



TOWN COUNCIL
Public Hearing, Regular Meeting
& Executive Session
Cape Charles Civic Center
August 20, 2020
6:30 PM

At approximately 6:30 p.m. Mayor William “Smitty” Dize, having established a quorum, called to order the Regular Meeting and Executive Session of the Town Council. In addition to Mayor Dize, in attendance were Vice Mayor Bennett, Councilmen Bannon, Buchholz, Follmer and Grossman, and Councilwoman Holloway. Also, in attendance were Town Manager John Hozey, Town Planner Allyson Finchum, Community Relations Manager Jennifer Lewis, and Town Clerk Libby Hume. There were several department heads, 17 members of the public physically in attendance, and eight viewers on Facebook Live.

A moment of silence was observed followed by the recitation of the Pledge of Allegiance.

PUBLIC HEARING COMMENTS:

Town Clerk Libby Hume read written comments from Marlene Cree from Blue Heron Realty Co, Amanda Gerber from Momma Hen’s and Co, Kathy Glaser from Alyssa House Bed and Breakfast, Charlene Dix from Chuckletown Productions, Clelia Sheppard and MaryAnn Roehm from Lemon Tree Gallery and Studio, Suzanne Golibart from Periwinkles Boutique, Robie Marsh, Executive Director of the Eastern Shore of Virginia Tourism Commission, and Roxanne Ward from Buoy 56. (Please see attached.)

There were no comments to be heard nor any other comments submitted in writing prior to or during the public hearing.

Motion made by Councilman Grossman, seconded by Vice Mayor Bennett, to close the public hearing portion of the meeting. The motion was approved by unanimous vote.

RECOGNITION OF VISITORS / PRESENTATIONS / RECOGNITIONS:

A. *Joint Industrial Development Authority Update – John Burdiss, Charles Kolakowski, Bill Parr*

Mr. Bill Parr, Chairman of the Joint Industrial Development Authority (JIDA), began the presentation by announcing the name change of the authority to the Joint Economic Development Authority (JEDA). The process began in 2019 during discussion regarding the future of the JIDA. Their goal was to be a sustainable organization with the ability to lend assistance in economic development affairs of Northampton County and the participating towns.

Mr. John Burdiss, the Town’s representative on the JIDA/JEDA, provided information regarding their funding from Northampton County and revenue from outstanding bonds.

Mr. Charles Kolakowski, Northampton County Administrator, expressed his pleasure to work with Bill Parr and the JIDA board to reactivate the board as the Economic Development Authority adding that the name change was important for the effort to make people aware of the board and their new mission. Economic development was the key to making Northampton County’s economy a sustainable economy for current and future residents. One of the initial programs was the Virginia Agriculture and Forestry Industries Development (AFID) Fund to provide assistance for agricultural and forestry value-added products. Agriculture included aquaculture. The first application was successfully completed, and Shore Breeze Farms would receive \$15K from the AFID fund and \$15K from the JEDA. Shore Breeze Farms was obligated to guarantee employment and investment. A program would be developed to sustain and encourage current businesses

providing access to capital to help them to sustain and expand their operations. It was critical to provide opportunities for current and new businesses to grow.

B. *YMCA Presentation - Bruce Bradley, Anthony Walters*

Mr. Bruce Bradley, a volunteer with the YMCA, addressed Council to announce plans to construct a YMCA facility along Route 13 just outside of Cape Charles to assist with the need of a place for young kids to exercise and learn how to swim. Typically, a YMCA would not be built in such a small area, but another facility was built in South Boston a number of years ago after raising capital to fund the project. The facility in South Boston received \$30K annual support from the county and Northampton County agreed to provide their annual support at the same level. Land was purchased and being cleared. The groundbreaking ceremony was scheduled for August 25. The planned opening was targeted for July 2021. Mr. Bradley requested a \$25K commitment from the Town to be payable over five years.

