
Town Council: Brandon Brockmeier, Ray Burger, Cynthia Holdren, Joy Marino, Sarah Nock and Maphis Oswald
Mayor: Fletcher Fosque | **Town Manager:** Matt Spuck

Town of Onancock

Town Council Meeting
June 26, 2023, at 7:00 p.m.

Agenda

1. Call to order and roll call.
2. Pledge of Allegiance
3. Approve minutes from the May 15, 2023, meeting.
4. Approve minutes from the May 22, 2023, meeting.
5. Public Hearings
 - a. 26-4: Speed Limit Ordinance
 - b. Chapter 2: Administration, Division 3: Economic Development Authority Ordinance
6. Public Presentation:
 - a. Geoff Daking: Sound measurement
7. Council Action
 - a. Section 3-301 to 3-303: Economic Development Authority ordinance
 - b. Section 26-4: Speed Limits.
 - c. Onancock Resolution: Speed Limit
 - d. Onancock Resolution: Boating Infrastructure Grant (BIG)
8. Council discussion:
 - a. Hill Studios next steps
9. Public Comment
10. Committee Reports
 - a. Personnel (Cindy Holdren)
 - b. Planning Commission (Brandon Brockmeier)
 - c. Waterfront (Fletcher Fosque)
11. Mayor's Report
12. Town Manager's Report
 - a. Manager's Report
 - b. Financial Report
13. Town Councilmember comment
14. Closed session
 - a. None scheduled
15. Adjourn

Town of Onancock
Town Council Work Session
Monday
May 15, 2023
6:00 P.M.

Call to Order and Roll Call:

Mayor Fletcher Fosque called the work session to order at 6:00 P.M.

Mayor Fletcher Fosque and Council members Brandon Brockmeier, Ray Burger, Cynthia Holdren, Joy Marino, Sarah Nock, and Maphis Oswald were present. A quorum was established.

Town Manager Matt Spuck, Chief of Police Eric Williams and Deputy Clerk Mariellen Mearsheimer were present.

The Pledge of Allegiance was recited.

Council Discussion:

a. Performance Pavilion Operating Guidelines

Mayor Fosque asked Town Manager Spuck for an update on the building permit for the Pavilion. Town Manager Spuck stated the current building permit had expired, an application for an extension of the building permit was submitted, a professional contractor was hired, encroachment in the Resource Protection Area (RPA) discovered, a mitigation plan supported in writing by the Department of Environmental Quality (DEQ) was submitted with the zoning permit and the Friends of Onancock School (FOS) are willing to comply with the mitigation plan. FOS is waiting for the building permit extension approval from the County of Accomack. Discussion followed.

Mayor Fosque then asked the council to establish the proper use of the property. Town Manager Spuck asked that the Council consider using a special use permit for this process rather than adjusting the lease. Discussion followed.

Mayor Fosque stated a zoning change was approved by the Onancock Town Council for the property located at 6 College Avenue in September of 2008. He stated this was not included in the current code book or in the on-line version. Mayor Fosque read the approved zoning change from the September 22, 2008 meeting and asked that they be included in the minutes.

Attached please find the approved Article IX Cultural, Recreational and Community Facilities Zoning, Section 24-56 through Section 24-59, as adopted on September 22, 2008.

Discussion followed. Points again were made about using a special use permit, talking to the Town Attorney about setting the guidelines for a special use permit and adding restrictions / purpose going forward. Council members discussed the length of time a special use permit will be valid. Questions were asked about the property/ land usage being grandfathered and whether a special use permit transfers to a new owner/ lessee. Town Manager Spuck stated a special use permit does not transfer to a new owner / lessee.

Mayor Fosque then asked the Council to consider the specifics of how the Pavilion will operate. An outline was provided to guide discussion. See attached.

Discussion followed including what months to allow outdoor performances. Some Council members preferred all year, some June through September, and some May through October. Also discussed was the kind of performances to be allowed. FOS suggested, in written guidelines given to Council members, concert style musical events.

Discussion then followed about amplification. Will the event be amplified or not? What is the definition of amplified? One Council member asked if anyone miked-up would be considered amplified? Another member asked if there should be quiet weekends? Another question was how many amplified performances per month will be allowed? The Council generally agreed on two amplified performances a month.

Discussion then centered on the cost of sound monitoring equipment. Who will pay for this equipment? The equipment will need to be calibrated, who will do this? Who will do the monitoring and from where? A Council member suggested monitoring for decibel levels could be done during sound checks before an event. Fines will need to be established and imposed, who will enforce this? Chief Eric Williams stated Town police officers are needed for code enforcement. Who will pay for this?

Much discussion ensued about what time the event will end. Councilmembers wanted consideration given to the amount of time needed to clear out the event. No consensus was reached.

How many tickets will be sold for the event? Questions were asked about whether weapons will be allowed? Will alcohol be allowed? Council agreed the event will need a valid ABC license and will need to operate within ABC rules.

Discussion then moved to security. Who will be responsible for security? Mayor Fosque stated the amount of security needed will depend on how many people attend and whether alcohol will be sold. Chief Eric Williams gave guidelines that for every one-hundred people in attendance, with alcohol sales allowed, one officer will be needed and stated Town police officers can only work within Town limits and for businesses that are insured. Council members agreed the FOS will be required to provide and pay for security because of insurance.

Discussion then moved to bathrooms; Mayor Fosque stated the number of bathrooms required will depend on the Health Department rules based on how many people are in attendance.

Parking was another topic of discussion. Questions were asked about how much parking will be lost to equipment trucks, food trucks and staff parking, who will be responsible for putting up signs. Will private parking be available, will we have parallel parking or diagonal parking, will there be a parking plan, and who will be responsible for developing a parking plan. Mayor Fosque stated the parking issue had been outsourced to Hill Studios and the Town would deal with parking.

Council also agreed there will need to be an advisory committee made up of diverse members of the community and should include a Council member.

Mayor Fosque asked the public to email any comments they might have about the workshop to him and reminded them that they could also comment during the public comment section during

the regular Town Council meetings. He then asked Town Manager Spuck to come up with a draft of the special use permit for discussion at a future date and to complete the research on decibels.

Adjourn:

Mayor Fosque asked for a motion to adjourn.

Council member Cynthia Holdren moved to adjourn. Council member Sarah Nock seconded the motion.

The motion passed by unanimous voice vote.

The meeting adjourned at 7:40 P.M.

Fletcher Fosque, Mayor

Mariellen Mearsheimer, Deputy Clerk

**Town of Onancock
Town Council Meeting
Monday May 22, 2023
7:00 PM**

1) Call to order and Roll Call:

Mayor Fletcher Fosque called the meeting to order at 7:00 PM and roll was called. Mayor Fletcher Fosque and Councilmembers Brandon Brockmeier, Ray Burger, Cynthia Holdren, Joy Marino, Sarah Nock, and Maphis Oswald were present. A quorum was established. Town Manager Spuck and Town Clerk Debbie Caton were also present.

2) The Pledge of Allegiance was recited.

3) Approve minutes from the April 24, 2023, meeting– Councilmember Oswald moved to approve the minutes. Councilmember Marino seconded the motion. The motion passed with a 6-0 vote.

4) Public Hearings

a) 102 Market St – Special Use Permit for Homestay – The public hearing was opened at 7:03 PM. The application was recommended for approval by the Planning Commission at the meeting held Monday, May 1, 2023. The homestay application meets all necessary requirements. Town Manager Spuck distributed letters to contiguous property owners.

Public Comments: no public comments.

The public hearing closed at 7:05 PM. Councilmember Oswald moved to approve the application. Councilmember Nock seconded the motion. The motion passed with a 6-0 vote.

b) 2 Waples St. – Special Use Permit for Homestay – The public hearing was opened at 7:07 PM. The application was recommended for approval by the Planning Commission at the meeting held Monday, May 1, 2023. The homestay application meets all necessary requirements. Town Manager Spuck distributed letters to contiguous property owners.

Public Comments: no public comments.

The public hearing closed at 7:08 PM. Councilmember Oswald moved to approve the application. Councilmember Marino seconded the motion. The motion passed with a 6-0 vote.

c) 7 Lake St. – Special Use Permit for Homestay – The public hearing was opened at 7:09 PM. The application was recommended for approval by the Planning Commission at the meeting held Monday, May 1, 2023. The homestay application meets all necessary requirements. Town Manager Spuck distributed letters to contiguous property owners. Town Manger Spuck also clarified that this special use permit can be considered because the special use permit at 12 Lake St. is no longer in effect because the property sold, and special use

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permits do not convey with the sale. Councilmember Marino requested the names of LLC to verify there is no duplicate ownership in town.

Public Comments: Town Manager Spuck read an emailed letter of opposition from Mr. Custis who lives across the street. The email read, "We are opposed for numerous reasons." The reasons were not specified. Town Manager Spuck sent a follow up email for the specific reasons. Mr. Custis did not respond.

The public hearing closed at 7:12 PM. Councilmember Oswald moved to approve the application. Councilmember Brockmeier seconded the motion. The vote passed with 4-2 vote.

Councilmember Burger – yes
Councilmember Brockmeier – yes
Councilmember Holdren – yes
Councilmember Marino – no
Councilmember Nock – no
Councilmember Oswald – yes

d) 4 Market St. – Sale of Town Property – The public hearing opened at 7:14 PM. Town Manager Spuck stated Jeff and Carolyn Adler asked if the town council would consider selling a small parcel behind his house that is considered town property. The Adler's did get a survey and it showed 4700 square feet. The reason for the purchase will allow the Adler's to property to be "squared off" and not have town property in their backyard. The valuation was based on another piece of undeveloped property that is also on the creek. The assessed value is \$7,100. The Adler's offered \$7,100 for the parcel.

