

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

Town Council Meeting

October 28, at 7:00 p.m.

Agenda

1. Call to order and roll call.
2. Pledge of Allegiance
3. Approve minutes from the September 9, 2024, meeting.
4. Approve minutes from the September 23, 2024, meeting.
5. Joint Public Hearings
 - a. HRSD Resolution.
 - b. HRSD Ordinance.
6. Public Presentation:
 - a. None Scheduled.
7. Council Action
 - a. Special Use Permit – 77 Kerr St.
 - b. Appoint Commissioner to Planning Commission
 - c. Appoint board member for Onancock Economic Development Authority
8. Council discussion:
 - a. HOS Engineering
 - b. Water plant engineering.
 - c. Wayfinding signs
 - d. Update on Welcome Center
9. Committee Reports
 - a. Personnel (Cindy Holdren)
 - b. Onancock Main Street (Cindy Holdren)
 - c. Historic Onancock School (Sarah Nock)
 - d. Planning Commission (Fletcher Fosque)
 - e. Waterfront (Fletcher Fosque)
 - f. Economic Development Authority (Joy Marino)
10. Public Comment
11. Mayor's Report
12. Town Manager's Report
 - a. Financial Report
 - b. Manager's Report
 - c. Police report
13. Town Councilmember comments
14. Closed session.
 - a. None scheduled.
15. Adjourn
16. Reminder: The next two normally scheduled Town Council meetings are November 18 and December 16.

**Town of Onancock
Town Council Meeting
Monday, September 9, 2024
7:00 PM**

1) Call to order and roll call: Mayor Fosque called the meeting to order at 7:00 PM and roll was called. Councilmembers Ray Burger, Cindy Holdren, Joy Marino, Sarah Nock, Maphis Oswald, Paul Weitzel and Mayor Fosque were present. Town Manager Matt Spuck and Town Clerk Debbie Caton were also present. A quorum was established.

2) Pledge of Allegiance

3) Public Hearings
a. None scheduled.

4) Public Presentation
a. None scheduled.

5) Council Action

Councilmember Marino moved to allow for public comments. Councilmember Oswald seconded the motion. The motion passed with a 6-0 vote. Mayor Fosque allowed for public comments from the audience on the proposed ordinance changes.

- Mary Clements – Ms. Clements is the only candidate running for town council that owns a residence, a commercial building, and operates a successful business. She thinks the parking changes covers too wide of a zone. The zones should be split between business and residential because the need for each zone is different. She thinks 3-hour parking in the downtown business district is not long enough.

a. The Town Council will consider adopting the following amended ordinances:

- **ARTICLE II. STOPPING, STANDING AND PARKING –** Town Manager Spuck explained the ordinance change was to address two issues. The first issue is employees of other businesses are parking in front of other businesses and taking the spot away from customers. The parking spots should not be occupied all day. The second issue is residents of upstairs apartments should not occupy a parking spot in front of businesses for an extended period. Council discussion ensued.

Councilmember Nock moved to adopt Article II: Stopping, Standing and Parking with the revisions discussed to be effective February 1, 2025. Councilmember Holdren seconded the motion. The motion passed with a 6-0 vote.

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- b. ARTICLE XV. SPECIAL USE PERMITS (SUP) –** Town Manager Spuck gave updates on the changes from the last discussion. The ordinance now includes verbiage to allow for neighbors’ opinions when issuing a SUP. Also, a SUP ceases entirely when the property changes ownership whether by a formal sale or transfer of tax entities. After council discussion, the vote was tabled until all revisions are updated.

6) Council discussion:

- a. Farmer’s Market request for Town Staff to administer a grant.** Councilmember Weitzel moved to allow town staff to administer the grant. Councilmember Holdren seconded the motion. The motion passed with a 6-0 vote.
- b. School Projects and financing package. Mayor Fosque allowed for public comments.**

- Kent Sudman – Mr. Sudman was disappointed the agenda changed to allow for public comments as he did not have a prepared statement. He stated there is much erroneous information out there regarding Friends of Onancock School (FOS) and the town and what it would cost for different things and who is responsible. An ad was published in the local weekly newspaper. The ad included a written inspection from Bancroft Engineering requested by the Town Manager. Mr. Sudman asked, “why was this was done and who directed him to do it?” Mr. Sudman wants to know who is responsible for capital improvements to the school. Mr. Sudman has assisted FOS with furnace issues at the Historic Onancock School (HOS) for several years. He thinks it is the town’s responsibility to do capital improvements.
- Kerry Baird/Joanie Donohoe – Ms. Donohoe read a letter from the board of directors of HOS previously emailed to the Town Council. – see attached
- Laura McGowan– Ms. McGowan was dismayed to see the ad in the paper which was full of exaggerations and misinformation. She feels the FOS puts out accurate information. All improvements thus far helped the tenants, the school, and the community. She does not want to lose the school to a developer. She encouraged the town council to vote in favor of the loan package.
- Cherie Tapman – Ms. Tapman attended the school. She loves the school and does not want to see it torn down or sold to a developer. It is an asset.
- Karen & Mark Belknap – The Belknap’s share studio space at HOS. She thanked FOS for the upgrades and improvements completed over the last 17

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years. The school is well intentioned, and Mrs. Belknap will offer tours to anyone interested.

- Mary Clements – Ms. Clements is not contesting the work FOS has done for the school. She is not contesting the talent of the artist who have space at the school. She owns her building on Market Street, and she does make a profit. She agrees with Mr. Sudman's earlier comments in that the town council needs to determine who pays for capital improvements. Bancroft Engineering is a reputable firm, and their estimate is more accurate than the estimates from local contractors. Ms. Clements would like to see the estimates from local contractors and the scope of work.
- Dr. Greg Felthousen - Dr. Felthousen would like to dispel some of the things being heard around the community regarding his letter to the editor. The issue started with the construction of the pavilion which was a complete surprise to him and other members of the community. At the February 2024 town council meeting, Joanie Donohoe thanked the council for paying for the evaluation from Bancroft Engineering. A copy of the evaluation was requested but not received until a formal FOIA request was submitted. The repairs at the school have been discussed for almost two years without any action from the town council. Dr. Felthousen said that he is not against the HOS. The letter to the editor was written to open the eyes to all residents as to the extent of the issues that exist at the school. The issues are not small. It is our responsibility to all the taxpayers in town to be aware of the liability that the school has brought to us. Dr. Felthousen does not think a 40-year loan is the best option, but spending reserve money would be a better option.
- Katie Schwab – Ms. Schwab is a “come here” and one of the reasons for her move was because of the reputation of HOS. She was told it was the center of the art community on the Eastern Shore. This is a tremendous asset for the town. The current issue is straightforward in that the town is being asked to support a loan to make a capital improvement to property owned by the town. Ms. Schwab is bothered by the ad that was placed in the local paper with no attribution and with inflammatory language and without checking the facts. She hopes the town council will make a good fiscal decision. She feels there is no issue of transparency because a member of town council has always had a seat on the board of FOS.
- Rick King – Mr. King is on the board of FOS and been actively involved in the HOS. His wife has a studio in the building. The school offers cultural events for all children on the Eastern Shore. The children benefit by having activities, shows, and theater groups. This is FOS' mission.

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- Mark Sinclair – The initial ad published in the local paper from two years ago called “When Pigs Fly” has caused a two-year delay in pavilion construction and \$150,000 in increased cost. Many issues have been kicked down the road and this only cause the price of construction to increase. Mr. Sinclair feels FOS has put together a good package with price quotes from local contractors. Mr. Sinclair asked the town council to make a prompt decision about the loan package.

Council discussion:

- Councilmember Oswald stated this project started in 2007. At that time, the FOS presented the town council with a plan to keep the school open without any expense to the town. The lease agreement was written to reflect that sentiment. To now ask for a 40- year commitment from the town is unfair and unfounded.
- Councilmember Nock stated is it her hope the town can take responsibility for the property it owns in cooperation with the FOS to pursue the work to get the urgently needed HVAC system, the electrical upgrades, and the windows. This will allow the surroundings to be supported so the studios and shops can continue. We can have a center and not a hole on College Avenue.
- Councilmember Holdren stated she believes the town does have responsibility for property that we own. For the town, the loan package is a good deal as FOS is asking to split the loan payment. She supports the proposal from FOS. She thinks Bancroft Engineering is a much larger firm than what most people are used to dealing with on the Eastern Shore.
- Councilmember Marino questioned the decision by FOS to spend money on construction of the pavilion with much needed repairs being an issue at HOS. Councilmember Marino also stated she saw the Bancroft Engineering evaluation for the first time when it was printed in the Eastern Shore Post. Mayor Fosque stated he had previously seen the proposal. Town Manager Spuck explained the same architect firm that designed the police department and Welcome Center renovations, recommended Bancroft Engineering. Bancroft Engineering did a visual inspection free of charge. Councilmember Marino requested the prior three years income statements and income projections for the next five years from FOS to make an informed decision about the loan.
- Councilmember Burger stated town council should decide sooner rather than later because of the heating situation. A decision needs to be made soon to get the contractors scheduled prior to cold weather.

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- Councilmember Weitzel requested a quote to replace the roof. This will provide a complete picture of the investment required.

This item was tabled until the next meeting.

- c. **Oak tree fence options** – Town Manager Spuck presented fence options. The parking lot committee will work on the overall design.

7) Committee reports

- a. **None scheduled.**

8) Closed session.

- a. **None scheduled.**

- 9) Adjourn** – Councilmember Nock moved to adjourn the meeting. Councilmember Oswald seconded the motion. The meeting adjourned at 8:41 PM.

Fletcher Fosque, Mayor

Debbie Caton, Town Clerk

September 09, 2024

To:

F. Fosque, Mayor
R. Burger, Council Member
C. Holdren, Council Member
J. Marino, Council Member
S. Nock, Council Member
M. Oswald, Council Member
P. Wetzell, Council Member
M. Spuck, Town Manager

From:

Mary Clements
(r) 8 Jones Street
(w) 59 Market Street

Subj: September 09, 2024 Town Council Agenda

It seems that there may not be the opportunity for town residents and businesses to have public input into this meeting. Therefore, I have included my concerns in this email.

Article II - Stopping, Standing and Parking

This ordinance attempts to cover a wide range of zones within the town- business, residential, dock. Split the regulations into the already defined zones and survey the businesses/residents/boaters in that zone. One size does not fit all. The businesses on the north side of Market Street have never had the opportunity to address their needs.

26-38 - There are vehicles that are larger than the standard car- eg. Church and public buses.

26-44 a) i) The boundaries are too all-consuming. Again there are a variety of zones within this proposed definition with different needs. Survey those effected in all zones and use their input to craft a more inclusive document. Remove the last 3 parking designated spaces at the very west end of Market Street.

These have all been proposed before and apparently ignored. Where are the SIGNS for parking? When will the yellow curbs be repainted for easier identification?

Article XV - Special use

38-497 - Doesn't appear to be a complete sentence.

Winter Market -

No. The Town Manager has already been publicly admonished for attempting to take on extra activities not directly related to the town. If the TC accepts the submission and tracking of this activity, you will have to carefully consider the legal questions of favoritism if another 501c3 requests the same consideration.

Mayor Fosque was the Primary Agent for this organization's original federal tax 990 form submission. He is therefore associated with the market in the eyes of the Feds. He should recuse himself from any tie-breaking vote regarding market issues brought up for vote by TC.

Friends of Onancock School request

First, it MUST be understood that this property was purchased by and still receives tax funded support. The town tax payers have had little effective representation in the school property decisions.

The 2 page publishing of the Bancroft Construction information should shine a light on this proposed project and budget. Bancroft has far greater experience with large and various use buildings and is better qualified to make an assessment than even the most talented of local craft people. Bancroft estimated a far larger estimate, by a factor of 10!

It seems that there were only a limited number of contractors that offered estimates, with one category only showing 1 estimate.

It appears that there wasn't any representation for this project by a TC member. FOS already has, according to public records, a debt of over \$113,000. This project will add \$13,441 to that already climbing bottom line. "Potential" income to repay their 1/2 of the 40 year loan is very sparse- a raise in sub-tenant rent only nets \$7000 extra? The \$8000 in potential savings on oil use will be far offset by the 5% and 9% increase ANEC has already advertised. How much does FOS owe annually to the individual(s) for the Pavilion construction? Forty years (!) Exceeds the FOS current lease. Indeed, there is no guarantee that FOS will continue to be a viable entity for the life of the loan. The town taxpayers will, again, be stuck with a long term loan and no guarantee for repayment other than tax dollars.

This is a poorly developed plan to fix only a part of the school's deteriorating condition.

TC must accept the fact that the property is a town asset and needs closer oversight of the property and building.

There are myriad other red flags inside the stated agenda items- they requires deeper consideration than a 3 1/2 hour council meeting.

Thank you.

A Letter from the Board of Directors of Friends of Onancock School

We were unspeakably sad to read the attack against us in two full-page ads and a guest column in Friday's E.S. Post under the guise of transparency and accountability. We are working quite diligently to create intelligent solutions that will help our whole community at reasonable cost. We agree that clear and open communications are vital, that honest and responsible government are imperative, and that taxpayer and donor dollars should be spent wisely. The actual proposal we made for the Town of Onancock is reasonable and affordable, as we can demonstrate.

The information advertised in the newspaper was melodramatically presented and unfortunately misinformed. Half of the ad reprinted a letter detailing a visual assessment of the school by one company. It surmised that \$5.38 million would be needed to make significant improvements and repairs to the property, some necessary and others not. It wasn't a fully developed quote, competitively shopped or appropriately priced.

For the work we actually *need* to do in the next few months, we requested real quotes from reputable local companies without conflicts of interest. The aggregate quote was \$532,000 to install new HVAC to replace a failing boiler and add A/C, replace windows for efficiency and upgrade electrical to accommodate the new HVAC. The published assessment that itemized these items as critical appeared to price the work at well over \$3 million, more than 600% over the true cost. The ad preposterously concluded: "The Question Is - Are we insane! Or is it just Malfeasance?" No, HOS and the Town are acting appropriately.

Another misdirection in that ad was: "Even though FOS has stated they would repay ½ the loan to the town - they already owe \$133,000* for other loans." The * referenced IRS form 990, 10/2023. The facts? FOS took out a Small Business Administration/EIDL loan for \$ 63,500 in 2020 at 2.75% interest. Due to the super-low interest rate and the much higher market interest rate on our reserves, we chose to be financially prudent and pay the loan as agreed without prepaying additional principal. As of 9/7/2024, the balance of that loan, which is in good standing, is just \$59,047, versus current liquid assets and reserves of over \$140,000, which ensures stability in unforeseen crises, such as COVID.

HOS has made a proposal to the Town of Onancock to help us with this project in a wise and cost-effective manner. The details of the proposal are public and should have been referenced in any fair-balanced reporting or advertising.

In 2007, HOS and the Town agreed that HOS could lease the property from the town for 40 years for \$1/yr. Now in its 17th year, the lease did not create a legal 'partnership' between the organizations. However, as most citizens understand, informal 'partnering' with other organizations, including governments, offers a variety of benefits and efficiencies that help everyone. For example, governments and non-profits are eligible (and ineligible) for different types of grants, loans and so forth, which means an informal 'partnership' is usually extremely practical, increasing non-taxpayer revenues and lowering costs. This is the simple use of "partner" that we intend.

In the lease, HOS is responsible for "maintenance" of the building while capital improvements would fall to the owner, the Town. To make the school the best place

possible for everyone, HOS has invested over \$650,000 and untold volunteer hours in maintenance *and* improvements over the past 17 years. While we don't own the building, we maintain and care for it. Over the years, all improvement benchmarks in the lease have been accomplished and exceeded, but there is more to be done.

We are willing and able to not only continue the maintenance of the property, but also to pay for half of the currently proposed capital improvements. Anyone who argues that HOS cannot afford to do so does not have up-to-date data or could be interpreting it incorrectly.