Mr. Anthony Walters, President and CEO of YMCA of South Hampton Roads, distributed a presentation and provided more details of the plans. (Please see attached.)

C. *Southwest Mason Avenue Development and Dock Update – Eyre Baldwin*

Mr. Eyre Baldwin updated Council regarding the planned development at the southwest area along Mason Avenue. Mr. Baldwin stated that the U.S. Army Corps of Engineers had been contacted regarding the placement of the planned dock further out than originally planned. The dock would not impede navigation of the harbor or railroad property. There were a number of companies already with reservations to use the facilities, the majority of which were wind energy companies. The companies were realizing the convenience of working out of Cape Charles. Mr. Baldwin added that he was here tonight to notify Council that the process to build the docks would begin. The Town and harbor area had come a long way since 2008 and his goal was to continue to create more opportunities for the Town. Mr. Baldwin concluded by asking Council to keep an open mind and that things were being done one step at a time. (Please see attached.)

D. *Cape Charles Central Park 10-Year Anniversary Proclamation*

Mayor Dize read Proclamation 20200820 – Cape Charles Central Park 10th Anniversary – September 5, 2020.

Motion made by Councilman Bannon, seconded by Councilman Grossman, to adopt Proclamation 20200820 Cape Charles Central Park 10th Anniversary – September 5, 2020 as presented. The motion was approved by unanimous vote.

PUBLIC COMMENTS:

Phil Hullinger, 226 Tazewell Avenue

Mr. Hullinger addressed the Council regarding the following: i) He asked Council if there was a way to get the golf carts to park along Bay Avenue straddling the median which would open up parking along the sides of the street; ii) There was debris from the last storm along Mason Avenue. He suggested staff get some gloves, shovels a wheelbarrow to clean up the gutters. He asked if it would be possible for sticks and debris to be blown into the gutters to be picked up on a regular basis. He asked Council to look into it since the area looked trashy; and iii) He asked for police officers to walk along the streets, especially Mason Avenue, once in a while. They did a great job, but it would be nice to see them walking the streets.

AJ Ewell, 210 Madison Avenue

Mr. Ewell commented on the raccoons that were around the community cat feeding stations and asked Council whether anything could be done. The raccoons were not aggressive, but more would be coming to the area for the food. It would be nice to have them moved to another location.

There were no other comments to be heard nor any comments received in writing prior to the meeting or during the public comment period.

CONSENT AGENDA

- A. Approval of Agenda Format
- B. Approval of Minutes:
 - i. July 16, 2020 Regular Meeting & Executive Session
 - ii. August 6, 2020 Public Hearing, Special Meeting, Work Session & Executive Session
 - iii. August 13, 2020 Public Hearing
- C. Approval of June 30, 2020 Financial Report

Motion made by Councilman Grossman, seconded by Vice Mayor Bennett, to approve the Consent Agenda as presented. The motion was approved by unanimous vote.

UNFINISHED BUSINESS:

There was no unfinished business to review.

NEW BUSINESS:

A. *Appeal of Historic District Review Board Decision – 648 Monroe Avenue:*

Town Planner Allyson Finchum stated that a request was received from the applicant of a renovation project at 648 Monroe Avenue to appeal the July 21, 2020 decision made by the Historic District Review Board (HDRB). Allyson Finchum summarized the HDRB's application review of 648 Monroe Avenue as follows: i) The building was a contributing structure in the National Register of Historic Places defined as a "Folk Victorian" built in 1920; ii) A pre-application meeting was conducted on June 18, 2020 with the applicant, building official and one HDRB member, prior to submittal of a formal application. One of the comments documented was that the applicant was requested to submit needs to reflect exactly what the applicant would like built; ii) The HDRB application for construction of a one-story rear addition to an existing single-family detached dwelling was submitted on June 24, 2020. The applicant proposed to replace a first story window with a doorway and the removal of the window casing on the second story window, shortening it and partially covering it due to the proposed roofline of the porch; iii) The HDRB meeting was held on July 21, 2020 and the application was approved unanimously with the condition that the roof line be altered to retain the second story window which was visible from the right-of-way. A different roof was suggested which would allow construction of the addition while retaining the integrity of the historic property; iv) She read language from the Historic District Guidelines regarding additions, exterior alterations which stated "New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property." Allyson Finchum's recommendation was for Council to uphold the HDRB's decision.