Public Comment:

- An audience member asked if the town could use the property? Mayor Fosque explained that currently the property is part of the kayak launch dock and park. The original plan was to add a bulkhead and a walkway with a fishing dock. The plan was not followed up on because of the lack of funds. Mayor Fosque thinks if the parcel is sold and the money is available, there is still enough space to complete the project.
- T. Lee Byrd – 38 Ames St – Mr. Byrd is chair of the Waterfront Committee and chair of the Accomack County wetlands. He does not see an upside to selling 1/10 of acre for a minimal price. Mr. Byrd asked the town council to do what they think is best.
- Rosemary Paparo – Ms. Paparo stated the assessment value and appraisal value are different. She suggested the town hire a real estate agent
- Janet Fosque – 16 Market St. – Mrs. Fosque spoke in favor of the sale of the property.

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- Peter Holt – 15 Meadville Dr – Mr. Holt asked if the town has a dinghy dock. Mayor Fosque responded the kayak dock is also a dinghy dock and there are signs stating this.
- Jeff Adler – 4 Market St – Mr. Adler was available to answer any questions about the sale of the parcel.

The public hearing closed at 7:28 PM. Town Council will go into a closed session to discuss the offer.

**5) Public Presentation:
None Scheduled**

6) Council Action

- a) **2024 Budget Resolution** – Town Manager Spuck reviewed the budget process for FY 2024. There was workshop in March where the Town Council discussed the proposed budget. A public hearing was held at the April 24, 2023, Town Council meeting. The proposed budget has no increase in taxation in any category. Water rates stayed the same except for the second tier. The budget has been balanced since the workshop in March.

Councilmember Holdren moved to pass the proposed budget. Councilmember Oswald seconded the motion. A roll call vote was taken.

Councilmember Brockmeier – yes
Councilmember Burger – yes
Councilmember Holdren – yes
Councilmember Marino – yes
Councilmember Nock – yes
Councilmember Oswald – yes

- b) **Onancock VA 250 Resolution** – The country’s semi quincentennial is July 4, 2026. The resolution will allow the town to apply for federal and state grant money for any events or celebrations for the semi quincentennial.

Councilmember Nock moved to sign the resolution. Councilmember Brockmeier seconded the motion. The motion passed with a 6-0 vote.

- c) **DHCD IRF Loan – 51 Market St** - Onancock Main Street will apply for the DHCD IRF loan on the behalf of the Town of Onancock.

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Councilmember Marino moved to sign the resolution. Councilmember Brockmeier seconded the motion. The motion passed with a 6-0 vote.

7) Council discussion

a) **Economic Development Authority (EDA) - Town of Onancock** – Town Manager Spuck spoke with the town attorney about the development of an Economic Development Authority. The board will require (7) members of which (3) can be town council members. The purpose of the EDA is to process the transactions for economic development that cannot legally be done by the town. Loaning money is considered one of those transactions. For example, if the Town receives the DHCD IRF loan the EDA will write the check to the developer. Town Manager Spuck will advertise for a specific talent pool inside and outside of town limits for board members. At the June meeting, a public hearing will be held to adopt the ordinance and announce the board members.

b) **Speed limit change** – Town Manager Spuck proposed an ordinance to change the speed limit to give all businesses an opportunity to be supported by golf cart traffic. Currently, there are four streets with speed limits above 25 MPH. The state sets a default speed of 25 MPH for residential and business districts. Because of how the map works golf carts cannot visit B1 district which includes Four Corners, OBS, Maurice and Market Street Grill. The ordinance will propose 25 MPH. A public hearing will be scheduled for the June 2023 meeting.

8)Public Comment –

- Mark Sinclair – 19142 Greenway Circle – Mr. Sinclair stated the town council bore the sole responsibility to communicate to the residents about the construction of the performance pavilion. The Friends of Historic Onancock School (FOS) was next in line. He thinks the Onancock Resident Group (ORG) has many valid points and the FOS guidelines are inadequate. He hopes the town can budget a way to support the school and the cost of maintenance.
- Patsy Felthousen – 5 Ames St – Mrs. Felthousen thinks the entire community has an opportunity to create something beautiful with the performance pavilion. She discussed the schedule, security, and cost of performances for “Music on the Half Shell.” This is a music pavilion in the Town of Kilmarnock.
- Dr. Greg Felthousen – 5 Ames St – Dr. Felthousen provided update information of ORG’s website. This information was requested by Councilmember Holdren.

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9) Committee Reports

- a) Personnel – Councilmember Holdren reported the personnel draft is ready and needs to be reviewed by Town Council. She would like to see an agenda item on June 24, 2023, meeting for council discussion.
- b) Planning Commission – Councilmember Brockmeier reported the commission reviewed the new homestay special use permits. The commission also reviewed the residential zoning ordinances to make sure they are streamlined.
- c) Waterfront – T. Lee Byrd reported the committee met Tuesday, May 9, 2023. The slip dredging is moving along. Positive reports have come in on the harbor master and staff.

10) Mayor’s Report –Mayor Fosque thanked the public and town council for participating in the two-day study with Hill Studios. The garden tour tickets being sponsored by Friends of Onancock are on sale.

11) Town Manager’s Report –

- The street repairs are on the list will be completed when asphalt is available in Pocomoke.
- VA Tourism Grant – Town Manager Spuck is working with Shirley Deeds to publish a general map to assist in all functions needed to tour the town. He is also working with “Visit Widget” to create an app for tourism.
- VDOT “Ready Set Go” is allowing the town to apply for transportation alternatives at the end of King Street.
- Website Project – VisionEFX was hired as the website consultant. The development will start soon.
- PD renovation – construction documents are completed.

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12) Town Council Comments –

- Councilmember Brockmeier – Councilmember Brockmeier enjoyed the Hill Studio visit and thanked all who participated.
- Councilmember Burger – no comment.
- Councilmember Marino – Councilmember Marino stated the meeting was productive and she thanked everyone for attending.
- Councilmember Nock – Councilmember Nock reminded the audience of the event at Ker Place as well as the garden tour held by Friends of Historic Onancock School in June.
- Councilmember Oswald – Councilmember Oswald asked if any decisions were made about the leftover money for the Commercial Façade Improvement Grant that was not awarded. Councilmember Nock responded the consensus was to return the money to the main ARPA fund.

13) Closed Session – Councilmember Nock moved to discuss real estate matters as allowed per Section 2.2-3711 (A)(3). Councilmember Oswald seconded the motion. The motion passed with a 6-0 vote. Closed session opened at 9:00 PM.

Councilmember Nock moved to exit closed session at 9:55 PM.

A roll call vote was taken to verify the only issue discussed was real estate matters.

- Councilmember Brockmeier – yes
- Councilmember Burger – yes
- Councilmember Holdren – yes
- Councilmember Marino – yes
- Councilmember Nock – yes
- Councilmember Oswald – yes
- Mayor Fosque – yes

The Town Council agreed to get an appraisal to find the reasonable value of the property. Town Manager Spuck will contact appraisers.

14) Adjourn - Councilmember Marino moved to adjourn the meeting. Councilmember Nock seconded the motion. The motion passed with a 6-0 vote. The meeting adjourned at 9:57 PM.

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7:00 PM**

Mayor, Fletcher Fosque

Town Clerk, Debbie Caton

AN ORDINANCE TO AMEND THE TOWN OF ONANCOCK'S ORDINANCE SECTION 26-4 SPEED LIMITS

Pursuant to the Resolution entered in the permanent minutes of the Town of Onancock at the normally scheduled Town Council meeting of June 26, 2023, Section 26-4 Speed Limits is amended and reenacted as follows

Sec. 26-4. Speed limits.

- 1) Except as provided by state law with respect to drivers of specified emergency vehicles, no person shall drive or propel a vehicle upon any street or public way of the town at a speed in excess of ~~the speed posted upon authorized traffic control signs upon such street or public way or 25 miles per hour~~, in the absence of any such signs, at a speed in excess of 25 miles per hour except in the following areas:-
- a) Hill Street from Payne Street to Liberty shall be 30 miles per hour.
 - b) Market Street from Hall Street to Fairgrounds Road shall be 30 miles per hour.
- 4)2) The foregoing speed limitations hereinbefore set out have been fixed by the Town Council by reason of pedestrian safety, street conditions, consistency with all areas and districts in town, curves or right angles, or other dangerous points on the street, as well as non-automotive traffic.

(Code 1989, § 13-4; Amd. of 4-10-1978, § 4)

Adopted by the Town Council of Onancock on this _____ day of _____, 2023 at a normally scheduled Council meeting at which a quorum was present with a vote of _____ to _____.

Mayor, Fletcher Fosque

Town Clerk, Deborah Caton

**AN ORDINANCE TO AMEND THE TOWN OF ONANCOCK'S ORDINANCE SECTION 26-4 SPEED
LIMITS**

**Pursuant to the Resolution entered in the permanent minutes of the Town of Onancock at
the normally scheduled Town Council meeting of June 26, 2023, Section 26-4 Speed
Limits is amended and reenacted as follows**

Sec. 26-4. Speed limits.

