

Town Council: Lisa Fiege, Omar Grubb, Cynthia Holdren, Sarah Nock, Ashley Pettit, Ann Quigley
Mayor: Fletcher Fosque | ***Town Manager:*** Wesley Wootten

Town Council Meeting
Monday, August 24, 2026
6:00 PM

1. Call to order and roll call
2. Pledge of Allegiance
3. Consider approval of the meeting minutes:
 - July 27, 2026
4. Public Hearing
 - Joint Public Hearing – Special Use Permit – 19 North Street
 - Public Hearing – Proposed Budget Amendments – Grant
 - i. Onancock Winter Farmer's Market - \$50,415
 - ii. NE Revitalization Project - \$349,236
5. Public Presentation
 - None Scheduled
6. Council Discussion
 - None Scheduled
7. Council Action
 - Resolution to Acquire Pump Station #4
8. Committee Reports
 - Planning Commission (Cindy Holdren)
9. Community Reports
 - Economic Development Authority (Ann Quigley)
 - Historic Onancock School (Sarah Nock)
 - Onancock Main Street (Lisa Fiege)
 - OBCA (John Fiege)
10. Public Comment
11. Mayor's Report
12. Staff Reports
 - Town Manager's Report
 - Financial Report
13. Town Councilmember Comments
14. Closed Session – None Scheduled
15. Adjourn

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6:00PM

1. **Call to order and roll call.** – Mayor Fletcher Fosque called the meeting to order at 6:00 PM and roll was called. Present were Council members Lisa Fiege, Cindy Holdren, Sarah Nock, Ashley Pettit, Ann Quigley, and Mayor Fletcher Fosque. Councilmember Omar Grubb arrived at 6:30 PM. Also present were Town Manager Wesley Wootten and Town Clerk Debbie Caton.
2. **Pledge of Allegiance**
The Pledge of Allegiance was recited.
3. **Consider approval of meeting minutes:**
 - **Regular Meeting, June 22, 2026** – Councilmember Nock moved to approve the June 22, 2026, regular meeting minutes with a correction provided by Councilmember Holdren. Councilmember Quigley seconded the motion. The motion carried with a 5-0 vote.
4. **Public Hearing**
 - **Pump Station 4** – Mayor Fosque opened the Public Hearing at 6:02 PM. No public comments were received. The Public Hearing closed at 6:02 PM. No action was taken; a vote will be scheduled for a future meeting.
5. **Public Presentation:**
 - **Kasey Grier – Planning Commission** – Ms. Grier provided an update on the comprehensive plan, which is mandated by Virginia law to guide land use, policy, and community health and must be updated every five years. The following topics were discussed:
 - Content and development:
 - The plan draws from prior plans, including the 1999 bicycle discussion, and incorporates state-required topics such as transportation, as well as optional topics such as arts and culture.
 - A new map shows VDOT-controlled roads and sidewalks has been developed and most maps are complete.

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- The first housing chapter draft is nearly done.
 - A walking survey identified 72 brick-and-mortar businesses, more than previously recorded.
- Data and records challenges:
 - Difficulties obtaining data highlighted the need for improved town records management and enhancements to tax and water data systems to support housing and water consumption analysis.
- Structure and readability:
 - The draft table of contents contains 23 chapters grouped into sections aligned with a revised, forward-looking vision statement emphasizing a year-round community.
 - The natural resources will address the Chesapeake Bay Preservation Act, water, soils, surface water, wetlands, stormwater, and flood management. Greg Temple is drafting the water issues section.
 - A typographical error in Section Five listing chapter 12, was noted.
 - Goals and action steps may be grouped at the end of major sections rather than each individual chapter. Final organization remains pending.
 - The plan is intended to be highly readable, with legible 11 x 17-inch maps available online and potentially as separate large-map packets.
 - The plan will incorporate needs identified through public workshops, including improvements to Town operations, record keeping, transparency, and processes. Including status updates on prior plan actions was supported.
 - “One water” was clarified as an integrated approach to water infrastructure, stormwater, and recreational use.
- Timeline:
 - Complete and assembly targeted for October 2026, with public comment anticipated that month, through the Town website.
 - Cleanup is anticipated in November, with potential graphic design support.
 - The first reading by Town Council is anticipated in December 2026.

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- Next steps: A more finalized table of contents, data points, and maps will be provided in September; Kasey Grier will return with PowerPoint presentation and additional data.

6. Council Discussion

- **Credit Card Fees** – Town Manager Wootten discussed the challenges associated with transitioning from the Town’s current model of absorbing credit card fees to a hybrid submitter model with the current vendor Invoice Cloud. The platform change requires system updates, testing, and an FY27 budget amendment of approximately \$11,000; ongoing platform fees will increase from \$100 to \$400/month. Despite additional costs, the change is expected to result in annual savings of approximately \$14,000.

Councilmember Holdren moved to reaffirm Council’s direction to transition the town from the online payment processor current absorbed credit card fee model to the hybrid submitter model. I authorize the Town Manager to execute the necessary paperwork subject to written confirmation of final pricing and implementation timing and approve a FY27 budget amendment of approximately \$11,000 for online payment processor related costs and direct staff to provide clear customer communication before implementation and monitor actual cost, payment behavior, and staff workload over the next several billing cycles. Councilmember Fiege seconded the motion. The motion carried with a 6-0 vote.

- **Chipping Schedule Change** – Town Manager Wootten presented proposed changes to the monthly chipping schedule due to staff workload and overuse of the undersized chipper. The initial recommendation is to divide the town into two areas and provide services every other month which requires a code amendment. Councilmembers raised concerns that with the reduced pickup frequency could result in larger accumulations of yard debris and seasonal backlogs.

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Councilmember Holdren moved to direct the Town Manager to prepare a proposed ordinance amendment removing specific yard debris and chipping schedule requirements from the town code. Councilmember Quigley seconded the motion. The motion carried with a 6-0 vote.

7. Council Action

- **Motion: Acquire Pump Station 1 and Acquire Pump Station 2 –**
Councilmember Fiege moved for Town Council to A) accept pursuant to Virginia Code 15.2-1803 on behalf of the Town of Onancock, the conveyance of (i) a 450—square-foot portion of Tax Map Nos. 85A1-2-A-2 and 85A1-2-A-3, located at 1 Mount Prospect Avenue, and (ii) a 900-square foot portion of Tax Map No. 85A2-24-59A, located at 11 Liberty Street, each as more particularly described in the Omnibus Transfer, Service and License Agreement, and (B) authorize the Town Manager and Town Attorney to take such actions as are necessary to complete the conveyances. Councilmember Nock seconded the motion. The carried with passed a 6-0 vote.

8. Committee Reports

- Planning Commission (Cindy Holdren) – Councilmember Holdren allowed Kasey Grier's presentation to serve as the Planning Commission report.
- Waterfront Committee (Kellie Piekarsky, Harbormaster) – Harbormaster Piekarsky gave the following presentation:

Onancock Wharf and Marina — FY2026 Annual Report

- Financial:
 - +\$19,000 revenue.
 - Expanded off-season slip rentals.
 - Reduced diesel rate negotiated.
- Facility improvements:
 - Parking lot resealed/restriped.

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- Wi-Fi upgraded.
 - Benches replaced/painted through volunteer efforts.
 - Wharf sign was repainted.
 - Electrical panel housing rebuilt.
 - Coded access locks installed.
 - Fire extinguisher compliance confirmed.
- Community engagement:
 - 50% dockage discount for Eastern Shore residents.
 - Partnership with Coast Guard Auxiliary for boater safety course in August 2026.
 - Holiday gift gestures to boaters.
 - Collaboration with Friends of Animal Control.
 - Harbor Lights event continued.
- Marketing/recognition:
 - Promotional video received more than 12,000 views.
 - Chamber feature article.
 - Great Loopers sponsorship.
 - Four-hour slip promotion.
 - Business notifications regarding peak weeks.
 - Awards and ratings; including recognition from Coastal Virginia Magazine and a 4.5/5 rating.
- Operations:
 - New seasonal staff training manual.
 - Passed unannounced weights and measures and health inspections.
- Key challenge:
 - Loss of Tangier Ferry has reduced visitor traffic.

