

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

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**Town of Onancock**  
**Town Council Meeting**

**November 28, 2022, at 7:00 p.m.**

**Agenda**

1. Call to order and roll call
2. Pledge of Allegiance
3. Motion to approve meeting minutes from October 24, 2022
4. Public Hearings
  - a. Zoning Change – 71 Kerr St from R-1A to B-2
  - b. Zoning Change – 18 Market St from R-1A to B-1
5. Council discussion:
  - a. Short Term Rental ordinance – 38-77
6. Public Comment
7. Committee Reports
  - a. Personnel (Joy Marino)
  - b. Planning Commission (Fletcher Fosque)
  - c. Waterfront (Fletcher Fosque)
8. Mayor's Report
9. Town Manager's Report
  - a. Manager's Report
  - b. Financial Report
  - c. Project Updates
10. Town Councilmember comment
11. Closed session, if necessary
12. Adjourn

**Town of Onancock  
Town Council Meeting  
Monday, October 24, 2022  
7:00 PM**

**1) Call to order and Roll Call:**

Mayor Fletcher Fosque called the meeting to order at 7:01 PM and roll was called. Mayor Fletcher Fosque and Councilmembers Ray Burger, Thelma Gillespie, Cindy Holdren, Joy Marino, Sarah Nock and Maphis Oswald were present. A quorum was established. The roll was called for Planning Commission. Commissioner Bagwell, Commissioner Frey, Commissioner Fosque, Commissioner Tunstall and Chairperson Schreiber were present. Commissioner Brockmeier and Commissioner Byrd were not present. Town Manager Matt Spuck and Town Clerk Debbie Caton were also present. A quorum was established.

**2) The Pledge of Allegiance was recited.**

**3) Consideration and Approval of August 22, 2022, Meeting Minutes:**

Councilmember Oswald moved to approve the minutes. Councilmember Burger seconded the motion. The motion was passed with a 6-0 vote.

**4) Consideration and Approval of September 26, 2022, Meeting Minutes:**

Councilmember Holdren moved to approve the minutes. Councilmember Oswald seconded the motion. The motion passed with a 6-0 vote.

**5) Public Presentation: Historic Onancock School**

Joani Donahoe, Executive Director of the Historic Onancock School gave an updated progress report on the Performance Pavilion. Groundbreaking started and footers were poured. Construction will continue through the fall by installing the foundation and setting steel for the roof. In the early spring, it will be easy to wrap up construction with the hopes of a Grand Opening on May 31, 2023. Because the project was still in the planning phase when the ARPA funds were allocated, Ms. Donahoe is asking for \$100,000 from the Town reserves or ARPA funds to contribute to the cost of construction.

**Council discussion:**

- Councilmember Oswald asked Town Manager Spuck for a feasibility study of what revenue streams can be used to ensure the Town can commit to \$100,000.
- Mayor Fosque asked for the timeframe for the Town's pledge. Ms. Donahoe stated the timeline can be whatever the Town is comfortable with and can even be up to a few years. Rick King stated the preliminary budget was \$350,000 but with the continued price increases of materials it is unlikely the project will come in under or at budget.
- Councilmember Nock asked if the back of the pavilion would be closed during performances to benefit acoustics. Rick King, Project Manager answered, "yes."

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- Councilmember Marino asked what plan is in place to raise the additional funds needed to complete the project. Rick King personally made a significant donation, and a Fundraising Campaign is being planned.
- Councilmember Burger asked for the projected overall cost including upgrading the parking lots, lighting and install fencing for a ticket area. Mr. King responded \$500,000.
- Mayor Fosque asked Town Manager Spuck to present the possible funding streams available to assist in the \$100,000 donation at next Town Council meeting. Councilmembers should email Town Manager Spuck with any suggestions.

**6) Public Hearings – Open Public Hearing at 7:19 PM.**

**a) Homestay – 12 Lake St.**

- Terry Swain at 45 Ames St spoke on behalf of Dennis and Diane Custis at 6 Lake St. The Custis' have concerns about the application. The two main concerns are noise and property value. The Custis' were not notified by letter of the public hearing. Town Manager Spuck explained the property owner does not fall within the contiguous property guidelines, but all adjacent property owners were notified.

**Public Hearing closed at 7:22 PM**

**Council discussion:**

- Councilmember Oswald asked if and how many noise complaints have been reported. Town Manager Spuck responded with zero in two years and Chief Williams also reported zero. Councilmember Oswald feels the Town of Onancock is a small town and does not attract the party crowd.
- Councilmember Nock asked for the mix of local owners and owners that live outside of Town.
- Councilmember Burger asked if any contiguous neighbors responded to the letter. Town Manager Spuck reported he received one phone call. The property owner was confused about the difference between an Airbnb and a BNB. After further explanation, the property owner was comfortable.

Councilmember Oswald moved to approve the application. Councilmember Burger seconded the motion. The motion failed with a 2-0-4 vote. Councilmember Oswald and Councilmember Burger voted yes. Councilmember Holdren, Councilmember Marino, Councilmember Nock and Councilmember Gillespie abstained.

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Council discussion continued after the vote.

- Councilmember Marino noted the existing code has not been discussed with public comment or voted upon by Council; therefore, the code could be challenged.
- Councilmember Holdren is reluctant to vote until the ordinance is nailed down and reflects the Town's intent.
- Mayor Fosque suggested the applicants reapply once the ordinance is updated. It was agreed by the Town Council and the Town Manager an additional fee would not be charged upon resubmission.

**b) Zoning Change – Marshall St. Extension – Town of Onancock Open Public Hearing opened at 7:30 PM. Planning Commission opened at 7:30 PM.**

Town Manager Spuck explained changing the zoning from R1A to R1B will allow houses to meet the required setbacks to build houses. Many of the contiguous properties are R1B.

Public Comments: No Public Comments were recorded.

**Town of Onancock closed Open Public Hearing at 7:31 PM. Planning Commission closed Open Public Hearing at 7:31 PM.**

Planning Commission recommend the zoning changes.

Councilmember Oswald moved to change the zoning from R-1A to R-1B for the 3 parcels in the application. Councilmember Gillespie seconded the motion. The motion passed with 6-0 vote.

**7) Council Discussion – Mayor Fosque added two items for discussion.**

- Open Council Seat – Town Council will have an open seat effective January 1, 2023. It was decided to advertise for any interested parties for the fourth seat. The applications will be due mid-December with a January appointment from the new Town Council.
- Industrial Revitalization Fund (IRF) - Onancock Main Street would like to apply for a planning grant for two additional buildings. The original loan application was submitted in August for revitalization of the Lilliston Building. The other buildings meet the same criteria. The Town office will administer the grant.

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Councilmember Nock moved to approve. Councilmember Gillespie seconded.  
The motion passed with 6-0 vote.

**8) Public Comment:**

- Terry Swain – 45 Ames St. – Ms. Swain spoke to the interest of the Homestay ordinance. She would like the density of Homestays be reduced and suggested the neighbor notifications encompass additional property owners. Other property owners are also impacted. Ms. Swain would like to see additional safeguards for the community be implemented. Ms. Swain added she was thrilled with the Performance Pavilion progress.
- Tom Duncan – 21 Meadville Dr. – Mr. Duncan was speaking on behalf of Sharon Haydon at 50 Ames St. Mr. Duncan read a letter from Ms. Haydon into public record. The letter spoke to her concerns with the Fiege application for a Homestay at 50 Ames St.
- Laurie Rackas – 27 Kerr St. – Ms. Rackas moved to Onancock in August 2022. The draw was the town’s safe and friendly neighborhood. Ms. Rackas had a recent break-in incident. The Police Department was called, and a report was filed.
- Jim Forwalk – 6 Johnson St. – Mr. Forwalk attended the meeting with other residents from Johnson St. Mr. Forwalk understands the builder at Carnival Grounds plans to complete the two homes under construction but will not complete the development. “For Sale” signs were placed in the remaining undeveloped lots on Jefferson St. The current homeowners are concerned these lots will be rezoned and single- family homes will not be built. Town Manager Spuck did not have any current rezoning applications or information to indicate the developer and new builder will defer from original plan to develop a single-family home development.
- Karen Gravelle – 4 White St. – Ms. Gravelle shared an incident concerning a potential break-in at her neighbor’s house. She feels the town may have a break-in problem. Mayor Fosque encouraged residents to report all issues.
- Brittney (did not give a last name) – This speaker does not live in Onancock. She has attended Parksley Town Council meetings and Parksley is looking to Onancock for guidance on Airbnb’s. Brittney shared her own positive experiences with Airbnb’s and wishes others can share those same experiences by visiting the Eastern Shore. She asked to reconsider Mr. Lancaster’s application.
- Nancy Arnold – 28 Ames St. – Ms. Arnold suggested a local contact be required for Homestay applications. This is a requirement of the current application and ordinance.

**7A – Mayor Fosque continued Council Discussion.**

- Score Town Plan proposals – After sending out bid solicitations to 15 firms, 4 firms responded with proposals. Mayor Fosque spoke with other firms with the hopes of getting more proposals. Unfortunately, these firms did not respond. The 4 original

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proposals will be considered for the job. A special meeting will be scheduled for Town Council to score and award the project.

**9) Committee Reports**

- Personnel Committee -the updated employee handbook is waiting for recommendations from the Town Attorney.
- Planning Commission – At the October 3, 2022 meeting, the Planning Commission reviewed the sign ordinance and the property maintenance ordinance.
- Waterfront Committee – At the October 11, 2022 meeting, the Waterfront Committee discussed pricing for the 2023 season and the bulkhead project.

**10) Mayor’s Report** – Mayor Fosque attended the Mayor’s Institute sponsored by Virginia Municipal League (VML). The 2023 VML conference will be in Norfolk, VA. Mayor Fosque would like to see all councilmembers attend.

**11) Town Manager’s Report** – Town Manager Spuck updated a few items that were not on this report.

- Bulkhead project – the project will start the week after Election Day.
- Tree Board – For Arbor Day, the Tree Board is planting two crepe myrtles in Town Square. The cork oak from Town Square is being moved to the kayak landing.
- Dog Park – the contractor will start installing the fence.
- Security Cameras – still waiting for shared pole agreement with ANEC. The electrician cannot start work until we receive the agreement.
- Little League – there is an inventory of the touchless faucets and replacement toilets. The work will be done in-house by DPW.