The Town of Onancock is able, via the Department of Agriculture (USDA), to access a low-cost 40-year loan that is easily affordable to both organizations. The current interest rate is 4%. A \$532,000 loan over 40 years at 4% would amortize at \$26,882 annually. HOS proposes to pay half, in addition to all our other expenses, saving the town \$13,441 in capital expenditures. How many governments would not be willing to invest \$13,441 per year into a property that offers such a laundry list of positive attributes as HOS? This is NOT government waste. The annual amount of \$13,441 is less than \$12 per town citizen, per year. HOS can afford to pay ½ of the annual loan payments from the energy savings and increased rents alone. In addition, HOS brings in many visitors to Onancock who spend money in the town's shops, restaurants and bed and breakfasts. They pay non-resident sales and transient occupancy taxes, which **decrease** taxes for residents.

To elaborate on the project to be funded:

The most critical issue, which must be addressed immediately, is to replace our 102-year-old boiler system. An inspection several years ago indicated that the boiler was nearing the end of its useful life, so we have been as prudent as possible with services and repairs. Earlier this year a routine check brought into question the boiler's ability to make it through the winter. We worked to develop a reasonable resolution, which resulted in our loan proposal to the town.

An energy audit and advice from multiple other sources indicates that installing mini-split technology for our HVAC needs will be cleaner, more efficient and less expensive to run. It would provide an enormous additional benefit: air conditioning for the whole building. This obviously provides comfort for businesses and the public but also helps preserve the building, reduce maintenance costs and, financially, allows for increased rents to help pay the loan.

Also included is replacing the existing uninsulated single pane windows with energy efficient windows to allow for smaller units and to reduce long-term energy costs.

If the Town didn't apply for a USDA loan on our behalf, who would care for and maintain the school? Who would perform the safety checks or cleanup and repair the playground equipment, chalkboards and Little Free Library? Who would maintain the grounds, soccer fields, disc golf course, nature trail, trees, shrubs and lawns?

What else would go away? Our spacious and affordable Gallery & Events room would not be available to the community. It is used by many diverse groups and organizations for numerous classes, art shows, fundraisers, meetings and celebrations. We house numerous businesses who pay a fair market rent (according to an analysis by a local realtor), including many artist studios, classrooms, rec rooms, gift shops, a gym, a museum, seamstress, and a massage therapist. HOS even hosts your CommUnity Band. Our soon to be finished Performance Pavilion, which we realize some people oppose, will host additional, worthwhile community events such as concerts and plays.

If we do not continue to care for the school and maintain it for all the activities listed above, who will? Will the Town hire people to do this? Will they sell it to developers? What would the cost of those options be to the town citizens?

We ask for the full support of the Onancock Town Council to work together with the Friends of Onancock School in a prudent manner so that we may provide a great facility to enrich the residents of Onancock and the entire Eastern Shore community.

September 9, 2024

We have discovered a statement in our letter from the Board this morning that is inaccurate and should not have been included in the document.

This was a team project and I failed to delete this from the final draft.

The town is not responsible for Capital Improvements as was cited. The actual wording of Section 5 of our lease states the following:

"5. Maintenance. FOS will care for and maintain the School in a condition as good as that existing on the date of this Lease. FOS will cut the grass and otherwise care for the Premises. After the rehabilitation of the School and any other buildings has been completed, and after any new Improvements have been made to the Premises, FOS will maintain the Premises in good order and repair."

Please accept our apologies and consider our request of the town to work with Friends of Onancock School with a loan application for Historic Onancock School.

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1) Call to order and roll call: Mayor Fosque called the meeting to order at 7:00 PM and roll was called. Councilmembers Cindy Holdren, Joy Marino, Sarah Nock, Maphis Oswald, Paul Weitzel and Mayor Fosque were present. Town Manager Matt Spuck and Town Clerk Debbie Caton were also present. A quorum was established.

2) Pledge of Allegiance

Mayor Fosque announced Councilmember Ray Burger resigned effective September 23, 2024, as he and his family moved out of town.

3) Approve minutes from August 26, 2024, meeting. Councilmember Oswald moved to approve the meeting minutes. Councilmember Marino seconded the motion. The motion passed with a 5-0 vote.

4) Public Hearings

a. None scheduled.

5) Public Presentation:

a. ESCADV – Kayla Gray – Ms. Gray was not present.

6) Council Action

a. **Article XV: Special Use Permit** – Town Manager Spuck explained there were no changes from the previous meeting.

- Councilmember Oswald asked the procedure for an impact study of traffic as she thinks it might be too much to ask of the applicant. The zoning administrator can use his discretion as to when this would be necessary.
- Councilmember Marino would like Section 38-499 (6) to be deleted. This was decided at the previous meeting.
- Councilmember Holdren would like Section 38-498 (c) to include prompt notification to the applicant along with justification for the decision.

After more discussion and several requested revisions, Town Council tabled the vote.

b. The ordinance is to initiate amendments to allow zoning for HRSD to operate the collections system. – Town Manager Spuck explained that in order for HRSD to properly operate the collection system of the sewer system, several changes are required to ordinances and zoning. HRSD will do this in two phases. Phase one is voting on the new

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ordinances. This ordinance sets the layout for the resolution. Planning Commission will also review the resolution. A joint public hearing will be scheduled for the October 28, 2024, meeting.

7) Public Comments

- a. **Dana Simson** – Ms. Simson announced the upcoming events for Halloween weekend which will be held October 25, 2024 - October 26, 2024. There will be several events to include the pumpkin carving at the gazebo and a Halloween parade.
- b. **Mary Clements** - see attached.
- c. **Dr. Greg Felthousen** - Dr. Felthousen presented a written copy of a proposal for the town. – See attached.
- d. **Rosemary Paparo** – Ms. Paparo is a participant in Onancock Resident’s Group (ORG), but she is speaking for herself at tonight’s meeting. ORG has never advocated to close HOS, but they do not seem to be financially viable. For example, they still cannot afford to pay property insurance which is budgeted at almost \$10,000 for FY2025. The town pays the premium. Now there is a request for almost \$500,000 for windows and a new HVAC system. All these costs are the responsibility of FOS under the lease agreement. Other repairs are needed such as a new roof which could cost \$500,000 - \$1,000,000. In the meantime, FOS has invested thousands of dollars in a new performance pavilion. Ms. Paparo thinks these funds could have been better used for overall repairs. A good option (in her opinion) is for the town to take over the school as a cultural and community center. The town can hire a general manager to oversee daily operations.
- e. **Geoff Daking** – Mr. Daking stated the problem with the school is the “fuzzy” lease which does not specify who is responsible for capital improvements. The Virginia property maintenance code 103.2 states the owner of the structure shall provide and maintain all buildings structures systems and facilities associated and equipment and compliance with this code unless specifically expressed or implied. Mr. Daking did research on both lawyers that wrote the lease to learn neither had experience in commercial real estate law. Mr. Daking stated the issues with the school have been delayed and the Town Council must keep in mind the property was leased to an entity that never had the ability to pay for these repairs. He thinks it is the town’s responsibility. The funds generated for the construction of the performance pavilion could not have been used for maintenance because the funds were private donations specifically earmarked for the building.
- f. **Kent Sudman** – Mr. Sudman would like to see public comments on the agenda for every meeting held by Town Council. Public comments should pertain to the specific items on the agenda with the time being controlled as it is right now. Mr. Sudman would like to hear Town Council discussion before making public comments. Mr. Sudman first heard about ORG when a flyer was placed in his mailbox without postage which is a federal

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offense. He requested a list of members of ORG and other supporting documents such as financials for the organization.

- g. Cherie Tapman** - Ms. Tapman is inquiring about the cannon that was displayed at the Historic Onancock School (HOS). This historical artifact was gifted to a resident who has since refurbished it. Ms. Tapman feels the cannon belongs to the town and it should be returned for display at the school.
- h. Thelma Gillespie** – Ms. Gillespie is a former postmaster, and reiterated Mr. Sudman’s earlier comment about leaving mail in others’ mailboxes without postage. This is a federal offense.
- i. Toni Nelson** – Ms. Nelson owns two commercial buildings in Onancock. Ms. Nelson thanked the town council for the continued good work. She also thanked the residents who spoke during public comments who speak all sides of an issue. She agrees with Mr. Sudman in that public comments should be after council discussion. She asked for the FOS loan vote to be tabled for clarification.

8) Council discussion –FOS Loan

- a.** Councilmember Weitzel asked if the price included removal of the oil boiler and if it will be buried underground. If the tank is buried, will this later be a liability to the town? Mayor Fosque responded that he does not think the price includes those two items. Councilmember Weitzel thinks a comprehensive engineering assessment is a good idea.
- b.** Councilmember Nock agrees with Councilmember Weitzel but since the maintenance issues have been delayed and winter is quickly approaching, any freeze issues with pipes could be tough to manage. Councilmember Nock is hopeful for a solution to bridge for whenever the boiler decides to stop working. FOS is trying to proceed with electrical work that would support additional space heaters if needed. Councilmember Nock asked if Town Manager Spuck would be willing to share an email sent to town council regarding the FOS loan. Town Manager Spuck read his email. – see attached.
- c.** Councilmember Oswald asked Town Manager Spuck to read the lawyer’s comments regarding partnering with FOS. Town Manager Spuck read the email – see attached. Councilmember Oswald thinks there is a lot of work left to do on considering the loan for FOS. The lawyer has advised not to partner with FOS. There are other loan options. She thinks several good ideas have been presented. The idea of the town taking over as Parks and Recreation is appealing.
- d.** Councilmember Holdren shares Councilmember Nock’s concerns. She has concerns about the length of the loan. She would like to know the best solution for the heating. She supports the town paying for the loan and potentially paying for the entire payment.
- e.** Councilmember Marino requested an engineer report to help prioritize the repairs. Town Manager Spuck was directed to obtain bids for a structural and mechanical engineer assessment of HOS.

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9) Committee reports

- a. **Personnel – Cindy Holdren** - The personnel committee did not meet in September. Town Manager Spuck's evaluation is being discussed in closed session after tonight's meeting.
- b. **Onancock Main Street (OMS) – Cindy Holdren** - OMS held two community events in September. OMS hosted an online survey that ends October 15, 2024. OMS is working on a new mural for a building in the Uptown section. The mural will celebrate our cultural heritage over the years.
- c. **Historic Onancock School (HOS)– Sarah Nock** - The search is ongoing for the next Executive Director. Interviews are in progress. The pavilion construction and fundraising are progressing. OBCA hosted a "Meet the Candidates" forum. There are several events scheduled for the upcoming months.
 - Wine Wednesday, Wednesday, October 2, 2024
 - Pedal and Pour – Friday, October 25, 2024
 - Champagne and Oyster Tasting – Sunday, November 17, 2024
- d. **Planning Commission – Fletcher Fosque** – The planning commission did not meet in September because of the Labor Day holiday. Currently, there is a vacant seat on the planning commission.
- e. **Waterfront – Fletcher Fosque** – The committee discussed winter projects and other maintenance required to close for the off-season. The marina will close for the season on October 31, 2024.
- f. **Economic Development Authority (EDA) – Joy Marino** – The EDA did not meet.

10) Mayor's Report – Mayor Fosque plans to attend the VML meeting scheduled for October 14, 2024, in Virginia Beach, VA.

11) Town Manager's Report -

- a. **Manager's Report** – Town Manager Spuck's full report is provided in the town council packet.
- b. **Financial Report** – Town Manager Spuck's full report is provided in the town council packet.
- c. **New Grant** – Governor Youngkin announced grant money for Historic Preservation of capital improvements ahead of the Nation's Semiquincentennial in 2026. Town Manager Spuck submitted the preliminary application. All four projects were accepted and will go to the next stage of grant writing.

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12) Town Councilmember comments

- a. Councilmember Holdren echoed Councilmember Marino's comments about Councilmember Burger. Councilmember Holdren addressed negative feedback about the amount of money being spent on landscaping to say the results are not always instant but the hedge by the town sign looks the best it has looked in several years.
- b. Councilmember Marino thanked Councilmember Burger for his service to the town by serving as a council member. He will be missed. She received feedback from the candidates' forum requesting the event be set up with microphones and an avenue to watch it remotely.
- c. Councilmember Nock reminded the audience that early voting starts September 13, 2024 – November 2, 2024. You can vote at the county registrar's office.
- d. Councilmember Oswald commented the music played at a wedding across the creek was enjoyed until around 11:00 PM. This lets you know how the sound travels across the creek.
- e. Councilmember Weitzel thanked everyone for attending the meeting.

13) Closed Session - Councilmember Holdren moved to enter closed session to discuss personnel matters per 2.2-371(A) to discuss the town manager's performance. Councilmember Weitzel seconded the motion. The motion passed with a 5-0 vote. Closed session started at 8:57 PM.

Councilmember Holdren moved to exit closed session of this regular meeting of the Onancock Town Council and certify by roll call vote that the item discussed in Closed Session align with the purpose stated in the motion made in Open Session. Councilmember Weitzel seconded the motion. A roll call vote was taken:

- Councilmember Holdren – yes
- Councilmember Marino – yes
- Councilmember Nock – yes
- Councilmember Oswald – yes
- Councilmember Weitzel – yes
- Mayor Fosque – yes

Open session reconvened at 10:12 PM.

**Town of Onancock
Town Council Meeting
Monday, September 23, 2024
7:00 PM**

14) Adjourn – Councilmember Marino moved to adjourn the meeting. Councilmember Nock seconded the motion. The motion passed with a 5-0 vote. The meeting adjourned at 10:15 PM.

Fletcher Fosque, Mayor

Debbie Caton, Town Clerk

Town Council Meeting
23 September, 2024

I respectfully request these notes be included in the meeting minutes.

Mary Clements, 8 Joynes Street

Councilman Burger maintains an office in HOS. He would be directly effected by any financial or other decision regarding FOS or HOS. It is appropriate he recuse himself from matters effecting FOS or HOS.

The last pages of Town Council packet include the Town Manager Report. Under New Grant, projects listed include the windows at the school. How much was requested in the grant application and from where would the one-third match for the request come?

The lease covering the relationship between the Town of Onancock and FOS has been broken in several area and for quite some time. Even if all funds for all repairs magically appeared, work would NOT be completed for at lease several months, well into the heating season.

The following are suggestions for consideration for the development of a new lease and to ease the financial burden of town taxpayers:

- Hire a Director of Parks and Recreation for the town. Duties would include but not be limited to:
 - Complete control of the HOS building and grounds for the assessment of repairs needed, communicating these needs to TC and TM, looking for grants or other funding sources and applying for same with oversight of TM and TC.
 - Upkeep of HOS building and grounds.
 - Determining priorities for repair.
 - Requisition bids for a service company specializing in the repair and maintenance of HOS boiler for an least 3 years and bring those bids to TC and TM for consideration.
 - Needs assessment for all the other parks and open spaces including but not limited to ball field, Sunset Park, dog park, Northeast park, town highway entrance and overseeing placement of specialty event signs at the entrance.
 - Developing a comprehensive budget for HOS and any other parks and rec needs to be included in the town budget as line items for council vote.
- Since FOS would be relieved from the costs of attempting repairs, increase their rent. Current commercial rent within 5 miles of this meeting room range from \$10 per sq/ft to \$25 per sq/ft. Since it is obvious FOS would be unable to pay that amount for rent, start with a percentage of reported income for the year before and increase the percentage annually until a more appropriate figure is attained. For example, if the reported income -not including grant for special projects- is \$50,000 for last year,

start with 10% of 50,000= \$5000 annually or \$417 (rounded) per month. The next year increase it to 12%, the third year to 14%, the fourth year to 16% and so on until a more equitable rent is achieved.

