
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

November 22, 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. October 25, 2021 Town Council meeting
4. Public Business:
 - a. No public hearings scheduled
5. Council Discussion
 - a. Discussion of Planning Commission recommended changes to Town Code 38-77, Special Exemptions (which includes a major revision to the ordinance for Homestay).
 - b. Police response to public safety concerns
 - c. ARPA Tourism Grant
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
 - a. ARPA Project updates
10. Council comments
11. Closed session
 - a. Interviews to appoint new Council member to seat being vacated by Council member Bloxom
12. Adjourn

Town of Onancock
Town Council Meeting
October 25, 2021
7:00 p.m.

Call to Order and Roll Call:

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

The Pledge of Allegiance was recited.

Mayor Fosque acknowledge two individuals that recently passed away in Onancock, Miguel Bizzotto of Bizzotto's Gallery Caffé and Mary Ann Connolly of Red Queen Gallery.

Consideration and Approval of the September 27, 2021 Town Council Meeting Minutes:

Mayor Fosque asked if there were any changes, corrections or additions to the minutes as submitted.

Councilmember Marino stated that the word rabid on page three should be removed.

Councilmember Nock made a motion to approve the minutes as amended. Councilmember Oswald seconded the motion. The motion passed by unanimous voice vote.

Public Business:

No public hearings scheduled.

Council Discussion:

- a. Comprehensive Plan Discussion: *Councilmember Bloxom made a motion to approve the Comprehensive Plan. Councilmember Burger seconded the motion. Council discussion followed.*

Councilmember Bloxom shared Planning Commission's journey to getting the document together and ready for Council's approval, stressing that Council adoption was appropriate and needed without further delay.

Mayor Fosque called for the vote. The motion passed by unanimous voice vote.

Public Comment:

Mrs. Brenda Smith, Market Street, read her letter of concern regarding the lack of police coverage aloud to Town Council (attached).

Mr. Bill Burnham, Onancock Business and Civic Association, shared with Town Council the Christmas season events calendar. Councilmember Oswald asked that Town Hall be kept apprised of the events so that when people call staff will be able to assist them with the correct information.

Rick Turner, Onancock, Street, reiterated Mrs. Smith's concern over the Town's lack of police coverage.

Mr. Spuck shared with the public Council's commitment to increasing our officer's salaries over the next three years, putting Onancock's departments salaries in the top three on the Shore.

Mrs. Priscilla Hart, Market Street, also expressed her concerns over the lack of police coverage.

Police Chief, Eric Williams, shared with Council and the public that currently there are two Onancock officers who are at the Police Academy and that currently the Town only has two certified officers on staff. They are currently rotating shifts. The Department is also looking into putting cameras up in areas of concern. Councilmember Oswald asked what the citizens could do to help deter crime in Town. Chief Williams suggested that the installation of motion lights will help deter crime and that businesses should look at their setup to see where their security weaknesses are and work to correct those deficiencies.

Mr. Glen Smith, Market Street, suggested that the Town look into different approaches to police recruitment, stating that it is all about the quality of life.

Councilmember Gillespie shared that the Police cannot be expected to be everywhere and that our residents and businesses should do all they can do to help themselves.

Committee Reports:

- a. HRSD, Robert Bloxom: Councilmember Bloxom deferred to Mr. Spuck. Mr. Spuck shared that he received an email from USDA – Rural Development Friday morning asking to see the signed minutes and adopted ordinance to verify that Town Council approved the transfer for the wastewater treatment plant to HRSD.
- b. Waterfront Committee Report, Robert Bloxom: Councilmember Bloxom read Chairman T. Lee Byrd's report aloud (report include in the minutes).

Councilmember Nock asked about T&W Block's progress with dust mitigation plan. Mr. Spuck shared that the well is installed and that they are working during normal business hours. Mr. Spuck stated that they are still working on getting the landscaping barrier installed.

- c. Planning Commission, Robert Bloxom: Councilmember Bloxom shared that the Planning Commission recently reviewed the zoning of a parcel on Pine Street which backs up to Pennewell Street, the initial consensus was to rezone from R1A to R1C. Planning Commission also reviewed the potential rezone of four Town owned parcels into Parks and Open Spaces which will match their current use. The Planning Commission also discussed how best to upgrade paper roads in Town which may have future construction on them, it was the general consensus to upgrade the roads using VDOT's specifications. Lastly, the Commission continued their discussion of the homestay ordinance rewrite. The rewrite will come before Council in the New Year.
- d. Personnel Committee, Joy Marino: No meeting.

Mayor's Report:

Mayor Fosque asked Council to agree on the best method to interview prospective candidates for Councilmember Bloxom's open seat, which will be vacated after the December meeting. Council decided to hold a Closed Session meeting following the Regular Town Council meeting in November to interview the interested parties. Council has also asked to see resumes a week before the interviews.

Town Council also had a brief discussion of cancelling the December meeting due to its closeness to the holidays.

Town Manager's Report: Attached.

Mr. Spuck highlighted a few items from his Town Manager's Report:

- Small Business Grant: stating the Town will be able to assist 31 businesses through this grant totaling approximately \$331,000. Mr. Spuck thanked Mrs. Lisa Fiege for all of her help with the grant administration.
- Purchase of a New Mower: Mr. Spuck explained that the Town outsources some of its mowing as does the Historic Onancock School. With the purchase of a new mower, which is already part of the capital expenditure plan, the Town will be able to bring that activity back in house and be able to cut the lawn for HOS with them reimbursing us for that service.
- Mr. Spuck also updated Council on the Northeast Section Grant which was previously denied due to ANPDC gathering insufficient qualifying surveys. Mr. Eric Luchansky, ANPDC, said that with the inclusion of Pine Street Apartments he feels they will have the required number of qualifying surveys to get the grant application approved.

a. ARPA Project Updates – Attached.