**12) Town Councilmember comments**

- Councilmember Nock - asked for the update on the King St. sidewalk VDOT TAP grant. Town Manger Spuck submitted the pre-application on October 21, 2022. At this point VDOT will need to ask for the concept drawings. Once drawings are received VDOT will determine if the project fits the grant requirements. Town Manager Spuck feels this will not be a problem but cannot promise the outcome of the application.
- Councilmember Oswald – thanked everyone for attending the meeting. She encouraged residents to attend all meetings to help understand how you are individually affected by the proceedings and council discussions.
- Councilmember Marino – thanked the two residents who shared their concerns about possible break-ins.
- Councilmember Holdren – also thanked the public for attending the meeting. She further explained public input is needed at all discussions.

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- Mayor Fosque – formally requested that the sound system be updated.

**13) Closed session, if necessary** – A closed session was not necessary.

**14) Adjourn** – Councilmember Oswald moved to adjourn the meeting. Councilmember Gillespie seconded the motion. The motion was passed with 6-0 vote. The meeting adjourned at 8:35 PM.

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Mayor, Fletcher Fosque

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Town Clerk, Debbie Caton

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

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November 9, 2022

Adjacent Property Owner Notification – hand delivered

**Re: 71 Kerr Street Onancock VA 23417**

The dependents of Jennie J Cody and Colburn Dize (ETUX) are the registered owners of 71 Kerr Street and have properly applied to request that the zoning designation of 71 Kerr Street be changed from R-1A to B-2. R-1A is a designation for residential property. This property is not a residence.

There is a possibility that this property may sell and to proceed with the sale, the zoning needs to reflect the intended use, which B-2 will accomplish.

Nearly 10 years ago, the owners applied to the Town for this same zoning change and that process never completed. The application is being presented again for consideration of Planning Commission and Town Council.

As a neighbor, we notify you of the application and invite you to speak at the November 28, 2022, Public Hearing at the normally scheduled Town Council meeting that takes place at 7:00pm in the Town Hall located at 15 North Street. This is a live meeting, and no public comment will be entertained from remote attendees. You may submit your comments to me via mail or email, if that is more convenient for you. We encourage you to share your thoughts with Town Council to better inform their decision.

The application and other documents are attached for your review and convenience.

Any occupant of this structure will be required to meet the zoning requirements for that designation. The B-2 ordinance is also included for your information.

Town Council makes their decision based on compliance with current ordinance and strongly considers the opinion of neighbors. Your voice is important.

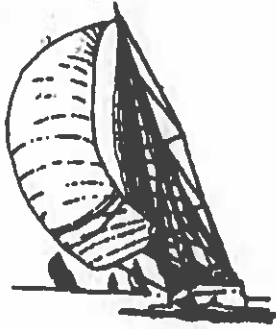
If you have any questions, please feel free to contact me directly.

Many thanks,



Matt Spuck  
Town Manager  
Matt.Spuck@Onancock.com





TOWN OF ONANCOCK

15 North Street  
Onancock, VA 23417

**TOWN OF ONANCOCK  
ZONING PERMIT APPLICATION**

Tax Map Identification Number: \_\_\_\_\_

**IDENTIFICATION AND PROPERTY LOCATION**

Name of Property Owner: DIZE/JOHNSON CO

Physical Address of proposed use: 71 KERD ST

Mailing Address: 67 MARKET ST

Telephone Number: 757 787 7777 Alt/Cell: \_\_\_\_\_

Contractor: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Alt/Cell: \_\_\_\_\_

**ZONING CLASSIFICATION**

R-1 Residential

**TYPE OF IMPROVEMENT/INTENDED USE**

SERVICE AND/OR RETAIL SALES

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Accomack County, Virginia

**Tax Map #:**

85A3-2-A

**Parcel ID:**

085A30200A00000

The assessment information is obtained from the total value of these tax map numbers...

85A3-2-A

**Summary****Owner's Name**

CODY,JENNIE J ET ALS 1/2  
COLBURN L DIZE TR ETUX 1/2

**Mailing Address**

PO BOX 278  
ONANCOCK, VA 23417-2877

**Base Zoning**

Note: Part or all of this area falls within the limits of an Incorporated Town. Please check with applicable Town for zoning classification within town limits.

**Overlay Zoning****Tax District**

14

**Sale Information**

<b>Transfer Date:</b>	2/8/2007 12:00:00 AM
<b>Sales Price:</b>	\$0
<b>Grantor:</b>	MARY M JOHNSON
<b>Deed Reference:</b>	2007 00037
<b>Additional Ref:</b>	Book
<b>Additional Ref:</b>	Page

**Assessment Information**

	New 2022 Assessment	Prior Assessment
<b>Land Value</b>	\$45,000	\$45,000
<b>Improvement</b>	\$253,100	\$250,500
<b>Total Value</b>	\$298,100	\$295,500

The assessment information is obtained from the total value of these tax map numbers...

85A3-2-A

**Land**

<b>Property Class:</b>	400-Commercial & Industrial	<b>Electricity:</b>	No Data
<b>Legal Description:</b>	LOT A & TEL BLDGS	<b>Gas:</b>	No Data
<b>Land Description:</b>	COMMERCIAL	<b>Sewer:</b>	Y
<b>Street Type:</b>	Paved	<b>Water:</b>	Y

DISCLAIMER: This data is provided without warranty of any kind, either expressed or implied, including, but not limited to, the implied warranties of merchantability and fitness for a particular purpose. Any person, firm or corporation which uses this map or any of the enclosed information assumes all risk for the inaccuracy thereof, as Accomack County expressly disclaims any liability for loss or damage arising from the use of said information by any third party.

**Building**

<b>Building Type:</b>	COMMERCIAL	<b>Total Rooms:</b>	No Data
<b>Description:</b>	Light Warehouse	<b>Number of Bedrooms:</b>	No Data
<b>Stories:</b>	1	<b>Number of Baths:</b>	No Data
<b>Year Built:</b>	1950	<b>Number of Half Baths:</b>	No Data
<b>Finished Sq Ft:</b>	11932	<b>Heat Type:</b>	0 sf
		<b>Air Conditioning:</b>	N

<b>Construction</b>		<b>Additional Data</b>	
<b>Foundation Type:</b>	No Data	<b>Attic:</b>	None
<b>Construction Type:</b>	Wood Frame	<b>Finished Attic Sq Ft:</b>	No Data
<b>Exterior:</b>	No Data	<b>Basement Sq Ft:</b>	No Data
<b>Condition:</b>	normal for age	<b>Finished Basement Sq Ft:</b>	No Data
<b>Roof Type:</b>	1	<b>Attached Garage Sq Ft:</b>	No Data
<b>Roof Material:</b>	No Data	<b>Detached Garage Sq Ft:</b>	No Data
		<b>Deck Sq Ft:</b>	No Data

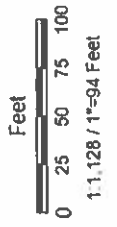
DISCLAIMER: This data is provided without warranty of any kind, either expressed or implied, including, but not limited to, the implied warranties of merchantability and fitness for a particular purpose. Any person, firm or corporation which uses this map or any of the enclosed information assumes all risk for the inaccuracy thereof, as Accomack County expressly disclaims any liability for loss or damage arising from the use of said information by any third party.

# Accomack County, Virginia

## Legend

Parcels

Map Printed from AccoMap  
<https://parcelviewer.geodecisions.com/Accomack>



**Title: Parcels**

**Date: 11/9/2022**

*DISCLAIMER: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and Accomack County is not responsible for its accuracy or how current it may be.*

12/4/14

To Whom It May Concern;

I am writing concerning the zoning of our family property on 71 Kerr Street in Onancock. The building and its property has been used commercially since our ownership in 1950 and has been miszoned as residential this whole time along with the National Guard Armory across the street. Initially the property was occupied by C&P telephone Co and later Verizon. It was used to garage and service their vehicles, store construction inventory and had individual office spaces and meeting rooms. They vacated in approx 1990. It was then rented to BI Cast, who used it as a warehouse, retail and wholesale facility as well as serving their own vehicles. During that time, and until presently, I used the property for installing and servicing electronics in vehicles and boats. During the past 3 years, Discount Automotive has been in the rear portion of the building operating as an automotive repair facility. They were grandfathered and issued a business license by Mr. Robinetti.

We have recently leased the front section of the building to a company who plans to continue its commercial use as retail, wholesale sales facility. Parking is planned within the fenced in area accessible from Kerr Street.

I am hoping the company can obtain its business license and the zoning be grandfathered to accommodate them in a timely fashion. If this is not possible, I have prepared and am submitting an application for rezoning. Thank you for your time and consideration.

Sincerely,



Andy Dize

67 Market Street

Onancock, VA

757-787-7777

Town of Onancock, Virginia  
Application for Rezoning

Owner of Record: JENNIE CODY COLBURN DIZE Applicant of Record: WILLIAM ANDREW DIZE

Address: THE 2 MEADOWS VILLAGE DR Address: 24311 LOST GROVE RD

City, State, Zip: ONANCOCK VA 23417 City, State, Zip: ONANCOCK, VA 23417

Email: \_\_\_\_\_ Email: SHARPELECTRONICS@VERIZON.NET

Phone: 7577872799 Phone: 7577877777

PLEASE SEE ATTACHED LETTER

Representative: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Note: If applicant is anyone other than the owner of record, written authorization by the owner designate the applicant as the authorized agent for all matters concerning the request shall be filed with this application.

Tax Map and Parcels: EA# 085A30200A00000

Acreeage: +-, 1 ACRE Current Zoning: RESIDENTIAL

Deed Book Reference(s): 085A30200A00000

Deed Restrictions: (Y/N): Attach Copy if yes.

Location of Parcel: 71 HERR ST ONANCOCK

Requested Zoning: BUSINESS B-2 Proposed Use of Property: AUTO, MARINE,

REPAIR/SALES FACILITY; RETAIL SALES

Affidavit to Accompany Petition for Rezoning

By signing this application, the undersigned owner/applicant authorizes entry onto the property by Town Employees, the Planning Commission and the Town Council during the normal discharge of their duties in regard to this request. I/We, being duly sworn, depose and say that we are Owner/Contract Owner of the property involved in this application and that we have familiarized ourselves with the rules and regulations of the Zoning Ordinance with respect to preparing and filing this application, and that the foregoing statements and answers herein contained and any attached information to the best of our ability present the argument on behalf of the application herewith requested and that the statements and information above referred to are in all respects true and correct to the best of our knowledge.