- FOS would retain the right to continue with their community enrichment programs as desired, with the caveat that any programs that require a permanent alteration of the grounds be evaluated by the DPR and brought to a public meeting for explanation.
- It is confusing what relationship the town has with the Pavilion. At this point, it appears the Pavilion is fully owned by FOS. Forbid the resale or long term single entity sub-leasing of the building to protect the town property.
- Require FOS purchase insurance for the Pavilion and its use.
- Use funds from the \$2,221,485 cash reserves in the savings account for the first issue requiring repair. This should probably be the roof since any leaks onto new wiring may result in electrical fires.
- Set water/sewer and electrical use values and include those in the sub-tenants monthly payments. Discontinue the 'free' first 43,100 gallon per quarter in water/sewer benefits.
- If cost for heating oil is not currently included in the sub-tenants payment, include it there.

It has been mentioned that OEDA be responsible for the loan being requested by FOS. This is a poor choice at the present time since OEDA currently has few funds available and doesn't have independent legal council.

Thank you.

Dr. Greg Felthausen

Dear Town Council Members,

1.) Have the town council and town manager consult with the Town' attorney, Mr. Eric Gregory.

2.) Void the current lease between FOS and the Town.

3.) Ask FOS to continue as stewards of the Old School and establish a new lease designating the Town as owner and responsible party for school upgrades.

4.) Use Town reserves for "bandaid repairs" to preserve the Old School while OPEN MEETINGS are held to re-purpose the Old School.

5.) Obtain an accurate evaluation and estimates of the costs for a full reworking of the Old School. Determine a realistic plan and put the plan out for open public bids, to be shared with the citizens.

6.) I suggest that the Town consider using the Old School as a learning center ... The Original Purpose. Use the Old School as a regional center for education in the creative Arts and the Environment, partnering with local artists and environmental organizations such as the Virginia Master Naturalists, the Chesapeake Bay Foundation and the Nature Conservancy.

6.) Rebrand and market the Town as a regional hub for the Arts and Environment.

I would feel negligent if I didn't share my interpretation of the consequences of simply walking away from the loan. First, nothing precludes us from taking out the entire loan. It does not create a partnership with the school and provides care for our assets. Financially, the total loan payment is less than 1% of our operating budget. Without adequate heating and windows, a significant portion of our school will become uninhabitable. This could lead to the departure of our local artists, who may find downtown studio space unaffordable. It's important to note that these are not just any spaces but the creative hubs of our community, not high-end galleries, as some may suggest. Once the artists leave and the staff can't get paid, the building will close and fall into disrepair. An investment of 1% of our budget will cover most major problems except the roof. Without the necessary funds, our building, playground, nature trail, and pavilion will inevitably deteriorate. In the long run, we risk having a derelict building at the heart of our town or being forced to sell it. This is a future we can prevent with the right investment now. A developer would be the logical customer for the property. Still, given the proximity to the creek and the requirements of our subdivision ordinance, it would likely be a losing proposition. Selling the building as condos with the amount of work would net the town very little. Tearing the buildings down and making it into an open space is an option that would cost well over \$100,000; it would leave the pavilion unfinished and a hole in the soul of the town's history. Caring for the grass and vegetation would also cost thousands each year. The school is our building, and it's our collective responsibility to preserve it. Spending 1% of our operating budget to care for it seems reasonable and prudent. The options for the schools to go away are distasteful. A small group of residents would eagerly discourage helping the school, likely claiming the negative impact on taxpayers (if we add the full loan payment to only real estate rates, it will change from \$.242 to \$.242216). We could craft a Survey Monkey to determine how your constituents feel, but ultimately, it's our collective responsibility to preserve our school. The school has a useful life that is greater than the term of the loan. It will be sad for many residents if we let the FOS die because the town didn't invest in its own building.

A handwritten signature in black ink, consisting of a stylized, cursive 'M' followed by a long horizontal line that tapers to the right.

Outlook

Search

Home View Help

New mail Delete Archive Report Sweep Move to Reply Reply all Forward Quick s

Favorites

Inbox 10

Sent Items

Drafts 2

Add favorite

Folders

Inbox 10

Drafts 2

Sent Items

Deleted Items

Junk Email

Archive

Notes

Conversation History

Create new folder

Search Folders

Go to new Groups

Inbox

RB Ray Burger
Re: Would you suppor... Wed 9/ 8
Sure, that sounds beneficial Ray

JM Joy Marino
Re: Who pays for capit... Tue 9/17
Thank you I appreciate it Get O...

Matt Spuck
Re: Who pays for capit... Tue 9/17
I forwarded Eric's email to Katie...

JM Joy Marino
Re: Who pays for capit... Tue 9/17
This member is! Get Outlook for I...

CH Cindy Holdren
Re: Who pays for capit... Tue 9/17
Is the EDA aware of his recomme...

Sent: Tuesday, September 17, 2024 3:50:07 PM

To: Cindy Holdren <choldren@onancock.com>; Fletcher Fosque <ffosque@onancock.com>; Joy Marino <jmarino@onancock.com>; Maphis Oswald <moswald@onancock.com>; Ray Burger <rburger@onancock.com>; Sarah Nock <Snock@onancock.com>; Maphis Oswald <moswald4@verizon.net>; Paul Weitzel <paul.weitzel@onancock.com>
Subject: Who pays for capital expenditures

I asked Eric a couple of questions (bottom). His response is below.



Matt Spuck
Town Manager
t: 757 787 3363
e: matt.spuck@onancock.com | w www.onanc
a: 15 North Street, Onancock, 23417

From: Eric Gregory <Eric@heftywiley.com>
Sent: Tuesday, September 17, 2024 3:00 PM
To: Matt Spuck <matt.spuck@onancock.com>
Subject: RE: Capital

Matt,

The lease (attached) includes provisions applicable to your question below, which govern Rehabilitation and Development (Paragraph 4) and Maintenance (Paragraph 5. Paragraph 4 on Rehabilitation and Development are pretty specific about FOS's role and responsibilities to make certain improvements, fundraise for the purpose of investing funds into rehabilitating and developing the facility, and to be responsible for maintenance.

There s no provision concerning "Capital", per se. I don't see any particular provisions that require the Town to be responsible for the maintenance or upkeep or capital improvements of the facility.

I would recommend against partnering with FOS on any loans or borrowings because it could and likely would get problematic if FOS were unable to make payments or otherwise comply with the terms of the arrangement. If the Town wants to pursue loans or borrowings to improve the old school facility, I'd suggest you consider going to DHCD or using your EDA as a conduit for a project like this. That would provide some insulation for the Town and doing such things is one of the core areas of responsibility for EDAs.

Eric

Eric A. Gregory
Hefty Wiley & Gore, P.C.
100 West Franklin Street, Suite 300
Richmond, VA 23220
Office: (804) 780-3143
Mobile: (804) 306-2072
E-mail: eric@heftywiley.com
Web: www.heftywiley.com



THIS E-MAIL AND ANY ATTACHMENTS HERETO ARE

25

A RESOLUTION TO INITIATE AMENDMENTS OF THE TOWN OF ONANCOCK
ZONING ORDINANCE TO ALLOW OPERATIONS
OF THE HAMPTON ROADS SANITATION DISTRICT.

WHEREAS, the Town of Onancock (the "Town") desires to become part of the territory served by the Hampton Roads Sanitation District ("HRSD"); and

WHEREAS, HRSD desires to embrace the Town within its service territory and assume wastewater facilities subject to certain terms and

WHEREAS, amendments to the Town's zoning ordinance are necessary to authorize and acknowledge the operations of HRSD within the Town and facilitate the conveyance of certain properties and facilities to HRSD and

WHEREAS, the Town Council finds that regional utility service will benefit the Town and its residents and will further the public necessity, convenience, general welfare, and

WHEREAS, the Town Council finds that amendments to the zoning ordinance are consistent with Sections 38-2 of the Town Code and are required by the public necessity, convenience, general welfare, and good zoning practice.

NOW, THEREFORE, BE IT RESOLVED that the Town Council for the Town of Onancock, Virginia, does hereby initiate the amendment of its zoning ordinances, Chapter 38, Zoning of the Town Code, to allow for and accommodate uses and facilities related to the Hampton Roads Sanitation District.

BE IT FURTHER RESOLVED that the Town Council for the Town of Onancock, Virginia, does hereby refer the draft ordinance amendments attached hereto as Exhibit A to the Planning Commission and requests the Planning Commission hold public hearings and report on such amendments following Virginia Code §§ 15.2-2204, 15.2-2285(B) AND Town Code Sec. 38-554.

EXHIBIT A

ARTICLE I. IN GENERAL

Sec. 38-1. Definitions.

Hampton Roads Sanitation District or HRSD. That certain political subdivision providing regional utility services as authorized by 1960 Acts of Assembly, c. 66, as amended.

Regional utility. Uses, facilities, and associated structures related to utility services provided by HRSD. Such uses, structures, and facilities shall be "public utilities" for the principal permitted uses and structures in the zoning districts enumerated in the zoning ordinance.

Sec. 38-8. Application of district regulations.

The regulations set by this chapter within each district shall be minimum regulations and shall apply uniformly to each class or kind of structure or land, except as hereinafter provided:

- (1) No building or land shall from now on be used or occupied, and no building or part thereof shall be erected, constructed, reconstructed, moved or structurally altered except in conformity with all of the regulations herein specified for the district in which it is located or is to be located.
- (2) No building shall hereinafter be erected, constructed, or altered to exceed the height or bulk limits, to accommodate or house a greater number of families, to occupy a greater percentage of lot area, or to have narrower to smaller rear yards, front yards, side yards or other open spaces than herein required.
- (3) No new yard or lot shall hereinafter be created, nor shall any yard or lot existing at the time of enactment of this chapter be altered so that width, depth, or area requirements; front, side or rear requirements; or other requirements of this immediately are not maintained, except when a portion of a lot is acquired for public use.
- (4) Nothing contained herein shall require any changes in the plans or construction of any building for which a building permit was granted before the effective date of the ordinance from which this chapter is derived. However, suppose such construction does not commence within six months or less after this immediately becomes effective. In that case, construction shall conform with this chapter's provisions for the district in which the activity is located.
- (5) Nothing contained herein shall require any width, depth, or area requirements; front, side, or rear requirements; or other requirements for any lot created for a solely public purpose, including regional utility uses and structures constructed on such lots shall not be restricted concerning occupying a percentage of lot area or having reduced rear yards, front yards, side yards or other open spaces from those herein established.

ARTICLE X. CHESAPEAKE BAY PRESERVATION AREA OVERLAY DISTRICT

Sec. 38-345. Exemptions.

- (a) Exemptions for public utilities, railroads, and public roads.

- (1) Construction, installation, operation, and maintenance of electric, natural gas and telephone transmission lines, cable television, railroads and public roads and their appurtenant structures, including sidewalks and lighting, following regulations promulgated under the Erosion and Sediment Control Law (Code of Virginia, § 62.1-44.15:51 et seq.) and the Stormwater Management Act (Code of Virginia, § 62.1-44.15:24 et seq.), an erosion and sediment control plan and a stormwater management plan approved by the state department of conservation and recreation, or local water quality protection criteria at least as stringent as the above state requirements will be exempt from the Overlay District requirements. The exemption of public roads is further conditioned on the following:
 - a. Optimize road alignment and design, consistent with other applicable requirements, to prevent or otherwise minimize encroachment in the resource protection area and adverse effects on water quality.
 - b. Public streets or roads are exempt from Overlay District requirements.
- (b) Exemptions for water, sewer, and natural gas lines. Construction, installation, and maintenance of water, sewer, and natural gas lines owned, permitted, or both by the town or HRSD shall be exempt from the Overlay District, provided that:
 - (1) To the degree possible, the location of such utilities and facilities shall be outside RPAs.
 - (2) No more land shall be disturbed than is necessary to provide for the proposed utility installation.
 - (3) All construction, installation, and maintenance of such utilities and facilities shall comply with all applicable state and federal requirements and permits and be designed and conducted to protect water quality.
 - (4) Any land disturbance exceeding an area of 2,500 square feet complies with all local erosion and sediment control requirements.
- (c) Exemptions in resource protection areas. The following land disturbances in resource protection areas may be exempted from the Overlay District:
 - (1) Water wells.
 - (2) Passive recreation facilities, such as boardwalks, trails, and pathways; and
 - (3) Historic preservation and archaeological activities comply with the following conditions:
 - a. Any required permits, except those for which this exemption specifically applies, shall have been issued.
 - b. Sufficient and reasonable proof is submitted that the intended use will not substantially deteriorate water quality.
 - c. The intended use does not conflict with nearby planned or approved uses.
 - d. Any land disturbances exceeding an area of 2,500 square feet shall comply with all local erosion and sediment control requirements.
- (d) Exemptions for reconstruction following casualty loss. Reconstruction of structures and other improvements located within Chesapeake Bay Preservation Areas following a casualty loss shall be exempt from the requirements of this article, provided that:
 - (1) The structure or other improvement existed on April 26, 1993.

(2) Reconstruction is not otherwise prohibited by an ordinance of the town.

ARTICLE X.A. INDUSTRIAL, UTILITIES (I-U)

Sec. 38-390. Statement of intent.

This district intends to provide appropriate locations for a broad range of public utility uses and structures, including regional utility uses, structures, and activities. This district is intended to be applied as a floating zoning district where such uses and structures are located to minimize regulatory impact and avoid disruption to other principal zoning districts, which is critical for promoting economic and efficient land use, appropriate and harmonious variety in physical development, creative design, and a better environment, as recommended by the town plan.

Sec. 38-391. Principal permitted uses and structures.

(1) Public utilities.

Sec. 38-392. Area Regulations.

There are no area regulations for the Industrial Utilities (I-U) district.

Sec. 38-393. Setback regulations.

Structures shall be located five feet or more from any street right-of-way.

Sec. 38-394. Frontage Regulations.

There are no frontage and yard regulations for the Industrial Utilities (I-U) district.

Sec. 38-395. Height regulations.

(a) Buildings may be erected to a height not to exceed two and one-half stories or 35 feet, except that:

(1) Public utility structures, water towers, chimneys, flues, flag poles, antennas, wireless communication facilities, television antennas, and radio aerials are exempt.

(2) On lots with an area of at least one-half acre, buildings may be erected to a height not to exceed 60 feet.

(b) Buildings may exceed the height regulations contained herein upon obtaining a waiver by resolution of the council, subject to reasonable conditions which the council may impose.

Secs. 38-396 – 38-404. Reserved

ARTICLE XII. OFF-STREET PARKING

Sec. 38-440. Special exceptions.

The following uses are controlled separately from the district-wide off-street parking regulations required by sections 38-438:

- (11) No minimum parking spaces are required for regional utility uses.

ARTICLE XIV. ADMINISTRATION AND ENFORCEMENT

Sec. 38-477. Planning commission approval.

No street, park, or other public area, public structure, public utility facility, public building, or public service corporation facility, whether publicly or privately owned, shall be constructed, established, or authorized unless and until the general location or approximate location, character, and extent thereof has been submitted to and approved by the planning commission as being substantially in accord with the adopted comprehensive plan or part thereof. In connection with any such determination, the commission may, and at the council's direction, hold a public hearing after notice as required by Code of Virginia, § 15.2-2204. Any public area, facility, park, or use as set forth above which is identified within, but not the entire subject of, a subdivision plat submitted under the Town's subdivision ordinance, a site development plan submitted under the Town's zoning ordinance, or both, may be deemed a feature already shown on the adopted master plan, and, therefore, excepted from the requirement for submittal to and approval by the commission or the council, provided that the council has by ordinance or resolution defined standards governing the construction, establishment or authorization of such public area, facility, park, or use.