Council Comments:

Councilmember Bloxom stated that he feels that the Town is on a good trajectory.

Councilmember Marino thanked Police Eric Williams and Officer Kim Whitelock for their hard work.

Councilmember Oswald thanked Town Manager Spuck for his detailed Town Manager's Report.

Councilmember Oswald thanked Police Chief Williams for his hard work.

Councilmember Nock updated the public about the recent Main Street event in which various groups were invited to meet with the State and National Main Street representatives.

Councilmember Gillespie thanked Mr. Spuck for her street assignment as well as asked for dates to start planning the park in the Northeast Section of Town.

Closed Session:

None was had.

Adjourn:

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

The meeting adjourned at 8:27 p.m.

Fletcher Fosque, Mayor

Lisa Fiege, Deputy Clerk

We purchased our house in Onancock in 2009, expecting to retire here and become part of a family oriented, safe community. We have lived here full time for 5 years. In 2018, my husband and I started noticing small changes around town. Beautification became a priority, while attention to laws decreased. We've seen the kayak park established, the harbormaster's house renovated twice, the gazebo area trees and shrubs planted and replanted, parking area improvements on King Street. In that same time, police patrols, which had been a daily experience, became almost non-existent. There was a noticeable increase in illegal parking—parking in front of fire hydrants, parking close to corners and stop signs and parking in no parking zones.

On several occasions, we brought our police concerns to the attention of the mayor and council and to the town manager. We were told more than once that the police department is short staffed. They hired people, trained them and then they left for better paying positions. We noted that Onancock advertises that it has its own 24 hour police force and that this simply wasn't true. Sometimes it seemed trivial to complain about not seeing police patrols and about peoples' disregard of parking laws, but we felt that our taxes were paying for police coverage and also that the character of Onancock was sliding downhill.

In the last year, I have encountered several drunk people walking the streets of Onancock. The latest, in September, was at mid-day on Market Street, a couple who had their beer (Miller Lite) in koozies. A regular patrol would have spotted this.

On Sunday night (10/17) my purse was taken from my car. While I was careless-I usually don't leave it in my vehicle-my car was parked in my driveway! This happened about 8:15 pm. My husband and I saw it as an indication that Onancock was continuing to go downhill. First, little police presence and general disregard for rules, then riffling thru cars looking for loose change and items that are easy to sell. They probably figured they hit the jackpot with my purse! Next comes breaking and entering and then muggings. Sure enough, Tuesday morning, Onancock had the breaking and enterings.

Onancock has made a great push to make itself a tourist destination and a haven for retirees. The Main Street group and OBCA are working hard to make Onancock a great place to live. How many retirees will seek out this town if their

safety is not a concern? Why would anyone want to come visit if they know that one careless moment will be maliciously exploited?

The dog park is being planned for an area by the old carnival grounds. An area where quite a few houses, priced at \$250,000 and up, are being constructed. This is also the area where on October 13, a shooting took place. The person was shot at about 3:00 in the afternoon! They later died. This is an area where I frequently walk, often pushing a stroller carrying my granddaughter. I know for a fact that early in the summer my friends spoke to the mayor and town manager about their concerns in that area. They believed there was drug activity, but were told there was nothing that could be done. Perhaps more of a police presence would have prevented this.

When I called Onancock Police to report my stolen purse, there was a phone recording. I left a message and then called town hall. I was told no one was working-they'll be in on Tuesday. The person took my name and number and said she'll give him a message. I have yet to receive a phone call. I called the sheriff's office and was told THEY were shorthanded, so I went to Accomac to talk to a deputy. That deputy had been an Onancock Police Officer!

The Onancock Police Department staffing issues have been going on for years. They are not covid related, they are not retirement related, they are the result of the town's failure to plan and budget for adequate coverage. Onancock has pursued a vision of a lovely town for tourists. Money and time have been spent on appearances. Even if grants and outside funding was paying for such things as the harbormaster's house and parking areas, the time spent on finding those grants could have been spent on finding police funding. The safety of residents as well as tourists needs to be prioritized!

When I spoke to the person at town hall, I said I with the shooting last Wednesday and now my purse being stolen, I was concerned about the path Onancock was on, she assured me that everyone there was also concerned. I believe that the time for concern is over, it's time that the town acted. Stop gussifying up the town and start spending money on infrastructure that will support the safety of residents.



T Lee Byrd <tleebyrd@gmail.com>

WATERFRONT 10/12

T Lee Byrd <tleebyrd@gmail.com>
To: Robert Bloxom <robert_bloxom@msn.com>

Sun, Oct 24, 2021 at 2:26 PM

Bob please find Waterfront synopsis front October meeting:

THE MARINA WILL CLOSE FOR THE SEASON AT THE END OF OCTOBER. FUEL SALES ARE AVAILABLE WITH 24 HOURS NOTICE BY CALLING THE MARINA .

THE TOWN MANAGER PRESENTED THE MOST UP TO DATE FINANCIAL PERFORMANCE FOR THE MARINA AND ANTICIPATED EXPENDITURES FOR MAINTENANCE AND REPAIRS DURING THE OFF SEASON.

THE BOAT RAMP IS COMPLETED INCLUDING THE APPROACH BLACK TOP REPAIRS. VIRTUALLY EVERY TRAILER BOATER HAS HAD NOTHING BUT GREAT THINGS TO SAY ABOUT THE NEW RAMP !