9. Community Reports

- **Onancock Economic Development Authority (ODEA) (Ann Quigley)** - Councilmember Quigley reported the OEDA meeting was productive and included a presentation by Onancock Main Street (OMS). The committee

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decided to meet monthly through 2026 to build foundational infrastructure. She also reported that the ODEA secured a \$1,000,000 loan to rehabilitate the Lilliston Building and build short-term stay units. Repayments will be used to seed a revolving loan fund for reinvestment. The 2026 goals include retaining counsel, identifying revenue streams, defining revolving loan fund parameters – including eligibility, interest rates, and loan sizes-and identifying model Economic Development Authorities. The goal is to launch lending programs in early 2027.

- **Historic Onancock School (HOS) (Sarah Nock)** – Councilmember Nock reported the fire recovery construction is underway and ceiling tile replacement is 50% complete. The HVAC improvements are moving to the bid document phase. HOS hosted an “Ice Cream Social on Friday, July 3, 2026. HOS is hosting concerts on July 31, 2026, and August 28, 2026, at the Performance Pavilion. The annual Shoebox Lunch Festival is scheduled for August 22, 2026, with HOS included as part of a 5K route.
- **Onancock Main Street (OMS) (Lisa Fiege)** - Councilmember Fiege reported that OMS elected Betsy Seybolt and Anna Burger as new board members. OMS will host a table at the HOS concert on Friday, July 31, 2026, from 6:00 PM – 9:00 PM with giveaways. The Open for Business Campaign (VA Main Street Grant) was a multi-channel promotion directing prospects to experienceonancock.com for information regarding properties, taxes, permits, and zoning. Tourism content creator Hunter Holbert visited Onancock to produce a “Peaceful Retreat” series. OMS closed the Virginia Tourism Marketing Leveraging Grant, which produced six promotional videos, a photo library, and paid campaigns.
- **Onancock Civic and Business Association (OBCA) (Bill Burnham)** – Mr. Burnham reported OBCA elected John Fiege, President, Dana Dillon, Vice-President, and Bill Burnham, as an At-Large Officer at the July 2026 meeting. OBCA will continue to promote off-season events like Halloween, Christmas, and St. Patrick’s Day.

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10. Public Comments

- Bill Burnham – Mr. Burnham expressed concerns regarding a shooting incident that occurred July 8, 2026, at the corner of Boundary Avenue and Spady Lane. Mr. Burnham stated residents of Onancock did not learn of the incident until seven days later through a newspaper article. He asked whether the Town had sent a notice to residents. Mr. Burnham noted the Town is particularly good at communicating other operational matters and requested that the Town consider implementing a policy to alert residents regarding violent incidents.
- Eric Dodge – Mr. Dodge asked if a resolution has been prepared or adopted to accept Accomack County's Hazardous Mitigation Plan for 2026. Mr. Dodge stated that FEMA has acted on Accomack County's plan; all nineteen towns must pass resolutions to maintain eligibility for disaster funding.
- Rick Turner – Mr. Turner requested a more comprehensive approach to Town Code provisions related to lawn care. He noted there are several homes for sale in Onancock and stated that Town maintenance contributes to perception of perspective new residents. Mr. Turner suggested using local contractors to assist with maintenance because Town staff are burdened with other duties.

11. Mayor's Report – Mayor Fosque reported the upcoming November election will have four candidates for four open seats. Virginia Municipal League (VML) will host a conference October 10, 2026 – October 13, 2026, in Norfolk, VA. Mayor Fosque praised the new DPW uniforms.

12. Town Manager's Report – Town Manager Wootten Reported on financial records organization, audits, grant-funded budget amendments, Public Works, chipping recommendation, pump station transfers, CDBG, winter market, digital water meters, restoration at the school, blacksmith shop project, and Planning Commission work.

- Financial Report – A full financial report is part of the Town Council packet.

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- Police Report – Chief Eric Williams addressed the concerns regarding the shooting incident that occurred July 8, 2026. Chief Williams clarified that the incident was not an active shooter situation and explained that it was a targeted shooting. Security cameras alerted the department to the shooting, and no 911 call was placed. After an officer secured the scene, it was determined that there was no immediate threat. The investigation was turned over to Accomack County's Sherriff Department. Onancock Police Department cannot provide any updates regarding the investigation.

13. Town Councilmember comments –

- Councilmember Fiege – Councilmember Fiege asked whether Town staff could research an email issue experienced by OMS.
- Councilmember Grubb – no comments.
- Councilmember Holdren – no comments.
- Councilmember Nock – Councilmember Nock requested an update on the Mosquito Control Program. She also noted Accomack County has a reverse 911 system.
- Councilmember Pettit – no comments.
- Councilmember Quigley – Councilmember Quigley provided an update on mosquito control efforts. She reported that surveillance equipment and dunks had been ordered.

14. Adjourn – Councilmember Fiege moved to adjourn the meeting.

Councilmember Nock seconded the motion. The motion carried with a 6-0 vote. The meeting adjourned at 7:52 PM.

**Town of Onancock
Town Council Meeting
Monday, July 27, 2026
6:00PM**

Fletcher Fosque, Mayor

Debbie Caton, Town Clerk

Town Council: Lisa Fiege, Omar Grubb, Cindy Holdren, Sarah Nock, Ashley Pettit, and Ann Quigley
Mayor: Fletcher Fosque | Town Manager: Wesley Wootten

STAFF REPORT

Special Use Permit – Homestay
19 North Street, Onancock, Virginia

Meeting Date: August 24, 2026
Applicant/Property Owner: Jeffrey Barrett
Property Address: 19 North Street
Parcel Number: 085A2A000002100
Zoning District: R-1, Single-Family Residential
Requested Use: Homestay with a maximum occupancy of two overnight guests

PURPOSE

Jeffrey Barrett has requested a Special Use Permit to operate a homestay at his residence at 19 North Street. The applicant proposes to offer lodging through Airbnb to a maximum of two overnight guests at a time.

The Planning Commission and Town Council will hold a joint public hearing on August 24, 2026. Following the public hearing, the Planning Commission will make a recommendation to Town Council. Town Council will then consider final action on the application.

PROPERTY AND PROPOSED USE

The property is located in the R-1 Single-Family Residential District and is developed with an existing residence and associated accessory structures. The applicant resides at the property and will serve as the required local contact during periods of transient occupancy.

The proposed homestay will operate within the existing residence. No new construction, expansion, or exterior alteration is proposed. The application limits occupancy to two overnight guests and identifies two off-street parking spaces.

Staff visited the property and confirmed that the proposed off-street parking spaces are available. The proposed parking exceeds the requirement in § 38-77 of one off-street parking space for every four guests.

Required notice of the public hearing was provided to neighboring property owners in accordance with § 38-497.

ANALYSIS

Section 38-77 of the Town Code allows a homestay in the R-1 zoning district following approval of a Special Use Permit by Town Council. The applicant is the confirmed owner of the property, and Town records do not identify him as having an ownership interest in another short-term rental property in Onancock.

The surrounding area is primarily residential. The proposed use will operate within an existing residence, with no physical changes to the property. Because the applicant will continue to reside at the property and the homestay will



accommodate no more than two guests, staff does not anticipate that the use will generate traffic, noise, or other activity substantially different from that normally associated with a residence.