- 1) Except as provided by state law with respect to drivers of specified emergency vehicles, no person shall drive or propel a vehicle upon any street or public way of the town at a speed in excess of 25 miles per hour, except in the following areas:
 - a) Hill Street from Payne Street to Liberty shall be 30 miles per hour.
 - b) Market Street from Hall Street to Fairgrounds Road shall be 30 miles per hour.
- 2) The foregoing speed limitations hereinbefore set out have been fixed by the Town Council by reason of pedestrian safety, street conditions, consistency with all areas and districts in town, curves or right angles, or other dangerous points on the street, as well as non-automotive traffic.

(Code 1989, § 13-4; Amd. of 4-10-1978, § 4)

Adopted by the Town Council of Onancock on this ____ day of _____, 2023 at a normally scheduled Council meeting at which a quorum was present with a vote of ____ to ____.

Mayor, Fletcher Fosque

Town Clerk, Deborah Caton

Chapter 2: Administration

Article V: Boards, Committees, and Commissions

Division 3: ECONOMIC DEVELOPMENT AUTHORITY

Sec. 3-301. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

The authority means the Economic Development Authority of the Town of Onancock, Virginia.

State law reference(s)—Code of Virginia, § 15.2-4902, Definitions.

Sec. 3-302. Created.

- (a) There is hereby created a political subdivision of the commonwealth with such public and corporate powers as are set forth in the Industrial Development and Revenue Bond Act, including such powers as may be set forth from time to time in the state law.
- (b) The name of the political subdivision created hereby shall be the Economic Development Authority of the Town of Onancock, Virginia.

State law reference(s)—Code of Virginia, Title 15.2, Ch. 49, Industrial Development and Revenue Bond Act, §15.2-4903, Creation of industrial development authorities.

Sec. 3-303. Governed by board of directors; composition of board; appointment and terms of members.

- (b) Initial appointments of the directors shall be for terms consistent with state law and after initial terms, shall be for terms of four years, except appointments to fill vacancies which shall be for the unexpired terms. All terms of office shall be deemed to commence upon the date of the initial appointment to the authority.
- (c) Each director shall, before entering upon his or her duties, take and subscribe the oath prescribed by state law and shall serve until their successors are appointed and qualified.
- (d) Every director shall, at the time of his or her appointment and thereafter, be a resident of Onancock or Accomack County. When a director ceases to be a resident of Onancock or Accomack County, the director's office shall be vacant, and a new director may be appointed for the remainder of the term.

State law reference(s)—Code of Virginia, § 15.2-4904, Directors; qualifications; terms; vacancies; compensation and expenses; quorum; records; certification and distribution of report concerning bond issuance.

Town Council: Brandon Brockmeier, Ray Burger, Cynthia Holdren, Joy Marino, Sarah Nock and Maphis Oswald
Mayor: Fletcher Fosque | Town Manager: Matt Spuck

**RESOLUTION OF GOVERNING BODY OF
THE TOWN OF ONANCOCK**

The Governing body of the Town of Onancock, consisting of _____ members, in a duly called meeting held on the _____ day of _____, 2023, at which a quorum was present **RESOLVED** as follows:

WHEREAS §46.2-878 of the Code of Virginia acknowledges that the Commissioner of Highways or other authority having jurisdiction may decrease the speed limits set forth in § 46.2-870; and

WHEREAS §46.2-874, states the maximum speed shall be 25 mph limit in business and residence districts ; and

WHEREAS the Virginia Department of Transportation has a statutory speed limit of 25 mph in residential and business areas; and

WHEREAS the Town Council believes all areas within the Corporate Limits of the Town of Onancock are residential and business areas; and

WHEREAS the Town Council of the Town of Onancock aggressively supports the safety of all citizens and believes that lower speed limits within town borders is one way to support that goal; and

WHEREAS the Town Council supports the safety of pedestrian traffic along streets with no sidewalk; and

WHEREAS the VDOT Road Diet project will narrow the road from Fairgrounds Road to Hill Street to two lanes plus a pedestrian and bike lane on each side; and

BE IT HEREBY RESOLVED that to enhance the safety of pedestrians on the newly created road diet street, and to further the safety of pedestrians on streets without sidewalks, and treat all portions of our community equally as business and residential areas,

BE IT FURTHER RESOLVED that the Town Council of the Town of Onancock requests the Virginia Department of Transportation change the speed on the following roads to 25 mph:

- Market Street from Lee Street to Hill Street from 30 mph to 25 mph
- Liberty Street from College Avenue to Hill Street from 35 mph to 25 mph
- Hill Street from Payne Street to Market Street from 35 mph to 25 mph
- Market Street from Hill Street to Hall Street from 35 mph to 25 mph
- Market Street from Hall Street to Fairgrounds Road from 35 mph to 30 mph

This Resolution is hereby entered into the permanent minutes of the meetings of this Council.

TOWN OF ONANCOCK

[ENTITY NAME]

By: _____
MAYOR, TOWN OF ONANCOCK

Attest: _____
[SIGNATURE AND TITLE]

CERTIFICATION

I hereby certify that the above Resolution was duly adopted by the Governing Body of the Town of Onancock, in a duly assembled meeting on the _____ day of _____ 2023.

Secretary/Clerk

Resolution No. 2023-06-26-03

A RESOLUTION BY THE TOWN OF ONANCOCK TOWN COUNCIL REGARDING THE USEFUL LIFE, OBLIGATION, AND MAINTENANCE OF THE TOWN OF ONANCOCK WHARF AT 2 ONANCOCK WHARF, ONANCOCK, VIRGINIA;

WHEREAS, the Town of Onancock, is the owner in fee simple of real property with improvements thereon know generally as Town of Onancock Wharf and Marina located at 2 Onancock Wharf, Virginia; and

WHEREAS, the Town of Onancock, acting as sub-recipient of the Virginia Department of Health, with funds from the Boating Infrastructure Grant Program, replaced the bulkhead on the Creekside of the property where larger transient boaters dock and fuel; and

WHEREAS, the Town of Onancock is obligated to allow transient recreational vessels to utilize the bulkhead and fuel dock in accordance with the Boating Infrastructure Grant; 2 CFR 200 and 50 CFR 86; and

WHEREAS, pursuant to the grant agreement (s) between the Town of Onancock and the State of Virginia, Department of Health (the "Agreement ") dated August 8, 2022 (Grant Number F22AP03436-00 and Sub-Recipient Number: VDH-23-102-0088), a copy of which is kept on file at the office of the Virginia Department of Health, 109 Governor Street, 5th Floor, Richmond, Virginia 23219.

NOW THEREFORE, BE IT RESOLVED, by this Resolution, the Town of Onancock, desires to acknowledge the existence of the Agreement and its obligation to abide by the terms and conditions thereof. The Town of Onancock confirms its obligations with regard to the Agreement as it relates to the Property, including the obligation of the Town of Onancock to provide long-term maintenance of the property in accordance with the Boating Infrastructure Grant Program Rule (522 FW 18.5) and the following useful life parameters: bulkhead and planking- 20 years; until February 2044 as referenced in Appendix 8 – United States Fish and Wildlife Service Plant, Property & Equipment Financial Management Guidance Handbook.

Roll Call Vote:

Ray Burger	Yay	Nay	Brandon Brockmeier	Yay	Nay
Cynthia Holdren	Yay	Nay	Joy Marino	Yay	Nay
Sarah Nock	Yay	Nay	Maphis Oswald	Yay	Nay
In the event of a tie vote			Fletcher Fosque	Yay	Nay

Attached to and included in this resolution is Sub-Recipient Agreement between the Virginia Department of Heath and the Town of Onancock. Agreement number: VDH-23-102-0088.

Town Council: Brandon Brockmeier, Ray Burger, Cynthia Holdren, Joy Marino, Sarah Nock and Maphis Oswald
Mayor: Fletcher Fosque | **Town Manager:** Matt Spuck

Town Manager Report – June 26, 2023

HRSD Transition

- The Jefferson Street project is moving forward. There is no need for a one-way street. The contractor for the first house being constructed on Jefferson Street has pulled its permit. Garney, HRSD and the Town are coordinating to get the utilities and roadway in place at about the same time the house is read to connect.

Street Repairs

- Holly Street repair is complete and VDOT is scheduling the new culverts for summer.
- Patch pavement repairs are scheduled as soon as possible.

Town Plan

- The Hill Studio team has received several comments which summarize as: residents like the streetlights (except those in the neighborhoods – they are cobra arms like now, just a different color – doesn't make sense to change for that), they like street signs, and way-findings signs (not a high on the out-of-downtown version). The entry sign, Custis park sign, and destinations signs were not as kindly looked upon. The concept drawings of the Wharf were very well received. The parking ideas on College Avenue were positive, but on East and West, it was mixed at best. I spoke to Hill; they are going to look at options for signage while Council discusses moving ahead (or not) with the positive choices.

Northeast Revitalization Project

- The bid was awarded for the demo of six houses.
- The sidewalk along Pine Street from Market Street is in process. The sidewalk will encroach on the fire department's property. The Town would offer an easement for that sidewalk to remove any possibility of liability to the fire department, but that process is still in the works.