THE RENTAL OF THE OVERFLOW PARKING LOT AS WELL AS THE SLIP RENTED FROM THE HISTORICAL SOCIETY (BEHIND MALLARD'S) HAVE BEEN COMPLETED FOR THE UPCOMING 2022 SEASON AND ARE WELCOMED ADDITIONS ONCE AGAIN WITH OUR LIMITED PARKING AND THE ADDITIONAL SLIP.

TRANSIENT BOATERS HAVE HAD WONDERFUL COMMENTS REGARDING THE PERFORMANCE OF THE HARBORMASTER AND STAFF AS WELL AS THE KIND VOLUNTEERS FROM OBCA AND RESIDENTS OF OUR TOWN THAT WERE WILLING TO TRANSPORT GUESTS TO THE GROCERY STORE, ETC...."WE HAVEN'T RECEIVED THAT KIND OF FRIENDLY TREATMENT AT MANY MARINAS IN ALL OUR YEARS OF BOATING!"

THE WATERFRONT COMMITTEE, MARINA HARBORMASTER AND OUR TOWN APPRECIATE THE GENEROUS VOLUNTEERS .

THE NOVEMBER WATERFRONT COMMITTEE MEETING WILL BE HELD ON THE SECOND TUESDAY OF NOVEMBER(11/9) AT 5:30 IN COUNCIL CHAMBERS

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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.

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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 data. 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.

Sec. 38-77. Special exceptions.

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

- (1) Each dwelling unit shall be permitted not more than one apartment, which shall be contained within the dwelling unit itself. It shall be a condition of issuance of a special use permit that the owner of the dwelling within which the apartment is located ~~actually-reside~~ within the dwelling itself.
- (2) Bed and breakfast houses. Each dwelling unit may be permitted not more than five guestrooms in which overnight accommodations may be offered to transients and operators must live on site.
- (3) Homestay. ~~For the purpose of~~For this subsection, the term "homestay" means a home occupation in which an individual owns a dwelling ~~and also~~and provides lodging in all or any portion thereof for temporary periods of times not to exceed three weeks. Other terms used for this type of business include "Short-term Rental," and "STR." Examples of these include but are not limited to AirBnB, VRBO, or any other online or private travel agent or agency.
 - a. Every short-term rental must obtain and maintain a Special Use Permit from the Town of Onancock. Special Use Permits for STR expire 3-years from the date of issuance and must be reconsidered by Town Council following the application process in place at the time of the renewal request.
 - b. Every Homestay is required to submit Transient Occupancy Tax (TOT) as per Chapter 16, Article IV herein. If any Homestay is idle for twelve consecutive months or does not submit TOT as defined, the Special Use Permit is automatically rescinded, and the owner must reapply using the process in place at the time of the reapplication.
 - c. The current owner must apply for the Special Use Permit. In the situation of a property sale contingent on securing the Special Use Permit (SUP), both the current owner and the purchaser may jointly apply.~~An owner of a homestay residence must apply for a business license and is subject to the transient occupancy tax.~~
 - d. The owner shall only be permitted one homestay in the town. Any ownership by an LLC, a partnership or a corporation must disclose all individuals included in the ownership of the purchasing entities. No individual may own any portion of more than one homestay in Onancock.
 - ee. The applicant must provide local contact information for a responsible party, if the owner is not the responsible party, the owner must identify a responsible party who will be available 24 hours a day, seven days a week, to respond to, and resolve issues and complaints that arise during a period in which the dwelling is being used for transient occupancy. This contact information will be made available to all adjoining property owners and to the Onancock Police Department.
 - f. There must be a minimum of two-hundred linear feet (measured from the water meter for the property or the center of the street frontage, depending on the location of the meter) and one tax parcel as defined by Accomack County between properties allowed for use as Homestay properties. This includes all contiguous parcels in front, behind, and on both sides. Natural separations, such as the Creek, automatically creates an appropriate barrier between Homestay structures.
 - g. Homestay properties may rent for no more than 90-days in a calendar year.

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- e.g.h. The number of overnight guests will be determined by the zoning administrator in consultation with the homeowner. Properties will allow no more than 2 guests per bedroom and no more than 4 persons for each full bathroom. Nuclear families with children under the age of 18 are not limited to the number of guests allowed. The property must provide off-street parking for one vehicle for every four guests. based on the number of bedrooms, size of the house and size of the lot subject to approval of the town council.
 - i. The owner of the property must annually provide the Town of Onancock with proof of insurance for property damage and liability in an amount no less than the full replacement value of the structure as it exists at the time of application and an amount of liability coverage no less than \$1,000,000 per occurrence and \$2,000,000 in aggregate.
 - e.j. The homestay shall comply with all applicable town, county, state and federal statutes, regulations and ordinances.
 - f.k. The town reserves the right to inspect the residence based on complaints to verify that the homestay is being operated in accordance with the regulations set forth within this section.
 - g.l. The special use permit ~~may~~will be revoked by the zoning administrator in the event that three or more substantiated complaints are received by the town in a calendar year, or failure to maintain compliance with any of the regulations set forth ~~in this subsection (3) herein.~~