The proposal is consistent with the Special Use Permit review standards in § 38-499. The use is allowed by Special Use Permit in the R-1 district, is compatible with the residential character of the surrounding area, will not alter the established development pattern of the neighborhood, and is not expected to adversely affect public health, safety, the natural environment, or surrounding property.

Before beginning operation, the applicant will be required to obtain a Town business license, register the property with the Town's short-term rental registry, provide the insurance documentation required by § 38-77, and comply with applicable transient occupancy tax requirements. The Special Use Permit will expire 36 months after approval, as provided by the Town Code.

STAFF RECOMMENDATION

Staff recommends approval of the Special Use Permit.

The proposed homestay complies with the requirements of § 38-77 and the review standards in § 38-499. The limited occupancy, availability of off-street parking, onsite residence of the property owner, and distance from the nearest registered short-term rental provide reasonable assurance that the use will remain compatible with the surrounding residential neighborhood.

SUGGESTED PLANNING COMMISSION MOTION

Mr. Chairman, I move that the Planning Commission recommend approval of the Special Use Permit for Jeffrey Barrett to operate a homestay at 19 North Street, with a maximum occupancy of two overnight guests.

SUGGESTED TOWN COUNCIL MOTION

Mr. Mayor, I move to approve the Special Use Permit for Jeffrey Barrett to operate a homestay at 19 North Street, with a maximum occupancy of two overnight guests.

Wesley Wootten
Town Manager
Town of Onancock



TOWN OF ONANCOCK

15 NORTH STREET
ONANCOCK, VIRGINIA 23417

SPECIAL USE PERMIT APPLICATION

Applicant's Name: Jeffrey Barrett

Address: 19 North St Onancock Va 23417

Telephone: 757-787-8291 Date: 04/09/2026

Location & Legal Description of Property Proposed*: Residence

19 North St Onancock Va. 23417

No. of total guests (for homestay applicants only): 2

No. of proposed parking spaces (for homestay applicants only): 2

Parcel Number: 085A2A00000 2200

Zoning Classification: R-1

Name and telephone number for local emergency contact: Jeffrey Barrett
757-787-8291

Description of Proposed Use: I am looking to invite an
occasional guest couple using the Airbnb
software platform. In the past we occasionally
did this through another travel club we belonged
to and found the guests to be friendly
and the conversations interesting.

TOWN OF ONANCOCK

15 NORTH STREET
ONANCOCK, VIRGINIA 23417

I certify that the information listed above is true and accurate to the best of my knowledge,
and I will comply with all provisions of the Code for the Town of Onancock.

Debra Barnett

Signature of Applicant

April 10, 2026

Date

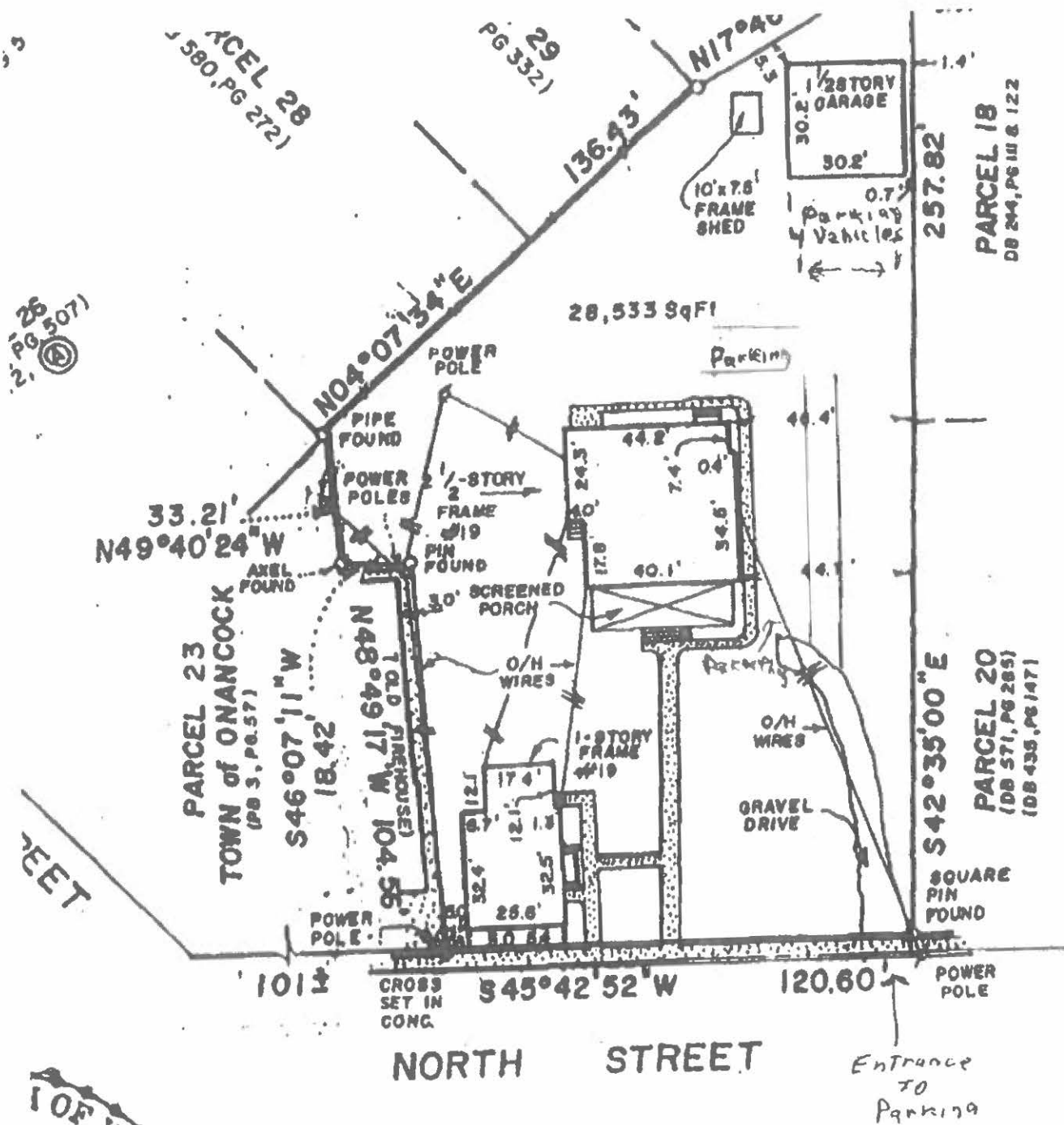
*For requests to operate homestays, the applicant must attach a site plan that provides location of the home, setbacks from all property lines and the street, no. of proposed parking spaces, and traffic flow patterns entering and leaving the property. The zoning administrator will conduct a site visit of the property as part of the review of the application.

(757) 787-3363
Phone

(757) 787 3309
Fax

www.onancock.com
Website





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Gordon S. Vincent
Post Office Box 375
Onley, Virginia 23418

August 15, 2026

Mr. Wes Wooten
Town Manager
15 North Street
Onancock, VA 23417

RE: Application for Homestay at 19 North Street

Dear Mr. Wooten:

As a neighboring property owner, I am pleased to support Mr. Barrett's application for a homestay at his property at 19 North Street in Onancock. With too few hotels in central Accomack County, his enterprise should be a benefit to the community.

Sincerely yours,

A handwritten signature in dark ink, appearing to read 'G. Vincent', with a stylized flourish at the end.

Gordon S Vincent
(2 Parker Street)

CC: Jeffrey Barrett
19 North Street
Onancock, VA 23417

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Town Council: Lisa Fiege, Omar Grubb, Cindy Holdren, Sarah Nock, Ashley Pettit, and Ann Quigley
Mayor: Fletcher Fosque | Town Manager: Wesley Wootten

STAFF REPORT

TO: Mayor and Town Council

FROM: Wesley Wootten, Town Manager

DATE: August 24, 2026

SUBJECT: FY 2026–2027 Budget Amendment – Onancock Farmers Market

PURPOSE

To amend the adopted Fiscal Year 2026–2027 budget to include the revenues and expenditures associated with the Onancock Winter Farmers Market improvement project.