1. AN ORDINANCE TO AMEND AND REORDAIN CHAPTER 38, ZONING, BY ADDING NEW ARTICLE X.A, INDUSTRIAL, UTILITIES (I-U); AND BY AMENDING ARTICLE I, IN GENERAL, SECTIONS 38-1, DEFINITIONS, 38-8, APPLICATION OF DISTRICT REGULATIONS; ARTICLE X, CHESAPEAKE BAY PRESERVATION AREA OVERLAY DISTRICT, SECTION 38-345, EXEMPTIONS; ARTICLE XII, OFF-STREET PARKING, SECTION 38-440, SPECIAL EXCEPTIONS; ARTICLE XIV, ADMINISTRATION AND ENFORCEMENT, SECTION 38-477, PLANNING COMMISSION APPROVAL.

WHEREAS, the Town of Onancock (the "Town") desires to become part of the territory served by the Hampton Roads Sanitation District ("HRSD"); and

WHEREAS, HRSD desires to embrace the Town within its service territory and assume wastewater facilities subject to certain terms; and

WHEREAS, amendments of the Town's zoning ordinance are necessary to authorize and acknowledge the operations of HRSD within the Town and facilitate the conveyance of certain properties and facilities to HRSD; and

WHEREAS, the Town Council initiated necessary amendments to the zoning ordinance by resolution adopted on _____; and

WHEREAS, on _____, following a duly noticed public hearing, the Planning Commission recommended approval of amendments to the ordinance by a vote of _____; and

WHEREAS, on _____, the Town Council held a duly advertised public hearing on the amendments to the zoning ordinance; and

WHEREAS, the Town Council finds that amendments to the zoning ordinance are consistent with Sections 38-2 and 38-554 of the Town Code, and are required by the public necessity, convenience, general welfare, and good zoning practice.

NOW, THEREFORE, BE IT ORDAINED that the Town Council for the Town of Onancock, Virginia, does hereby AMEND and REORDAIN Chapter 38, Zoning of the Town Code by adding new Article X.A, Industrial, Utilities (I-U), consisting of Sections 38-390 through 38-395, and by amending Article I, In General, Sections 38-1, Definitions, and 38-8 Application of district regulations; Article X, Chesapeake Bay Preservation Area Overlay District, Section 38-345, Exemptions; Article XII, Off-Street Parking, Section 38-440, Special exceptions; and Article XIV, Administration and Enforcement, Section 38-477 Planning commission approval; as shown below:

ARTICLE I. IN GENERAL

Sec. 38-1. Definitions.

Hampton Roads Sanitation District or HRSD. That certain political subdivision providing regional utility services as authorized by 1960 Acts of Assembly, c. 66, as amended.

Regional utility. Uses, facilities, and associated structures related to utility services provided by HRSD. Such uses, structures, and facilities shall be "public utilities" for the purposes of the principal permitted uses and structures in the zoning districts enumerated in the zoning ordinance.

Sec. 38-8. Application of district regulations.

The regulations set by this chapter within each district shall be minimum regulations and shall apply uniformly to each class or kind of structure or land, except as hereinafter provided:

- (1) No building or land shall hereinafter be used or occupied, and no building or part thereof shall be erected, constructed, reconstructed, moved or structurally altered except in conformity with all of the regulations herein specified for the district in which it is located or is to be located.
- (2) No building shall hereinafter be erected, constructed or altered so as to exceed height or bulk limits, to accommodate or house a greater number of families, to occupy a greater percentage of lot area, or to have narrower to smaller rear yards, front yards, side yards or other open spaces than herein required.
- (3) No new yard or lot shall hereinafter be created nor shall any yard or lot existing at the time of enactment of this chapter be altered so that width, depth, or area requirements; front, side or rear requirements; or other requirements of this immediately are not maintained, except when a portion of a lot is acquired for public use.
- (4) Nothing contained herein shall require any changes in the plans or construction of any building for which a building permit was granted prior to the effective date of the ordinance from which this chapter is derived. However, if such construction does not commence within six months or less after this immediately becomes effective, construction shall be in conformity with the provisions of this chapter for the district in which the activity is located.

ARTICLE X. CHESAPEAKE BAY PRESERVATION AREA OVERLAY DISTRICT

Sec. 38-345. Exemptions.

- (a) Exemptions for public utilities, railroads and public roads.

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requirements will be exempt from the Overlay District requirements. The exemption of public roads is further conditioned on the following:

- a. Optimization of the road alignment and design, consistent with other applicable requirements, to prevent or otherwise minimize encroachment in the resource protection area and adverse effects on water quality.
 - b. Public streets or roads are exempt from Overlay District requirements.
- (b) Exemptions for water, sewer, and natural gas lines. Construction, installation and maintenance of water, sewer and natural gas lines owned, permitted, or both, by the town shall be exempt from the Overlay District, provided that:
- (1) To the degree possible, the location of such utilities and facilities shall be outside RPAs.
 - (2) No more land shall be disturbed than is necessary to provide for the proposed utility installation.
 - (3) All construction, installation and maintenance of such utilities and facilities shall be in compliance with all applicable state and federal requirements and permits and designed and conducted in a manner that protects water quality.
 - (4) Any land disturbance exceeding an area of 2,500 square feet complies with all local erosion and sediment control requirements.
- (c) Exemptions in resource protection areas. The following land disturbances in resource protection areas may be exempted from the Overlay District:
- (1) Water wells;
 - (2) Passive recreation facilities, such as boardwalks, trails and pathways; and
 - (3) Historic preservation and archaeological activities they comply with the following conditions:
 - a. Any required permits, except those to which this exemption specifically applies, shall have been issued.
 - b. Sufficient and reasonable proof are submitted that the intended use will not substantially deteriorate water quality.
 - c. The intended use does not conflict with nearby planned or approved uses.
 - d. Any land disturbances exceeding an area of 2,500 square feet shall comply with all local erosion and sediment control requirements.
- (d) Exemptions for reconstruction following casualty loss. Reconstruction of structures and other improvements located within Chesapeake Bay Preservation Areas following a casualty loss shall be exempt from the requirements of this article, provided that:
- (1) The structure or other improvement existed on April 26, 1993.
 - (2) Reconstruction is not otherwise prohibited by an ordinance of the town.

ARTICLE X.A. INDUSTRIAL, UTILITIES (I-U)

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It is the intent of this district to provide appropriate locations for a broad range of public utility uses and structures, including regional utility uses, structures, and activities. This district is intended to be applied as a floating zoning district where such uses and structures are located so as to minimize regulatory impact and avoid disruption to other principal zoning districts, which is critical for promoting economical and efficient land use, appropriate and harmonious variety in physical development, creative design, and a better environment, as recommended by the town plan.

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Public utilities.

Sec. 38-392. Area Regulations.
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Sec. 38-393. Setback regulations.
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Sec. 38-394. Frontage Regulations.
There are no frontage and yard regulations for the Industrial, Utilities (I-U) district.

Sec. 38-395. Height regulations.
Buildings may be erected to a height not to exceed two and one-half stories or 35 feet, except that: Public utility structures, water towers, chimneys, flues, flag poles, antennas, wireless communication facilities, television antennas, and radio aerials are exempt.
On lots with an area of at least one-half acre, buildings may be erected to a height not to exceed 60 feet.

Buildings may exceed the height regulations contained herein upon obtaining a waiver by resolution of the council, subject to reasonable conditions which may be imposed by the council.

Secs. 38-396 – 38-404. Reserved

ARTICLE XII. OFF-STREET PARKING

Sec. 38-440. Special exceptions.

The following uses are controlled separately from the district-wide off-street parking regulations required by section 38-438:

- (11) For regional utility uses, there shall be no minimum parking spaces required.

ARTICLE XIV. ADMINISTRATION AND ENFORCEMENT

Sec. 38-477. Planning commission approval.

No street, park or other public area, or public structure, public utility facility, public building or public service corporation facility, whether publicly or privately-owned, shall be constructed, established or authorized, unless and until the general location or approximate location, character, and extent thereof has been submitted to and approved by the planning commission as being substantially in accord with the adopted comprehensive plan or part thereof. In connection with any such determination the commission may, and at the direction of the council, shall hold a public hearing, after notice as required by Code of Virginia, § 15.2-2204. Any public area, facility, park, or use as set forth above which is identified within, but not the entire subject of, a subdivision plat submitted under the Town's subdivision ordinance, a site development plan submitted under the Town's zoning ordinance, or both, may be deemed a feature already shown on the adopted master plan, and, therefore, excepted from the requirement for submittal to and approval by the commission or the council, provided that the council has by ordinance or resolution defined standards governing the construction, establishment or authorization of such public area, facility, park, or use.

RECEIVED
BY: *[Signature]*
OCT 21 2024

*already paid
H.H.*

ONANCOCK 1680

A LITTLE SLICE OF NOWHERE ELSE

Town of Onancock SPECIAL USE PERMIT

Certain uses are not necessarily compatible with the uses traditionally associated with standard districts. If proper mitigating conditions are enacted along with the proposed exception. Such uses may be designated under special exemptions.

Associated uses are allowed in associated districts upon the issuance of a Special Use Permit.

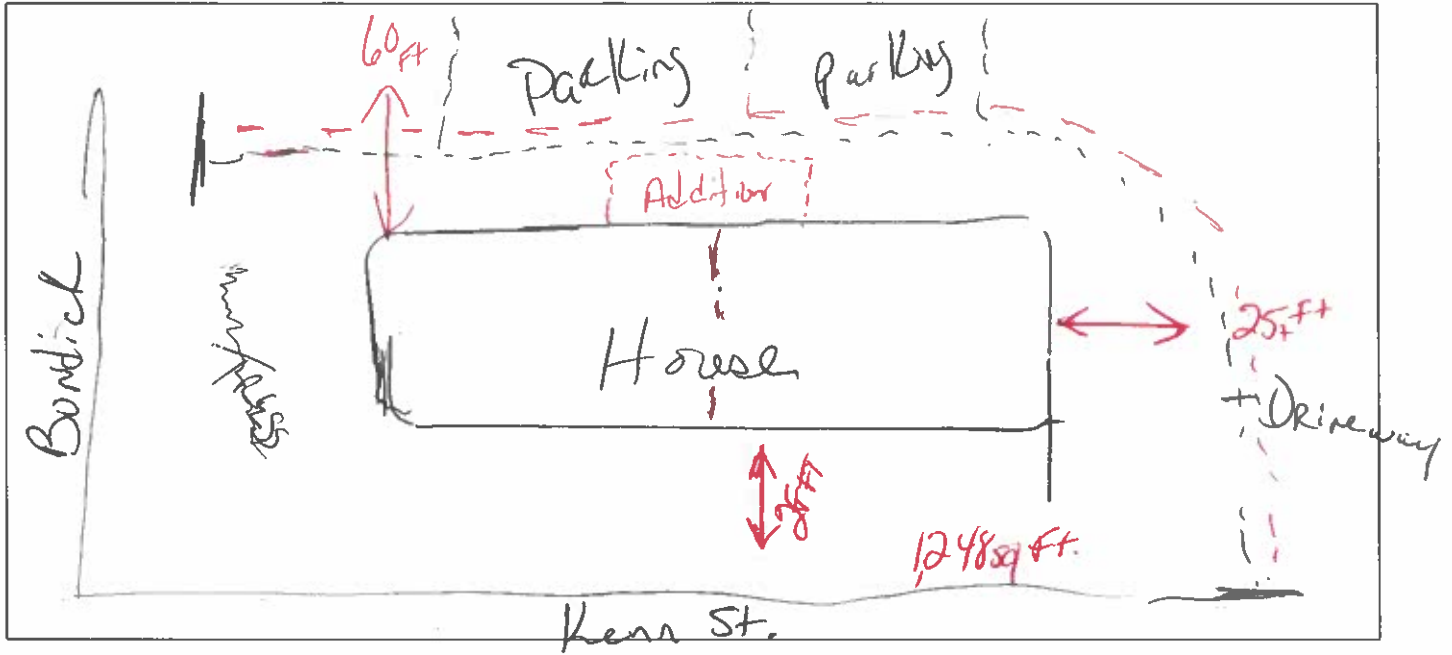
Project Location

Street address: 77 Kern St. Onancock Va.
Tax Map, Parcel ID, or GPIN: 085130300003400
Zoning Classification: R1-C
Current Square Feet, # of Bedrooms, # of Bathrooms: 1248 sq ft 4 bedrooms 2 full baths

Proposed Land Use (include detail of use, hours of operation, number of employees)

Use as a ~~duplex~~ SINGLE HOME, R-1C w/ 1 APARTMENT

Site Plan (dimensions from all property lines to the structure include parking and landscaping)



Impact Study (traffic, noise, impact on adjacent property)



Owner Information

Charles Sample

Firm Name: * Reguet Lamarre Main Office No: (757) 854-8912

Address: (77) Ken. st. Oranoke Va. / PO Box 1475 Parkley

On-Site Supervisor: Charles Sample Cell: (757) 709-4162

Business License #: 2705-10-3000 E-mail: C.L.S Const 735666 @ gmail

EIN: _____ SSN: _____

Process Completion

Check as they apply:

<input type="checkbox"/>	1	Form submitted and fee paid
<input type="checkbox"/>	2	Planning Commission review
<input type="checkbox"/>	3	Second Planning Commission Review (if denied)
<input type="checkbox"/>	4	Joint public hearing with Planning Commission and Town Council
<input type="checkbox"/>	5	Any conditions (detail below)
<input type="checkbox"/>	6	Duration and renewal (details below)
<input type="checkbox"/>	7	Need for utility connection

Conditions or mitigation to Permit.

Duration and Renewal

1. All Special Use Permits terminate at the time of sale. All new owners must apply under the then-current ordinance.
2. For use as a short-term-rental, there is a three-year term, at which time the owner must reapply under the then-current ordinance.

Applicant Signature

Applicant Name (print): Charles Sample Date: 10/21/24
Applicant Signature: Charles Sample

For Town Use ONLY:

Permit Approval

I, MATT SPUCK, certify that the application and its submittals have been reviewed against current code and field verified and I approve the application for Accomack County to begin its building permit and inspection process.

Name: MATT SPUCK Position Title: TOWN MANAGER
Signature: [Signature] Date: 10/22/24
Jurisdiction: DNANCOCK

Permit Denial

I, _____, certify that the application and its submittals have been reviewed against current code and field verified and I deny the application for the reasons detailed below.

Name: _____ Position Title: _____
Signature: _____ Date: _____
Jurisdiction: _____

Accomack County, Virginia

Tax Map #:

85A3-3-35

Parcel ID:

085A30300003400

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

85A3-3-34 85A3-3-35

Summary

Owner's Name

SUMMERVILLE,THEODORE

No Data

Mailing Address

PO BOX 24

MODEST TOWN, VA 23412-0000

Base Zoning

Incorporated Town

Overlay Zoning

Tax District

14



Sale Information

Transfer Date:	No Data
Sales Price:	No Data
Grantor:	No Data
Deed Reference:	No Data
Additional Ref:	Book
Additional Ref:	Page

Assessment Information

	New 2022 Assessment	Prior Assessment
Land Value	\$18,700	\$13,900
Improvement	\$26,800	\$22,300
Total Value	\$45,500	\$36,200

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

85A3-3-34 85A3-3-35

Land

Property Class:	100-Incorporated Town	Electricity:	No Data
Legal Description:	LOT 34	Gas:	No Data
Land Description:	HOMESITE - PAVED ROAD	Sewer:	Y
Street Type:	Paved	Water:	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

Building Type:	DWELLING	Total Rooms:	5
Description:	Single family	Number of Bedrooms:	3
Stories:	1	Number of Baths:	1
Year Built:	1960	Number of Half Baths:	No Data
Finished Sq Ft:	1516	Heat Type:	Space heater
		Air Conditioning:	N

Construction		Additional Data	
Foundation Type:	None	Attic:	None
Construction Type:	Wood frame	Finished Attic Sq Ft:	No Data
Exterior:	Conc block	Basement Sq Ft:	No Data
Condition:	below normal for age	Finished Basement Sq Ft:	No Data
Roof Type:	Gable	Attached Garage Sq Ft:	No Data
Roof Material:	Comp sh to 235#	Detached Garage Sq Ft:	No Data
		Deck Sq Ft:	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.