Date: 12/3/14 Signature of Owner/Applicant: Jennie Cody Colburn Dize

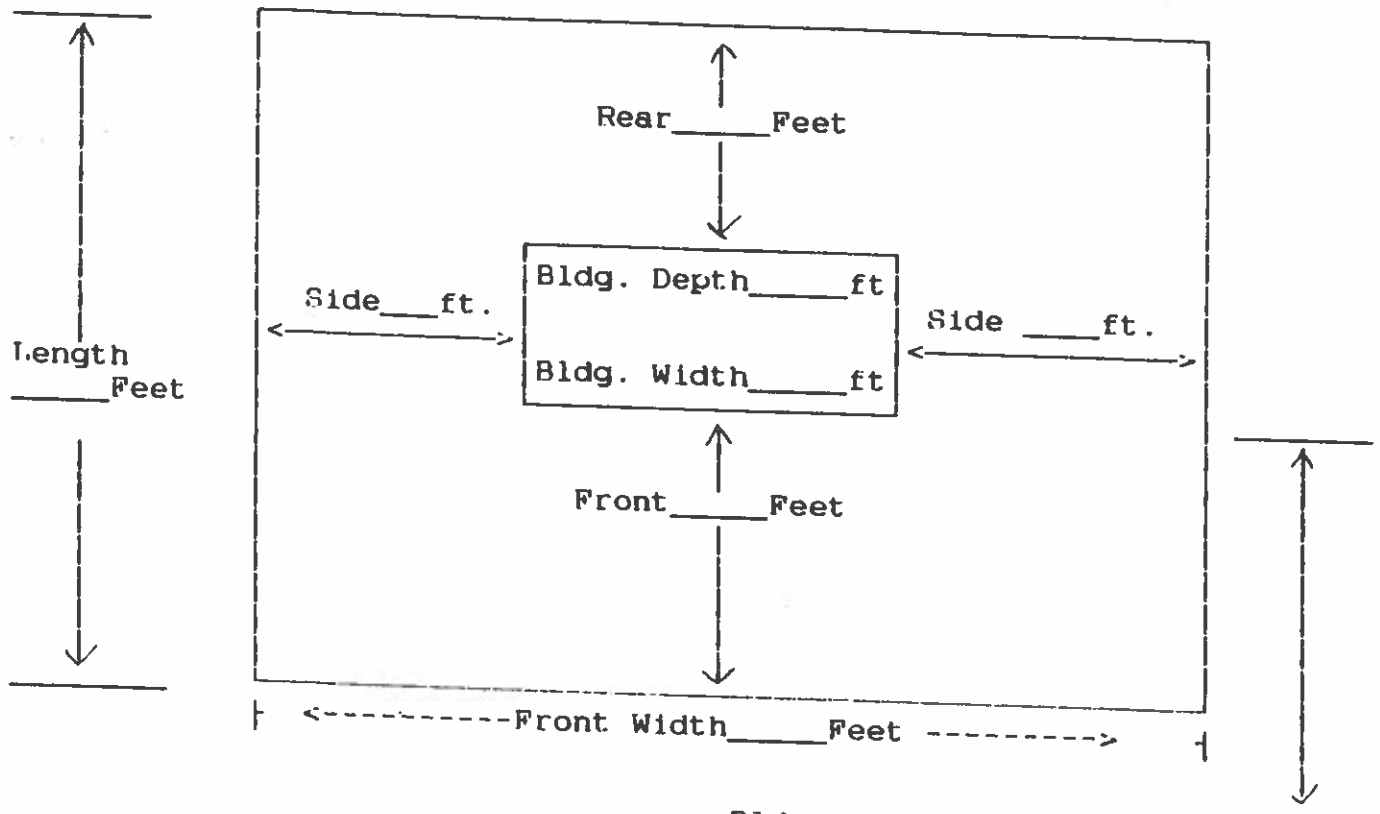
Notary Public: Shirley Lynn Hickman  
Notary Public: William Andrew Dize

SANDI LYNN HICKMAN  
Notary Public  
Commonwealth of Virginia  
336551  
My Commission Expires Jan 31, 2015

Jan. 31 2015

R O O M   A D D I T I O N S

←-----Rear Width \_\_\_\_\_ Feet ----->



Bldg. Setback from center \_\_\_\_\_ Ft.  
line of Street

----- Street      Tax Map No. -----

Plot Plan Building Permit No. \_\_\_\_\_ dated \_\_\_\_\_

I certify that the information provided above is true to the best of my knowledge.

\_\_\_\_\_  
Owner

**DIMENSIONS**

Number of stories 1

Square feet of new construction VIA sq ft.

**Describe provisions for off street parking:** (Zoning ordinance requires 1 parking space per 100 sf of gross floor area in the business districts and 2 parking spaces for dwelling unit in the residential districts)

LARGE FENCED IN PARKING AREA ON PROPERTY  
APPROX 150' X 100'

**A SITE PLAN MUST ACCOMPANY THIS PERMIT APPLICATION**

Plan must show the following details

- Lot dimensions
- Streets adjacent to the lot with existing and proposed entrances marked
- Location of all existing and proposed structures on the site
- Distances from all structures to the front, back, and sides of the property line
- Additional information may be required by the Zoning Administrator, depending on the type of use proposed.

William A. Ding Date: 1/12/15  
Signature of Applicant

Approved [Signature] Denied \_\_\_\_\_

[Signature] Date: 1/12/15  
Signature of Zoning Administrator

\* Non conforming use - activity will be limited to within the existing building. [Signature]



ARTICLE VI. - BUSINESS, HIGHWAY, DISTRICT (B-2)

Sec. 38-177. - Statement of intent.

It is the intent of this district to provide appropriate locations for a broad range of commercial activities which are characterized by heavy truck and vehicle traffic and occasional nuisance factor and which are highway oriented.

(Code 1989, § 24-38; Ord. eff. 6-5-1962; Ord. of 3-24-1997; Amd. of 7-14-1997)

Sec. 38-178. - Principal permitted uses and structures.

The following uses and structures shall be permitted by right subject to other provisions herein:

- (1) All permitted uses in the Business, Downtown, District (B-1).
- (2) Supermarkets.
- (3) Churches.
- (4) Automobile service stations, with repairs under cover.
- (5) Wholesale and retail plumbing and electrical supply, with storage under cover.
- (6) Marine sales and service, with repairs under cover.
- (7) Machinery sales and services, with repairs under cover.
- (8) Car washes.
- (9) Funeral homes.
- (10) Hospitals and medical clinics.
- (11) Lumber and building supply, with storage under cover.
- (12) Print shops.
- (13) Signs, as permitted under section 38-183.
- (14) Clubs and lodges.
- (15) Apartments on floors above the ground floor, owner-occupied only, with occupants to use off-street parking. For the purposes of this subsection, the term "owner" means the owner of the premises, the owner of the business located on the premises or an employee of the business located on the premises.
- (16) Exercise gyms.
- (17) Mobile food vendors, meaning businesses who sell food stuffs and/or beverages from a non-fixed location.

(Code 1989, § 24-39; Ord. eff. 6-5-1962; Ord. of 3-24-1997; Amd. of 7-14-1997; Ord. No. O-01-2011, 9-26-2011)

Sec. 38-179. - Special exceptions.

The following uses shall be permitted in the Business, Highway, District (B-2), subject to all of the other requirements of this chapter, only upon obtaining a special use permit, as defined in article XV of this chapter, from the town council:

- (1) Public billiard parlors, poolrooms, dance studios, and similar forms of public amusement.
- (2) Inns.
- (3) Nightclubs. For the purpose of this section, the term "nightclub" means an establishment that provides live amplified music, karaoke, disc jockeys (DJs) and/or dancing between the hours of 9:00 p.m. and 6:00 a.m.; provided, however, that any special exception issued for this use shall be valid for 365 days only, unless further renewed by the town council for successive terms of 365 days each.

(Code 1989, § 24-40; Ord. eff. 6-5-1962; Ord. of 3-24-1997; Amd. of 7-14-1997; Amd. of 7-27-1998; Amd. of 6-24-2002; Ord. No. O-06-2012, § 24-40, 10-22-2012)

Sec. 38-180. - Setback regulations.

Buildings shall be located 45 feet or more from any street right-of-way. When a structure is to be built in an area where there are existing structures, the minimum setback may be waived to allow the setback line to be the average setback of the structures fronting on either side.

(Code 1989, § 24-41; Ord. eff. 6-5-1962; Ord. of 3-24-1997; Amd. of 7-14-1997)

Sec. 38-181. - Frontage and yard regulations.

- (a) For permitted uses the minimum side yard shall be ten feet and off-street parking shall be in accordance with the provisions contained in article XII of this chapter.
- (b) Main buildings shall have a ten-foot rear yard setback
- (c) Accessory buildings shall have a ten-foot rear yard setback

(Code 1989, § 24-42; Ord. eff. 6-5-1962; Ord. of 3-24-1997; Amd. of 7-14-1997; Amd. of 1-10-2000)

Sec. 38-182. - Height regulations.

Buildings may be erected up to a height of 35 feet, except that:

- (1) Buildings may be erected to a height of more than 35 feet, provided that both required side

yards setbacks are increased one foot for each foot in height by which the building exceeds 35 feet. In no case shall the building height exceed 60 feet.

- (2) Public utility structures, church spires, belfries, cupolas, monuments, water towers, chimneys, flues, flag poles, television antennas and radio aerials are exempt. Parapet walls may be up to four feet above the height of the building on which the walls rest.
- (3) No accessory building shall be more than 1 ½ stories high.

(Code 1989, § 24-43; Ord. eff. 6-5-1962; Ord. of 3-24-1997; Amd. of 7-14-1997; Amd. of 1-26-2004; Amd. 3-27-2006)

Sec. 38-183. - Signage regulations.

Up to 100 square feet of signage shall be permitted by right only on the specific premises where the business is located, subject to other applicable provisions of article XI of this chapter. A special use permit shall be required for signage over 100 square feet. The zoning administrator shall be required to approve or disapprove the issuance of such permit.

(Code 1989, § 24-44; Ord. eff. 6-5-1962; Ord. of 3-24-1997; Amd. of 7-14-1997)

Secs. 38-184—38-204. - Reserved.