BACKGROUND

The Town previously accepted a Virginia Department of Agriculture and Consumer Services AFID grant to support the development of an indoor Winter Farmers Market.

After the original project approach was determined to be impractical, the work plan was revised to use the available funding to improve the indoor space at 20 Market Street to house the Winter Market. The revised project budget totals \$50,415.16 and consists of:

- \$31,943.33 in VDACS AFID grant funds;
- \$16,804.83 in Onancock Market matching funds; and
- \$1,667.00 in previously designated ARPA/façade grant funds.

These revenues and expenditures were not included in the adopted Fiscal Year 2026–2027 budget. The proposed amendment will place the project in the current budget and provide the appropriation required for the Town to administer the grant. No new local General Fund or tax-supported contribution is proposed.

RECOMMENDATION

Staff recommends amending the Fiscal Year 2026–2027 budget to appropriate the grant, matching, and project revenues and expenditures associated with the Farmers Market project.

SUGGESTED MOTION

I move that Town Council amend the Fiscal Year 2026–2027 budget and appropriate \$50,415.16 in corresponding grant, matching, and project revenues and expenditures for the Onancock Farmers Market improvement project.



Town Council: Lisa Fiege, Omar Grubb, Cindy Holdren, Sarah Nock, Ashley Pettit, and Ann Quigley
Mayor: Fletcher Fosque | Town Manager: Wesley Wootten

STAFF REPORT

TO: Mayor and Town Council

FROM: Wesley Wootten, Town Manager

DATE: August 24, 2026

SUBJECT: FY 2026–2027 Budget Amendment – Northeast Revitalization Project

PURPOSE

To amend the adopted Fiscal Year 2026–2027 budget to include the remaining grant funding for the Northeast Revitalization Project.

BACKGROUND

The Town previously received Community Development Block Grant funding through the Virginia Department of Housing and Community Development for improvements in the Northeast neighborhood.

The project was expected to close and was therefore not included in the adopted Fiscal Year 2026–2027 budget. However, several project components remain incomplete, including sidewalk, drainage, and ditch improvements.

The Town is working with DHCD and the Accomack-Northampton Planning District Commission to complete the remaining work.

DHCD's grant records show that \$349,236.23 remains available for the project. The proposed budget amendment will recognize the available grant revenue and provide the corresponding expenditure appropriation needed to complete the project. No additional local funding is proposed as part of this amendment.

RECOMMENDATION

Staff recommends amending the Fiscal Year 2026–2027 budget to appropriate the remaining grant revenues and expenditures for the Northeast Revitalization Project.

SUGGESTED MOTION

I move that Town Council amend the Fiscal Year 2026–2027 budget and appropriate \$349,236.23 in corresponding grant revenues and expenditures for the Northeast Revitalization Project.



**TOWN OF ONANCOCK, VIRGINIA
RESOLUTION 2026-05**

A RESOLUTION TO AUTHORIZE THE DISPOSAL OF REAL PROPERTY AND IMPROVEMENTS OWNED BY THE TOWN OF ONANCOCK HAVING PARCEL ID: 085A1A000004700; TAX MAP #: 85A1-A-47; THE TOWN OF ONANCOCK'S PUMP STATION LOT, LOCATED OFF SOUTH STREET, ONANCOCK, VIRGINIA, ACCOMACK COUNTY BY CONVEYANCE TO THE HAMPTON ROADS SANITATION DISTRICT.

WHEREAS, the Town of Onancock, Virginia (the "Town") owns real property and improvements related to public wastewater facilities, being identified Parcel ID: 085A1A000004700; Tax Map #: 85A1-A-47; the Town of Onancock's Pump Station Lot, located off South Street, Onancock, Virginia, Accomack County (collectively, the "Property"); and

WHEREAS, the Town desires to convey the Property to the Hampton Roads Sanitation District ("HRSD") in order to facilitate the transfer of wastewater assets to HRSD, and HRSD is willing to accept the Property from the Town subject to certain terms; and

WHEREAS, the Town Council held a duly advertised public hearing concerning disposal of the Property; and

WHEREAS, the Town Council finds that disposal of the Property by conveyance to HRSD supports the public health, necessity, convenience, general welfare, and good utility practice.

NOW, THEREFORE, BE IT RESOLVED that the Town Council for the Town of Onancock, Virginia, does hereby authorize and direct the conveyance of Parcel ID: 085A1A000004700; Tax Map #: 85A1-A-47; the Town of Onancock's Pump Station Lot, located off South Street, Onancock, Virginia, Accomack County to the Hampton Roads Sanitation District.

BE IT FURTHER RESOLVED that the Town Council for the Town of Onancock, Virginia, does hereby authorize and direct the Mayor and Town Manager to execute those documents necessary or convenient to implement the conveyance authorized by this Resolution.

ADOPTED by the Town Council of the Town of Onancock, Virginia, this 24th day of August, 2026.



Fletcher Fosque, Mayor

ATTEST

Debbie Caton, Town Clerk

(19)



TOWN MANAGER'S REPORT

Town Council Meeting | August 24, 2026

TO: Mayor Fosque and Town Council

FROM: Wesley Wootten, Town Manager

Administration and Finance

Financial Records and Audit Preparation - Staff has completed the work needed to assemble and provide the Town's financial records to the auditor. The requested documents have been submitted, and we are now waiting for the auditor to complete its review and process the information provided. The auditor has given us an estimated completion timeframe of November or December 2026. Staff will continue to respond to any additional requests from the auditor as the review moves forward.

Budget Amendments for Grant-Funded Projects - Staff continues to work through several grant-funded projects that were not included in the adopted FY27 budget. Council has already approved the work associated with these projects, and the remaining step is to formally add the related grant revenue and expenditures to the Town's budget. No Town funds are being used for these projects. Council will consider the necessary budget amendments and appropriations for the Onancock Winter Farmer's Market project and the Northeast Revitalization/CDBG project. The proposed amendments include approximately \$50,415 for the Winter Farmer's Market and \$349,236 for the Northeast neighborhood project.

Public Works and Utilities

Public Works Operations - The Public Works crew has remained busy with summer maintenance and repairs. Recent work has included curb painting, grounds maintenance, assistance with water-meter issues, and ongoing water-line repairs. DPW also recently completed repairs to a long-standing water leak on Kerr Street.

As the summer season begins to wind down and some of the department's other seasonal demands lessen, DPW will begin focusing more attention on repairing drainage ditches throughout Town. Staff will



coordinate this work with Accomack County where appropriate, particularly in areas where drainage issues involve facilities or infrastructure that cross jurisdictional boundaries.

Nuisance Lawn Control - Staff is taking a more proactive approach to identifying overgrown grass, weeds, brush, and other nuisance vegetation and enforcing the Town's ordinances. A Standard Operating Procedure has been established to provide staff with a consistent process for documenting violations, notifying property owners, allowing an opportunity for voluntary compliance, and pursuing formal enforcement or Town abatement when necessary. The intent is to address these properties more consistently and improve the appearance, safety, and overall upkeep of neighborhoods throughout Town.

Mosquito Control - The Town is working toward a more comprehensive mosquito control program. The approach will include mosquito trapping and testing, public awareness and education, the use of mosquito dunks where appropriate, and targeted spraying when conditions and surveillance indicate that it is warranted. Staff is currently working to establish the procedures and thresholds that will guide these efforts and to identify appropriate resources and service providers. The goal is to develop a coordinated program that combines prevention, monitoring, public education, and targeted control measures.