VTC (Virginia Tourism Grant)

- The \$50,000 we were allocated because of our status as a DMO is available to us. We spoke about a town walking map app, and 4 brochures (general map, historical points of interest, nature and trees of interest, and art and artisans). I spoke with the app company, and it looks promising that we will be able to have different "layers" for individual interests. I am pulling older walking maps together to give to a designer to get a starting document.
- I have worked with the same company that Chincoteague works with for their app and visitor kiosk. I am also working with Shirley Deeds to help design the first pass of walking maps.

VODOT (Ready Set Go grant & TAP)

- The engineering and design work is complete, and we received the information we need to apply for the TAP (Transportation Alternatives Program) for the King St sidewalk connection project.
- I submitted the preliminary application before its due date. Any next step, if we move forward in the process, will be in August.

IRF (Industrial Revitalization Fund - \$1 mil for Lilliston)

- Once the OEDA is established, contracts with DHCD can be crafted. They cannot be acted on until the Council appoints the OEDA Board.

Website

- The design is underway. Staff spent time with the developer to show critical and legal requirements.

- If Council wants new functionality, please share with me as soon as possible.

Open ARPA Project Updates

- Police Generator (\$0) –moved to DCJS grant.
 - Putting to bid with bidder suggesting placement.
- GIS Water System (\$15,000)
 - We have the equipment and the software. Equipment training is free, so we are considering this project closed.
- Police Department Renovation (\$150,000 – reappropriated because of the DCJS grant)
 - The building permit application has been submitted to the County for comment. The contractor, once named, will pull the building permit.
- Welcome Center and Public Restrooms (\$340,000 –higher because of the DCJS grant)
 - We have pulled the drawings back from the architect. We will present Council with one more concept drawing before we ask them to begin construction documents.
- Dog Park (\$25,000)
 - The project is complete.
 - We have found 2 shade structures that will be funded by OBCA.
- Northeast Park (\$52,000)
 - The neighborhood group approved the park equipment and design. The order was placed. There is a long lead time, estimate October installation.
- Security Cameras (\$145,000) –moved to DCJS grant.
 - The cameras have been installed and staff trained. There are a lot of adjustments to me made now that they are in place and being used.
- Air Conditioning upstairs (\$20,000)
 - No activity
- Matching Grants for Business Facades (\$90,000)
 - Award letters have been distributed.
- Sunset Park (\$40,000)
 - I have three vendors to provide quotes and designs. Until then, we have put a transition of 57 stone along the deck boards to eliminate trip hazards.
- Touchless Fixtures at LL (\$3,500)
 - This work is scheduled for the 3rd week of June.
- Drainage Ditch Cleanout (\$7,500)
 - To determine which Onancock maintained streets have drainage ditches to create a list. As part of the Northeast Revitalization Grant, VDOT will likely deal with the drainage on Cross and School. We will add support elsewhere, if required.
- Water Valve Isolation (\$15,000)
 - We will likely be changing this project from valves to meters. We need to be able to reconcile the volume of water pulled from the groundwater well to the gallons we bill each month. We will need meters at each leg of the distribution system to begin this process for the new groundwater withdrawal permit.
- Duckbill at Wharf (10,000)
 - Likely these funds can be reappropriated.
- Dredging under floating docks (\$90,000)
 - We will begin to prepare the spill site as time allows.
 - The timing of this project will need to wait until after the next boating season.
- Downtown Visual Improvements (\$35,000)
 - Waiting until the Town Plan is complete.
- Town Square Repairs (8,500)
 - Waiting for Town Plan to complete
- Walking Path at Little League Complex (\$20,000)

- No activity yet
- Stormwater Management (\$65,932)
 - We suggest using these funds and other reserves for the King Street project for grant match.

Miscellaneous

- We have started to re-write Town Code Chapter 34 – Utilities. This chapter is 32 pages long as published today. I will be making first pass edits and giving each of you a binder with current and proposed edits. Because this will be more than 75 pages of text, I think having a binder with paper copies will be easier to manage.
- Thank you to all who came to support the blood drive. While we didn't hit our goal, our residents helped save many lives.
- The next BIG application is due very soon. We are applying for support for an extension to the fuel floating dock, a new fuel pump and interface system, a replacement for the pump out station, new deck boards along the transient's bulkhead, advertising dollars, and most importantly, giving after hours handicapped access to the bathrooms and showers.
- I found an appraiser willing to value the property behind #4 Market street.

**Town of Onancock
Budget Summary by Department
Through May 31, 2023**

ALL DEPARTMENTS	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B	Explanation
				\$	%					
Revenue										
Administration	1,272,668	1,407,914	90%	(135,246)	(10%)	1,130,119	1,296,397	1,391,245		
Water	511,777	455,000	112%	56,777	12%	353,715	420,140	491,897		
Sewer	757,813	847,440	89%	(89,627)	(11%)	920,469	1,025,382	1,121,513		
Wharf	169,988	204,600	83%	(34,612)	(17%)	147,284	198,463	206,989		
Police	73,743	80,000	92%	(6,257)	(8%)	53,951	55,140	41,997		
Total Revenue	2,785,989	2,994,954	93%	(208,965)	(7%)	2,605,538	2,995,522	3,253,641		
Expenditures										
Council	61,789	125,323	49%	63,534	51%	36,050	36,627	35,932		
Administration	416,565	510,393	82%	93,828	18%	465,433	501,507	495,422		
Water	354,843	455,000	78%	100,157	22%	235,768	218,974	247,147		
Sewer	619,612	847,440	73%	227,828	27%	633,749	556,205	406,064		
Wharf	215,240	225,878	95%	10,638	5%	181,432	188,018	210,966		
Police	382,025	541,190	71%	159,165	29%	396,701	325,746	394,355		
Bld and Streets	121,468	163,391	74%	41,923	26%	112,407	133,009	156,818		
Parks & Land.	89,346	126,339	71%	36,993	29%	31,583	23,667	74,668		
Total Expenditures	2,260,887	2,994,954	75%	734,067	25%	2,093,123	1,983,753	2,021,372		
Net Change	525,102	0		525,102	0%	512,415	1,011,769	1,232,269		

Percentage of Year Completed: 92%

**Town of Onancock
Budget Summary by Department
Through May 31, 2023**

	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
TOWN COUNCIL									
Expenditures									
Wages And Taxes	13,953	15,419	90%	1,466	10%	15,051	14,793	15,262	
Town Attorney	16,000	4,500	356%	(11,500)	(256%)	0	735	2,733	
Travel And Training	0	1,000	0%	1,000	100%	0	25	0	
Main Street Partners	19,571	15,000	130%	(4,571)	(30%)	15,000	15,000	15,000	
Liability Insurance	2,150	4,154	52%	2,004	48%	5,999	6,074	0	
Office Supplies	387	250	155%	(137)	(55%)	0	0	2,937	
Master Plan	9,728	85,000	11%	75,272	89%	0	0	0	
Total Expenditures	61,789	125,323	49%	63,534	51%	36,050	36,627	35,932	

Percentage of Year Completed: 92%

**Town of Onancock
Budget Summary by Department
Through May 31, 2023**

ADMINISTRATION	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
Revenue									
Real Property-Current	379,753	364,038	104%	15,715	4%	336,051	324,439	373,468	
Real Property-Late	25,399	30,000	85%	(4,601)	(15%)	35,026	78,952	32,135	
Public Service-Real	3,799	15,000	25%	(11,201)	(75%)	16,748	17,593	15,814	
Personal Property-Current	183,465	164,451	112%	19,014	12%	151,787	190,967	255,838	
Personal Property-Late	13,546	12,500	108%	1,046	8%	23,513	15,867	15,459	
Penalties	6,816	11,273	60%	(4,457)	(40%)	13,462	21,897	9,240	
Local Sales Tax	97,691	89,000	110%	8,691	10%	81,114	89,367	92,372	
Consumers Utility Tax	46,655	52,500	89%	(5,845)	(11%)	52,915	55,696	56,036	
Business License Tax	3,435	3,450	100%	(15)	(0%)	36,514	35,768	3,711	
Vehicle Decals	26,202	18,000	146%	8,202	46%	9,138	5,213	20,834	
Bank Stock Taxes	0	42,000	0%	(42,000)	(100%)	27,207	48,262	45,329	
Communication Tax	66,328	72,000	92%	(5,672)	(8%)	81,315	74,358	70,214	
Transient Occupancy	24,426	28,000	87%	(3,574)	(13%)	11,546	20,816	26,094	
Building/Zoning Perm	2,025	1,500	135%	525	35%	375	1,700	1,975	
Meals Tax	231,438	190,005	122%	41,433	22%	137,212	194,319	237,448	
Meals & Transient La	3,722	0	No Budget	3,722	0%	1,389	1,999	685	
Rental Of Property	12,013	12,240	98%	(227)	(2%)	12,160	12,240	13,767	
Water Tower Rental I	6,850	6,850	100%	0	0%	6,850	6,850	0	
Grass Cutting	4,515	4,500	100%	15	0%	0	0	0	
Trash Revenue	81,736	102,000	80%	(20,264)	(20%)	39,160	53,340	61,280	
Transfers In	0	116,666	0%	(116,666)	(100%)	0	0	0	
Miscellaneous Revenue	11,531	4,941	233%	6,590	133%	42,556	30,697	9,766	
Fire Program Funds	15,000	15,000	100%	0	0%	10,000	15,000	15,000	
Litter Control Grant	2,723	1,250	218%	1,473	118%	818	820	108	
Va Comm For The Arts	4,500	1,750	257%	2,750	157%	1,500	0	1,500	
Loan And Grants Proc	19,100	49,000	39%	(29,900)	(61%)	0	0	33,000	