There was discussion as follows: i) Councilman Grossman stated that the appeal pertained to the second story window only; ii) Councilman Follmer stated that the window could not be seen from Fig Street, only from the alley. Allyson Finchum countered that the window could be seen from the right-of-way at Fig Street, through some trees; and iii) Councilman Buchholz added that modern materials and structure could be used on the backside of historic buildings.

The applicant, Pat Pendergrast, stated the following: i) The guidelines repeatedly state that rear additions were not in the purview of the HDRB. In his opinion, his proposed rear addition would not be in the public view; ii) Over the last six months, several projects had been approved by the HDRB which involved the removal of windows and he felt that his case got a very unfavorable review by the HDRB; iii) He and his wife looked at using a flat roof as suggested by the HDRB, but felt that it would not be appealing for the style of their house and was not what they wanted for their property. He felt that the design that they submitted was more appropriate with the historic guidelines and the secretary of the interior's guidelines. He had spoken to several of his neighbors and they agreed that a flat roof would be unappealing; iv) He asked that the plans be approved by Council as submitted.

Councilman Grossman asked whether there was any information provided to Council for the appeal that had not been seen by the HDRB. Mr. Pendergrast responded that he had submitted several documents and photos upon the request of the planner.

HDRB Chairman Kerry Shackelford stated the following: i) The HDRB had not approved any additions that required removal of any windows or doors. The HDRB was consistent in their stance regarding following the interior guidelines with additions on buildings and the application of the first ten standards; ii) There was a lot of discussion at the HDRB regarding what was visible from the street and it came down to choice of material and the visible impact. The HDRB agreed that if it was not visible from the street, it was not their concern, neither the design or materials; iii) Preservation issue of the historic character of the building was another category. Preservation of the historic façade, the rear, front, side, top, bottom, was all the same; iv) To answer Councilman Grossman's question, the HDRB did not see the drawings or photos which were included in the appeal packet; and v) The HDRB offered a compromise by allowing the removal of a window that was not visible, but keeping the window that was visible.

There was much discussion as follows: i) Vice Mayor Bennett asked how the HDRB's decision could have been affected if they had viewed the additional information. Kerry Shackelford responded that there was a lot of misunderstanding and the board could possibly have said to keep the existing doorway and both of the windows. Mr. Shackelford went on to state that the board did not have enough information to make a good decision; ii) Councilman Buchholz asked how the project made it through the pre-application meeting without drawings. Councilman Grossman responded that the pre-application meetings were to discuss the project in general adding that plans were not necessarily available at that time. Mr. Pendergrast stated that plans were submitted to the pre-application meeting and he took the input received and revised the plans. Kerry Shackelford stated that the information was not included in the HDRB application packet. Allyson Finchum responded that the plans were too large to copy and had asked the applicants to provide smaller versions which could be copied for inclusion in the appeal packet; iii) Vice Mayor Bennett stated that in order to make a decision, a complete application with drawings and photos was necessary. Kerry Shackelford reiterated that the HDRB did not have the opportunity to review this information. Councilman Follmer interjected that the decision on the application could have been tabled. Kerry Shackelford responded that the board did the best they could with the information they had; iv) Allyson Finchum stated that she started as town planner after the pre-application meeting had already been held. She asked the applicant to submit additional material before the HDRB meeting but did not receive the requested information. After the meeting, she asked again and received it for the Town Council packet. Kerry Shackelford added that the HDRB would be happy to review the application again with the additional information; v) Councilman Grossman stated that standards nine and ten dealt with additions. If the applicant didn't remove the windowsill, the project would achieve the requirements under standards nine and ten. Kerry Shackelford stated that the project had to abide by all ten standards, not just one or two of them; vi) Councilman Follmer stated that he thought the board's decision was counterintuitive and that a flat roof was contrary to the roof guidelines section. A flat roof would not fit with the surrounding structures and he thought it would create a visual blight. It seemed like the HDRB was prioritizing a minimally visible window over the flat roof which would be more visible and unappealing. The Town was not trying to discourage additions. Cape Charles was not a museum. He went to look at the house and was convinced that the submitted plans were more compatible than the revisions posed by the board. He went on to note several additions which were recently approved; and vii) Vice Mayor Bennett pointed out that a project could not be based on precedent. Because a project was approved in the past, or approved elsewhere, was not a reason for an appeal. Each project was handled individually. He found it phenomenal for a board to make a recommendation without seeing a plan or some type of drawing.

