the school and reducing the costs to outsource, we will pay for the mower in 2 years. With a 3-year commitment from the school, we will have the funds to maintain the mower and continue to keep both DPW employees busy – but not overly so.
  - Please allow me to use up to \$20,000 of the capital funds already budgeted for this service.

## Virginia Tourism Grant

- Virginia Tourism received \$50 million from ARPA
- This amount is being appropriated to each locality (County, in this case).
  - The method Accomack County is using to allocate its funds has not yet been determined, but because Onancock is both a registered DMO and a separately incorporated Town (only Onancock and Chincoteague Chamber are DMO's), I would expect to be a recipient of a portion of these funds.
    - I am putting together a spending plan that aligns with the purpose of the grant and will present this plan to Council as soon as it is complete. We need to learn of the County's plan to appropriate to its Towns and DMO's before we finalize this plan for Council's approval.

## Purchase of Equipment

- At the August 23, 2021 meeting, Council adopted the resolution to borrow and seek grant funding to purchase replacement equipment for the DPW (small dump truck, chipper, and trailer). The Accomack

procurement office pointed me toward the state contract vendors for these items (thank you, Accomack!) and we have received quotes and submitted the loan/grant application to USDA. If you recall, the beginning of the USDA fiscal year is 10/1, so our timing for this is good and we are hopeful to receive the maximum possible grant for this purchase because of that effort.

#### 2021 Audit

- We are completing the preparation for the 2021 financial audit, which should take place over the holidays

#### Christmas in Onancock

- OBCA is once again planning for the most charming Christmas for any town anywhere!
- The Town's decorations are being organized tested and a schedule for community decorations has been established.
- The Christmas Decorating Committee is scheduling a meeting where interested volunteers can attend to offer support in the most beneficial way.

#### Planning Commission

- At this point, you have heard about the change in leadership coming for the Planning Commission.
- Planning Commission members appoint the Chairperson, and I will help that process as best I can in the next meeting.

#### Police

- The two officers attending the police academy are performing well and will join the department here after completion in early January. They will need 240 hours of supervision after they return before they are fully certified as Onancock Police Officers.
- One of the vehicles Council authorized to purchase is being detailed and equipped currently. The other is still waiting for certain parts to be assembled and then it will be assembled and delivered. We should see the first in a week or so.