Water System Repairs and Emergency Shutoffs - Town Hall has been working to standardize the process used when a water leak or other emergency requires the Town to shut off water service. The goal is to respond quickly when necessary while also providing residents with as much advance notice as possible of any planned interruption. Staff will also provide clear information about the expected impact on service so residents have a better understanding of what to expect.

Water Meter Follow-Up - Installation of the Town's new remote-read water meters is complete, and the project has moved into its final follow-up phase. Inspections to identify installations requiring correction are nearly complete, and the contractor is returning periodically to make the necessary repairs and changes. The new system should improve billing accuracy and help staff identify potential leaks more quickly.

Wastewater System / HRSD Transfer - The Town continues to work with Hampton Roads Sanitation District on the transfer of the Town's wastewater assets. The primary transfer agreement is in place, and the remaining work is focused on acquiring and transferring the necessary property associated with the remaining pump-station site, along with the related legal, engineering, and operational details. Council



has already approved the acquisition of property associated with two of the pump stations. The remaining work represents one of the final steps in completing the broader transfer.

Grants and Capital Projects

Northeast Neighborhood CDBG Project - Staff continues working with DHCD and A-NPDC to restart and complete the remaining components of the Northeast neighborhood CDBG project. The project had previously been expected to close, but grant funds remain available and additional work is required. Remaining work includes addressing drainage and ditch issues and constructing a sidewalk along Pine Street. Staff is also coordinating the necessary budget amendment and appropriation process so that the remaining grant funds can be used to complete the project.

Historic Onancock School Restoration - Restoration work at the Historic Onancock School continues at a steady pace, although several setbacks have caused delays. Jenkins Restorations has completed the work on the north end of the building, and tenants are now able to move back into that portion of the school. There are still limitations on access, however, and customers and the general public are not currently able to enter the building.

Staff is continuing to coordinate closely with Jenkins Restorations to keep the work moving as quickly as possible while making sure the restoration is completed properly. We are also working with the Friends of Onancock School to keep them informed about the status of the work and what a potential timeline for reopening and returning to normal operations might look like.

The HVAC project remains a separate but related effort. The Town's engineer has reviewed the earlier cooling-system proposal and identified additional plans and specifications that will be needed before bids can be requested. Staff is reviewing those recommendations and working to properly define and structure the project.

Samuel D. Outlaw Blacksmith Shop - The Blacksmith Shop has issued a Request for Proposals seeking bids for the next phase of restoration work. The proposed restoration work is fully funded through the Virginia Department of Historic Resources, and no Town funds are required for the project. Staff will continue to coordinate with Gerald Boyd and the museum organization as proposals are received and the next phase of the project moves forward.



Planning and Community Development

Comprehensive Plan - The Planning Commission continues its rewrite of the Town's Comprehensive Plan. Individual Commission members are currently developing and writing sections of the plan, and the Commission will soon begin compiling those sections into a master document for review, editing, and refinement. Staff will continue to assist the Commission as the document is assembled and the process moves toward a complete draft.

Water Sales Outside Town Limits - The Planning Commission continues to review the Town's policy concerning water service outside the Town limits and is developing recommendations for Council's consideration. Staff is assisting the Commission with background information and other support as it works through the policy questions involved.

Planning and Zoning Activity - Staff continues to process zoning and development-related matters, including zoning permits, building permit referrals, Chesapeake Bay Preservation Area compliance, and Special Use Permit applications. The Planning Commission and Town Council are also scheduled to hold a joint public hearing regarding a Special Use Permit application.

Communications and Administration

Town Website - I am conducting an audit of the Town's website to identify outdated, incomplete, or missing information. This includes reviewing the information residents and businesses are most likely to rely on and identifying areas where the site can be made more accurate, useful, and easier to navigate. Staff will begin making corrections and updates as this review continues.

The Onancock Update - I have started a regular communications piece, *The Onancock Update*, to provide residents with a more consistent window into Town operations and ongoing projects. The goal is to give residents a straightforward explanation of where projects stand, what is happening now, and what comes next. The first edition highlighted several of the Town's major ongoing efforts, including the Historic Onancock School, HRSD transfer, water-meter project, financial work, Public Works activity, and the Comprehensive Plan.



Wesley Wootten
Town Manager



Budget vs Actual

Fund 10 Revenue

Town of Onancock
8/19/2026 11:01:08 AM

Period Ending 7/31/2026

10 General Fund

Description	Budget	MTD	YTD	Variance	Percent
Revenues					
10-3110-1010 REAL PROPERTY-CURRENT	465,287	0.00	0.00	(465,287.00)	
10-3110-1020 REAL PROPERTY-DELINQUENT	28,214	4,146.73	4,146.73	(24,067.27)	15%
10-3110-2010 PUBLIC SERVICE - TAXES	8,500	0.00	0.00	(8,500.00)	
10-3110-3010 PERSONAL PROPERTY-CURRENT	171,500	0.00	0.00	(171,500.00)	
10-3110-3020 PERSONAL PROPERTY-DELINQUENT	8,500	97.62	97.62	(8,402.38)	1%
10-3110-6010 PENALTIES	3,100	1,277.50	1,277.50	(1,822.50)	41%
10-3120-0100 LOCAL SALES TAX	95,000	7,666.57	7,666.57	(87,333.43)	8%
10-3120-0200 CONSUMERS UTILITY TAX	54,400	4,497.19	4,497.19	(49,902.81)	8%
10-3120-0300 BUSINESS LICENSE TAX	4,748	1,650.78	1,650.78	(3,097.22)	35%
10-3120-0500 VEHICLE DECALS	30,000	52.69	52.69	(29,947.31)	0%
10-3120-0600 BANK STOCK TAXES	35,000	0.00	0.00	(35,000.00)	
10-3120-0700 COMMUNICATION TAX	75,000	5,045.18	5,045.18	(69,954.82)	7%
10-3120-1000 TRANSIENT OCCUPANCY TAX	15,000	2,802.17	2,802.17	(12,197.83)	19%
10-3130-3080 BUILDING/ZONING PERMITS	800	275.00	275.00	(525.00)	34%
10-3130-3100 MEALS TAX	303,000	34,139.14	34,139.14	(268,860.86)	11%
10-3140-1010 TRAFFIC FINES	7,000	896.92	896.92	(6,103.08)	13%
10-3141-1010 ESUMMONS	0	120.00	120.00	120.00	
10-3150-2010 RENTAL OF PROPERTY	13,200	1,377.16	1,377.16	(11,822.84)	10%
10-3150-2020 WATER TOWER RENTAL INCOME	13,500	0.00	0.00	(13,500.00)	
10-3160-0804 TRASH REVENUE	115,000	7,793.00	7,793.00	(107,207.00)	7%
10-3160-1306 BOAT DOCKAGE FEES-TRANSIENT	75,000	10,491.31	10,491.31	(64,508.69)	14%
10-3160-1307 PARKING FEE	0	32.00	32.00	32.00	
10-3160-1309 WHARF GASOLINE SALES	100,000	24,656.65	24,656.65	(75,343.35)	25%
10-3160-1314 WHARF-OTHER	8,000	1,065.00	1,065.00	(6,935.00)	13%
10-3160-1315 GOLF CART	2,500	600.00	600.00	(1,900.00)	24%
10-3160-1316 WHARF ELECTRIC	8,250	1,125.00	1,125.00	(7,125.00)	14%
10-3221-0401 POLICE GRANT - 599 FUND	42,000	0.00	0.00	(42,000.00)	
10-3221-0410 FIRE PROGRAM FUNDS	15,000	0.00	0.00	(15,000.00)	
10-3221-0411 LITTER CONTROL GRANT	1,750	0.00	0.00	(1,750.00)	
10-3221-0412 POLICE GRANT - HWY SAFETY	8,000	0.00	0.00	(8,000.00)	
10-3221-0414 VA COMM FOR THE ARTS	4,500	0.00	0.00	(4,500.00)	