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

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November 9, 2022

Adjacent Property Owner Notification – hand delivered

**Re: 18 Market Street Onancock VA 23417**

Janet and Fletcher Fosque are the registered owners of 18 Market Street and have properly applied to request that the zoning designation of 18 Market Street be changed from R-1A to B-1. R-1A is a designation for residential property and B-1 is the designation for downtown businesses.

As a neighbor, we notify you of the application and invite you to speak at the November 28, 2022, Public Hearing at the normally scheduled Town Council meeting that takes place at 7:00pm in the Town Hall located at 15 North Street. This is a live meeting, and no public comment will be entertained from remote attendees. You may submit your comments to me via mail or email, if that is more convenient for you. We encourage you to share your thoughts with Town Council to better inform their decision.

The application and other documents are attached for your review and convenience.

Any occupant of this structure will be required to meet the zoning requirements for that designation. The B-1 ordinance is also included for your information.

Town Council makes their decision based on compliance with current ordinance and strongly considers the opinion of neighbors. Your voice is important.

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

Many thanks,



Matt Spuck  
Town Manager  
Matt.Spuck@Onancock.com



Town of Onancock

Application for Rezoning

Parcel Street Address: 18 Market St Parcel Tax Map I.D.: 85A2-A-68  
 Current Owner Name: Janet + Fletcher Fosque  
 Current Owner Address: 110 Market St Onancock, VA  
 Current Owner Email: janetfosque@gmail.com  
 Applicant Name: \_\_\_\_\_  
 Applicant Address: same as above  
 Applicant Email: \_\_\_\_\_  
 Owner Telephone Number: 757 710 2028 Applicant Telephone Number: same  
 Current Zoning: R-1 Requested Zoning: B-1  
 Proposed use of property: Return to business use

What purpose will be served by rezoning this property: The building sits at the border of R-1 + B-1 and is aligned with the business property across the street.

If the applicant is not the current owner, written authorization by the owner designating the applicant as the authorized agent for all matters concerning this request must accompany this application.

A fee in the amount of \$150 must accompany this application. If a public hearing is held, the cost of advertising said public hearing shall be reimbursed by the applicant no matter the outcome of the application.

Janet Fosque 10/24/22 \_\_\_\_\_  
 Applicant signature Date Town Manager signature Date

**ARTICLE V. BUSINESS, DOWNTOWN, DISTRICT (B-1)**

**Sec. 38-148. Statement of intent.**

This district is intended to provide carefully planned business and community use with residential space above commercial space in the Downtown area.

(Code 1989, § 24-31; Ord. eff. 6-5-1962; Ord. of 3-24-1997; Amd. of 7-14-1997)

**Sec. 38-149. Principal permitted uses and structures.**

The following uses shall be permitted by right:

- (1) Residences on floors above the ground floor.
- (2) Professional and business offices.
- (3) Banks and lending institutions.
- (4) Theaters
- (5) Restaurants, as defined in 16-340, or catering establishments, that close before 11pm.
- (6) Signs as permitted under Article XI.
- (7) Personal service businesses, such as, but not limited to, barbershops, beauty parlors, spa services, and shoe repair shops.
- (8) Retail sales establishments for products with no age restrictions.
- (9) Public utilities.
- (10) Virginia ABC Stores.
- (11) Libraries, museums, education facilities.
- (12) Exercise gyms or studios.
- (13) Homestay in residences, as defined in 38-77 (with no limit on distance between Homestay properties and no limit on number of Homestay properties owned).
- (14) Hotels with up to 10 rooms.
- (15) Churches and other places of worship.
- (16) Municipal uses.
- (17) Public Parking.
- (18) Public outdoor spaces.
- (19) Art galleries, artist and/or artisan studios.

(Code 1989, § 24-32; Ord. eff. 6-5-1962; Ord. of 3-24-1997; Amd. of 7-14-1997)

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**Sec. 38-150. Special exceptions.**

The following uses shall be permitted in the Business, Downtown, District (B-1), subject to all the other requirements of this chapter, only upon obtaining a Special Use Permit, as defined in Article XV, from the Town Council.

- (1) Clubs and lodges.
- (2) Cigar, Hookah, or Vaping sales or lounges.
- (3) Retail establishments that sell any product with age limitations.
- (4) Any business open after 11pm.
- (5) Hotels with more than 10 rooms.
- (6) Open air produce and arts and crafts markets.

(Code 1989, § 24-33; Ord. eff. 6-5-1962; Ord. of 3-24-1997; Amd. of 7-14-1997; Amd. of 7-27-1998; Amd. of 2-24-2003; Mo. of 2-22-2010; Ord. No. O-06-2012, § 24-33, 10-22-2012)

The following uses are strictly forbidden in the Business Downtown District. No permit is possible.

- (1) Fuel sales, gas station, or fuel storage and distribution
- (2) Processing of any produce, seafood, meat, or poultry
- (3) Vehicle repair
- (4) Any business that uses noxious materials (any materials which are injurious to health upon casual human exposure without protective clothing or other protective equipment).

**Sec. 38-151. Area regulations.**

There are no area regulations for the Business, Downtown, District (B-1).

**Sec. 38-152. Setback regulations.**

There are no setback regulations for the Business, Downtown, District (B-1).

**Sec. 38-153. Frontage and yard regulations.**

There are no frontage and yard regulations for the Business, Downtown, District (B-1).

**Sec. 38-154. Height regulations.**

- (a) Buildings may be erected to a height not to exceed 2 ½ stories or 35 feet.
- (b) Public utility structures, church spires, belfries, cupolas, monuments, water towers, chimneys, flues, flag poles, television antennas and radio aerials are exempt. Parapet walls may be to four feet above the height of the building on which the walls rest.
- (c) No accessory building may be more than 1 ½ stories or 20 feet in height.

(Code 1989, § 24-37; Ord. eff. 6-5-1962; Ord. of 3-24-1997; Amd. of 7-14-1997)

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**Sec. 38-155. Penalties.**

Penalty for violating any regulation within this section is equivalent to a Class 4 Misdemeanor and subject to the maximum fine of \$250, or that maximum established by the Commonwealth of Virginia. Each violation will be treated as a separate violation and subject to the maximum fine per incident.

**Secs. 38-156—38-176. Reserved.**

*Voted by Town Council at the July 25, 2022 normally scheduled meeting with a 6-0 vote.*



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## 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 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 this subsection, the term "homestay" means a home occupation in which an individual owns a dwelling 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," as defined by § 15.2-983 of the *Code of Virginia* (1950, as amended), and "STR." Examples of these include but are not limited to Air B&B, VRBO, or any other online or private travel agent or agency.
  - a. Every short-term rental must obtain a business license and maintain compliance with its requirements.
  - b. Every short-term rental must obtain a special use permit from the town. Special use permits for STRs expire three-years from the date of issuance. A renewal application may be submitted for consideration by town council following the application process in place at the time of the renewal request.
  - c. Upon receipt of a special use permit, STR permittees shall register with the town's "Short-Term Rental Registry".
  - d. Every homestay is required to submit transient occupancy tax (TOT) as per chapter 16, article IV herein, and in compliance with state law.
  - c. The current owner or, in the case of a property sale contingent on securing the special use permit (SUP), the prospective purchaser must apply for the special use permit. In the case of a contingent sale, the current owner and prospective purchaser may apply jointly.
  - d. A property owner or a principal or partial owner or holder of an interest in an entity of an entity that owns the proposed STR property may be permitted to operate an STR at the property which could serve as the owner's primary Onancock residence. A property owner may be permitted to operate one STR at a location that is not the property owner's principal residence but of which he is the owner, a partial owner, or the holder of an interest in the entity that owns the proposed STR property. In addition, a non-resident property owner, as an individual, jointly with a spouse, as a partial owner, or as a holder of an interest in the entity that owns the proposed STR property may be permitted to operate no more than one STR at the proposed STR property. Permit applicants must disclose the identity of all ownership interests in the proposed STR property.
  - e. 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 200 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

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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 create an appropriate barrier between homestay structures.

- g. The number of overnight guests will be determined by the zoning administrator in consultation with the homeowner. Properties will allow no more than two guests per bedroom and no more than four 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.
- h. The owner of the property must annually provide the town 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 \$1,000,000.00 per occurrence and \$2,000,000.00 in aggregate
- i. The homestay shall comply with all applicable town, county, state and federal statutes, regulations, and ordinances.
- j. 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.
- k. The special use permit may be revoked by the zoning administrator for failure to comply with any of the terms and conditions set forth herein.

(4) Enforcement. Violations of the terms or conditions of a special use permit issued hereunder shall be subject to enforcement pursuant to the provisions of this chapter.

(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); Ord. of 2-28-2022(2); Ord. of XX-XX-2022)

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  - a. Every short-term rental must obtain a business license and maintain compliance with its requirements.
  - b. Every short-term rental must obtain a special use permit from the town. Special use permits for STRs expire three-years from the date of issuance. A renewal application may be submitted for and must be reconsidered-consideration by town council following the application process in place at the time of the renewal request.
  - c. Upon receipt of a special use permit, STR permittees shall register with the town's "Short-Term Rental Registry" and comply with the "Short-Term Registry Ordinance" requirements.
  - db. Every homestay is required to submit transient occupancy tax (TOT) as per chapter 16, article IV herein, and in compliance with state law. If any homestay is idle for 12 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 or, in the case of a property sale contingent on securing the special use permit (SUP), the prospective purchaser must apply for the special use permit. In the case of a contingent sale, the current owner and prospective purchaser may apply jointly.
  - d. A property owner or a principal or partial owner or holder of an interest in an entity of an entity that owns the proposed STR property may be permitted to operate an STR at the property which could serve as the owner's primary Onancock residence. A property owner may be permitted to operate one STR at a location that is not the property owner's principal residence but of which he is the owner, a partial owner, or the holder of an interest in the entity that owns the proposed STR property. In addition, a non-resident property owner, as an individual, jointly with a spouse, as a partial owner, or as a holder of an interest in the entity that owns the proposed STR property may be permitted to operate no more than one STR at the proposed STR property. Permit applicants must disclose the identity of all ownership interests in the proposed STR property. A property owner or principal owner of the entity that owns the proposed STR property may be permitted to operate an STR at the property owner's primary Onancock residence, and a property owner may be permitted to operate one STR, that may be in addition to the property owner's STR at their primary Onancock residence, at a location that is not the property owner's principal residence but of which he is the owner, a partial owner, or the holder of an interest in the entity that owns the proposed STR property. Permit applicants must disclose the identity of

~~all ownership interests in the proposed STR property. The property shall serve as the primary Onancock residence for a majority of the year for the owner or principal owner of the legal entity that owns the property.~~

- e. 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 200 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 create an appropriate barrier between homestay structures.
- g. The number of overnight guests will be determined by the zoning administrator in consultation with the homeowner. Properties will allow no more than two guests per bedroom and no more than four 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.
- h. The owner of the property must annually provide the town 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 \$1,000,000.00 per occurrence and \$2,000,000.00 in aggregate
- i. The homestay shall comply with all applicable town, county, state and federal statutes, ~~regulations~~regulations, and ordinances.
- j. 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.
- k. The special use permit will may be revoked by the zoning administrator ~~in the event that three or more substantiated complaints are received by the town in a calendar year, or for~~ failure to ~~maintain compliance~~comply with any of the ~~regulations~~terms and conditions set forth herein.