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

Town of Onancock
TOWN OF ONANCOCK - Financial Performance

	FISCAL 2022 - YEAR TO DATE - OCTOBER				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	131,969	91,924	116,986	40,045	85%	14,984	155,500	198,464	147,284	160,133	187,259
EXPENDITURES	112,198	88,167	88,109	24,031	61%	24,088	184,694	181,994	181,893	152,258	151,676
NET	19,772	3,758	28,876	16,014		(9,104)	(29,194)	16,470	(34,609)	7,875	35,583
POLICE REVENUE	13,034	9,677	13,980	3,357	32%	(946)	41,000	59,174	53,951	58,186	63,006
EXPENDITURES	127,312	139,024	116,505	(11,713)	30%	10,806	428,350	323,856	396,698	330,822	370,476
NET	(114,277)	(129,347)	(102,525)	15,070		(11,752)	(387,350)	(264,682)	(342,747)	(272,636)	(307,470)
WATER REVENUE	130,878	153,092	143,387	(22,214)	30%	(12,509)	441,401	415,737	351,056	341,730	316,444
EXPENDITURES (NO DEPR.)	74,936	85,735	79,552	(10,799)	23%	(4,616)	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	1,427	12,842	9,640	(11,415)		(8,213)	0	26,201	115,164	60,902	47,232
SEWER REVENUE	340,534	370,215	386,986	(29,681)	36%	(46,451)	957,560	1,007,908	932,377	923,019	881,340
EXPENDITURES (NO DEPR.)	170,844	238,766	218,283	(67,922)	26%	(47,439)	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	61,630	23,389	26,736	38,241		34,894	0	130,339	298,630	413,251	410,078
ADMIN REVENUE	322,317	314,801	312,789	7,516	27%	9,528	1,208,340	1,295,586	1,140,692	1,215,297	1,191,767
EXPENDITURES	106,261	139,481	172,008	(33,220)	25%	(65,748)	424,208	447,394	457,583	485,738	487,036
NET	216,056	175,320	140,780	40,736		75,276	784,132	848,192	683,109	729,559	704,731
BUILDINGS & STREETS EXPENDITURES	90,689	92,982	76,647	(2,293)	33%	14,042	278,947	231,228	213,858	194,589	186,202
PARKS & LANDSCAPING EXPENDITURES	9,084	29,547	6,383	(20,463)	10%	2,700	88,641	20,585	18,403	13,001	18,106
GOVERNMENT REVENUE	467,320	416,402	443,755	50,918	33%	23,565	1,404,840	1,553,224	1,341,927	1,433,616	1,442,032
EXPENDITURES	445,543	489,201	459,654	(43,659)	32%	(14,111)	1,404,840	1,205,057	1,268,435	1,176,408	1,213,496
NET	21,777	(72,799)	(15,899)	94,576		37,677	0	348,167	73,492	257,208	228,536
UTILITY REVENUE	471,412	523,307	530,372	(51,894)	34%	(58,960)	1,398,961	1,423,645	1,283,433	1,264,749	1,197,784
EXPENDITURES (NO DEPR.)	245,780	324,501	297,835	(78,721)	25%	(52,055)	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	63,057	36,231	36,377	26,826		26,681	0	156,540	413,794	474,153	457,310
TOWN OF ONANCOCK REVENUE	938,732	939,709	974,127	(977)	33%	(35,395)	2,803,801	2,976,869	2,625,360	2,698,365	2,639,816
EXPENDITURES	853,897	976,277	953,650	(122,379)	30%	(99,752)	2,803,801	2,472,162	2,138,074	1,967,004	1,953,970
NET	84,835	(36,568)	20,478	121,403		64,357	0	504,707	487,286	731,361	685,846

Town of Onancock
ADMIN - Financial Performance

	FISCAL 2022 - YEAR TO DATE - OCTOBER				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	5,732	11,793	10,328	(6,061)	1%	(4,597)	393,000	344,204	336,051	327,169	344,353
REAL PROPERTY-DELINQ	5,234	4,250	11,184	984	17%	(5,950)	30,000	78,952	35,026	37,719	11,752
PUBLIC SERVICE-REAL	0	0	0	0	0%	0	17,000	17,593	16,748	17,288	17,270
PERSONAL PROPERTY-CU	68,474	74,876	70,056	(6,402)	38%	(1,582)	180,000	168,414	151,787	158,877	183,970
PERSONAL PROPERTY-DE	310	2,357	2,992	(2,047)	2%	(2,682)	12,500	15,867	23,513	18,141	394
PUBLIC SERVICE-PERSO	0	0	0	0	0%	0	0	0	369	663	747
PENALTIES	1,258	3,356	5,443	(2,098)	9%	(4,185)	13,500	21,897	13,462	13,104	37,249
LOCAL SALES TAX	41,988	40,065	42,124	1,923	49%	(135)	85,000	89,367	81,114	77,255	72,843
CONSUMERS UTILITY TA	17,893	19,655	18,245	(1,762)	30%	(352)	60,000	55,696	52,915	54,710	55,963
BUSINESS LICENSE TAX	96	174	1,727	(78)	3%	(1,631)	3,600	35,768	36,515	31,638	31,638
VEHICLE DECALS	0	0	4,121	0	0%	(4,121)	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	23,236	26,310	26,085	(3,074)	31%	(2,849)	75,000	74,358	81,315	84,398	90,582
TRANSIENT OCCUPANCY	18,742	17,712	15,362	1,030	78%	3,380	24,000	20,816	11,546	25,530	15,607
BUILDING/ZONING PERM	900	188	425	713	120%	475	750	1,700	375	275	950
MEALS TAX	96,933	51,101	66,756	45,832	65%	30,178	148,750	194,319	137,212	168,341	155,306
MEALS & TRANSPORT LA	74	0	1,470	74	0%	(1,396)	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	3,121	3,060	3,060	61	26%	61	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	18,240	25,757	15,212	(7,517)	19%	3,028	94,000	55,516	39,160	72,417	74,710
MISCELLANEOUS REVENU	5,085	637	2,976	4,448	64%	2,109	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
Total Revenue	322,317	314,801	312,789	7,516	27%	9,528	1,208,340	1,295,586	1,140,692	1,215,297	1,191,767
Expenditures											
COUNCIL WAGES, TX & BENIES	4,704	5,263	5,056	(559)	31%	(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	0	0	0
COMMUNITY PROMOTION	0	0	1,630	0	0%	(1,630)	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	2,077	0	0	2,077	43%	2,077	4,870	0	0	0	0
OFFICE SUPPLIES	2,543	0	0	2,543	127%	2,543	2,000	0	0	0	0
TOWN ATTORNEY	59,671	58,093	70,324	1,578	35%	(10,653)	171,821	207,996	189,229	191,458	6,291
ADMIN WAGES, TAX & BENIES	0	0	0	0	0%	0	2,000	0	0	0	0
LEGAL AND COLLECTION	0	0	0	0	0%	0	17,253	0	16,750	16,750	16,750
AUDIT SERVICE	0	0	969	742	40%	357	3,300	5,477	1,915	1,881	6,924
BANK PROCESSING FEES	1,326	584	0	1,795	21%	1,795	8,705	0	0	0	0
CREDIT CARD FEES	1,795	0	0	(80)	36%	(39)	3,600	3,493	3,321	3,908	3,169
PAYROLL PROCESSING F	1,285	1,365	1,324	227	16%	227	1,400	200	1,414	1,674	1,255
PROFESSIONAL DEVELOP	227	0	0	(2,200)	38%	(3,458)	19,106	21,627	19,257	24,069	13,598
SOFTWARE SUBSCRIPTIO	7,333	9,534	10,792	(2,200)							