**Town of Onancock
Budget Summary by Department
Through May 31, 2023**

ADMINISTRATION	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
Total Revenue	1,272,668	1,407,914	90%	(135,246)	(10%)	1,130,119	1,296,397	1,391,245	
Expenditures									
Salaries	119,250	128,320	93%	9,070	7%	137,048	151,111	134,143	
Fica	8,562	9,817	87%	1,255	13%	8,846	9,835	9,185	
Retirement-Vrs	16,037	17,747	90%	1,710	10%	20,143	19,982	22,625	
Hospitalization	13,360	16,359	82%	2,999	18%	20,471	26,066	13,153	
Life Insurance	1,644	693	237%	(951)	(137%)	1,661	(2,385)	489	
Suta	56	132	43%	76	57%	399	719	172	
Disability Insurance	452	797	57%	345	43%	0	0	468	
Legal And Collection	0	3,000	0%	3,000	100%	0	0	1,750	
Audit Service	0	18,500	0%	18,500	100%	16,750	16,750	17,750	
Bank Processing Fees	2,424	5,200	47%	2,776	53%	1,914	5,108	3,576	
Credit Card Fees	12,003	11,000	109%	(1,003)	(9%)	0	369	9,217	
Payroll Processing F	5,855	7,000	84%	1,145	16%	3,322	3,259	7,263	
Temp Services	0	2,500	0%	2,500	100%	1,414	0	0	
Professional Develop	1,099	1,800	61%	701	39%	0	200	227	
Software Subscriptio	23,717	14,660	162%	(9,057)	(62%)	0	0	20,323	
Software Support	12,794	11,435	112%	(1,359)	(12%)	0	0	10,408	
Vehicle Repair	0	250	0%	250	100%	0	0	0	
Office Equipment	8,279	7,800	106%	(479)	(6%)	19,195	21,595	7,982	
Advertising	12,076	14,146	85%	2,070	15%	2,178	2,951	10,503	
Postage	1,998	3,000	67%	1,002	33%	2,483	2,626	1,289	
Telephone	4,592	3,816	120%	(776)	(20%)	1,576	1,680	3,272	
Property Insurance	681	1,705	40%	1,024	60%	0	0	805	
Vehicle Insurance	201	412	49%	212	51%	0	0	412	
General Liability In	1,416	3,644	39%	2,229	61%	0	0	12,333	
Workers Comp	54	330	16%	276	84%	0	0	330	

**Town of Onancock
Budget Summary by Department
Through May 31, 2023**

ADMINISTRATION	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
Travel	0	250	0%	250	100%	1,808	0	45	
Dues & Membership	1,086	1,800	60%	714	40%	897	1,072	2,440	
Office Supplies	9,483	12,000	79%	2,517	21%	5,593	8,519	7,411	
Historic Onancock Sc	0	0	No Budget	0	0%	0	7,500	0	
Hos - Property Insur	3,954	6,503	61%	2,549	39%	0	0	6,503	
Cultural Enrichment	3,041	3,600	84%	559	16%	3,000	1,250	2,669	
Miscellaneous	110	3,500	3%	3,391	97%	1,997	3,261	574	
Website & Printing	6,480	15,000	43%	8,520	57%	0	0	318	
Town Events	1,556	15,000	10%	13,444	90%	623	0	266	
Employee Welfare	174	750	23%	576	77%	0	686	1,176	
Computer Capital Out	2,945	3,000	98%	55	2%	0	0	0	
Contingency	3,800	10,000	38%	6,200	62%	0	0	5,030	
Bank Building Loan	6,696	8,927	75%	2,231	25%	0	0	26,781	
Trash Collection Ser	86,059	102,000	84%	15,941	16%	100,260	101,110	106,244	
Contribution To Fire	25,000	25,000	100%	0	0%	25,000	25,000	25,000	
Fire Programs Funding	15,000	15,000	100%	0	0%	10,000	15,000	15,000	
Es Tourism-Tot Share	4,600	4,000	115%	(600)	(15%)	5,381	4,620	4,154	
Total Expenditures	416,565	510,393	82%	93,828	18%	465,433	501,507	495,422	

Net Change	856,103	897,521	95%	(41,418)	(5%)	664,686	794,890	895,823	
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Percentage of Year Completed: 92%

**Town of Onancock
Budget Summary by Department
Through May 31, 2023**

WATER	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
Revenue									
Water Charges	498,598	325,000	153%	173,598	53%	332,050	394,911	424,515	
Water & Sewer Penalt	11,252	12,000	94%	(748)	(6%)	19,005	19,615	16,671	
Miscellaneous Revenue	1,927	0	No Budget	1,927	0%	2,660	2,614	49,628	
Loan Proceeds And Gr	0	68,000	0%	(68,000)	(100%)	0	0	0	
Transfer In From Res	0	50,000	0%	(50,000)	(100%)	0	0	(3,417)	
Total Revenue	511,777	455,000	112%	56,777	12%	353,715	420,140	491,897	
Expenditures									
Wages and Benefits	126,555	130,596	97%	4,041	3%	141,475	116,120	109,047	
Training & Travel	0	4,000	0%	4,000	100%	28	0	79	
Vehicle Repair	0	750	0%	750	100%	0	3,045	1,018	
Repair & Maintenance	28,291	29,016	98%	725	2%	11,077	17,552	10,960	
Auto Insurance	0	412	0%	412	100%	0	0	412	
Printing Utility Bil	0	500	0%	500	100%	0	507	0	
Advertising	0	100	0%	100	100%	0	0	0	
Electric Services	15,206	18,000	84%	2,794	16%	13,865	13,779	14,974	
Postage	844	1,500	56%	656	44%	527	755	1,123	
Reserve For Cip	0	70,500	0%	70,500	100%	0	0	19,420	
Dues & Memberships	0	850	0%	850	100%	0	527	0	
Health Department Fe	2,169	2,200	99%	31	1%	2,133	2,165	2,169	
Vehicle Fuel	1,681	2,000	84%	319	16%	2,068	1,863	2,366	
Lab Supplies	2,269	1,500	151%	(769)	(51%)	1,095	998	2,064	
Purification Supplie	12,565	25,000	50%	12,435	50%	21,196	21,099	8,935	
Outside Consultants	1,200	5,000	24%	3,800	76%	0	0	300	
Small Tools & Equipm	3,099	3,000	103%	(99)	(3%)	0	80	2,650	
Property Insurance	814	2,084	39%	1,270	61%	0	0	0	
Interest - Bond - Wa	55,900	55,900	100%	0	0%	37,707	36,945	36,154	

**Town of Onancock
Budget Summary by Department
Through May 31, 2023**

<u>WATER</u>	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
Interest - Bond - Wa	2,456	2,456	100%	0	0%	1,656	1,662	1,588	
Interest - Bond - Wa	99,637	99,636	100%	(1)	(0%)	0	0	25,491	
Total Expenditures	354,843	455,000	78%	100,157	22%	235,768	218,974	247,147	

Net Change	156,934	0	0%	156,934	117,947	201,166	244,750	
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Percentage of Year Completed: 92%

**Town of Onancock
Budget Summary by Department
Through May 31, 2023**

SEWER	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
Revenue									
Sewer Charges	755,887	847,440	89%	(91,553)	(11%)	915,409	1,014,068	1,071,885	
Total Revenue	757,813	847,440	89%	(89,627)	(11%)	920,469	1,025,382	1,121,513	
Expenditures									
Coll.Repair/Maintena	228,160	388,725	59%	160,565	41%	65,432	75,412	136,140	
Electric Services	3,424	0	No Budget	(3,424)	0%	73,534	71,544	45,809	
Telephone	(1,062)	0	No Budget	1,062	0%	9,027	9,541	11,974	
Reserve For Capital	100,000	100,000	100%	0	0%	0	0	0	
Hrsd Transition Cost	2,436	75,000	3%	72,564	97%	30,500	17,021	23,577	
Transfer To Reserve	283,715	283,715	100%	0	0%	0	0	0	
Total Expenditures	619,612	847,440	73%	225,951	27%	633,749	556,205	406,064	
Net Change	138,202	0		136,325	0%	286,720	469,177	715,449	

Percentage of Year Completed: 92%

**Town of Onancock
Budget Summary by Department
Through May 31, 2023**

	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
Revenue									
Boat Dockage Fees-Mo	650	250	260%	400	160%	125	125	1,311	
Boat Dockage Fees-Tr	56,901	62,500	91%	(5,599)	(9%)	34,848	75,106	60,562	
Parking Fee	182	350	52%	(168)	(48%)	1,562	995	512	
Parking Fee - Annual	0	0	No Budget	0	0%	1,410	420	336	
Wharf Gasoline Sales	101,801	125,000	81%	(23,199)	(19%)	103,478	108,700	128,103	
Wharf-Other	3,675	6,500	57%	(2,825)	(43%)	2,113	2,513	7,628	
Wharf Electric	6,779	10,000	68%	(3,221)	(32%)	3,748	10,604	8,537	
Total Revenue	169,988	204,600	83%	(34,612)	(17%)	147,284	198,463	206,989	
Expenditures									
Wharf Salaries	53,779	64,582	83%	10,803	17%	49,242	60,661	55,949	
Over-Time Compensati	388	0	No Budget	(388)	0%	494	68	629	
Fica	4,327	4,941	88%	614	12%	3,804	4,489	4,296	
Retirement	3,465	4,091	85%	626	15%	5,562	5,492	6,348	
Life Insurance	301	160	188%	(141)	(88%)	459	459	244	
Suta	86	75	115%	(11)	(15%)	242	260	193	
Disability Insurance	99	251	39%	152	61%	0	0	190	
Square Cc Fees	4,673	5,000	93%	327	7%	1,776	4,365	5,423	
Vehicle Repair	191	500	38%	309	62%	0	0	259	
Electric Services	4,156	5,500	76%	1,344	24%	4,245	4,993	4,415	
Telephone	344	628	55%	284	45%	460	629	624	
Property Insurance	222	265	84%	44	16%	0	0	319	
Auto Insurance	199	549	36%	351	64%	0	0	412	
Worker'S Comp Insura	611	2,670	23%	2,060	77%	0	0	2,670	
Office Supplies	1,806	300	602%	(1,506)	(502%)	0	0	289	
Wharf Janitorial Sup	1,375	1,200	115%	(175)	(15%)	689	661	351	
Repair & Maintenance	6,992	8,000	87%	1,008	13%	2,702	6,451	7,797	