(4) Enforcement. Violations of the terms or conditions of a special use permit issued hereunder shall be subject to enforcement pursuant to the provisions of this chapter.

(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); Ord. of 2-28-2022(2); Ord. of XX-XX-2022)

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  - a. Every short-term rental must obtain a business license and maintain a special use permit from the town. Special use permits for STR expire three-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 12 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 or, in the case of a property sale contingent on securing the special use permit (SUP), the prospective purchaser must apply for the special use permit. In the case of a contingent sale, the current owner and prospective purchaser may apply jointly.
  - d. The property shall serve as the primary Onancock residence for a majority of the year for the owner or principal owner of the legal entity that owns the property.
  - e. 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 200 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 create an appropriate barrier between homestay structures.
  - g. The number of overnight guests will be determined by the zoning administrator in consultation with the homeowner. Properties will allow no more than two guests per bedroom and no more than four 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.
  - h. The owner of the property must annually provide the town 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 \$1,000,000.00 per occurrence and \$2,000,000.00 in aggregate

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- k. The special use permit 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 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); Ord. of 2-28-2022(2))

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

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Town Manager Report – November 28, 2022

Taxes

- All taxes have been distributed. The due date by Code is 12/5. Because of a significant delay on the County's part (received final file on 11/3), we will not charge penalties and interest until 12/31/22.

HRSD Transition

- I am working with HRSD Real Estate and HRSD legal counsel to contact and work with all property owners who own property with a pump station. Until we transfer the pumping stations, the town will continue to bill all customers. As you recall, we are billing at HRSD rates so that when the transfer is complete, there will be no change in cost to customers.

Planning Commission

- PC is considering ordinances for Signs, and Property Maintenance.

Street Repairs

- Holly Street repair is being scheduled for the stormwater easement. We have the culverts and the owner's approval for the work. We just need the time – we are scheduling roughly for the week of Dec. 12 if that works for the residents).
- Marshall Street Extension needs to be staked and a scope of work needs to be prepared to prepare and RFP.
  - The building permits have been issued; I need to get this done before the end of the month.

Legal

- HWG is reviewing the lease with the School in regards to the Pavilion
- They are reviewing the ordinances for Signs and Property Maintenance
- HWG reviewed the Short-Term Rental ordinance, included in 11/28 meeting agenda
- HWG has the procurement and personnel policies for review and comment

Christmas

- We installed everything that required the lift we rented. All lighted decorations will be up by and lighted on Wednesday before Thanksgiving.
- Supporting OBCA with all the activities and logistics for Christmas in Onancock.

Water Department

- The meter replacement at the Verizon building is scheduled for the 30th.
- The fall hydrant flush took place with no major issues. The next one will be in the late Spring.
- The fire department has been working with Victor to train him how to exercise and maintain the hydrants. They (OVFD) will be doing pressure checks over the next few weeks. Because we just flushed the system, there should be very little sediment, but I will notify residents anyway.
- We have 1 hydrant to remove and another to change out. As each hydrant is maintained, we will be able to determine replacement needs and budget properly.

- The Dept of Health is requiring system wide lead tests. This is quite a project and will begin once we have the specific reporting and procedural requirements.

#### Historic Onancock School Survey

- The required deposit was paid to the surveyor, and he will get the work done before year end. The grant for open space is open in January, so the timing, while tight, should work.

#### Bulkhead

- The project is underway and on schedule. We needed to add fender pilings to the bulkhead. That means we needed to add taller pilings to accommodate for larger vessels. This resulted in a change order, but still falls well under our budget.

#### Town Plan

- We received 3 questions from one Council member to send to the 3 candidates selected by Council at the last meeting. Those questions are being sent today with a 5 business day response.

#### Northeast Revitalization Project

- We signed the contract with DHCD for the \$978k project.
- The management team is meeting at the end of this month.
- The first steps are to secure vendors to demolish and remove the 6 homes and to begin the drainage ditch clean out.

#### Tree Board

- The Tree Board secured 3 trees with its budget last year and the nursery held them for this year to plant. The two crape myrtle trees were plants in Town Square, and the cork oak was moved to the Landing Park. The dying Japanese Maple was removed and the cork oak was put in that vicinity.
- They also secured a willow oak for the Town Square, which will be planted in the Spring.
- They are developing a tree walking map for the town of some of our more interesting trees.

#### VTC (Virginia Tourism Grant)

- We were awarded, because of our DMO status and efforts on the Tourism Board, \$50,000. These funds are to be used for a walking app, printed materials for navigating the Town, way finding materials, and a welcome center. All of these projects require the completion of the Town Pan currently out for bid. If other funds allocated Accomack County are unused, we may be able to make a second request, but that will be time sensitive.

#### ARPA Project Updates

- Police Generator
  - No activity until police department renovation
- GIS Water System
  - We have the first layer of the GIS complete (a map of all water utility distribution system) and will purchase the GPS Locator required to complete the acquisition phase of the project.
- Police Department Renovation
  - We have "as-is" drawings. Chief and the other officers developed a plan for their space. I sent that to the architect for an initial mock-up.
  - I am securing the services of the architectural firm who prepared the as-is drawings to prepare 3 proposed designs. This contract will be less than the amount allowed by the procurement policy for purchase without going to bid.
- Welcome Center and Public Restrooms



- Waiting for Frazier to be able to lend support on the design.
- Dog Park
  - The park is functional. We have signs and benches, and garbage and waste cans to install. That will happen after Christmas decorations are completed.
- Northeast Park
  - The unsafe equipment has been removed and we have installed replacement swings. We have also cleared some of the unmanaged brush where garbage is often dumped. We are trying to fix the fence where it has fallen or bent.
    - Two neighbors came over to thank Terry for his work and the improvements.
  - I have a few options for playground equipment.
    - I need to learn about shipping costs and ground covers costs before I can present community leaders the options for them to select.
- Security Cameras
  - A&N has completed the shared pole agreement.
  - I have commitment from Chapman Electric to add the outlets to the poles, for both security camera and Christmas lights.
  - We are simply moving as fast as we can.
- Air Conditioning upstairs
  - No activity
- Matching Grants for Business Facades
  - The application is in process of being prepared.
- Sunset Park
  - I am getting a design for pavers for Council to consider.
- Touchless Fixtures at LL
  - We reviewed the plan with the Little League leadership and will begin this project over the winter.
- Drainage Ditch Cleanout
  - Determining which Onancock maintained streets have drainage ditches to create a list
- Water Valve Isolation
  - No activity
- Duckbill at Wharf
  - Waiting for Murtech Bulkhead Project, hopefully we can add to their order they will place all the duckbills at the Wharf.
- Dredging under floating docks
  - We received our permits from Virginia Marine Resource Commission and the Army Corps of Engineers
  - We signed the proposal from Waterways Survey & Engineers to perform technical specifications for the bid package and perform an "after dredging survey."
  - We will begin to prepare the spill site as time allows.
  - The timing of this project may need to wait until after the next boating season.
- Downtown Visual Improvements
  - Waiting until Town Plan is complete
- Town Square Repairs
  - No Activity – waiting for Town Plan

- Walking Path at Little League Complex
  - No activity yet
- ESCADV Support
  - All \$100,000 has been disbursed
- Stormwater Management
  - Possible use for the King Street project.

**Town of Onancock  
Budget Summary by Department  
Through October 31, 2022**

ALL DEPARTMENTS	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B	Explanation
				\$	%					
<b>Revenue</b>										
Administration	315,414	1,407,914	22%	(1,092,500)	(78%)	1,142,294	1,296,397	1,397,223		
Water	217,230	455,000	48%	(237,770)	(52%)	362,964	418,110	446,022		
Sewer	317,375	847,440	37%	(530,065)	(63%)	920,469	1,025,382	1,121,513		
Wharf	129,024	204,600	63%	(75,576)	(37%)	147,284	198,463	206,989		Pump price high
Police	22,871	80,000	29%	(57,129)	(71%)	53,951	55,140	41,997		
<b>Total Revenue</b>	<b>1,001,915</b>	<b>2,994,954</b>	<b>33%</b>	<b>(1,993,039)</b>	<b>(67%)</b>	<b>2,626,962</b>	<b>2,993,492</b>	<b>3,213,744</b>		
<b>Expenditures</b>										
Council	9,441	125,323	8%	115,882	92%	36,050	36,627	35,932		
Administration	159,758	510,393	31%	350,635	69%	465,433	501,507	495,422		
Water	131,447	455,000	29%	323,553	71%	235,768	218,974	247,147		
Sewer	81,634	847,440	10%	765,806	90%	633,749	556,205	406,064		
Wharf	114,046	225,878	50%	111,832	50%	181,432	188,018	210,966		Fuel cost high
Police	158,499	541,190	29%	382,691	71%	396,701	325,746	394,355		
Bld and Streets	52,461	163,391	32%	110,930	68%	112,407	133,009	156,818		
Parks & Land.	81,325	126,339	64%	45,014	36%	31,583	23,667	74,688		New chipper. Budgeted for last year. Product delivery delay. Funds borrowed. Will not get loan proceeds until dump truck is ready.
<b>Total Expenditures</b>	<b>788,611</b>	<b>2,994,954</b>	<b>26%</b>	<b>2,206,343</b>	<b>74%</b>	<b>2,093,123</b>	<b>1,983,753</b>	<b>2,021,372</b>		
<b>Net Change</b>	<b>213,303</b>	<b>0</b>		<b>213,303</b>	<b>0%</b>	<b>533,839</b>	<b>1,009,739</b>	<b>1,192,372</b>		