Budget vs Actual

Town of Onancock
8/19/2026 11:01:08 AM

Period Ending 7/31/2026

10 General Fund

Description	Budget	MTD	YTD	Variance	Percent
10-3900-0000 TRANSFERS IN FROM RESERVES, WATER, SEWER	255,408	0.00	0.00	(255,408.00)	
Revenues Totals:	1,967,157	109,807.61	109,807.61	(1,857,349.39)	6%

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Budget vs Actual

Fund 50 Revenue

Town of Onancock
8/19/2026 11:01:08 AM

Period Ending 7/31/2026

51 Water & Sewer

Description	Budget	MTD	YTD	Variance	Percent
Revenues					
51-3160-0805 WATER CHARGES	500,000	39,949.96	39,949.96	(460,050.04)	8%
51-3160-0806 SEWER CHARGES	780,000	68,272.08	68,272.08	(711,727.92)	9%
51-3160-0809 WATER INSTALLATION FEES	6,800	0.00	0.00	(6,800.00)	
51-3160-0811 WATER & SEWER PENALTIES	12,000	50.00	50.00	(11,950.00)	0%
51-3160-9001 MISCELLANEOUS REVENUE	0	120.00	120.00	120.00	
Revenues Totals:	1,298,800	108,392.04	108,392.04	(1,190,407.96)	8%

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Budget vs Actual

Department: Town Council

Town of Onancock
8/19/2026 11:01:08 AM

Period Ending 7/31/2026

10 General Fund

Description	Budget	MTD	YTD	Variance	Percent
Expenses					
10-4001-1101 MAYOR & COUNCIL COMPENSATION	14,200	1,092.34	1,092.34	13,107.66	8%
10-4001-2100 FICA	1,086	83.56	83.56	1,002.44	8%
10-4001-2300 SUTA	20	0.00	0.00	20.00	
10-4001-2600 SUTA	0	1.64	1.64	(1.64)	
10-4001-3130 TOWN ATTORNEY	36,000	3,000.00	3,000.00	33,000.00	8%
10-4001-5500 TRAVEL AND TRAINING	3,000	0.00	0.00	3,000.00	
10-4001-5820 LIABILITY INSURANCE	1,586	0.00	0.00	1,586.00	
10-4001-6001 OFFICE SUPPLIES	2,000	1,063.02	1,063.02	936.98	53%
Council Totals:	57,892	5,240.56	5,240.56	52,651.44	9%

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Budget vs Actual

Department - Administration

Town of Onancock
8/19/2026 11:01:08 AM

Period Ending 7/31/2026

10 General Fund

Description	Budget	MTD	YTD	Variance	Percent
10-4503-1100 SALARIES	182,084	13,909.52	13,909.52	168,174.48	8%
10-4503-1200 OVER-TIME COMPENSATION	1,500	0.00	0.00	1,500.00	
10-4503-2100 FICA	14,044	1,064.06	1,064.06	12,979.94	8%
10-4503-2200 RETIREMENT-VRS SNAPSHOT	25,947	2,005.86	2,005.86	23,941.14	8%
10-4503-2201 RETIREMENT EXPENSE - MISSION SQUARE	0	441.95	441.95	(441.95)	
10-4503-2300 HOSPITALIZATION	24,736	2,061.40	2,061.40	22,674.60	8%
10-4503-2400 LIFE INSURANCE	2,731	169.18	169.18	2,561.82	6%
10-4503-2600 SUTA	30	0.00	0.00	30.00	
10-4503-2700 DISABILITY INSURANCE	1,093	0.00	0.00	1,093.00	
10-4503-3120 AUDIT SERVICE	27,000	0.00	0.00	27,000.00	
10-4503-3121 BANK PROCESSING FEES	3,500	273.05	273.05	3,226.95	8%
10-4503-3125 CREDIT CARD FEES	0	1,714.43	1,714.43	(1,714.43)	
10-4503-3130 PAYROLL PROCESSING FEES	12,000	1,020.65	1,020.65	10,979.35	9%
10-4503-3140 PROFESSIONAL DEVELOPMENT	4,000	0.00	0.00	4,000.00	
10-4503-3250 SOFTWARE SUBSCRIPTIONS	36,000	5,823.29	5,823.29	30,176.71	16%
10-4503-3260 SOFTWARE SUPPORT	15,000	2,096.10	2,096.10	12,903.90	14%
10-4503-3330 OFFICE EQUIPMENT	4,500	575.85	575.85	3,924.15	13%
10-4503-3601 ADVERTISING	9,000	1,068.00	1,068.00	7,932.00	12%
10-4503-5201 POSTAGE	8,100	0.00	0.00	8,100.00	
10-4503-5203 TELEPHONE	7,000	153.31	153.31	6,846.69	2%
10-4503-5304 PROPERTY INSURANCE	3,102	0.00	0.00	3,102.00	
10-4503-5305 VEHICLE INSURANCE	572	0.00	0.00	572.00	
10-4503-5308 GENERAL LIABILITY INSURANCE	6,478	0.00	0.00	6,478.00	
10-4503-5309 WORKERS COMP	38	0.00	0.00	38.00	
10-4503-5801 DUES & MEMBERSHIP	1,150	928.00	928.00	222.00	81%
10-4503-5805 MAIN STREET PARTNERSHIP	20,000	0.00	0.00	20,000.00	
10-4503-6001 OFFICE SUPPLIES	7,500	368.58	368.58	7,131.42	5%
10-4503-6011 HOS - PROPERTY INSURANCE	13,058	0.00	0.00	13,058.00	
10-4503-6012 CULTURAL ENRICHMENT	9,000	9,000.00	9,000.00	0.00	100%
10-4503-6016 TOWN EVENTS	5,000	11,962.24	11,962.24	(6,962.24)	239%
10-4503-6017 EMPLOYEE WELFARE	1,249	0.00	0.00	1,249.00	
10-4503-6018 WELCOME CENTER	0	300.90	300.90	(300.90)	
10-4503-8101 CAPITAL EXPENDITURES	0	2,888.00	2,888.00	(2,888.00)	
10-4503-9105 MAIN STREET GRANT MATCH	45,000	20,000.00	20,000.00	25,000.00	44%



Budget vs Actual

Town of Onancock
8/19/2026 11:01:08 AM

Period Ending 7/31/2026

Administration Totals:	490,412	77,824.37	77,824.37	412,587.63	16%
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Budget vs Actual

Department - Police

Town of Onancock
8/19/2026 11:01:08 AM

Period Ending 7/31/2026

10 General Fund

Description	Budget	MTD	YTD	Variance	Percent
10-5524-1100 SALARIES	262,058	20,498.40	20,498.40	241,559.60	8%
10-5524-1200 OVER-TIME COMPENSATION	21,000	1,315.38	1,315.38	19,684.62	6%
10-5524-2100 FICA	21,654	1,668.74	1,668.74	19,985.26	8%
10-5524-2200 RETIREMENT-VRS	37,343	2,824.34	2,824.34	34,518.66	8%
10-5524-2300 HOSPITALIZATION	33,732	2,811.00	2,811.00	30,921.00	8%
10-5524-2400 LIFE INSURANCE	3,931	238.21	238.21	3,692.79	6%
10-5524-2600 SUTA	45	0.00	0.00	45.00	
10-5524-3115 COURT COSTS	1,000	0.00	0.00	1,000.00	
10-5524-3140 TRAINING	4,000	3,200.00	3,200.00	800.00	80%
10-5524-3150 NEW OFFICER TRAINING AND TRAVEL	20,000	0.00	0.00	20,000.00	
10-5524-3310 VEHICLE REPAIR	4,000	686.14	686.14	3,313.86	17%
10-5524-3330 COMPUTER MAINTENANCE	8,000	116.47	116.47	7,883.53	1%
10-5524-5203 TELEPHONE SERVICES	3,000	187.35	187.35	2,812.65	6%
10-5524-5301 LINE OF DUTY ACT	6,256	0.00	0.00	6,256.00	
10-5524-5305 VEHICLE INSURANCE	2,600	0.00	0.00	2,600.00	
10-5524-5309 WORKERS COMP	8,164	0.00	0.00	8,164.00	
10-5524-5500 TRAVEL	500	0.00	0.00	500.00	
10-5524-6001 OFFICE SUPPLIES	4,000	566.42	566.42	3,433.58	14%
10-5524-6007 SECURITY CAMERAS	16,500	12,545.73	12,545.73	3,954.27	76%
10-5524-6008 VEHICLE FUEL	17,500	2,111.40	2,111.40	15,388.60	12%
10-5524-6011 UNIFORMS	5,000	0.00	0.00	5,000.00	
10-5524-6016 POLICE SUPPLIES	7,000	0.00	0.00	7,000.00	
10-5524-8110 NEW POLICE VEHICLE	93,800	0.00	0.00	93,800.00	
Police Totals:	581,083	48,769.58	48,769.58	532,313.42	8%