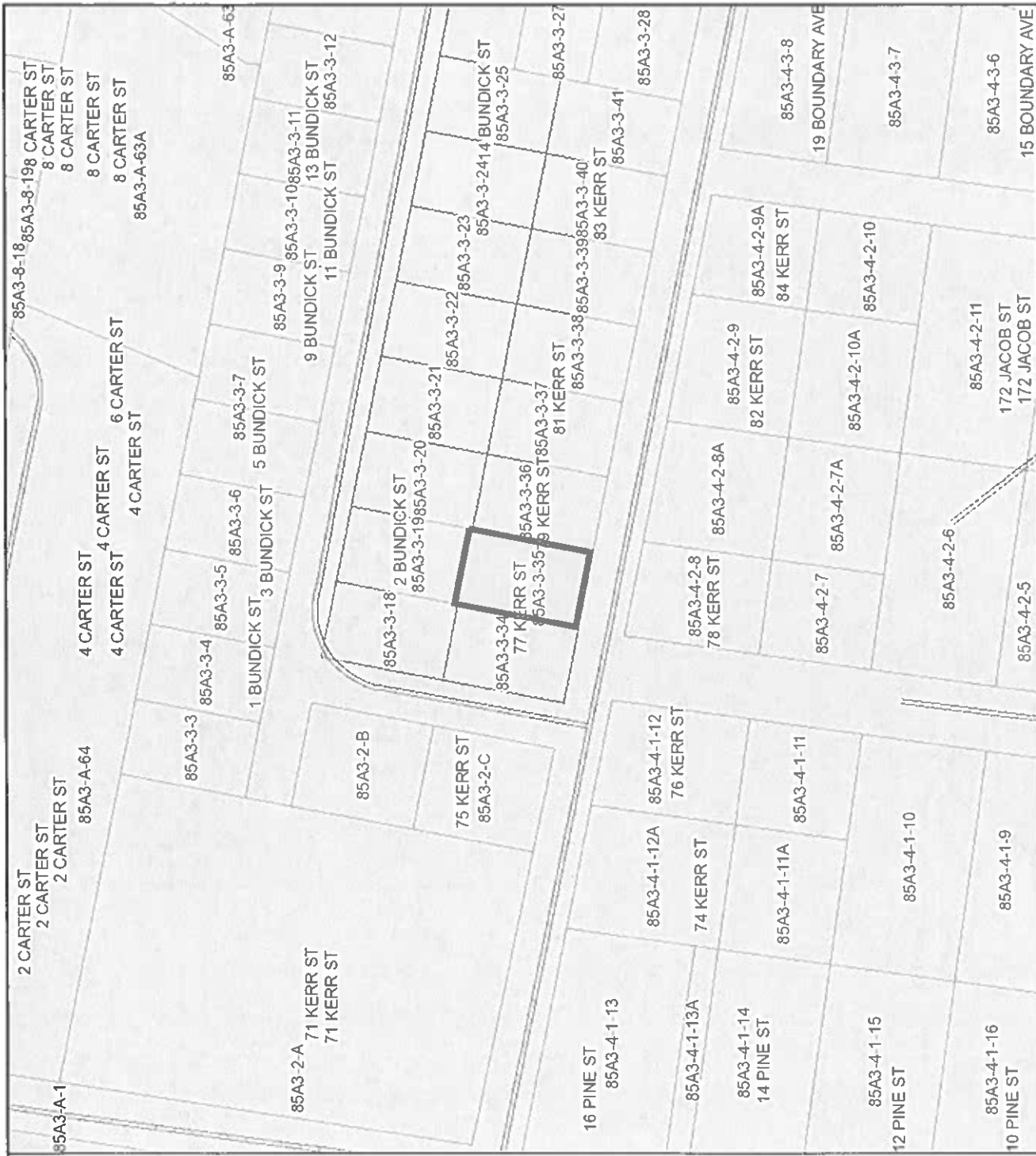
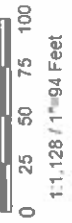
Accomack County, Virginia

Legend

Parcels

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

Feet



Title: Parcels

Date: 10/21/2024

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.

*Town Council: Cynthia Holdren, Joy Marino, Sarah Nock, Maphis Oswald, Paul Weitzel
Mayor: Fletcher Fosque | Town Manager: Matt Spuck*

Planning Commission Commissioner Recommendation

The Planning Commission recommends Dr. John Antoine Labadie to fulfill the remaining term of Bill Bagwell.

Mr. Bagwell has been named as a Late Honorary Commissioner.

**Onancock Economic Development Authority Board Member
Recommendation**

The Onancock Economic Development Authority recommends Ms. Kendra Stearns, esq. as a board member to fulfill the remaining term of Mr. Steve Johnson. Mr. Johnson had a four-year term that began at his swearing in on October 17, 2023.

Town Council: Cynthia Holdren, Joy Marino, Sarah Nock, Maphis Oswald, Paul Weitzel
Mayor: Fletcher Fosque | Town Manager: Matt Spuck

Request for Proposals (RFP) for Facility Condition Assessment (FCA)

For: 103-Year-Old School Building, 6 College Avenue, Onancock, VA 23417

Client: Town of Onancock

Introduction

The Town of Onancock seeks proposals from qualified engineering firms to perform a comprehensive Facility Condition Assessment (FCA) of a 103-year-old school building at 6 College Avenue, Onancock, VA 23417. This assessment aims to evaluate the current condition of the building's major systems, identify necessary repairs, and provide a roadmap for future maintenance and capital planning.

Project Overview

The subject property is a historic school building constructed in 1921 with a total floor area of approximately 15,000 square feet (including two equally sized wings added in 1928). The building houses artisan studios, a small museum, and office space. Given the structure's age and critical role in the town's history, it is vital to assess all major systems comprehensively. The FCA will inform decisions, including restoration, repair, continued tenancy, or potential upgrades to maintain the building's integrity and safety.

Scope of Services

The selected firm will be responsible for conducting a detailed FCA that evaluates the following building components:

1. Architectural and Structural Systems

- Foundation and load-bearing structures (walls, beams, columns)
- Building envelope (roof, exterior walls, windows, and doors)
- Interior partitions, finishes, and conditions of floors, walls, and ceilings
- Assessment of historical features for preservation or restoration

2. Mechanical Systems

- Heating, ventilation, and air conditioning (HVAC) systems, including boilers, furnaces, and air handling units

- Condition of piping and ductwork
- Performance of the building's climate control systems

3. Electrical Systems

- Power distribution systems, including wiring, circuit panels, and switchgear
- Lighting, emergency lighting, and other electrical infrastructure
- Fire alarm systems and other life safety systems
- Evaluation of energy efficiency measures

4. Plumbing Systems

- Domestic water supply and waste plumbing systems
- Inspection of fixtures, piping, and drainage systems

5. Fire Protection and Life Safety Systems

- Fire sprinkler systems and fire extinguishers
- Emergency egress routes, fire alarms, and smoke detectors
- ADA compliance and accessibility of egress pathways

6. Roofing Systems

- Condition of roofing materials, including shingles, flashing, gutters, and downspouts
- Roof drainage and water infiltration issues
- Evaluation of any necessary repairs or replacement

7. Building Code and Regulatory Compliance

- Assessment of building compliance with local and state building codes
- Review of any potential environmental concerns, such as asbestos, lead paint, or mold

8. Recommendations and Capital Planning

- Prioritization of repairs, replacements, or upgrades, categorized by urgency (e.g., immediate, short-term, long-term)
- Cost estimates for the recommended repairs and improvements
- Life-cycle analysis of key building systems

Deliverables

The selected firm will be expected to provide the following:

1. A comprehensive written report detailing the current condition of each building system evaluated.
2. A prioritized list of recommended repairs or replacements with associated cost estimates.
3. Photographic documentation of critical findings.
4. A summary of any building code or regulatory compliance issues.

5. A detailed capital improvement plan, including projected costs and timelines for immediate, short-term (1-5 years), and long-term (5-20 years) recommendations.

Proposal Requirements

Interested firms must submit a detailed proposal that includes the following:

1. Firm Overview

- Company history, areas of expertise, and relevant experience in conducting FCAs, particularly for historic or older buildings.

2. Project Team

- Names and qualifications of key personnel assigned to this project, including their experience with similar assessments.

3. Methodology

- A description of your approach to conducting the assessment, including inspection techniques and technologies that will be used (e.g., thermal imaging, moisture meters, etc.).

4. Project Timeline

- Estimated time required to complete the FCA, from initial inspections to submission of the final report.

5. References

- Contact information for at least three recent clients for whom you have performed similar work. Preferably, include clients for whom you assessed historic or public buildings.

6. Cost Proposal

- A detailed breakdown of fees, including labor, materials, and any anticipated additional expenses (e.g., travel).

Selection Criteria

Proposals will be evaluated based on the following criteria:

1. Relevant experience and qualifications of the firm and key personnel.

2. Approach and methodology for completing the assessment.

3. References from previous projects of similar scope and complexity.

4. Cost-effectiveness of the proposal.

5. Demonstrated ability to meet deadlines and complete the project within the proposed timeframe.

Submission Instructions

Proposals must be submitted electronically in PDF format by November 15, 2024, to

Town of Onancock
Attn: Matt Spuck
Matt.spuck@onancock.com
Phone: 757-710-4326 (cell)
15 North St
Onancock, VA 23417

Questions and Site Visits

Any questions regarding this RFP should be directed to Matt Spuck. A site visit is recommended before submission of a proposal. Site visits can be scheduled by contacting the Town of Onancock at 757-787-3363. All questions and answers will be compiled and shared with all interested bidders.

RFP Timeline

- RFP Issued: 10/18/24
- Submission Deadline: 11/15/24
- Site Visit Date: Individually scheduled
- Award Decision: 12/2/24

Terms and Conditions

- The Town of Onancock reserves the right to reject any and all proposals and to waive any minor informalities or irregularities in the proposals received.
- The Town of Onancock is not responsible for any costs incurred by respondents in the preparation and submission of proposals.
- By submitting a proposal, the firm agrees to comply with all applicable local, state, and federal regulations.

Thank you for your interest in this project. The Town of Onancock looks forward to reviewing your proposal and working with a qualified firm to assess this important historic structure.

October 17, 2024

Town of Onancock
15 North Street
Onancock, Virginia 23417

*Ring W. Lardner, P.E.
W. Zachary Crouch, P.E.
Michael E. Wheedleton, AIA, LEED GA
Jason P. Loar, P.E.
Jamie L. Sechler, P.E.*

Attn: Mr. Matt Spuck
Town Manager

Re: Proposals for Engineering Services
Onancock Water Treatment System Evaluation
Town of Onancock
Accomack County, Virginia
DBF #P1977A24.013

Dear Mr. Spuck:

Davis, Bowen & Friedel, Inc., (DBF) is pleased to submit this proposal for providing professional engineering services for the above-referenced project. We understand you are requesting DBF to provide an evaluation and recommendations for the Town's existing Well Building and Chemical Treatment Building located at 10 Hartman Avenue and demonstrate that the system is in a condition to accommodate 700 additional dwellings. While we understand that the system is working well at this time, the Town is concerned with the age and longevity of the existing equipment plus if any modifications could be made to improve operations, i.e. more efficient and operator friendly.

Based on our initial discussions and site visit of October 7, 2024, the Town is requesting DBF to provide an evaluation of the existing equipment (piping, metering, pumps, motors, etc.) and operations for the existing Well Building and Chemical Building associated with the Town's current water treatment system. This evaluation will be a desktop review with recommendations but will not involve detailed design or specific equipment selection at this time. DBF will perform a site visit to observe and collect detailed data on the two buildings and discussion with the Town's operator for a better understanding of current operating procedures.

DBF will summarize our findings and recommendations in a letter report provided to the Town and attend one (1) Town Council meeting if requested.

We propose to complete the proposed scope of services as described above for a lump sum fee of **\$4,800.00**. Billing of lump sum fees will be based upon percentage of work completed during the previous month. Hourly or estimated fees, additional services, and direct or reimbursable expenses will be provided on an hourly and unit price basis and invoiced for work completed during the

Letter: Mr. Matt Spuck
October 17, 2024
Page 2

previous month in accordance with the enclosed Schedule of Rates No. 50. We will not exceed estimated fees without first notifying you and receiving written authorization to continue. Please refer to the attached schedule of rates for other terms and conditions.

Should you find this proposal acceptable, please execute below and return one (1) copy to us and retain one (1) copy for your files. Receipt of the signed copy will be considered our authorization to proceed.

Sincerely,
DAVIS, BOWEN & FRIEDEL, INC.



Jason P. Loar, P.E.
Principal

N:\Promotional\Proposals\2024\1977A24.013 Onancock Water Treatment Evaluation jpl.docx

**Onancock wayfinding signs
(all on north side)**

- 1 Just after flagpole at entry
 - Harbor - ahead
 - Restaurants & Shops - ahead
 - Lodging - ahead

- 2 Before Boundary Ave
 - Blacksmith Shop Museum - right
 - Playground - right
 - Ferry to Tangier - ahead

- 3 Before Hartman Ave
 - Little League fields - left
 - Playground - left

- 4 Before Justis St
 - Dog Park - left
 - Welcome Center - ahead
 - Public Restrooms - ahead

- 5 Before College Ave
 - Historic Onancock School - left
 - Artist Studios & Shops - left
 - Nature Trail & Playground - left

- 6 Near Ker Place
 - Historic Downtown - ahead
 - Galleries & Shops - ahead
 - Welcome Center - ahead

- 7 Before Queen St
 - Parking - left
 - Welcome Center - ahead
 - Public Restrooms - ahead

- 8 Before North St
 - DMV - right
 - Town Hall - right
 - Police Station - right

- 9 Town Square
 - Harbor - ahead
 - Boat Ramp - ahead
 - Kayak Landing - ahead

**Town of Onancock
Budget Summary by Department
Through September 30, 2024**

ALL DEPARTMENTS	ACTUAL 2025 YTD	BUDGET 2025	% OF BUDGET	Variance		2021	2022	2023	2024	Trend 2020-2028	Explanation
				\$	%						
Revenue											
Administration	264,683	1,989,464	13%	(1,724,781)	(87%)	1,302,952	1,398,645	1,412,795	1,416,799		
Water	127,568	462,400	28%	(334,832)	(72%)	420,140	495,314	565,045	592,760		
Sewer	215,252	0	No Budget	215,252	0%	1,025,382	1,121,513	821,749	873,394		
Wharf	109,727	197,089	56%	(87,362)	(44%)	198,463	206,989	206,618	234,440		
Police	23,308	61,000	38%	(37,692)	(62%)	55,140	41,997	85,957	149,092		
Total Revenue	740,538	2,709,953	27%	(1,969,415)	(73%)	3,002,077	3,264,458	3,092,164	3,266,485		
Expenditures											
Council	34,080	139,692	24%	105,612	76%	41,247	39,942	60,590	67,856		
Administration	172,570	1,115,358	15%	942,788	85%	496,887	491,268	558,173	497,640		
Water	151,814	462,400	33%	310,586	67%	218,974	247,147	423,790	509,491		
Sewer	320	0	No Budget	(320)	0%	556,205	406,064	645,152	190,554		
Wharf	92,807	206,340	45%	113,533	55%	177,250	199,066	217,184	230,040		
Police	119,178	451,308	26%	332,130	74%	325,746	394,355	424,978	489,033		
Bld and Streets	99,255	218,213	45%	118,958	55%	133,009	156,818	169,928	196,027		
Parks & Land.	65,685	116,642	56%	50,957	44%	17,112	67,268	156,866	108,088		
Total Expenditures	735,709	2,709,953	27%	1,974,244	73%	1,966,430	2,001,928	2,656,661	2,288,729		
Net	4,829	0		4,829	0%	1,035,647	1,262,530	435,503	977,756		