Percentage of Year Completed: 33%

**Town of Onancock  
Budget Summary by Department  
Through October 31, 2022**

<u>TOWN COUNCIL</u>  <u>Expenditures</u>	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
Wages And Taxes	5,292	15,419	34%	10,127	66%	15,051	14,793	15,262	
Town Attorney	2,000	4,500	44%	2,500	56%	0	735	2,733	
Travel And Training	0	1,000	0%	1,000	100%	0	25	0	
Main Street Partners	0	15,000	0%	15,000	100%	15,000	15,000	15,000	
Liability Insurance	2,150	4,154	52%	2,004	48%	5,999	6,074	0	
Office Supplies	0	250	0%	250	100%	0	0	2,937	
Master Plan	0	85,000	0%	85,000	100%	0	0	0	
<b>Total Expenditures</b>	<b>9,441</b>	<b>125,323</b>	<b>8%</b>	<b>115,882</b>	<b>92%</b>	<b>36,050</b>	<b>36,627</b>	<b>35,932</b>	

Percentage of Year Completed: 33%

**Town of Onancock  
Budget Summary by Department  
Through October 31, 2022**

ADMINISTRATION	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
Revenue									
Real Property-Curren	0	364,038	0%	(364,038)	(100%)	336,051	324,439	373,468	
Real Property-Delinq	1,711	30,000	6%	(28,289)	(94%)	35,026	78,952	32,135	
Public Service-Real	0	15,000	0%	(15,000)	(100%)	16,748	17,593	15,814	
Personal Property-Cu	68,367	164,451	42%	(96,084)	(58%)	151,787	190,967	255,838	
Personal Property-De	2,575	12,500	21%	(9,925)	(79%)	23,513	15,867	15,459	
Penalties	1,090	11,273	10%	(10,183)	(90%)	13,462	21,897	9,240	
Local Sales Tax	45,794	89,000	51%	(43,206)	(49%)	81,114	89,367	92,372	
Consumers Utility Tax	18,336	52,500	35%	(34,164)	(65%)	52,915	55,696	56,036	
Business License Tax	183	3,450	5%	(3,267)	(95%)	36,514	35,768	3,711	
Vehicle Decals	532	18,000	3%	(17,468)	(97%)	9,138	5,213	20,834	
Bank Stock Taxes	0	42,000	0%	(42,000)	(100%)	27,207	48,262	45,329	
Communication Tax	22,742	72,000	32%	(49,258)	(68%)	81,315	74,358	70,214	
Transient Occupancy	7,333	28,000	26%	(20,667)	(74%)	11,546	20,816	26,094	
Building/Zoning Perm	775	1,500	52%	(725)	(48%)	375	1,700	1,975	
Meals Tax	93,021	190,005	49%	(96,984)	(51%)	137,212	194,319	237,448	
Meals & Transient La	1,042	0	No Budget	1,042	0%	1,389	1,999	685	
Income Earned Invest	871	0	No Budget	871	0%	12,175	0	5,978	
Rental Of Property	4,224	12,240	35%	(8,016)	(65%)	12,160	12,240	13,767	
Water Tower Rental I	6,850	6,850	100%	0	0%	6,850	6,850	0	
Grass Cutting	2,265	4,500	50%	(2,235)	(50%)	0	0	0	
Trash Revenue	35,472	102,000	35%	(66,528)	(65%)	39,160	53,340	61,280	
Transfers In	0	116,666	0%	(116,666)	(100%)	0	0	0	
Miscellaneous Revenu	4,533	4,941	92%	(408)	(8%)	42,556	30,697	9,766	
Fire Program Funds	0	15,000	0%	(15,000)	(100%)	10,000	15,000	15,000	
Litter Control Grant	(301)	1,250	-24%	(1,551)	(124%)	818	820	108	
Va Comm For The Arts	(2,000)	1,750	-114%	(3,750)	(214%)	1,500	0	1,500	

**Town of Onancock  
Budget Summary by Department  
Through October 31, 2022**

ADMINISTRATION	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
Loan And Grants Proc	0	49,000	0%	(49,000)	(100%)	0	0	33,000	
<b>Total Revenue</b>	<b>315,414</b>	<b>1,407,914</b>	<b>22%</b>	<b>(1,092,500)</b>	<b>(78%)</b>	<b>1,142,294</b>	<b>1,296,397</b>	<b>1,397,223</b>	
<b>Expenditures</b>									
Salaries	44,844	128,320	35%	83,476	65%	137,048	151,111	134,143	
Fica	3,220	9,817	33%	6,597	67%	8,846	9,835	9,185	
Retirement-Vrs	5,998	17,747	34%	11,749	66%	20,143	19,982	22,625	
Hospitalization	4,012	16,359	25%	12,347	75%	20,471	26,066	13,153	
Life Insurance	414	693	60%	279	40%	1,661	(2,385)	489	
Suta	16	132	12%	116	88%	399	719	172	
Disability Insurance	184	797	23%	613	77%	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	935	5,200	18%	4,265	82%	1,914	5,108	3,576	
Credit Card Fees	4,151	11,000	38%	6,849	62%	0	369	9,217	
Payroll Processing F	1,403	7,000	20%	5,597	80%	3,322	3,259	7,263	
Temp Services	0	2,500	0%	2,500	100%	1,414	0	0	
Professional Develop	755	1,800	42%	1,045	58%	0	200	227	
Software Subscriptio	9,477	14,660	65%	5,183	35%	0	0	20,323	
Software Support	4,464	11,435	39%	6,971	61%	0	0	10,408	
Vehicle Repair	0	250	0%	250	100%	0	0	0	
Office Equipment	1,329	7,800	17%	6,471	83%	19,195	21,595	7,982	
Advertising	4,138	14,146	29%	10,008	71%	2,178	2,951	10,503	
Postage	623	3,000	21%	2,377	79%	2,483	2,626	1,289	
Telephone	1,503	3,816	39%	2,313	61%	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	

**Town of Onancock  
Budget Summary by Department  
Through October 31, 2022**

ADMINISTRATION	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
Workers Comp	54	330	16%	276	84%	0	0	330	
Travel	0	250	0%	250	100%	1,808	0	45	
Dues & Membership	400	1,800	22%	1,400	78%	897	1,072	2,440	
Office Supplies	5,282	12,000	44%	6,718	56%	5,593	8,519	7,411	
Historic Onancock Sc	3,954	0	No Budget	(3,954)	0%	0	7,500	0	
Hos - Property Insur	0	6,503	0%	6,503	100%	0	0	6,503	
Cultural Enrichment	41	3,600	1%	3,559	99%	3,000	1,250	2,669	
Miscellaneous	0	3,500	0%	3,500	100%	1,997	3,261	574	
Website & Printing	0	15,000	0%	15,000	100%	0	0	318	
Parades	933	15,000	6%	14,067	94%	623	0	266	
Employee Welfare	0	750	0%	750	100%	0	686	1,176	
Computer Capital Out	0	3,000	0%	3,000	100%	0	0	0	
Contingency	1,900	10,000	19%	8,100	81%	0	0	5,030	
Bank Building Loan	6,697	8,927	75%	2,230	25%	0	0	26,781	
Trash Collection Ser	25,702	102,000	25%	76,298	75%	100,260	101,110	106,244	
Contribution To Fire	25,000	25,000	100%	0	0%	25,000	25,000	25,000	
Fire Programs Fundin	0	15,000	0%	15,000	100%	10,000	15,000	15,000	
Es Tourism-Tot Share	0	4,000	0%	4,000	100%	5,381	4,620	4,154	
<b>Total Expenditures</b>	<b>159,758</b>	<b>510,393</b>	<b>31%</b>	<b>350,635</b>	<b>69%</b>	<b>465,433</b>	<b>501,507</b>	<b>495,422</b>	

<b>Net Change</b>	<b>155,656</b>	<b>897,521</b>	<b>17%</b>	<b>(741,865)</b>	<b>(83%)</b>	<b>676,861</b>	<b>794,890</b>	<b>901,801</b>
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Percentage of Year Completed: 33%

**Town of Onancock  
Budget Summary by Department  
Through October 31, 2022**

Revenue	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
<b>WATER</b>									
Water Charges	211,800	325,000	65%	(113,200)	(35%)	332,050	394,911	424,515	
Water & Sewer Penalt	3,882	12,000	32%	(8,119)	(68%)	19,005	19,615	16,671	
Income Earned Invest	1,549	0	No Budget	1,549	0%	11,909	584	3,753	
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)	
<b>Total Revenue</b>	<b>217,230</b>	<b>455,000</b>	<b>48%</b>	<b>(237,770)</b>	<b>(52%)</b>	<b>362,964</b>	<b>418,110</b>	<b>446,022</b>	
<b>Expenditures</b>									
Wages and Benefits	43,409	130,596	33%	87,187	67%	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	10,227	29,016	35%	18,789	65%	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	4,996	18,000	28%	13,004	72%	13,865	13,779	14,974	
Postage	623	1,500	42%	877	58%	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	616	2,000	31%	1,384	69%	2,068	1,863	2,366	
Lab Supplies	922	1,500	61%	578	39%	1,095	998	2,064	
Purification Supplie	2,150	25,000	9%	22,850	91%	21,196	21,099	8,935	
Outside Consultants	300	5,000	6%	4,700	94%	0	0	300	
Small Tools & Equipm	105	3,000	3%	2,895	97%	0	80	2,650	
Property Insurance	0	2,084	0%	2,084	100%	0	0	0	
Interest - Bond - Wa	13,975	55,900	25%	41,925	75%	37,707	36,945	36,154	



**Town of Onancock  
Budget Summary by Department  
Through October 31, 2022**

<u>WATER</u>	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
Interest - Bond - Wa	614	2,456	25%	1,842	75%	1,656	1,662	1,588	
Interest - Bond - Wa	49,818	99,636	50%	49,818	50%	0	0	25,491	
<b>Total Expenditures</b>	<b>131,447</b>	<b>455,000</b>	<b>29%</b>	<b>323,553</b>	<b>71%</b>	<b>235,768</b>	<b>218,974</b>	<b>247,147</b>	