Town of Onancock
ADMIN - Financial Performance

	FISCAL 2022 - YEAR TO DATE - OCTOBER				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	3,100	0	0	3,100	103%	3,100	3,000	0	0	0	0
OFFICE EQUIPMENT	1,241	0	0	1,241	16%	1,241	7,800	0	1,738	0	0
PRINTING-AUTO DECALS	0	0	0	0	0%	0	0	0	1,738	705	264
ADVERTISING	1,111	2,354	430	(1,242)	7%	682	16,160	2,951	2,178	2,574	1,411
POSTAGE	499	2,699	1,773	(2,200)	12%	(1,274)	4,000	2,627	2,483	3,268	2,890
TELEPHONE	630	418	428	211	38%	202	1,644	1,680	1,574	1,882	2,029
PROPERTY INSURANCE	805	0	0	805	23%	805	3,509	0	0	0	0
VEHICLE INSURANCE	440	0	0	440	15%	440	3,027	0	0	0	0
GENERAL LIABILITY IN	1,097	0	0	1,097	34%	1,097	3,202	0	0	0	0
WORKERS COMP	46	0	0	46	1%	46	4,903	0	0	0	0
TRAVEL	45	0	0	45	2%	45	1,800	0	1,808	2,146	1,562
DUES & MEMBERSHIP	793	304	213	489	52%	581	1,535	1,072	897	1,161	863
HISTORIC ONANCOCK SC	3,862	793	2,052	3,070	97%	1,810	4,000	10,354	5,593	7,920	13,245
HOS - PROPERTY INSUR	0	0	0	0	0%	0	0	7,500	0	0	0
CULTURAL ENRICHMENT	2,000	0	0	2,000	67%	2,000	3,000	0	0	0	0
MISCELLANEOUS	449	1,583	1,841	(1,135)	18%	(1,392)	2,500	2,907	3,787	13,461	13,478
WEBSITE & PRINTING	0	0	0	0	0%	0	8,000	0	0	0	0
EMPLOYEE WELFARE	344	0	0	344	23%	344	1,500	1,372	1,714	3,291	2,018
CONTINGENCY	8,927	10,000	1,450	(10,000)	0%	(1,450)	10,000	1,450	7,031	30,844	20,833
BANK BUILDING LOAN	0	10,300	11,158	(1,372)	33%	(2,231)	26,781	29,013	26,026	22,899	21,992
COURT FEES	0	0	0	0	0%	0	0	406	84	0	141
TOWN CODE CODIFICATI	0	0	1,990	0	0%	(1,990)	0	6,824	0	1,990	0
VACORP	(89)	0	265	(89)	0%	(353)	0	951	951	886	694
PROPERTY INSURANCE	0	0	8,627	0	0%	(8,627)	0	26,929	25,363	32,918	36,863
VEHICLE INSURANCE	0	0	1,639	0	0%	(1,639)	0	3,065	6,339	6,499	7,682
PUBLIC OFFICIALS LA	0	0	1,619	0	0%	(1,619)	0	4,856	5,999	5,357	0
GENERAL LIABILITY IN	0	0	729	0	0%	(729)	0	729	11,114	2,326	951
WORKMEN'S COMPENSATI	0	0	4,314	0	0%	(4,314)	0	11,002	14,763	14,061	16,944
CONTRIBUTION TO FIRE	0	25,000	25,000	(25,000)	0%	(25,000)	25,000	25,000	25,000	22,500	22,500
FIRE PROGRAMS FUNDIN	0	10,000	15,000	(10,000)	0%	(15,000)	10,000	15,000	10,000	10,000	10,000
MOSQUITO CONTRACT	0	0	1,105	0	0%	(1,105)	0	1,105	12,030	1,800	3,294
REPAIR & MAINTENANCE	0	0	0	0	0%	0	0	3,845	0	0	0
MOSQUITO CHEMICALS	0	0	1,848	0	0%	(1,848)	0	4,150	4,150	4,150	3,746
WEED CONTROL CONTRAC	0	0	409	0	0%	(409)	0	409	0	4,150	4,150
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	64	330	539
Total Expenditures	106,261	139,481	172,008	(33,220)	25%	(65,748)	424,208	447,394	457,583	485,738	487,036
Excess of Revenue over Expenditu	216,056	175,320	140,780	40,736		75,276	784,132	848,192	683,109	729,559	704,731