Percentage of Year Completed: 25%

**Town of Onancock
Budget Summary by Department
Through September 30, 2024**

	ACTUAL YTD	BUDGET 2025	% OF BUDGET	Positive/(Negative) Variance		2021	2022	2023	2024	Trend 2020-2025B
				\$	%					
Expenditures										
Wages, Taxes & Benefits	3,963	15,527	26%	11,564	74%	14,793	15,118	15,129	15,230	
Town Attorney	9,000	36,000	25%	27,000	75%	735	2,733	18,000	24,000	
Travel And Training	0	1,000	0%	1,000	100%	25	0	753	695	
Main Street Partners	21,117	82,500	26%	61,383	74%	15,000	15,000	19,571	18,915	
Es Tourism-Tot Share	0	0	No Budget	0	0%	4,620	4,154	4,600	4,500	
Liability Insurance	0	4,665	0%	4,665	100%	6,074	0	2,150	4,129	
Office Supplies	0	0	No Budget	0	0%	0	2,937	387	387	
Total Expenditures	34,080	139,692	24%	105,612	76%	41,247	39,942	60,590	67,856	

Percentage of Year Completed: 25%

**Town of Onancock
Budget Summary by Department
Through September 30, 2024**

ADMINISTRATION	ACTUAL YTD	BUDGET 2025	% OF BUDGET	Positive/(Negative) Variance		2021	2022	2023	2024	Trend 2020-2025B
				\$	%					
Revenue										
Real Property-Current	291	394,748	0%	(394,457)	(100%)	324,439	373,468	379,753	404,380	
Real Property-Late	353	18,000	2%	(17,647)	(98%)	78,952	32,135	28,464	26,831	
Public Service-Real	0	10,000	0%	(10,000)	(100%)	17,593	15,814	3,799	11,278	
Personal Property-Current	68,537	191,316	36%	(122,779)	(64%)	190,967	255,838	183,797	185,823	
Personal Property-Late	2,674	12,000	22%	(9,326)	(78%)	15,867	15,459	15,056	38,438	
Penalties	319	13,000	2%	(12,681)	(98%)	21,897	9,240	7,703	20,674	
Local Sales Tax	24,388	90,000	27%	(65,612)	(73%)	89,367	92,372	105,461	88,131	
Consumers Utility Tax	13,843	51,000	27%	(37,157)	(73%)	55,696	56,036	50,339	55,290	
Business License Tax	1,000	3,000	33%	(2,000)	(67%)	35,768	3,711	3,465	8,511	
Vehicle Decals	178	26,000	1%	(25,822)	(99%)	5,213	20,834	26,348	31,668	
Bank Stock Taxes	0	33,000	0%	(33,000)	(100%)	48,262	45,329	32,307	40,004	
Communication Tax	15,585	72,000	22%	(56,415)	(78%)	74,358	70,214	71,938	64,787	
Transient Occupancy	7,911	33,000	24%	(25,089)	(76%)	20,816	26,094	25,220	28,157	
Building/Zoning Perm	375	2,500	15%	(2,125)	(85%)	1,700	1,975	2,100	2,340	
Meals Tax	83,371	255,000	33%	(171,629)	(67%)	194,319	237,448	255,108	267,156	
Meals & Transient La	676	0	No Budget	676	0%	1,999	685	3,722	363	
Rental Of Property	3,291	12,240	27%	(8,949)	(73%)	12,240	13,767	13,164	12,097	
Water Tower Rental I	0	6,850	0%	(6,850)	(100%)	6,850	0	6,850	0	
Grass Cutting	2,250	4,500	50%	(2,250)	(50%)	6,555	7,400	7,400	7,400	
Trash Revenue	23,545	109,000	22%	(85,455)	(78%)	53,340	61,280	90,448	93,912	
Interfund	0	634,560	0%	(634,560)	(100%)	0	0	0	2,288	
Transfers In	0	0	No Budget	0	0%	0	0	0	0	
Miscellaneous Revenue	1,096	0	No Budget	1,096	0%	30,697	9,766	11,531	6,148	
Fire Program Funds	15,000	15,000	100%	0	0%	15,000	15,000	15,000	15,000	
Litter Control Grant	0	1,250	0%	(1,250)	(100%)	820	108	2,723	6,123	
Va Comm For The Arts	0	1,500	0%	(1,500)	(100%)	0	1,500	3,000	0	
Loan And Grants Proc	0	0	No Budget	0	0%	0	33,000	68,100	0	
Total Revenue	264,683	1,989,464	13%	(1,724,781)	(87%)	1,302,952	1,398,645	1,412,795	1,416,799	
Expenditures										
Wages, Taxes & Benefits	52,632	199,404	26%	146,772	74%	205,673	180,235	176,092	189,361	

**Town of Onancock
Budget Summary by Department
Through September 30, 2024**

ADMINISTRATION	ACTUAL YTD	BUDGET 2025	% OF BUDGET	Positive/(Negative) Variance		2021	2022	2023	2024	Trend 2020-2025B
				\$	%					
Legal And Collection	0	5,500	0%	5,500	100%	0	1,750	0	11,375	
Audit Service	0	24,861	0%	24,861	100%	16,750	17,750	24,500	24,500	
Bank Processing Fees	676	3,600	19%	2,924	81%	5,108	3,576	2,659	2,605	
Credit Card Fees	3,625	23,000	16%	19,375	84%	369	9,217	12,842	23,166	
Payroll Processing F	2,767	8,802	31%	6,035	69%	3,259	7,263	6,798	9,474	
Temp Services	0	0	No Budget	0	0%	0	0	0	0	
Professional Develop	345	9,300	4%	8,955	96%	200	227	1,099	3,629	
Software Subscriptio	19,420	32,000	61%	12,580	39%	0	20,323	27,493	35,245	
Software Support	0	12,000	0%	12,000	100%	0	10,408	16,043	6,052	
Office Equipment	958	4,750	20%	3,792	80%	21,595	7,982	8,549	3,893	
Advertising	9,587	6,000	160%	(3,587)	(60%)	2,951	10,503	12,324	8,392	
Postage	525	2,200	24%	1,675	76%	2,626	1,289	2,021	2,434	
Telephone	1,825	4,000	46%	2,175	54%	1,680	3,272	4,976	6,804	
Property Insurance	0	2,987	0%	2,987	100%	0	805	681	1,983	
General Liability In	0	3,368	0%	3,368	100%	0	12,333	3,416	2,333	
Workers Comp	0	603	0%	603	100%	0	330	54	412	
Travel	0	1,000	0%	1,000	100%	0	45	0	460	
Dues & Membership	245	3,000	8%	2,755	92%	1,072	2,440	1,086	3,155	
Office Supplies	1,482	9,000	16%	7,518	84%	8,519	7,411	9,483	5,359	
Historic Onancock Sc	0	0	No Budget	0	0%	7,500	0	450	0	
Hos - Property Insur	0	9,783	0%	9,783	100%	0	6,503	5,954	8,658	
Cultural Enrichment	0	6,000	0%	6,000	100%	1,250	2,669	3,041	0	
Miscellaneous	3,000	2,500	0%	2,500	100%	3,261	574	110	14,971	
Website & Printing	500	4,000	75%	1,000	25%	0	318	13,430	44	
Town Events	409	6,702	7%	6,202	93%	0	266	1,996	284	
Employee Welfare	0	500	82%	91	18%	686	1,176	414	581	
Capital Expenditures	0	577,060	0%	577,060	100%	0	0	2,945	0	
Contingency	0	6,000	0%	6,000	100%	0	5,030	3,800	600	
Bank Building Loan	0	0	No Budget	0	0%	0	26,781	6,696	0	
Trash Collection Ser	34,574	107,000	32%	72,426	68%	101,110	106,244	102,597	88,841	
Town Plan	0	0	No Budget	0	0%	0	0	66,391	2,622	

**Town of Onancock
Budget Summary by Department
Through September 30, 2024**

ADMINISTRATION	ACTUAL YTD	BUDGET 2025	% OF BUDGET	Positive/(Negative) Variance		2021	2022	2023	2024	Trend 2020-2025B
				\$	%					
Contribution To Fire	25,000	25,000	100%	0	0%	25,000	25,000	25,000	25,000	
Fire Programs Funding	15,000	15,000	100%	0	0%	15,000	15,000	15,000	15,000	
Total Expenditures	172,570	1,115,358	15%	1,089,560	98%	496,887	491,268	558,173	497,640	
Net	92,113	874,106	11%	(635,221)	(73%)	806,065	907,377	854,622	919,159	

Percentage of Year Completed: 25%

**Town of Onancock
Budget Summary by Department
Through September 30, 2024**

WATER	ACTUAL YTD	BUDGET 2025	% OF BUDGET	Positive/(Negative) Variance		2021	2022	2023	2024	Trend 2020-2025B
				\$	%					
Revenue										
Water Charges	123,866	450,000	28%	(326,134)	(72%)	394,911	424,515	548,614	520,241	
Water Installation F	0	6,900	0%	(6,900)	(100%)	3,000	4,500	1,500	33,300	
Water & Sewer Penalt	3,312	5,500	60%	(2,188)	(40%)	19,615	16,671	12,765	12,519	
Miscellaneous Revenu	390	0	No Budget	390	0%	2,614	49,628	2,167	26,700	
Total Revenue	127,568	462,400	28%	(334,832)	(72%)	420,140	495,314	565,045	592,760	
Expenditures										
Wages, Taxes & Benefits	42,605	157,137	27%	114,532	73%	116,120	109,047	138,505	156,044	
Training & Travel	0	4,000	0%	4,000	100%	0	79	0	0	
Vehicle Repair	720	750	96%	30	4%	3,045	1,018	0	17	
Repair & Maintenance	27,593	45,750	60%	18,157	40%	17,552	10,960	28,363	30,579	
Auto Insurance	0	419	0%	419	100%	0	412	0	278	
Printing Utility Bil	0	250	0%	250	100%	507	0	0	1,230	
Advertising	0	250	0%	250	100%	0	0	0	0	
Electric Services	4,625	14,500	32%	9,875	68%	13,779	14,974	15,360	12,694	
Postage	508	1,000	51%	492	49%	755	1,123	844	2,592	
CIP	0	0	No Budget	0	0%	0	19,420	42,530	120,348	
Dues & Memberships	0	1,000	0%	1,000	100%	527	0	0	0	
Health Department Fe	5,577	3,300	169%	(2,277)	(69%)	2,165	2,169	2,169	2,169	
Vehicle Fuel	976	2,200	44%	1,224	56%	1,863	2,366	1,753	2,586	
Lab Supplies	57	2,500	2%	2,443	98%	998	2,064	3,413	5,663	
Purification Supplie	3,984	30,000	13%	26,016	87%	21,099	8,935	24,065	18,967	
Outside Consultants	1,500	8,000	19%	6,500	81%	0	300	1,725	6,603	
Small Tools & Equipm	55	3,000	2%	2,945	98%	80	2,650	3,099	0	
Property Insurance	0	0	No Budget	0	0%	0	0	1,814	0	
Interest - Bond - Wa	18,000	55,900	32%	37,900	68%	36,945	36,154	55,900	55,900	
Interest - Bond - Wa	614	1,668	37%	1,054	63%	1,662	1,588	2,456	2,456	
Interest - Bond - Wa	45,000	99,636	45%	54,636	55%	0	25,491	99,637	99,637	
Total Expenditures	151,814	462,400	33%	310,586	67%	218,974	247,147	423,790	509,491	
Net	(24,246)	0		(24,246)	0%	201,166	248,167	141,256	83,269	

Percentage of Year Completed: 25%

**Town of Onancock
Budget Summary by Department
Through September 30, 2024**

SEWER	ACTUAL YTD	BUDGET 2025	% OF BUDGET	Positive/(Negative) Variance		2021	2022	2023	2024	Trend 2020-2025B
				\$	%					
Revenue										
Sewer Charges	215,252	0	No Budget	215,252	0%	1,014,068	1,071,885	818,382	748,794	
Sewer Installation F	0	0	No Budget	0	0%	8,700	0	1,200	3,400	
Paving from 2023 Budget	0	0	No Budget	0	0%	0	0	0	94,500	
Total Revenue	215,252	0	No Budget	215,252	0%	1,025,382	1,121,513	821,749	873,394	
Expenditures										
Coll.Repair/Maintena	0	0	No Budget	0	0%	75,412	136,140	253,160	95,318	
Electric Services	320	0	No Budget	(320)	0%	71,544	45,809	3,675	2,122	
Telephone	0	0	No Budget	0	0%	9,541	11,974	(1,062)	0	
Paving from 2023 Budget	0	0	No Budget	0	0%	0	0	100,000	88,291	
Hrsd Transition Cost	0	0	No Budget	0	0%	17,021	23,577	2,536	0	
Transfer To Reserve	0	0	No Budget	0	0%	0	0	283,715	0	
Total Expenditures	320	0	No Budget	(320)	0%	556,205	406,064	645,152	190,554	
Net	214,932	0		214,932	0%	469,177	715,449	176,596	682,840	

Percentage of Year Completed: 25%

**Town of Onancock
Budget Summary by Department
Through September 30, 2024**

WHARF	ACTUAL YTD	BUDGET 2025	% OF BUDGET	Positive/(Negative) Variance		2021	2022	2023	2024	Trend 2020-2025B
				\$	%					
Revenue										
Boat Dockage Fees-Mo	0	0	No Budget	0	0%	125	1,311	650	600	
Boat Dockage Fees-Tr	35,055	67,589	52%	(32,534)	(48%)	75,106	60,562	71,443	85,540	
Parking Fee	70	0	No Budget	70	0%	995	512	232	671	
Parking Fee - Annual	0	0	No Budget	0	0%	420	336	0	0	
Gasoline Sales	67,829	113,000	60%	(45,171)	(40%)	108,700	128,103	121,932	132,506	
Ice And Other	1,515	8,500	18%	(6,985)	(82%)	2,513	7,628	4,971	2,943	
Golf Cart	2,115	0	No Budget	2,115	0%	0	0	0	2,610	
Wharf Electric	3,143	8,000	39%	(4,857)	(61%)	10,604	8,537	7,390	9,570	
Total Revenue	109,727	197,089	56%	(87,362)	(44%)	198,463	206,989	206,618	234,440	
Expenditures										
Wages, Taxes & Benefits	33,287	72,916	46%	39,629	54%	60,661	55,949	59,458	71,167	
Square Cc Fees	3,866	5,750	67%	1,884	33%	4,365	5,423	5,732	7,554	
Vehicle Repair	677	500	135%	(177)	(35%)	0	259	296	1,613	
Vehicle Fuel	0	0	No Budget	0	0%	0	63	0	353	
Electric Services	2,769	5,500	50%	2,731	50%	4,993	4,415	4,728	2,371	
Telephone	179	700	26%	521	74%	629	624	344	653	
Property Insurance	0	537	0%	537	100%	0	319	222	357	
Auto Insurance	0	407	0%	407	100%	0	412	199	271	
Worker'S Comp Insura	0	1,780	0%	1,780	100%	0	2,670	611	1,269	
Office Supplies	372	250	149%	(122)	(49%)	0	289	2,663	1,441	
Wharf Janitorial Sup	227	2,000	11%	1,773	89%	661	351	1,519	1,119	
Repair & Maintenance	660	3,500	19%	2,840	81%	6,451	7,797	7,597	15,240	
Cost Of Gas/Diesel S	50,770	87,000	58%	36,230	42%	74,263	104,528	98,947	108,984	
Cost Of Merchandise	0	0	No Budget	0	0%	0	0	1,400	0	
Misc.	0	0	No Budget	0	0%	8,365	269	1,376	0	
Advertising & Dues	0	17,000	0%	17,000	100%	5,582	8,548	7,393	8,048	
Rent	0	8,500	0%	8,500	100%	1,100	7,150	8,200	9,600	
Capital Improvements	0	0	No Budget	0	0%	10,180	0	16,500	0	
Total Expenditures	92,807	206,340	45%	113,533	55%	177,250	199,066	217,184	230,040	
Net	16,920	(9,251)	-183%	26,171	283%	21,213	7,923	(10,566)	4,400	
Fuel Margin	17,059	26,000				34,437	23,575	22,985	23,522	