<b>Net Change</b>	<b>85,783</b>	<b>0</b>	<b>0%</b>	<b>85,783</b>	<b>0%</b>	<b>127,196</b>	<b>199,136</b>	<b>198,875</b>	
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Percentage of Year Completed: 33%

**Town of Onancock  
Budget Summary by Department  
Through October 31, 2022**

SEWER	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
<b>Revenue</b>									
Sewer Charges	316,408	847,440	37%	(531,032)	(63%)	915,409	1,014,068	1,071,885	
<b>Total Revenue</b>	<b>317,375</b>	<b>847,440</b>	<b>37%</b>	<b>(530,065)</b>	<b>(63%)</b>	<b>920,469</b>	<b>1,025,382</b>	<b>1,121,513</b>	
<b>Expenditures</b>									
Coll. Repair/Maintena	81,697	388,725	21%	307,028	79%	65,432	75,412	136,140	
Electric Services	999	0	No Budget	(999)	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	0	100,000	0%	100,000	100%	0	0	0	
Hrsd Transition Cost	0	75,000	0%	75,000	100%	30,500	17,021	23,577	
Transfer To Reserve	0	283,715	0%	283,715	100%	0	0	0	
<b>Total Expenditures</b>	<b>81,634</b>	<b>847,440</b>	<b>10%</b>	<b>765,806</b>	<b>90%</b>	<b>633,749</b>	<b>556,205</b>	<b>406,064</b>	
<b>Net Change</b>	<b>235,741</b>	<b>0</b>		<b>235,741</b>	<b>0%</b>	<b>286,720</b>	<b>469,177</b>	<b>715,449</b>	

Percentage of Year Completed: 33%

**Town of Onancock  
Budget Summary by Department  
Through October 31, 2022**

	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
<b>Revenue</b>									
Boat Dockage Fees-Mo	0	250	0%	(250)	(100%)	125	125	1,311	
Boat Dockage Fees-Tr	34,972	62,500	56%	(27,528)	(44%)	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	85,678	125,000	69%	(39,322)	(31%)	103,478	108,700	128,103	
Wharf-Other	3,262	6,500	50%	(3,238)	(50%)	2,113	2,513	7,628	
Wharf Electric	4,930	10,000	49%	(5,070)	(51%)	3,748	10,604	8,537	
<b>Total Revenue</b>	<b>129,024</b>	<b>204,600</b>	<b>63%</b>	<b>(75,576)</b>	<b>(37%)</b>	<b>147,284</b>	<b>198,463</b>	<b>206,989</b>	
<b>Expenditures</b>									
Wharf Salaries	27,903	64,582	43%	36,679	57%	49,242	60,661	55,949	
Over-Time Compensati	388	0	No Budget	(388)	0%	494	68	629	
Fica	2,164	4,941	44%	2,777	56%	3,804	4,489	4,296	
Retirement	1,400	4,091	34%	2,691	66%	5,562	5,492	6,348	
Life Insurance	100	160	63%	60	37%	459	459	244	
Suta	59	75	79%	16	21%	242	260	193	
Disability Insurance	33	251	13%	218	87%	0	0	190	
Square Cc Fees	3,466	5,000	69%	1,534	31%	1,776	4,365	5,423	
Vehicle Repair	89	500	18%	411	82%	0	0	259	
Electric Services	2,716	5,500	49%	2,784	51%	4,245	4,993	4,415	
Telephone	226	628	36%	402	64%	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	162	300	54%	138	46%	0	0	289	
Wharf Janitorial Sup	0	1,200	0%	1,200	100%	689	661	351	
Repair & Maintenance	1,686	8,000	21%	6,314	79%	2,702	6,451	7,797	

Cost Of Gas/Diesel S	66,018	98,000	67%	31,982	33%	78,967	74,263	104,528
Misc.	0	1,000	0%	1,000	100%	10,783	8,365	269
Advertising & Dues	1,405	6,000	23%	4,595	77%	22,007	5,582	8,548
Rent	5,200	5,500	95%	300	5%	0	1,100	7,150
Capital Improvements	0	16,666	0%	16,666	100%	0	10,180	0
<b>Total Expenditures</b>	<b>114,046</b>	<b>225,878</b>	<b>50%</b>	<b>111,832</b>	<b>50%</b>	<b>181,432</b>	<b>188,018</b>	<b>210,966</b>

<b>Net Change</b>	<b>14,979</b>	<b>(21,278)</b>	<b>-70%</b>	<b>36,257</b>	<b>170%</b>	<b>(34,148)</b>	<b>10,445</b>	<b>(3,977)</b>
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**Fuel Margin**      19,660      27,000      73%      (7,340)      (27%)      24,511      34,437      23,575

Percentage of Year Completed:      33%

Percentage of Year Completed:

**Town of Onancock  
Budget Summary by Department  
Through October 31, 2022**

	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
<b>Revenue</b>									
Traffic Fines	6,146	8,000	77%	(1,854)	(23%)	9,168	8,290	6,904	
Esummons	435	0	No Budget	435	0%	0	0	110	
Police Grant - 599	46	41,000	0%	(40,954)	(100%)	39,536	46,850	29,678	
Police Grant - Doj	13,949	25,000	56%	(11,051)	(44%)	0	0	1,005	
Police Grant - Hwy S	2,295	6,000	38%	(3,705)	(62%)	0	0	4,300	
<b>Total Revenue</b>	<b>22,871</b>	<b>80,000</b>	<b>29%</b>	<b>(57,129)</b>	<b>(71%)</b>	<b>53,951</b>	<b>55,140</b>	<b>41,997</b>	
<b>Expenditures</b>									
Salaries	92,362	271,673	34%	179,311	66%	234,547	205,575	232,032	
Over-Time Compensati	16,748	39,000	43%	22,252	57%	5,519	5,294	16,697	
Fica	7,786	20,783	37%	12,997	63%	18,365	17,103	17,907	
Retirement-Vrs	12,485	37,572	33%	25,087	67%	35,239	32,239	35,158	
Hospitalization	7,479	37,392	20%	29,913	80%	25,668	24,624	17,735	
Life Insurance	831	1,467	57%	636	43%	2,908	2,803	2,027	
Suta	10	376	3%	366	97%	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	56	6,000	1%	5,944	99%	663	4,384	2,690	
New Officer Training	(35)	0	No Budget	35	0%	0	0	8,327	
Vehicle Repair	1,302	6,900	19%	5,598	81%	4,871	2,650	2,791	
Computer Maintenance	60	4,500	1%	4,440	99%	3,270	2,691	4,652	
Telephone Services	1,396	6,300	22%	4,904	78%	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	0	500	0%	500	100%	0	35	35	
Office Supplies	934	4,000	23%	3,066	77%	5,811	3,741	2,324	

**Town of Onancock  
Budget Summary by Department  
Through October 31, 2022**

<u>POLICE</u>	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
Vehicle Fuel	5,190	11,000	47%	5,810	53%	8,343	7,018	12,527	
Uniforms	1,429	3,000	48%	1,571	52%	2,377	2,046	1,382	
Animal Population Co	0	1,500	0%	1,500	100%	0	587	954	
Police Supplies	31	10,000	0%	9,969	100%	5,992	8,317	10,443	
New Police Vehicle	3,277	62,108	5%	58,831	95%	36,099	0	6,554	
<b>Total Expenditures</b>	<b>158,499</b>	<b>541,190</b>	<b>29%</b>	<b>382,691</b>	<b>71%</b>	<b>396,701</b>	<b>325,746</b>	<b>394,355</b>	

<b>Net Change</b>	<b>(135,629)</b>	<b>(461,190)</b>	<b>29%</b>	<b>325,561</b>	<b>71%</b>	<b>(342,750)</b>	<b>(270,606)</b>	<b>(352,358)</b>	
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**Town of Onancock  
Budget Summary by Department  
Through October 31, 2022**

BUILDINGS & STREETS	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
<b>Expenditures</b>									
Wages and Benefits	27,313	58,398	47%	31,085	53%	43,057	47,712	69,042	
Vehicle Repair	15	2,000	1%	1,985	99%	1,215	619	615	
Electric Service	11,881	7,000	170%	(4,881)	(70%)	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	5,980	34,000	18%	28,020	82%	0	180	27,087	
Janitorial Supplies	202	250	81%	48	19%	0	0	985	
Cleaning Services	1,214	3,600	34%	2,386	66%	0	0	3,914	
Repairs And Maintena	3,525	30,000	12%	26,475	88%	15,054	27,602	18,028	
Vehicle Fuel	782	2,000	39%	1,218	61%	0	517	3,686	
Small Equipment Repa	631	4,000	16%	3,369	84%	117	323	3,013	
Uniforms	182	3,000	6%	2,818	94%	200	555	2,614	
Can Liners	0	1,500	0%	1,500	100%	1,090	1,770	1,158	
Safety/Street Signs	0	1,000	0%	1,000	100%	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	
<b>Total Expenditures</b>	<b>52,461</b>	<b>163,391</b>	<b>32%</b>	<b>110,930</b>	<b>68%</b>	<b>112,407</b>	<b>133,009</b>	<b>156,818</b>	

Percentage of Year Completed: 33%

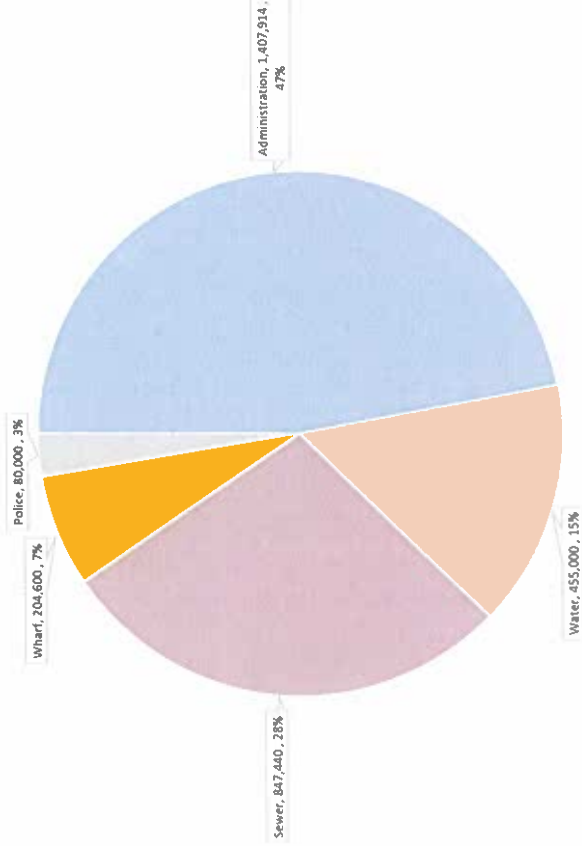
**Town of Onancock  
Budget Summary by Department  
Through October 31, 2022**