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Budget vs Actual

Town of Onancock
8/19/2026 11:01:08 AM

Period Ending 7/31/2026

10 General Fund

Description	Budget	MTD	YTD	Variance	Percent
10-5528-5605 CONTRIBUTION TO FIRE COMPANY	25,000	25,000.00	25,000.00	0.00	100%
10-5528-5606 FIRE PROGRAMS FUNDING	15,000	0.00	0.00	15,000.00	
Fire Department Totals:	40,000	25,000.00	25,000.00	15,000.00	63%

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Budget vs Actual

Department - Streets & Bldgs

Town of Onancock
8/19/2026 11:01:08 AM

Period Ending 7/31/2026

10 General Fund

Description	Budget	MTD	YTD	Variance	Percent
10-6040-1100 SALARIES	52,000	4,198.32	4,198.32	47,801.68	8%
10-6040-1200 OVER-TIME COMPENSATION	6,000	187.43	187.43	5,812.57	3%
10-6040-2100 FICA	4,437	335.51	335.51	4,101.49	8%
10-6040-2200 RETIREMENT-VRS SNAPSHOT	7,410	521.36	521.36	6,888.64	7%
10-6040-2201 RETIREMENT EXPENSE - MISSION SQUARE	0	97.18	97.18	(97.18)	
10-6040-2300 HOSPITALIZATION	11,244	937.00	937.00	10,307.00	8%
10-6040-2400 LIFE INSURANCE	780	43.98	43.98	736.02	6%
10-6040-2600 SUTA	11	0.00	0.00	11.00	
10-6040-2700 DISABILITY INSURANCE	312	0.00	0.00	312.00	
10-6040-3310 VEHICLE REPAIR	7,500	561.61	561.61	6,938.39	7%
10-6040-3910 TRASH COLLECTION	125,000	10,299.40	10,299.40	114,700.60	8%
10-6040-5101 ELECTRIC SERVICE	48,000	(528.44)	(528.44)	48,528.44	-1%
10-6040-5102 HEATING OIL	7,000	0.00	0.00	7,000.00	
10-6040-5304 PROPERTY INSURANCE	764	0.00	0.00	764.00	
10-6040-5305 AUTO INSURANCE	1,265	0.00	0.00	1,265.00	
10-6040-5309 WORKER'S COMP INSURANCE	770	0.00	0.00	770.00	
10-6040-5900 STREET REPAIR	25,000	230.05	230.05	24,769.95	1%
10-6040-6005 JANITORIAL SUPPLIES	2,000	116.08	116.08	1,883.92	6%
10-6040-6006 CLEANING SERVICES	4,800	800.00	800.00	4,000.00	17%
10-6040-6007 REPAIRS AND MAINTENANCE	20,000	306.97	306.97	19,693.03	2%
10-6040-6008 VEHICLE FUEL	6,000	1,682.02	1,682.02	4,317.98	28%
10-6040-6010 SMALL EQUIPMENT REPAIR & MAINT.	5,000	12.99	12.99	4,987.01	0%
10-6040-6011 UNIFORMS	2,000	158.10	158.10	1,841.90	8%
10-6040-6015 CAN LINERS	1,500	0.00	0.00	1,500.00	
10-6040-6018 SAFETY/STREET SIGNS	2,000	264.75	264.75	1,735.25	13%
10-6040-8101 CAPITAL EXPENDITURES	50,000	0.00	0.00	50,000.00	
10-6040-8110 NEW PUBLIC WORKS VEHICLE	22,236	4,138.00	4,138.00	18,098.00	19%
10-6040-8200 HISTORIC ONANCOCK SCHOOL	640,000	0.00	0.00	640,000.00	
10-6040-8210 BLACKSMITH SHOP	145	0.00	0.00	145.00	
Street Maintenance Totals:	1,053,174	24,362.31	24,362.31	1,028,811.69	2%

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Budget vs Actual

Department - Parks &
Landscaping

Town of Onancock
8/19/2026 11:01:08 AM

Period Ending 7/31/2026

10 General Fund

Description	Budget	MTD	YTD	Variance	Percent
10-7068-1100 WAGES	48,088	3,783.88	3,783.88	44,304.12	8%
10-7068-1200 OVERTIME	6,000	10.40	10.40	5,989.60	0%
10-7068-2100 FICA	4,138	290.27	290.27	3,847.73	7%
10-7068-2200 RETIREMENT	6,853	523.30	523.30	6,329.70	8%
10-7068-2201 RETIREMENT EXPENSE - MISSION SQUARE	0	54.03	54.03	(54.03)	
10-7068-2300 MEDICAL	11,244	937.00	937.00	10,307.00	8%
10-7068-2400 LIFE	721	44.14	44.14	676.86	6%
10-7068-2600 SUTA	11	0.00	0.00	11.00	
10-7068-2700 VACORP	312	0.00	0.00	312.00	
10-7068-3310 VEHICLE REPAIR	2,000	0.00	0.00	2,000.00	
10-7068-5101 ELECTRIC SERVICES	2,500	261.96	261.96	2,238.04	10%
10-7068-5304 PROPERTY INSURANCE	476	0.00	0.00	476.00	
10-7068-5305 AUTO INSURANCE	415	0.00	0.00	415.00	
10-7068-5309 WORKER'S COMP INSURANCE	463	0.00	0.00	463.00	
10-7068-6007 REPAIR & MAINTENANCE	11,000	676.48	676.48	10,323.52	6%
10-7068-6008 VEHICLE FUEL	6,000	0.00	0.00	6,000.00	
10-7068-6010 SMALL TOOLS & EQUIPMENT	4,000	254.38	254.38	3,745.62	6%
10-7068-6011 PARKS-PLANTINGS & LANDSCAPING	20,750	2,154.80	2,154.80	18,595.20	10%
10-7068-6012 TREE BOARD AND BEAUTIFICATION	1,000	150.00	150.00	850.00	15%
10-7068-6015 HOLIDAY DECORATIONS	13,000	0.00	0.00	13,000.00	
10-7068-6016 CULTURAL ENRICHMENT	0	1,184.89	1,184.89	(1,184.89)	
10-7068-6026 MOSQUITO CONTROL	15,000	0.00	0.00	15,000.00	
10-7068-6027 WEED CONTROL	6,500	0.00	0.00	6,500.00	
Parks Totals:	160,471	10,325.53	10,325.53	150,145.47	6%