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**Town of Onancock
Budget Summary by Department
Through September 30, 2024**

POLICE	ACTUAL YTD	BUDGET 2025	% OF BUDGET	Positive/(Negative) Variance		2021	2022	2023	2024	Trend 2020-2025B
				\$	%					
Revenue										
Traffic Fines	7,883	15,000	53%	(7,117)	(47%)	8,290	6,904	13,226	11,622	
Esummons	635	0	No Budget	635	0%	0	110	960	1,432	
Grant - 599	11,839	34,000	35%	(22,161)	(65%)	46,850	29,678	32,647	45,938	
Grant - Doj O.T.	0	0	No Budget	0	0%	0	1,005	30,867	0	
Grant - Hwy Safety	2,951	4,000	74%	(1,049)	(26%)	0	4,300	8,257	2,700	
Loan And Grant Proceeds	0	8,000	0%	(8,000)	(100%)	0	0	0	87,400	
Total Revenue	23,308	61,000	38%	(37,692)	(62%)	55,140	41,997	85,957	149,092	
Expenditures										
Wages, Taxes & Benefits	89,642	356,810	25%	267,168	75%	288,004	321,795	363,362	358,536	
Court Costs	0	750	0%	750	100%	0	178	0	0	
Training	0	4,000	0%	4,000	100%	4,384	2,690	2,397	2,306	
New Officer Training	0	0	No Budget	0	0%	0	8,327	(35)	17,717	
Vehicle Repair	1,103	4,000	28%	2,897	72%	2,650	2,791	4,052	6,333	
Computer Software	5,809	4,500	129%	(1,309)	(29%)	2,691	4,652	1,127	30	
Security Cameras	12,643	16,500	77%	3,857	23%	0	0	0	7,420	
Telephone Services	605	3,000	20%	2,395	80%	3,394	3,165	2,708	2,819	
Line Of Duty Act	0	3,304	0%	3,304	100%	2,742	3,655	3,462	2,193	
Vehicle Insurance	0	3,337	0%	3,337	100%	0	2,801	2,484	2,215	
Workers Comp	0	9,697	0%	9,697	100%	0	8,823	7,214	6,870	
Travel	0	500	0%	500	100%	35	35	164	102	
Office Supplies	1,936	3,750	52%	1,814	48%	3,741	2,324	2,528	2,640	
Vehicle Fuel	2,717	12,000	23%	9,283	77%	7,018	12,527	11,034	10,649	
Uniforms	0	3,000	0%	3,000	100%	2,046	1,382	2,485	507	
Animal Population Co	0	500	0%	500	100%	587	954	0	375	
Police Supplies	1,446	6,000	24%	4,554	76%	8,317	10,443	7,546	6,032	
Police Vehicles	3,277	19,660	17%	16,383	83%	0	6,554	13,108	62,289	
Total Expenditures	119,178	451,308	26%	332,130	74%	325,746	394,355	424,978	489,033	
Net	(95,870)	(390,308)	25%	294,438	75%	(270,606)	(352,358)	(339,021)	(339,941)	

**Town of Onancock
Budget Summary by Department
Through September 30, 2024**

BUILDINGS & STREETS	ACTUAL YTD	BUDGET 2025	% OF BUDGET	Positive/(Negative) Variance		2021	2022	2023	2024	Trend 2020-2025B
				\$	%					
Expenditures										
Wages, Taxes & Benefits	25,891	78,871	33%	52,980	67%	47,712	69,042	81,473	83,991	
Vehicle Repair	418	3,500	12%	3,082	88%	619	615	3,569	3,545	
Electric Service	8,781	44,000	20%	35,219	80%	22,546	18,277	6,894	43,392	
Heating Oil	0	4,000	0%	4,000	100%	0	2,554	0	0	
Property Insurance	0	1,338	0%	1,338	100%	0	2,004	338	626	
Auto Insurance	0	437	0%	437	100%	0	412	200	290	
Worker'S Comp Insura	0	825	0%	825	100%	0	1,481	1,139	566	
Street Repair	4,091	20,000	20%	15,909	80%	180	27,087	32,516	11,507	
Janitorial Supplies	0	500	0%	500	100%	0	985	995	408	
Cleaning Services	900	4,200	21%	3,300	79%	0	3,914	3,914	3,900	
Repairs And Maintena	42,989	24,000	179%	(18,989)	(79%)	27,602	18,028	27,309	20,711	
Vehicle Fuel	1,299	4,000	32%	2,701	68%	517	3,686	6,753	9,481	
Small Equipment Repa	8,327	4,500	185%	(3,827)	(85%)	323	3,013	763	1,652	
Uniforms	0	3,000	0%	3,000	100%	555	2,614	182	0	
Can Liners	0	1,500	0%	1,500	100%	1,770	1,158	1,569	1,221	
Safety/Street Signs	0	2,000	0%	2,000	100%	528	1,140	1,554	815	
New Public Works Veh	6,559	21,392	31%	14,833	69%	0	0	0	13,822	
Blacksmith Shop	0	150	0%	150	100%	0	93	761	100	
Total Expenditures	99,255	218,213	45%	118,958	55%	133,009	156,818	169,928	196,027	

Percentage of Year Completed: 25%

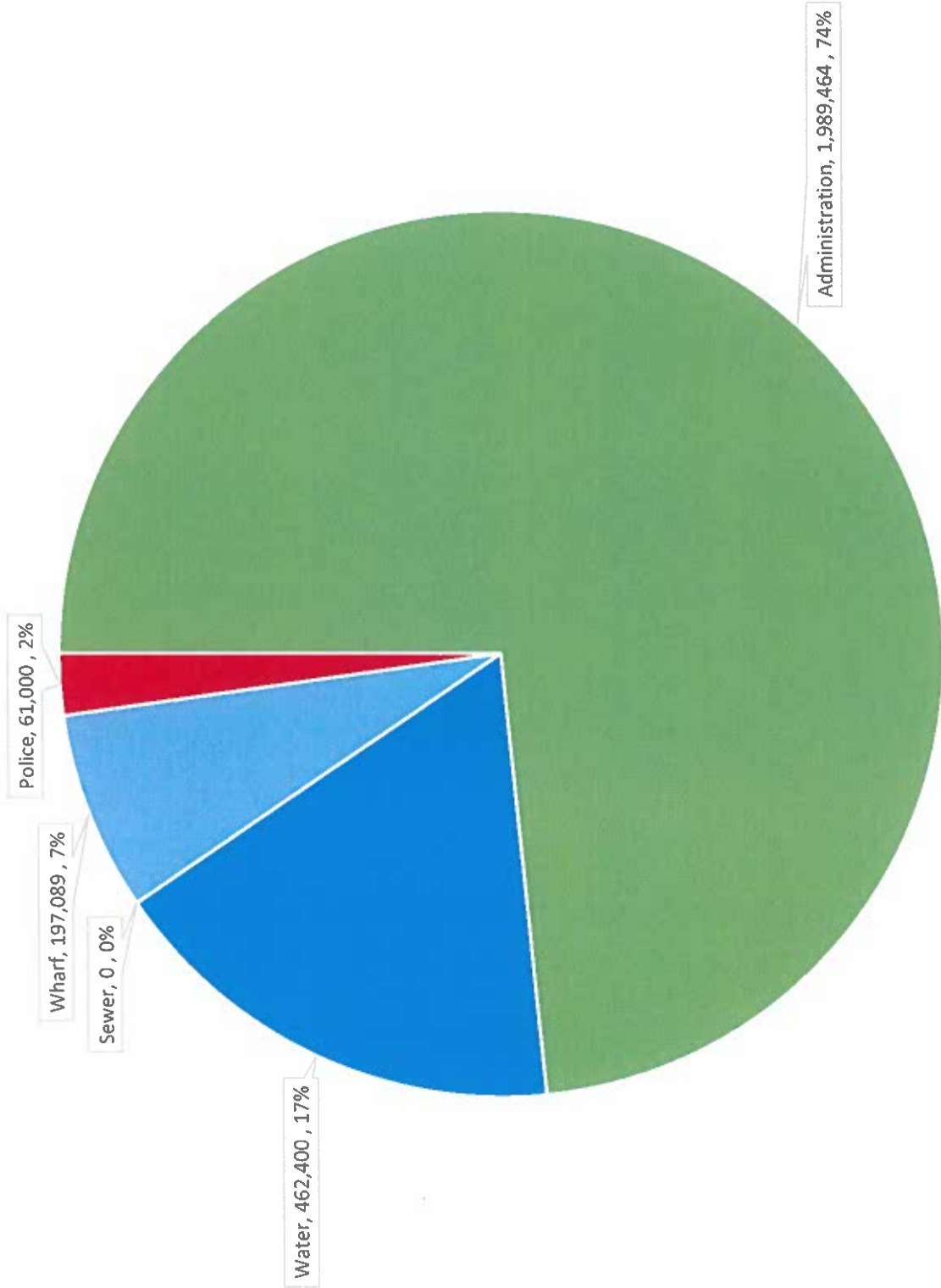
**Town of Onancock
Budget Summary by Department
Through September 30, 2024**

	ACTUAL YTD	BUDGET 2024	% OF BUDGET	Positive/(Negative) Variance		2021	2022	2023	2023	Trend 2020-2024B
				\$	%					
<u>PARKS & LANDSCAPING</u>										
Expenditures										
Wages and Benefits	19,471	70,951	27%	51,480	73%	0	17,792	35,653	69,174	
Vehicle Repair	0	1,000	0%	1,000	100%	0	839	780	86	
Electric Services	719	0	No Budget	(719)	0%	1,053	11,841	35,585	4,296	
Property Insurance	0	295	0%	295	100%	0	0	119	196	
Auto Insurance	0	1,571	0%	1,571	100%	0	1,401	1,402	1,043	
Worker'S Comp Insura	0	825	0%	825	100%	0	1,481	1,348	1,734	
Repair & Maintenance	14,722	6,000	245%	(8,722)	(145%)	441	7,433	3,900	3,263	
Vehicle Fuel	1,325	2,500	53%	1,175	47%	0	2,562	2,847	2,542	
Small Tools & Equipm	3,695	2,500	148%	(1,195)	(48%)	926	5,296	50,188	2,548	
Parks-Plantings & La	17,889	3,000	596%	(14,889)	(496%)	2,499	6,606	2,217	7,963	
Tree Board And Beaut	400	3,000	13%	2,600	87%	460	830	292	0	
Holiday Decorations	0	10,000	0%	10,000	100%	2,633	2,120	10,654	7,844	
Mosquito Control	2,464	8,500	29%	6,036	71%	4,950	4,917	6,881	7,399	
Weed Control	5,000	6,500	77%	1,500	23%	4,150	4,150	5,000	0	
Total Expenditures	65,685	116,642	56%	50,957	44%	17,112	67,268	156,866	108,088	

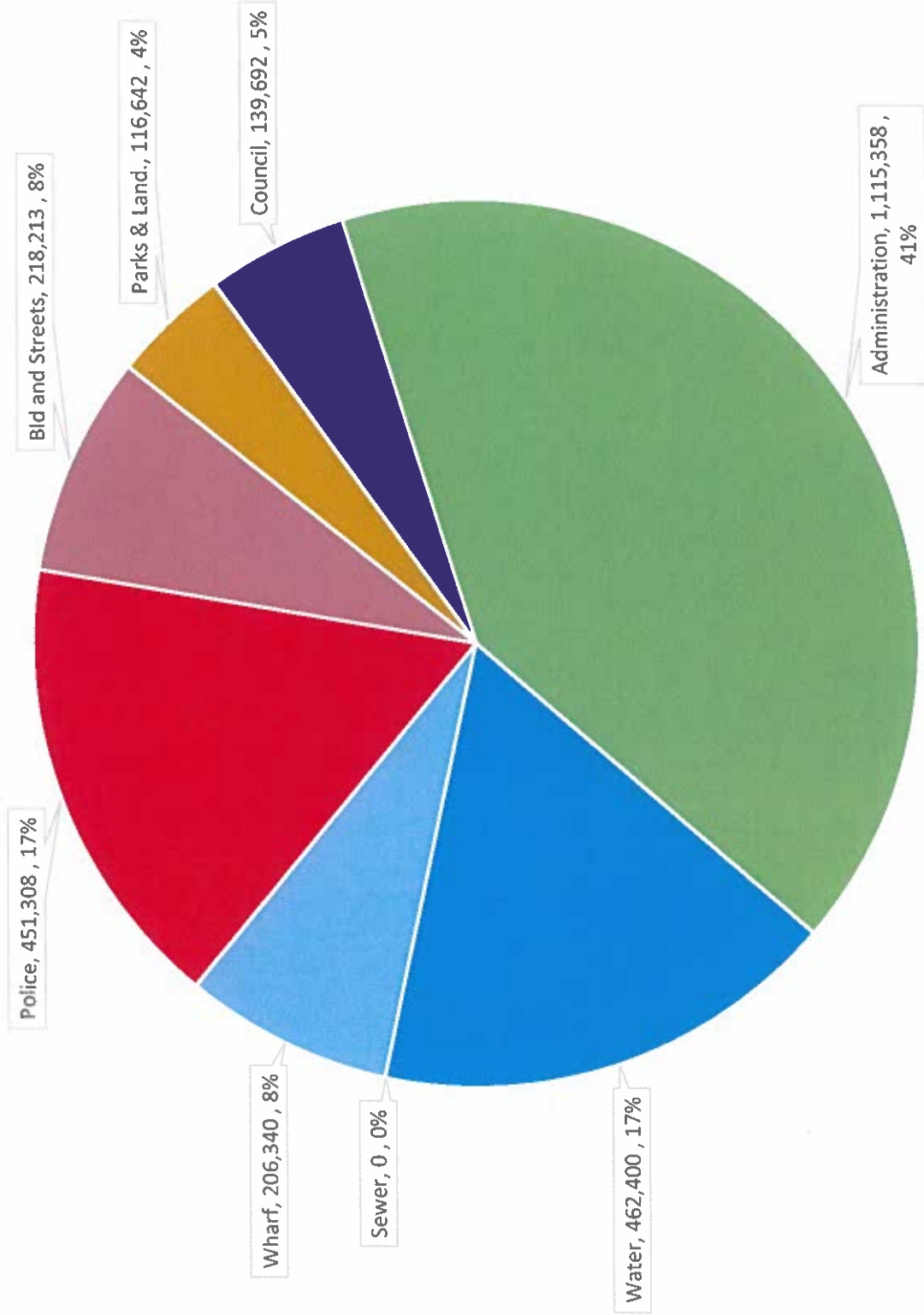
Percentage of Year Completed:

25%

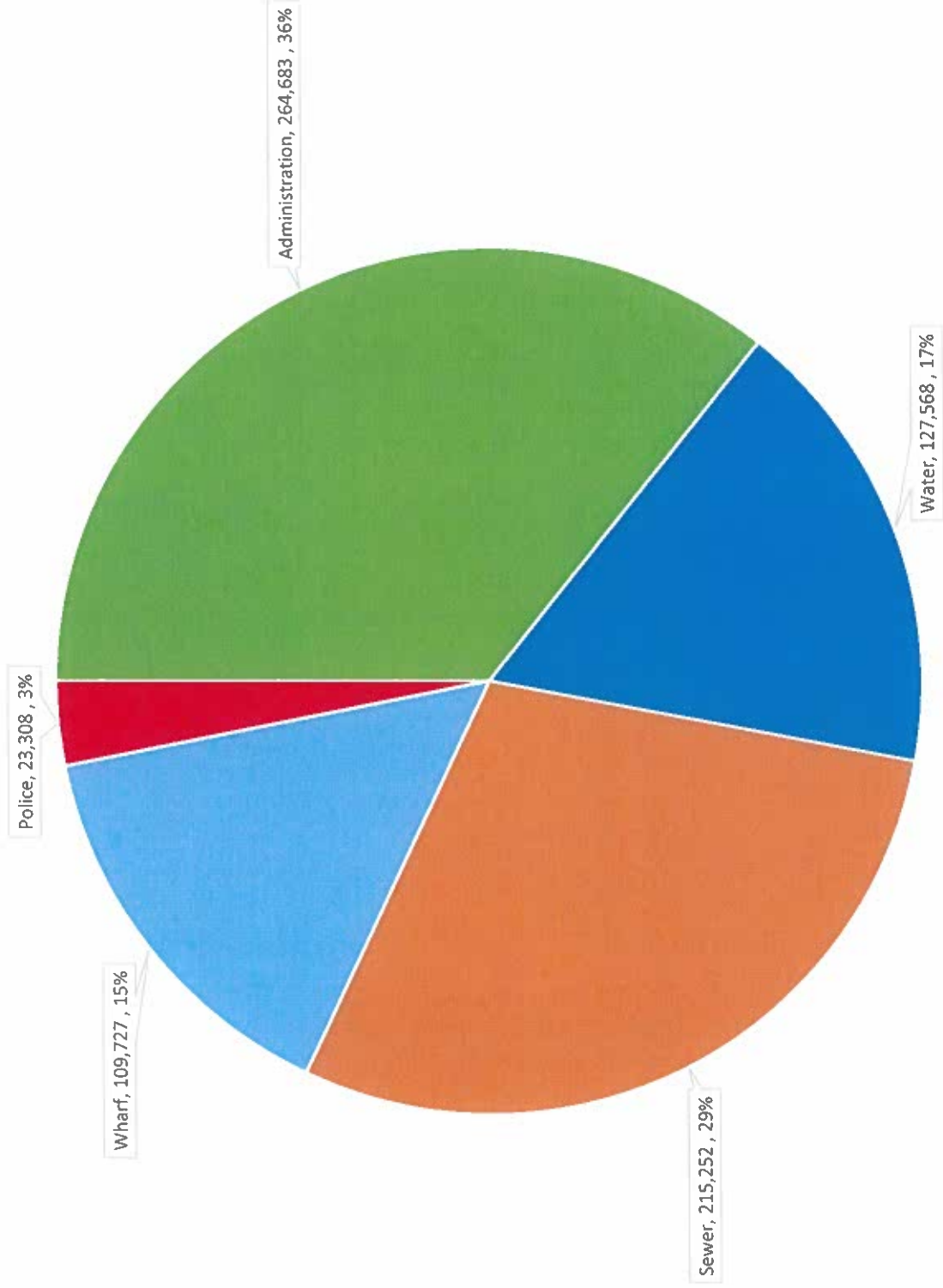
Revenue - Budget 2025



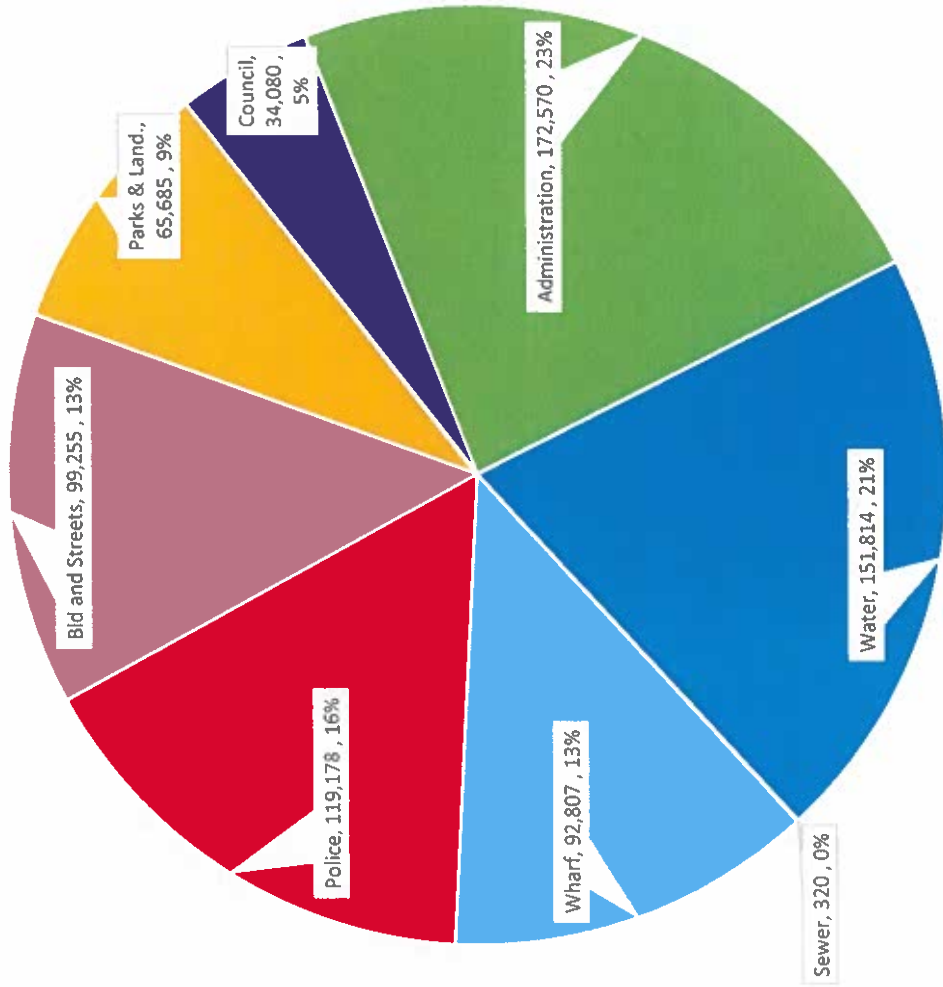
Expenditure - Budget 2025



Revenue - Actual 2025



Expenditures - Actual 2025



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**ARPA Project Cost Update
Through September 30, 2024**

	Not to Exceed Budget	Reappropriated	Spent to Date	Remaining to Spend	Status	Use Reserves
Police Generator (moved to DCIS)	\$ 50,000	\$ (50,000.00)	\$ -	\$ -	Moved to DCIS	
GIS Water System	\$ 15,000	\$ (2,986.00)	\$ 12,014	\$ -	Closed	
Police Dept & Welcome Center	\$ 295,000	\$ 310,070.00	\$ 630,940	\$ 7,763.00	Open	
Dog Park	\$ 25,000	\$ 966.00	\$ 25,966	\$ -	Closed	
Northeast Park	\$ 35,000	\$ 22,962.00	\$ 57,962	\$ -	Closed	
Remove Wood Shop	\$ 8,000	\$ -	\$ 8,000	\$ -	Closed	
Tower Paint and Seal	\$ 165,000	\$ (16,435.00)	\$ 148,565	\$ -	Closed	
Hypo Tank	\$ 8,000	\$ (224.00)	\$ 7,776	\$ -	Closed	
Security Cameras	\$ 145,000	\$ (145,000.00)	\$ -	\$ -	Moved to DCIS	
Electric at Tower	\$ 5,000	\$ (921.00)	\$ 4,079	\$ -	Closed	
Air Conditioning Town Hall Upstairs	\$ 20,000	\$ -	\$ -	\$ 20,000.00	Underway	
Matching Grant for Onancock Business Facades	\$ 90,000	\$ -	\$ 56,367	\$ -	Closed	
Sunset Park	\$ 40,000	\$ -	\$ 1,500	\$ 58,500.00	Bid Received	
Touchless Faucets Little League (bleachers)	\$ 3,500	\$ -	\$ 3,750	\$ -	Discussion	
Drainage Ditch Cleanup	\$ 7,500	\$ (7,500.00)	\$ -	\$ -	Closed	
Valve Isolation	\$ 15,000	\$ (15,000.00)	\$ -	\$ -	Closed	
Duckbill at Wharf	\$ 10,000	\$ (10,000.00)	\$ -	\$ -	Closed	
Clean out under floating docks (dredging)	\$ 90,000	\$ -	\$ 9,100	\$ 80,900.00	JPA in hand	
Downtown Visual Improvements	\$ 35,000	\$ -	\$ -	\$ 15,000.00	Recommendations being sent to Council	
Town Square repairs	\$ 8,500	\$ -	\$ 2,625	\$ 5,875.00	Recommendations being sent to Council	
Walking path at Little League complex	\$ 20,000	\$ (20,000.00)	\$ -	\$ -	Reappropriated	
ESCADV Support	\$ 100,000	\$ -	\$ 100,000	\$ -	Closed	
Stormwater Mgt	\$ 65,932	\$ (65,932.00)	\$ -	\$ -	Closed	
Summary ----->	\$ 1,256,432.00	\$ -	\$ 1,068,644.00	\$ 188,038.00	\$ 188,038.00	\$ 188,038

How to Spend the Rest

- Dredging \$ 80,900
- Sunset Park \$ 58,500
- Air conditioning \$ 20,000
- Downtown and Town Square \$ 20,875
- Remaining ARPA on WC, Police \$ 7,763

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Town Council: Cynthia Holdren, Joy Marino, Sarah Nock, Maphis Oswald, Paul Weitzel
Mayor: Fletcher Fosque | **Town Manager:** Matt Spuck

Town Manager Report – October 28, 2024

Miscellaneous

- Ordered the two streetlights for Town Square. Started conversation with A&N about the process of changing and adding fixtures.
- Ordering the street signs for downtown (14 in addition to the one on Ames. We will be raising the signs by at least 2 feet).
- VDOT is requiring a mockup of a wayfinding sign before they will approve.
- Per Council direction, an RFP was published for a full Facility Condition Assessment (FCA). The RFP is in the packet this week. The due date is 10/31.
- Water application residential subdivision – Coastal Square – submitted.
 - DEQ increased withdrawal permit to allow for volume.
 - Geologist presented and confirmed that the aquifer has more than sufficient capacity.
 - Source Water Protection Plan is not complete (see grant below).
 - Preventive maintenance agreement with Southern Corrosion to ensure inside and outside of tank are consistently cared for.
 - Systems East replaced the distribution system control panel. The new controls are more accurate, use newer technology, improve reliability, and replace aging equipment.
 - The motors and pumps on two of the three wells have (or are) been replaced. Well 9 was an insurance claim. Well 7 was found to be undersized and over capacity. This issue was detected by the new control panel.
 - An engineering firm has been retained to assess and make recommendations for the water plant, which includes the pump house and the chemical building. When the engineer report is finalized, the entire water distribution plant will have been evaluated and upgraded and the application to tie in Coastal Square will be presented to Town Council.

Use of Surplus

- Utility locator – Completed.
- Roof Repairs – Completed.
- Northeast Park Mulch—Completed (wood mulch added under oak tree).
- North Street Playhouse – check written.
- EDA Seed money – check written.
- Basketball court surface—We will need to remove the existing court. I thought it best to do that in the winter and put the asphalt in the Spring.
- Fire equipment grant match of \$40,000 – check written.
- Landscaping for Custis Park, the Town Hall garden, and the entryway costs \$20,095.

Grants

- Received \$11,500 grant from VA Dept. of Health to replace the fence and barbed wire around each wellhead and install bollards outside the fence.
- All four VA250 Façade grants we prepared and submitted on time. This is an ultra-competitive grant. Governor Younkin appropriated \$22m and the application submitted total \$95m.

Benches and Trash Cans

- Country Casual trash/recycling with bench in front of Welcome Center
- Dual black iron benches and trash/recycle at Town Hall and Town Square
- White rubber trash barrels at the marina.

ARPA

- Dredge waiting for Army Corp. to complete permit before going to bid.
- Sunset Park has been awarded to Browder Hite and we had our first field meeting. Project schedule and communication plan forthcoming.
- Air conditioning upstairs in Town Hall is nearing completion.
- Downtown visual improvements (benches, waste and recycle) (see above).

Capital Improvement Plan (CIP from 2025 Budget)

- Queen St and public parking – committee work and adjacent property discussions started.
- Street signs – first of 15 street signs installed at Ames and Market (we will raise the next)
- Wayfinding signs – having a mockup created to secure VDOT approval.
- Entry sign – Showing concept to a few local artists to start concept discussions.

Event Summary for September 2024

ONANCOCK POLICE DEPARTMENT

Incident Reports

911- inquiry	2
911- missing person	1
ALARM- general	2
ANIMAL- cruelty	1
ASSAULT- aggravated strangulation	1
FAMILY OFFENSE- assault	1
FAMILY OFFENSE- child endangerment	2
PROPERTY- destruction	2
PROPERTY- hit & run	1
PROPERTY- larceny general	2
PROPERTY- vandalism	2
TRESPASSING- general	2

TOTAL 19

Patrol Activities

ASSIST- other agencies	17
BUSINESS- checks	60
BUSINESS- assist/complaints	10
CITIZEN- assist/complaints	11
PATROL- special areas	713

Traffic Enforcement

DRIVER- no license	2
DRIVER- suspended	2
DRIVER- using communication device	3
MOVING VIOLATION- using communication device	3
MOVING VIOLATION- failure to obey highway sign	1
MOVING VIOLATION- speeding	25
PERMIT- violation general	1
VEHICLE- inspection	11
VEHICLE- no insurance	1
VEHICLE- registration	1
WARNINGS	4

TOTAL SUMMONSES 50

Department Summary Third Quarter 2024

July - September 2024
Onancock Police Department

State Reportable Events

911- inquiry	4
ALARM- business	1
ANIMAL- at large	3
ANIMAL- cruelty	2
ASSAULT- aggravated strangulation	1
ASSAULT- domestic	2
ASSAULT- simple	2
CITIZEN- mental health crisis	1
CITIZEN- missing person	1
CITIZEN- welfare check	2
DEATH- unattended	1
FAMILY OFFENSE- child endangerment	2
FIREARM- discharge within town limits	2
FIREARM- reckless handling	3
PROPERTY- larceny general	4
PROPERTY- destruction	5
PROPERTY- breaking and entering	1
PROPERTY- hit & run	3
PROPERTY- vehicle theft	1
PROPERTY- uttering	1
PROPERTY- vandalism	5
SOCIETY- disorderly conduct	6
TRESPASS- general	20
TRESPASS- vehicle	3
TOTAL:	76

Hours Worked

Normal	1,366
Leave	211
Grant Overtime	69
Overtime	3.5
Total Hours Covered	1,438.5

Patrol Activities

ASSIST- other agencies	53
BUSINESS- assist/complaint	39
BUSINESS- checks	166
CITIZEN- assist/complaint	36
CITIZEN- house check	38
SPECIAL PATROL- general	2151

Traffic Enforcement

DRIVER- no license	4
DRIVER- suspended	4
DRIVER- using communication device	8
DRIVER- seatbelt	2
DRIVER- permit violation	1
MOVING- failure to obey highway sign	4
MOVING- reckless speeding	1
MOVING- speeding in 30	1
MOVING- speeding in 35	68
MOVING- speeding in 45	1
VEHICLE- inspection	26
VEHICLE- insurance	1
VEHICLE- Registration	4
TOTAL:	125

Warnings

Speeding	11
Failure to obey a highway sign	1
Using communications device while driving	3
Failure to use headlights	2
Other Violations	9
TOTAL:	26