**Town of Onancock
Budget Summary by Department
Through May 31, 2023**

WHARE	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
Cost Of Gas/Diesel S	87,753	98,000	90%	10,247	10%	78,967	74,263	104,528	
Misc.	0	1,000	0%	1,000	100%	10,783	8,365	269	
Advertising & Dues	17,393	6,000	290%	(11,393)	(190%)	22,007	5,582	8,548	
Rent	8,200	5,500	149%	(2,700)	(49%)	0	1,100	7,150	
Capital Improvements	16,500	16,666	99%	166	1%	0	10,180	0	
Total Expenditures	215,240	225,878	95%	10,638	5%	181,432	188,018	210,966	

Net Change	(45,252)	(21,278)	213%	(23,974)	(113%)	(34,148)	10,445	(3,977)	
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Fuel Margin 14,048 27,000 52% (12,952) (48%) 24,511 34,437 23,575

Percentage of Year Completed: 92%

**Town of Onancock
Budget Summary by Department
Through May 31, 2023**

POLICE	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
Revenue									
Traffic Fines	11,879	8,000	148%	3,879	48%	9,168	8,290	6,904	
Esummons	960	0	No Budget	960	0%	0	0	110	
Police Grant - 599	21,780	41,000	53%	(19,220)	(47%)	39,536	46,850	29,678	
Police Grant - Doj	30,867	25,000	123%	5,867	23%	0	0	1,005	
Police Grant - Hwy S	8,257	6,000	138%	2,257	38%	0	0	4,300	
Total Revenue	73,743	80,000	92%	(6,257)	(8%)	53,951	55,140	41,997	
Expenditures									
Salaries	219,834	271,673	81%	51,839	19%	234,547	205,575	232,032	
Over-Time Compensati	38,577	39,000	99%	423	1%	5,519	5,294	16,697	
Fica	19,098	20,783	92%	1,685	8%	18,365	17,103	17,907	
Retirement-Vrs	28,238	37,572	75%	9,334	25%	35,239	32,239	35,158	
Hospitalization	21,501	37,392	58%	15,891	42%	25,668	24,624	17,735	
Life Insurance	2,471	1,467	168%	(1,004)	(68%)	2,908	2,803	2,027	
Suta	71	376	19%	305	81%	562	366	239	
Short Term Disabilit	0	1,239	0%	1,239	100%	0	0	0	
Court Costs	0	500	0%	500	100%	0	0	178	
Training	2,397	6,000	40%	3,603	60%	663	4,384	2,690	
New Officer Training	(35)	0	No Budget	35	0%	0	0	8,327	
Vehicle Repair	3,945	6,900	57%	2,955	43%	4,871	2,650	2,791	
Computer Maintenance	1,127	4,500	25%	3,373	75%	3,270	2,691	4,652	
Telephone Services	2,708	6,300	43%	3,592	57%	2,507	3,394	3,165	
Line Of Duty Act	1,462	3,655	40%	2,193	60%	3,655	2,742	3,655	
Vehicle Insurance	1,484	2,902	51%	1,419	49%	305	0	2,801	
Workers Comp	4,214	8,823	48%	4,610	52%	0	0	8,823	
Travel	164	500	33%	336	67%	0	35	35	
Office Supplies	1,859	4,000	46%	2,141	54%	5,811	3,741	2,324	

**Town of Onancock
Budget Summary by Department
Through May 31, 2023**

<u>POLICE</u>	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
Vehicle Fuel	10,029	11,000	91%	971	9%	8,343	7,018	12,527	
Uniforms	2,014	3,000	67%	986	33%	2,377	2,046	1,382	
Animal Population Co	0	1,500	0%	1,500	100%	0	587	954	
Police Supplies	6,879	10,000	69%	3,121	31%	5,992	8,317	10,443	
Police Vehicles	13,108	62,108	21%	49,000	79%	36,099	0	6,554	
Total Expenditures	382,025	541,190	71%	159,165	29%	396,701	325,746	394,355	

Net Change	(308,282)	(461,190)	67%	152,908	33%	(342,750)	(270,606)	(352,358)	
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**Town of Onancock
Budget Summary by Department
Through May 31, 2023**

<u>BUILDINGS & STREETS</u>	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
Expenditures									
Wages and Benefits	74,466	58,398	128%	(16,068)	(28%)	43,057	47,712	69,042	
Vehicle Repair	2,827	2,000	141%	(827)	(41%)	1,215	619	615	
Electric Service	3,949	7,000	56%	3,051	44%	24,374	22,546	18,277	
Heating Oil	0	3,596	0%	3,596	100%	0	0	2,554	
Property Insurance	338	550	61%	213	39%	0	0	2,004	
Auto Insurance	200	412	49%	212	51%	0	0	412	
Worker'S Comp Insura	139	1,481	9%	1,342	91%	0	0	1,481	
Street Repair	20,656	34,000	61%	13,344	39%	0	180	27,087	
Janitorial Supplies	995	250	398%	(745)	(298%)	0	0	985	
Cleaning Services	3,614	3,600	100%	(14)	(0%)	0	0	3,914	
Repairs And Maintena	5,033	30,000	17%	24,968	83%	15,054	27,602	18,028	
Vehicle Fuel	6,451	2,000	323%	(4,451)	(223%)	0	517	3,686	
Small Equipment Repa	763	4,000	19%	3,237	81%	117	323	3,013	
Uniforms	182	3,000	6%	2,818	94%	200	555	2,614	
Can Liners	635	1,500	42%	866	58%	1,090	1,770	1,158	
Safety/Street Signs	1,161	1,000	116%	(161)	(16%)	357	528	1,140	
New Public Works Veh	0	9,774	0%	9,774	100%	0	0	0	
Blacksmith Shop	61	830	7%	770	93%	0	0	93	
Total Expenditures	121,468	163,391	74%	41,923	26%	112,407	133,009	156,818	