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Budget vs Actual

Department - Wharf

Town of Onancock
8/19/2026 11:01:08 AM

Period Ending 7/31/2026

10 General Fund

Description	Budget	MTD	YTD	Variance	Percent
10-7060-1100 WHARF SALARIES	80,000	12,593.86	12,593.86	67,406.14	16%
10-7060-2100 FICA	6,120	974.29	974.29	5,145.71	16%
10-7060-2600 SUTA	22	9.38	9.38	12.62	43%
10-7060-3132 SQUARE CC FEES	6,000	1,229.14	1,229.14	4,770.86	20%
10-7060-3310 VEHICLE REPAIR	1,000	0.00	0.00	1,000.00	
10-7060-5101 ELECTRIC SERVICES	6,500	995.65	995.65	5,504.35	15%
10-7060-5203 TELEPHONE	4,000	827.11	827.11	3,172.89	21%
10-7060-5304 PROPERTY INSURANCE	597	0.00	0.00	597.00	
10-7060-5305 AUTO INSURANCE	1,124	0.00	0.00	1,124.00	
10-7060-5309 WORKER'S COMP INSURANCE	746	0.00	0.00	746.00	
10-7060-6001 OFFICE SUPPLIES	500	107.69	107.69	392.31	22%
10-7060-6005 WHARF JANITORIAL SUPPLIES	2,000	67.63	67.63	1,932.37	3%
10-7060-6007 REPAIR & MAINTENANCE	500	6,030.48	6,030.48	(5,530.48)	1206%
10-7060-6008 COST OF GAS/DIESEL SALES	75,000	18,445.66	18,445.66	56,554.34	25%
10-7060-6014 MISC.	0	1,211.47	1,211.47	(1,211.47)	
10-7060-6017 RENT	8,500	0.00	0.00	8,500.00	
Wharf Totals:	192,609	42,492.36	42,492.36	150,116.64	22%



Budget vs Actual

Department - Water

Town of Onancock
8/19/2026 11:01:08 AM

Period Ending 7/31/2026

51 Water & Sewer

Description	Budget	MTD	YTD	Variance	Percent
Expenses					
51-6048-1100 SALARIES	93,657	7,516.47	7,516.47	86,140.53	8%
51-6048-1200 OVER-TIME COMPENSATION	6,000	241.51	241.51	5,758.49	4%
51-6048-2100 FICA	7,624	593.52	593.52	7,030.48	8%
51-6048-2200 RETIREMENT	13,598	1,012.69	1,012.69	12,585.31	7%
51-6048-2201 RETIREMENT EXPENSE - MISSION SQUARE	0	78.53	78.53	(78.53)	
51-6048-2300 HOSPITALIZATION	20,239	1,686.60	1,686.60	18,552.40	8%
51-6048-2400 LIFE INSURANCE	1,405	85.41	85.41	1,319.59	6%
51-6048-2600 SUTA	25	0.00	0.00	25.00	
51-6048-2650 WORKER'S COMP INSURANCE	2,037	0.00	0.00	2,037.00	
51-6048-3140 TRAINING & TRAVEL	5,000	94.96	94.96	4,905.04	2%
51-6048-3310 VEHICLE REPAIR	1,500	0.00	0.00	1,500.00	
51-6048-3311 REPAIR & MAINTENANCE SVC	26,000	431.16	431.16	25,568.84	2%
51-6048-3315 AUTO INSURANCE	572	0.00	0.00	572.00	
51-6048-5101 ELECTRIC SERVICES	17,000	1,307.12	1,307.12	15,692.88	8%
51-6048-5201 POSTAGE	3,000	0.00	0.00	3,000.00	
51-6048-5203 TELEPHONE	600	0.00	0.00	600.00	
51-6048-5311 PROPERTY INSURANCE	1,476	0.00	0.00	1,476.00	
51-6048-5312 RESERVE FOR CIP	20,000	0.00	0.00	20,000.00	
51-6048-5801 DUES & MEMBERSHIPS	7,200	1,356.81	1,356.81	5,843.19	19%
51-6048-5803 HEALTH DEPARTMENT FEES	5,500	2,169.00	2,169.00	3,331.00	39%
51-6048-6001 OFFICE SUPPLIES	500	0.00	0.00	500.00	
51-6048-6007 REPAIR & MAINTENANCE	19,750	4,789.80	4,789.80	14,960.20	24%
51-6048-6008 VEHICLE FUEL	3,125	0.00	0.00	3,125.00	
51-6048-6011 UNIFORMS	1,000	70.53	70.53	929.47	7%
51-6048-6016 LAB SUPPLIES	2,500	407.04	407.04	2,092.96	16%
51-6048-6020 PURIFICATION SUPPLIES	20,000	1,325.78	1,325.78	18,674.22	7%
51-6048-8100 OUTSIDE CONSULTANTS	6,000	500.00	500.00	5,500.00	8%
51-6048-8101 SMALL TOOLS & EQUIPMENT	3,000	0.00	0.00	3,000.00	
51-6048-8119 INTEREST - BOND - WATER - USDA 1070	55,900	0.00	0.00	55,900.00	
51-6048-8120 INTEREST - BOND - WATER - USDA 47	1,668	0.00	0.00	1,668.00	
51-6048-8121 INTEREST - BOND - WATER - VRA 3114	99,636	0.00	0.00	99,636.00	
51-6048-9100 TRANSFER TO WATER CONTINGENCY	73,540	0.00	0.00	73,540.00	
Water Totals:	519,052	23,666.93	23,666.93	495,385.07	5%

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Budget vs Actual

Department - Sewer

Town of Onancock
8/19/2026 11:01:08 AM

Period Ending 7/31/2026

51 Water & Sewer

Description	Budget	MTD	YTD	Variance	Percent
51-6052-3340 COLL.REPAIR/MAINTENANCE PLANT	185,000	10,671.37	10,671.37	174,328.63	6%
51-6052-3360 REPAIR & MAINTENANCE	50,000	0.00	0.00	50,000.00	
51-6052-5101 ELECTRIC SERVICES	14,000	145.01	145.01	13,854.99	1%
51-6052-5311 PROPERTY INSURANCE	4,434	0.00	0.00	4,434.00	
51-6052-6500 HRSD TRANSITION COSTS	75,000	0.00	0.00	75,000.00	
51-6052-8104 TRANSFER TO RESERVE	451,314	0.00	0.00	451,314.00	
Sewer Totals:	779,748	10,816.38	10,816.38	768,931.62	1%

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**Town of Onancock
Cash and Reserve Report
Through July 31, 2026**

<u>CASH AND RESERVES</u>	Current Year	Prior Year	% Increase / (Decrease)
CASH			
Checking	369,882	679,517	(46%)
RESERVES			
Cash Reserve (savings account)	2,020,317	1,898,160	6%
Grant Match or Project Reserve	262,123	250,978	4%
Capital Asset Reserve	545,983	523,467	4%
General Fund Reserve	866,729	839,792	3%
ARPA Funds	0	136,629	(100%)
Utility Reserve	1,307,851	1,263,224	4%
Total Reserves	5,003,003	4,912,250	2%
Total Cash and Reserves	5,372,885	5,591,767	(4%)
Cash and Reserves - No ARPA	5,372,885	5,455,138	(2%)
Reserves Only - No ARPA	5,003,003	4,775,621	5%

REQUIRED RESERVES PER POLICY

	Policy Requirement	Policy	Current Reserve	Over/(Under Reserved)
Grant Match or Project Reserve	250,000	Up to \$250,000	262,123	12,123
Capital Asset Reserve	521,300	25% of 5-year CAPEX plan	545,983	24,683
General Fund Reserve	835,911	30% of budgeted revenue	866,729	30,819
Utility Reserve		120 day operating (\$483,100/12*4)+ 30% Accumulated Depreciation (\$3,254,316+174,382(F24)+174,382(F25 1,256,957))+ \$15k for road repairs	1,307,851	50,894
Total Required Reserves per Policy	\$ 2,864,168	Over/(Under) Reserved	\$ 2,982,686	\$ 118,518

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