Town of Onancock
Police - Financial Performance

	FISCAL 2022 - YEAR TO DATE - OCTOBER					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	2,148	1,236	2,048	913	43%	100	5,000	8,290	9,168	13,960	16,218
LAW ENFORCEMENT FUND	10,886	8,442	11,932	2,444	30%	(1,046)	35,000	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	13,034	9,677	13,980	3,357	32%	(946)	41,000	59,174	53,951	58,186	63,006
Expenditures											
WHARF WAGES, TAXES & BENIES	104,840	123,068	103,913	(18,227)	31%	927	338,123	285,498	322,805	289,462	303,593
COURT COSTS	0	0	0	0	0%	0	500	0	0	0	0
TRAINING	629	5,189	2,527	(4,559)	7%	(1,898)	9,000	4,384	663	3,231	4,007
NEW OFFICER TRAINING	1,761	0	0	1,761	10%	1,761	18,390	0	0	0	0
VEHICLE REPAIR	871	1,818	803	(948)	15%	67	6,000	2,650	4,871	4,213	4,330
COMPUTER MAINTENANCE	437	198	213	239	17%	223	2,500	2,691	3,270	4,208	2,365
TELEPHONE SERVICES	1,439	766	794	673	44%	645	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	1,387	1,376	2,860	11	77%	(1,473)	1,800	3,741	5,811	1,634	968
VEHICLE FUEL	3,249	3,109	2,826	139	39%	423	8,400	7,634	8,343	8,533	7,517
UNIFORMS	1,254	2,013	1,373	(759)	42%	(119)	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	4,083	236	281	3,847	58%	3,802	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	127,312	139,024	116,505	(11,713)	30%	10,806	428,350	323,856	396,698	330,822	370,476
Excess of Revenue over Expenditu	(114,277)	(129,347)	(102,525)	15,070		(11,752)	(387,350)	(264,682)	(342,747)	(272,636)	(307,470)

Town of Onancock
Wharf - Financial Performance

	FISCAL 2022 - YEAR TO DATE - OCTOBER				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	42,088	28,245	42,427	13,844	84%	(339)	50,000	75,107	34,848	50,999	54,317
PARKING FEE	322	0	990	322	0%	(668)	0	995	1,562	1,230	970
PARKING FEE - ANNUAL	0	0	420	0	0%	(420)	0	420	1,410	1,445	2,050
WHARF GASOLINE SALES	79,300	60,242	66,145	19,058	80%	13,155	99,000	108,700	103,478	100,040	123,087
WHARF-OTHER	3,888	645	1,080	3,243	259%	2,808	1,500	2,513	2,113	1,619	1,168
WHARF ELECTRIC	6,122	2,793	5,924	3,328	122%	198	5,000	10,604	3,748	4,800	5,417
Total Revenue	131,969	91,924	116,986	40,045	85%	14,984	155,500	198,464	147,284	160,133	187,259
Expenditures											
WHARF WAGES, TAXES & BENEFITS	33,008	30,141	29,793	2,867	46%	3,215	72,264	71,430	59,804	53,825	38,484
SQUARE CC FEES	3,518	1,802	2,098	1,716	94%	1,420	3,750	4,365	1,776	2,592	764
ELECTRIC SERVICES	2,884	2,943	2,622	(58)	55%	262	5,250	4,678	4,705	5,673	5,594
TELEPHONE	231	337	140	(106)	15%	91	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 INSURANCE	801	0	0	801	0%	801	0	0	0	0	0
OFFICE SUPPLIES	96	0	0	96	0%	96	0	0	0	0	0
WHARF JANITORIAL SUP	339	377	263	(38)	31%	75	1,100	768	689	877	1,150
REPAIR & MAINTENANCE	1,602	421	451	1,182	23%	1,152	7,000	7,505	2,702	7,972	2,964
COST OF GAS/DIESEL S	62,485	46,614	46,299	15,870	80%	16,186	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	345	3,031	(75)	27%	(2,762)	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
Total Expenditures	112,198	88,167	88,109	24,031	61%	24,088	184,694	181,994	181,893	152,258	151,676
Excess of Revenue over Expendit	19,772	3,758	28,876	16,014		(9,104)	(29,194)	16,470	(34,609)	7,875	35,583
Margin on Fuel	16,815	13,628	19,846	3,187	65%	(3,031)	21,000	31,228	24,511	25,225	29,270