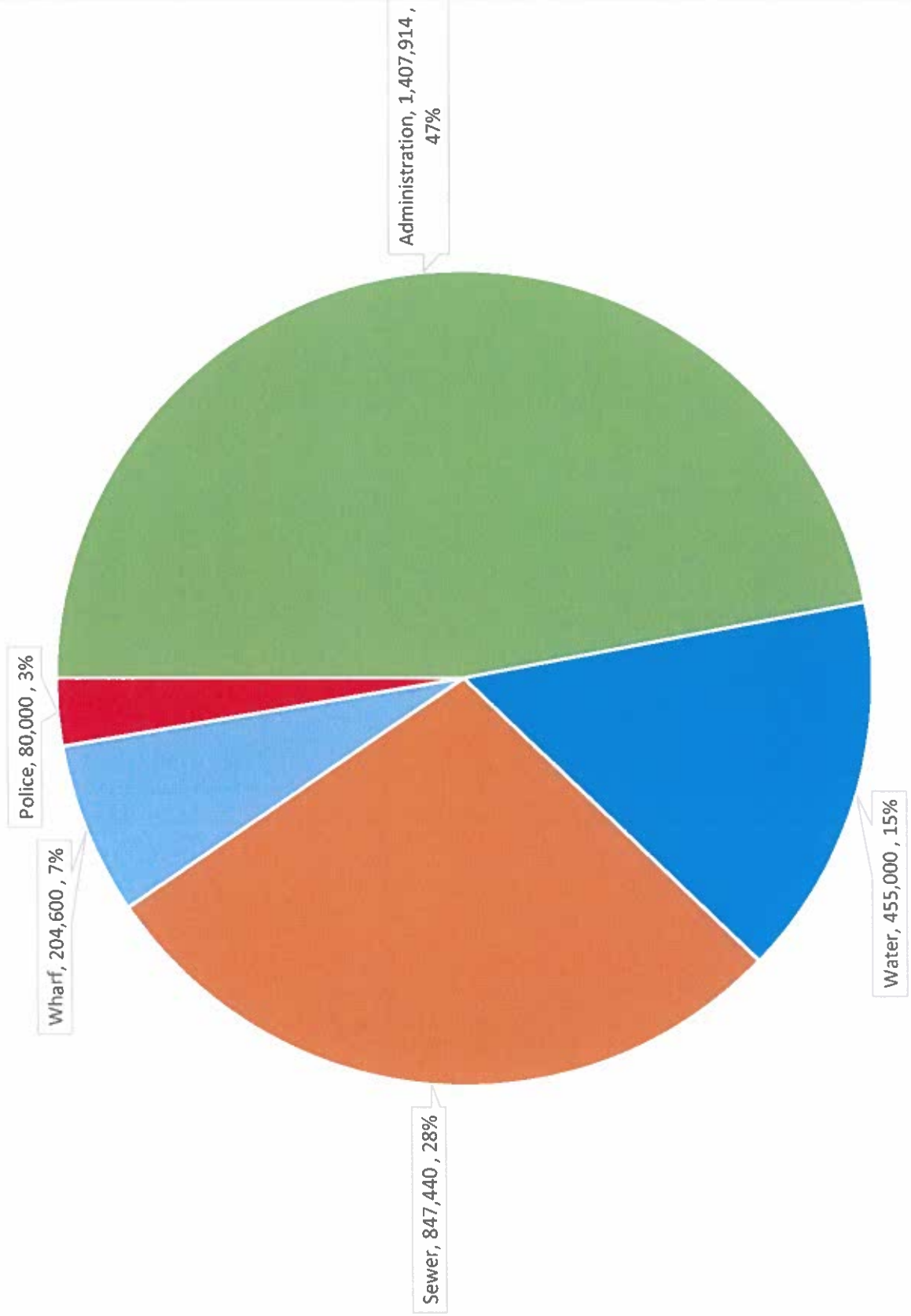
Percentage of Year Completed: 92%

**Town of Onancock
Budget Summary by Department
Through May 31, 2023**

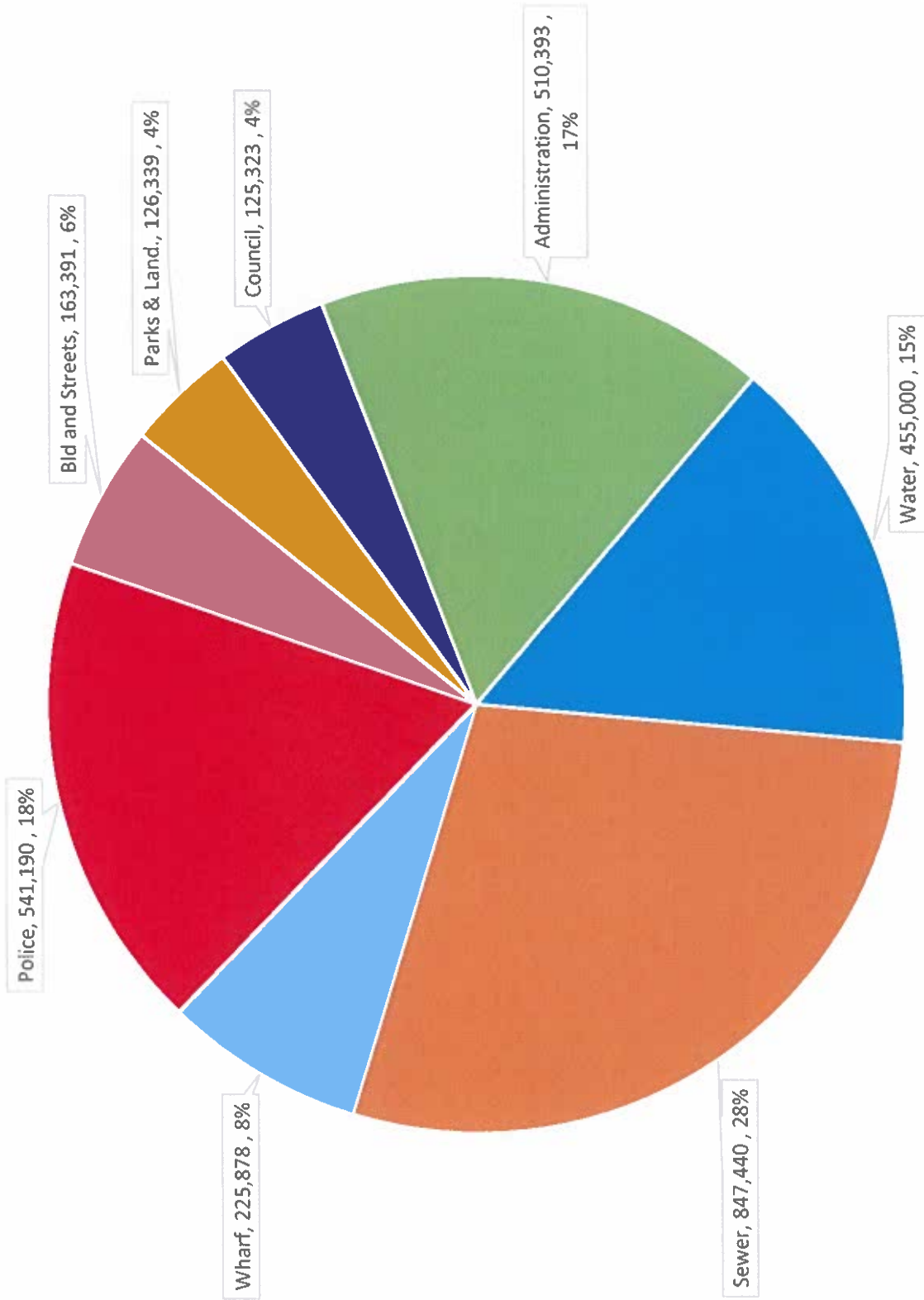
	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
<u>PARKS & LANDSCAPING</u>									
Expenditures									
Cutting Grass Contra	0	0	No Budget	0	0%	6,210	6,555	7,400	
Wages and Benefits	30,303	49,908	61%	19,605	39%	0	0	17,792	
Vehicle Repair	780	1,750	45%	970	55%	0	0	839	
Electric Services	35,487	27,500	129%	(7,987)	(29%)	1,560	1,053	11,841	
Property Insurance	119	299	40%	180	60%	0	0	0	
Auto Insurance	702	1,401	50%	699	50%	0	0	1,401	
Worker'S Comp Insura	348	1,481	23%	1,134	77%	0	0	1,481	
Repair & Maintenance	3,497	5,000	70%	1,503	30%	179	441	7,433	
Vehicle Fuel	2,822	3,000	94%	179	6%	0	0	2,562	
Small Tools & Equipm	1,188	2,500	48%	1,312	52%	33	926	5,296	
Parks-Plantings & La	1,059	7,500	14%	6,441	86%	831	2,499	6,506	
Tree Board And Beaut	292	4,000	7%	3,708	93%	0	460	830	
Holiday Decorations	10,654	10,000	107%	(654)	(7%)	6,590	2,633	2,120	
Mosquito Control	2,096	6,500	32%	4,405	68%	12,030	4,950	4,917	
Weed Control	0	5,500	0%	5,500	100%	4,150	4,150	4,150	
Total Expenditures	89,346	126,339	71%	36,993	29%	31,583	23,667	74,668	