<u>PARKS &amp; LANDSCAPING</u>	ACTUAL YTD	BUDGET 2023	% OF BUDGET	Positive/(Negative) Variance		2020	2021	2022	Trend 2020-2023B
				\$	%				
<b>Expenditures</b>									
Cutting Grass Contra	0	0	No Budget	0	0%	6,210	6,555	7,400	
Wages and Benefits	18,709	49,908	37%	31,199	63%	0	0	17,792	
Vehicle Repair	107	1,750	6%	1,643	94%	0	0	839	
Electric Services	642	27,500	2%	26,858	98%	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	2,181	5,000	44%	2,819	56%	179	441	7,433	
Vehicle Fuel	6,406	3,000	214%	(3,406)	(114%)	0	0	2,562	
Small Tools & Equipm	49,217	2,500	1969%	(46,717)	(1869%)	33	926	5,296	
Parks-Plantings & La	358	7,500	5%	7,142	95%	831	2,499	6,606	
Tree Board And Beaut	292	4,000	7%	3,708	93%	0	460	830	
Holiday Decorations	150	10,000	2%	9,850	99%	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	
<b>Total Expenditures</b>	<b>81,325</b>	<b>126,339</b>	<b>64%</b>	<b>45,014</b>	<b>36%</b>	<b>31,583</b>	<b>23,667</b>	<b>74,668</b>	

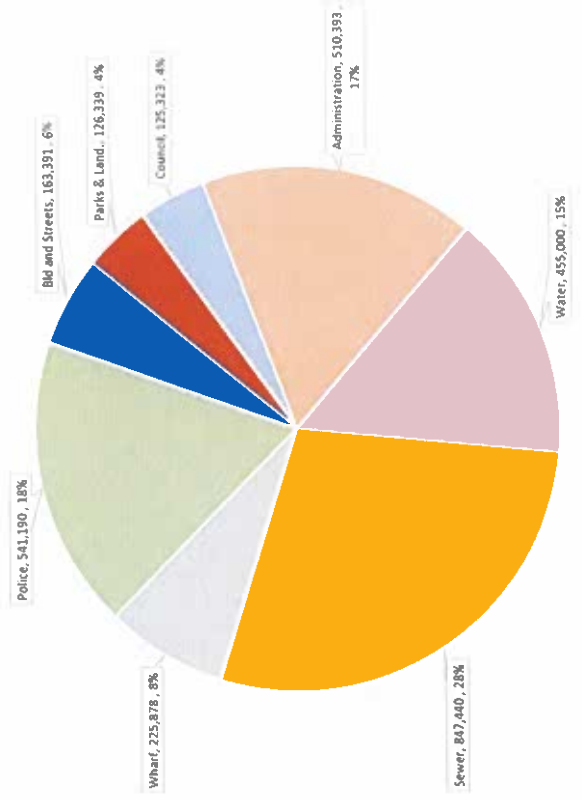
Percentage of Year Completed: 33%



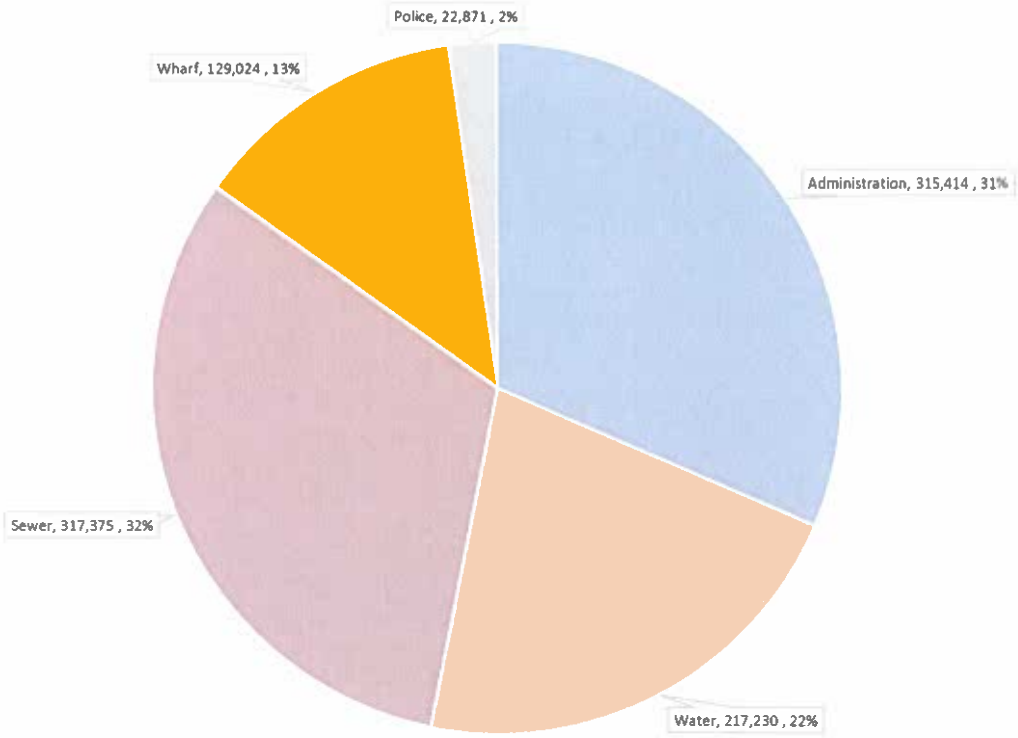
Revenue - Budget 2023



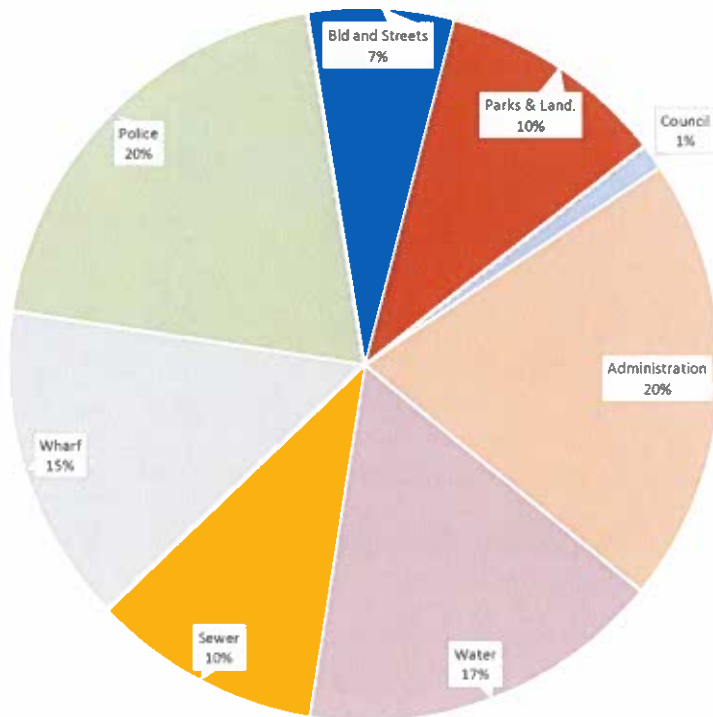
Expenditure - Budget 2023



### Revenue - Actual 2023



### Expenditures - Actual 2023



Town of Onancock  
Cash and Reserve Report  
October 31, 2022

	ACTUAL 10/31/22	ACTUAL 10/31/21	% Increase / (Decrease)
<b><u>CASH AND RESERVES</u></b>			
<b>CASH</b>			
Checking	539,554	218,789	147%
<b>RESERVES</b>			
Cash Reserve	860,587	793,100	9%
Grant Match or Project Reserve	256,378	53,739	377%
Capital Asset Reserve	83,634	84,403	(1%)
General Fund Reserve	403,105	420,232	(4%)
ARPA Funds	1,042,319	628,216	66%
Utility Reserve	740,673	770,028	(4%)
<b>Total Expenditures</b>	<b>3,386,696</b>	<b>2,749,718</b>	<b>23%</b>
<b>Total Cash and Reserves</b>	<b>3,926,250</b>	<b>2,968,507</b>	<b>32%</b>
<b>Cash and Reserves - No ARPA</b>	<b>2,883,931</b>	<b>2,340,291</b>	<b>23%</b>

**ARPA Project Cost Update**  
**As of 10/31/22**

	Not to Exceed Budget	Spent to Date	Received to Date	Remaining to Spend
SLFRF-1010	\$ 50,000	\$ -	\$ -	\$ 50,000.00
SLFRF-1020	\$ 15,000	\$ 1,050	\$ -	\$ 13,950.00
SLFRF-1030	\$ 195,000	\$ 7,898	\$ -	\$ 187,102.00
SLFRF-1030	\$ 100,000	\$ 1,810	\$ -	\$ 98,190.00
SLFRF-1040	\$ 25,000	\$ 11,301	\$ -	\$ 13,699.00
SLFRF-1050	\$ 35,000	\$ 245	\$ -	\$ 34,755.00
SLFRF-1060	\$ 8,000	\$ 8,000	\$ -	\$ -
SLFRF-1070	\$ 165,000	\$ 147,789	\$ -	\$ 17,211.00
SLFRF-1080	\$ 8,000	\$ 6,401	\$ -	\$ 1,599.00
SLFRF-1090	\$ 145,000	\$ 51,605	\$ -	\$ 93,395.00
SLFRF-1100	\$ 5,000	\$ 1,391	\$ -	\$ 3,609.00
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	\$ 7,837	\$ -	\$ 82,163.00
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	\$ -	\$ -
SLFRF-1230	\$ 65,932	\$ -	\$ -	\$ 65,932.00
	\$ 1,256,432.00	\$ 345,327.00	\$ 628,216.00	\$ 911,105.00

Cash in ARPA \$ 1,042,319  
Transfer ARPA to Checking \$ 131,214