Town of Onancock
BUILDINGS AND STREETS - Financial Performance

	FISCAL 2022 - YEAR TO DATE - OCTOBER				Over/(Under) Last Year	BUDGET 2022	Actual 2021 (PRELIM)	TOTAL YEAR				
	BUDGET 4	LAST YEAR	Over/(Under) Budget	% of Total Budget				Actual 2020	Actual 2019	Actual 2018		
Expenditures	ACTUAL (PRELIM)											
BUILDINGS & STREETS WAGES	21,850	15,692	274	34%	6,158	64,726	47,711	43,058	38,666	35,606		
VEHICLE REPAIR	181	44	(219)	15%	137	1,200	619	1,215	838	806		
TRASH COLLECTION	36,649	41,487	3,872	37%	(4,838)	98,332	100,213	100,260	97,728	92,842		
ELECTRIC SERVICE	10,871	8,885	871	36%	1,986	30,000	21,616	24,374	24,710	25,502		
HEATING OIL	0	0	(1,167)	0%	0	3,500	0	0	0	0		
AUTO INSURANCE	419	0	419	0%	419	0	0	0	0	0		
WORKER'S COMP INSURA	1,216	0	1,216	0%	1,216	0	0	0	0	0		
STREET REPAIR	0	1,369	(8,833)	0%	(1,369)	26,500	28,537	15,054	5,069	11,688		
CLEANING SERVICES	1,304	0	363	26%	1,304	5,000	0	0	0	0		
REPAIRS AND MAINTENA	12,666	28	(8,833)	58%	12,638	22,000	1,231	0	0	0		
VEHICLE FUEL	1,538	2,323	538	51%	(786)	3,000	5,774	0	0	0		
SMALL EQUIPMENT REPA	2,477	84	2,144	248%	2,393	1,000	322	118	108	115		
UNIFORMS	26	0	(263)	3%	26	865	555	200	0	153		
CAN LINERS	543	773	376	109%	(230)	500	2,156	1,090	601	1,869		
SAFETY/STREET SIGNS	317	217	(16)	32%	100	1,000	657	357	436	272		
CAPITAL EXPENDITURES	0	0	(6,833)	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	0	0	(275)	0%	0	824	0	0	0	0		
VEHICLE MAINTENANCE	23	20	3	0%	3	0	20	4,007	3,727	670		
REPAIR & MAINTENANCE	534	0	534	0%	534	0	68	351	1,351	351		
VEHICLE FUEL	22	2,323	22	0%	(2,301)	0	5,774	3,671	3,949	2,822		
REPLACEMENT CHIPPER	0	0	0	0%	0	0	0	0	0	0		
ELECTRIC SERVICES	0	2,144	(2,144)	0%	(2,144)	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	134	(134)	0%	(134)	0	650	1,320	400	(926)		
TOWN HALL JANITORIAL	0	1,125	0	0%	(1,125)	0	3,600	3,250	3,250	3,250		
REPAIR & MAINTENANCE	55	0	55	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	90,689	76,647	(2,293)	33%	14,042	278,947	231,228	213,858	194,589	186,202		

Town of Onancock
PARKS AND LANDSCAPING - Financial Performance

	FISCAL 2022 - YEAR TO DATE - OCTOBER				TOTAL YEAR						
	ACTUAL (PRELIM)	BUDGET 4	LAST YEAR	Over/(Under) Budget	% of Total Budget	Over/(Under) Last Year	BUDGET 2022	Actual 2021 (PRELIM)	Actual 2020	Actual 2019	Actual 2018
PARKS & LAND WAGES	1,140	15,380	0	(14,241)	2%	1,140	46,141	0	0	0	0
CUTTING GRASS CONTRA	0	2,750	0	(2,750)	0%	0	8,250	6,555	6,210	5,765	3,195
ELECTRIC SERVICES	487	600	619	(113)	27%	(132)	1,800	2,347	1,560	1,165	861
PROPERTY INSURANCE	3	0	0	3	0%	3	0	0	0	0	0
AUTO INSURANCE	357	0	0	357	0%	357	0	0	0	0	0
WORKER'S COMP INSURA	0	0	0	0	0%	0	0	0	0	0	0
REPAIR & MAINTENANCE	3,204	1,067	99	2,137	100%	3,105	3,200	2,665	179	319	137
SMALL TOOLS & EQUIPM	1,424	333	44	1,091	142%	1,380	1,000	926	33	74	0
PARKS-PLANTINGS & LA	51	2,500	1,250	(2,449)	1%	(1,199)	7,500	1,250	831	1,601	0
TREE BOARD AND BEAUT	0	1,333	2,431	(1,333)	0%	(2,431)	4,000	2,959	0	0	0
HOLIDAY DECORATIONS	55	1,433	690	(1,378)	1%	(635)	4,300	2,633	6,590	1,077	11,913
CULTURAL ENRICHMENT	0	0	1,250	0	0%	(1,250)	0	1,250	3,000	3,000	2,000
MOSQUITO CONTROL	2,362	2,400	0	(38)	33%	2,362	7,200	0	0	0	0
WEED CONTROL	0	1,750	0	(1,750)	0%	0	5,250	0	0	0	0
Total Expenditures	9,084	29,547	6,383	(20,463)	10%	2,700	88,641	20,585	18,403	13,001	18,106

Town of Onancock
Water - Financial Performance

	FISCAL 2022 - YEAR TO DATE - OCTOBER				Over/(Under) Last Year	BUDGET 2022	Actual 2021 (PRELIM)	TOTAL YEAR					
	ACTUAL (PRELIM)	BUDGET	LAST YEAR	Over/(Under) Budget				% of Total Budget	Actual 2020	Actual 2019	Actual 2018		
Revenue													
WATER CHARGES	124,512	151,554	136,881	(27,042)	29%	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	6,366	1,538	6,506	4,828	137%	4,637	19,615	19,006	16,469	20,699			
Total Revenue	130,878	153,092	143,387	(22,214)	30%	441,401	415,737	351,056	341,730	316,444			
Expenditures													
WAGES, TAXES & BENES	34,903	43,371	39,791	(8,468)	29%	120,525	110,576	141,475	105,676	105,859			
TRAINING & TRAVEL	79	0	0	79	5%	1,475	0	28	0	0			
VEHICLE REPAIR	339	232	295	107	14%	2,400	3,045	0	1,183	1,888			
REPAIR & MAINTENANCE	3,253	10,841	8,858	(7,588)	13%	25,000	20,426	11,077	25,166	9,028			
AUTO INSURANCE	214	0	0	214	21%	999	0	0	0	0			
WATER LEAD COPPER TE	0	0	0	0	0%	0	0	0	0	0			
PRINTING UTILITY BILL	0	0	507	0	0%	0	507	0	840	533			
ADVERTISING	0	0	0	0	0%	500	0	0	0	324			
ELECTRIC SERVICES	4,461	5,288	4,893	(827)	28%	16,804	14,804	13,865	13,251	11,541			
POSTAGE	252	25	378	227	504%	50	755	527	760	512			
TELEPHONE	0	401	1,043	(401)	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	324	0	0	324	65%	500	0	0	0	0			
REPAIR & MAINTENANCE	9,768	0	748	9,768	195%	5,000	32	124	4,634	1,192			
VEHICLE FUEL	581	476	48	105	45%	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	4,023	12,610	10,442	(8,588)	14%	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	1,431	0	0	1,431	77%	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	416	42	430	374	251%	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	0	0			
Total Expenditures	74,936	85,735	79,552	(10,799)	23%	322,980	271,483	235,892	280,828	269,212			
Excess of Revenue over Expenditu	55,942	67,357	63,835	(11,415)		118,421	144,254	115,164	60,902	47,232			
Bond Principal:	4,498	4,498	19,947	858,980		Principal	Bal. at 6/30/22						
Bond: \$1,070,000	199	199	876	37,726		19,947	858,980						
Bond: \$47,000	49,818	49,818	97,598	1,588,073		876	37,726						
Bond: \$3,114,000	1,427	12,842	9,640	2,484,779		97,598	1,588,073						
Revenue over Expenditures													