Percentage of Year Completed: 92%

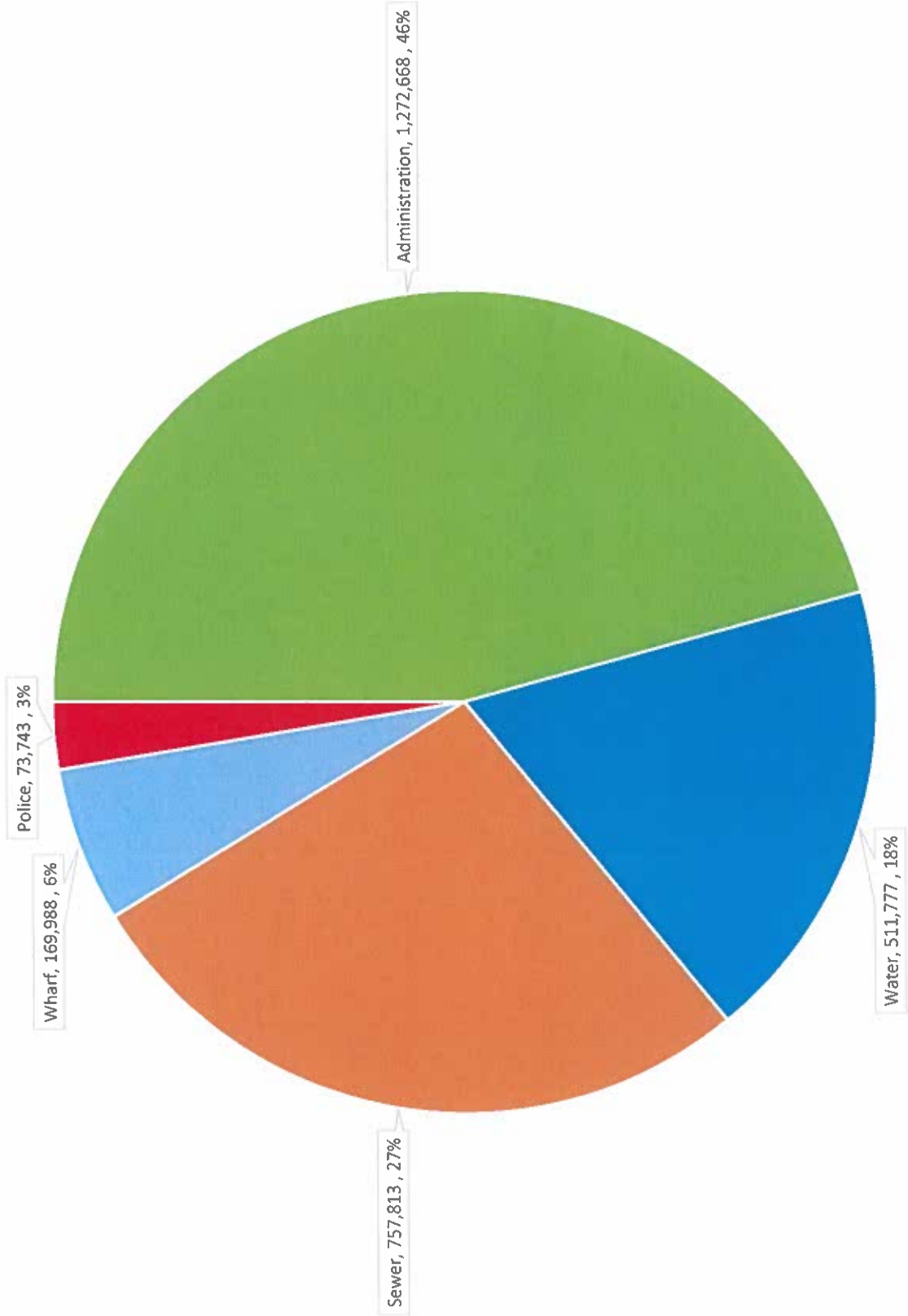
Revenue - Budget 2023



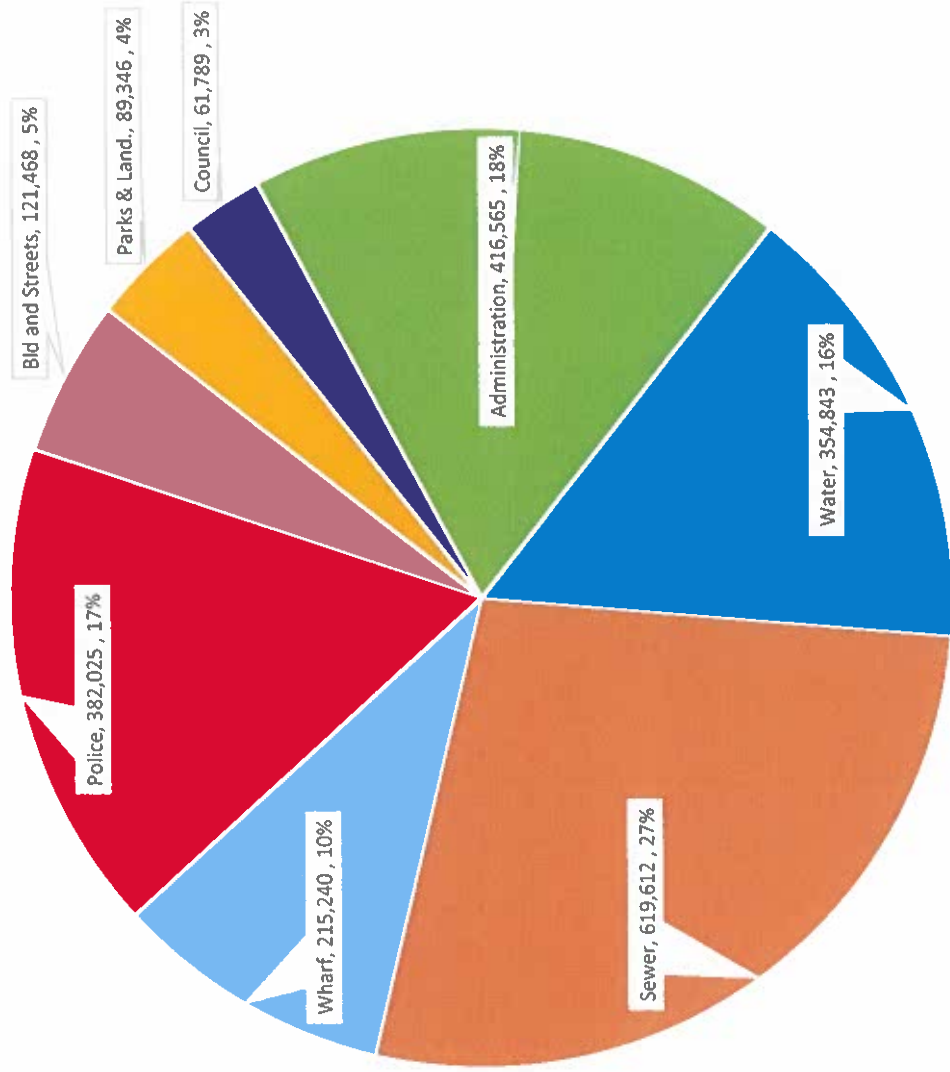
Expenditure - Budget 2023



Revenue - Actual 2023



Expenditures - Actual 2023



Town of Onancock
Cash and Reserve Report
Through May 31, 2023

	ACTUAL 5/31/23	ACTUAL 5/31/22	% Increase / (Decrease)
CASH AND RESERVES			
CASH			
Checking	252,551	473,143	(47%)
RESERVES			
Cash Reserve (savings account)	1,860,501	852,939	118%
Grant Match or Project Reserve	238,573	254,099	(6%)
Capital Asset Reserve	160,866	85,472	88%
General Fund Reserve	412,327	411,952	0%
ARPA Funds	856,238	406,139	111%
Utility Reserve	757,618	756,928	0%
Total Reserves	4,286,123	2,767,529	55%
Total Cash and Reserves	4,538,674	3,240,672	40%
Cash and Reserves - No ARPA	3,682,436	2,834,533	30%
Reserves Only - No ARPA	3,429,885	2,361,390	45%
REQUIRED RESERVES PER POLICY			
Grant Match or Project Reserve	250,000 Up to \$250,000	238,573	(11,427)
Capital Asset Reserve	142,017 25% of 5-year CAPEX plan	160,866	18,850
General Fund Reserve	507,754 30% of budgeted revenue 120 day operating (\$455,000/12*4)+ 30% Accumulated Depreciation	412,327	(95,427)
Utility Reserve	715,970 (\$1,837,935)+ \$15k for road repairs	757,618	41,648
Total Required Reserves per Policy	\$ 1,615,740	\$ 1,569,384	\$ (46,356)

ARPA Project Cost Update
As of 5/31/23

	Not to Exceed Budget	Reappropriated	Spent to Date	Remaining to Spend	Status
SLFRF-1010	\$ 50,000	\$ (50,000.00)	\$ -	\$ -	Moved to DCIS
SLFRF-1020	\$ 15,000	\$ -	\$ 12,014	\$ 2,986.00	Closed
SLFRF-1030	\$ 100,000	\$ 50,000.00	\$ 14,482	\$ 135,518.00	
SLFRF-1030	\$ 195,000	\$ 145,000.00	\$ 5,105	\$ 334,895.00	
SLFRF-1040	\$ 25,000	\$ -	\$ 25,966	\$ (966.00)	Closed
SLFRF-1050	\$ 35,000	\$ 16,435.00	\$ 3,712	\$ 47,723.00	
SLFRF-1060	\$ 8,000	\$ -	\$ 8,000	\$ -	Closed
SLFRF-1070	\$ 165,000	\$ (16,435.00)	\$ 148,565	\$ -	Closed
SLFRF-1080	\$ 8,000	\$ -	\$ 7,776	\$ 224.00	Closed
SLFRF-1090	\$ 145,000	\$ (145,000.00)	\$ -	\$ -	Moved to DCIS
SLFRF-1100	\$ 5,000	\$ -	\$ 4,079	\$ 921.00	Closed
SLFRF-1110	\$ 20,000	\$ -	\$ -	\$ 20,000.00	
SLFRF-1120	\$ 90,000	\$ -	\$ -	\$ 90,000.00	
SLFRF-1130	\$ 40,000	\$ -	\$ -	\$ 40,000.00	
SLFRF-1140	\$ 3,500	\$ -	\$ -	\$ 3,500.00	
SLFRF-1150	\$ 7,500	\$ -	\$ -	\$ 7,500.00	
SLFRF-1160	\$ 15,000	\$ -	\$ -	\$ 15,000.00	
SLFRF-1170	\$ 10,000	\$ -	\$ -	\$ 10,000.00	
SLFRF-1180	\$ 90,000	\$ -	\$ 9,100	\$ 80,900.00	
SLFRF-1190	\$ 35,000	\$ -	\$ -	\$ 35,000.00	
SLFRF-1200	\$ 8,500	\$ -	\$ -	\$ 8,500.00	
SLFRF-1210	\$ 20,000	\$ -	\$ -	\$ 20,000.00	
SLFRF-1220	\$ 100,000	\$ 100,000	\$ -	\$ -	Closed
SLFRF-1230	\$ 65,932	\$ -	\$ -	\$ 65,932.00	
Summary	\$ 1,256,432.00	\$ -	\$ 338,799.00	\$ 917,633.00	\$ 3,165.00 (avail. to ^a reappropriate)
Other Material Grants		Amount Reimbursed	Amount Spent		
Bulkhead	\$ 360,000	\$ 231,610	\$ 283,613	\$ 76,387.00	
Northeast Rehabilitation Grant	\$ 978,117	\$ 41,472	\$ 41,472	\$ 936,645.00	
JRF Revolving Loan Grant	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000.00	
DCIS ARPA Grant	\$ 211,000	\$ -	\$ 101,782	\$ 109,218.00	