Town of Onancock
Sewer - Financial Performance

	FISCAL 2022 - YEAR TO DATE - OCTOBER					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	339,304	370,215	385,634	(30,911)	35%	(46,330)	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	317	0	0%	(317)	0	541	11,908	15,934	7,597
MISCELLANEOUS REVENUE	1,230	0	1,034	1,230	0%	196	0	2,474	2,660	2,260	3,560
Total Revenue	340,534	370,215	386,986	(29,681)	36%	(46,451)	957,560	1,007,908	932,377	923,019	881,340
Expenditures											
WAGES, TAXES & BENEFITS	78,011	91,887	90,371	(13,876)	30%	(12,360)	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	73	263	708	(190)	4%	(635)	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/MAINTENANCE	18,588	54,878	51,316	(36,290)	19%	(32,728)	95,947	89,719	65,432	100,405	86,751
OUTSIDE CONTRACT-TES	189	18,247	12,835	(18,058)	1%	(12,647)	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	250	250	(250)	0%	(250)	250	250	0	0	758
ADVERTISING	0	0	0	0	0%	0	100	784	0	0	222
ELECTRIC SERVICES	23,786	34,618	29,326	(10,832)	26%	(5,540)	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	4,178	4,131	4,173	47	40%	5	10,500	10,608	9,027	8,702	7,813
DUES & MEMBERSHIPS	3,540	2,753	2,970	787	84%	570	4,200	4,530	4,473	4,299	1,598
OFFICE SUPPLIES	248	962	385	(714)	17%	(137)	1,500	601	1,043	2,259	158
VEHICLE FUEL	825	1,103	1,131	(278)	27%	(307)	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
Total Expenditures	170,844	238,766	218,283	(67,922)	26%	(47,439)	649,549	570,368	633,747	509,768	471,262
Excess of Revenue over Expendit	169,690	131,449	168,702	38,241		988	308,011	437,540	298,630	413,251	410,078
Bond Principal:							Principal	Bal. at 6/30/22			
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											
Revenue over Expenditures	61,630	23,389	26,736					3,641,212			

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)				\$	60,000
Parks & Landscaping Truck (Ranger)					
Water Department Truck (Van)		68,000		50,000	
Small Dump Truck	\$ 78,000				
Chipper	\$ 35,000				
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					
Façade/Landscaping					
Street Lights (\$4,000 each)	\$ 15,000			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	\$ 151,000	\$ 91,600	\$ 110,200	\$ 113,200	\$ 116,000
					\$ 582,000
USDA Payment (10 year, 2.75%)	\$	(15,625)	(15,625)	(15,625)	(15,625)
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)	\$	(15,625)	(33,437)	(34,387)	(43,926)
Use of Reserves		(23,600)	(103,200)	(63,200)	(56,000)

Town of Onancock

Cash & Reserve Report

As of October 31, 2021

Cash on Hand	\$ 281,485		
Idle Cash Fund	\$ 793,100		
General Fund Reserve	\$ 420,232		
Grant or Special Project Fund	\$ 53,739		
ARPA Fund	\$ 628,364		
Utility Reserve	\$ 712,174		
Capital Asset Fund	\$ 142,256		
Total Cash and Reserves	\$	3,031,350	\$ 3,031,350
Net Cash & Reserves			
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%	\$ 421,452
General Fund Reserve			
Capital Asset Reserve			
(25% of 5-Year Capital Expenditure Plan)			
** 5-Year CAPEX	\$ 582,000	25%	\$ 145,500
CAPEX Reserve			
ARPA Funds			
Amount Received	\$ 628,216		
Amount Spent	\$ 8,287		
ARPA Funds Remaining			\$ 619,929
Utility Reserve (WATER ONLY - NO SEWER)			
(A) 120-Days of Budgeted Operating Expenditures	\$ 441,401		\$ 145,118
2022 Budgeted Expenditures			
Divided by 365 times 120			
(B) 3R's (Repair, Replace, Rehab) - 30% of Accumulated Depreciation	\$ 1,850,000	30%	\$ 555,000
*** Accumulated Depreciation at 6/30/21			
(C) Unbudgeted Street Repairs	\$	15,000	\$ 715,118
Special Revenue Fund Reserve			\$ 250,000
Estimated Remaining FY Revenue			\$ 1,865,069
Estimated Remaining FY Expenditures			\$ (2,576,117)
Estimated Inc/(Dec) to Reserves at 6/30/2022			\$ 168,302
Unassigned Net Cash and Reserves (\$/B Zero)			\$ 0

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