Motion made by Vice Mayor Bennett, seconded by Councilwoman Holloway, to approve the appeal of the Historic District Review Board's decision regarding 648 Monroe Avenue. The motion was approved by majority vote with Councilman Bannon opposed.

B. *Virginia Department of Housing and Community Development Community Development Block Grant Resolution:*

John Hozey explained that with the onset of the COVID-19 pandemic, Governor Northam issued an emergency declaration which included travel restrictions, stay-at-home orders, and closures of businesses that were not designated as essential businesses. The majority of businesses in Cape Charles relied on tourism-related revenue and were severely impacted by the pandemic. The Virginia Department of Housing and Development (DHCD) was offering a Community Development Block Grant (CDBG) to Destination Marketing Organizations in order to provide relief from the impact of the COVID-19 pandemic. The CDBG Virginia Funding Opportunities for COVID-19 Response grant was available to small cities, towns and rural counties to respond to local needs. The Town of Cape Charles was partnering with Cape Charles Main Street (CCMS) to apply for the CDBG grant to provide assistance for the Cape Charles business community for expenses such as rent/mortgage relief, reopening expense relief to help cover required equipment and supplies, possible technology upgrades to allow for hands-free point-of-sales systems, etc. The grant application required two public hearings to obtain feedback from interested parties. The first public hearing was held on August 13, 2020 with seven comments received. The second public hearing was held earlier this evening. Council must also adopt a resolution supporting the grant application. Once the Town received notification of the awarded amount, staff would work with CCMS to develop criteria regarding how the funding would be distributed. This information would be presented to the Town Council at a future meeting for approval.

Councilwoman Holloway recused herself from the discussion and the vote regarding this item stating her involvement with CCMS, adding that she assisted with the writing of the grant.

Motion made by Councilman Grossman, seconded by Councilman Buchholz, to adopt Resolution 20200820 Supporting Community Development Block Grant Virginia Funding Opportunities for COVID-19 Response. The motion was approved by unanimous vote. Roll call vote: Bannon, yes; Bennett, yes; Buchholz, yes; Follmer, yes; Grossman, yes.

TOWN MANAGER COMMENTS

John Hozey commented on the following:

- i) COVID-19 Update: The numbers were improving. The curve had leveled and started trending downward. The amount was still higher than in June. Considering that we were nearing the end of August, he wanted to wait until Labor Day. If the downward trend continued, the Town would move into Phase 3 after Labor Day.
- ii) Mason Avenue Parking: He reached out to VDOT and was learning more about the issue. He was pursuing the option of restricting the types of vehicles using the diagonal parking to circumvent the length requirement but was awaiting a response from VDOT. He wanted to hear from VDOT before moving forward.
- iii) Harbor Management Contract: The principles of the company submitting the proposal were on vacation last week and he just heard back from them today. They had a number of comments and concerns which were all reasonable and able to be worked through. The next item in the timeline was to hold a stakeholder meeting, which was tentatively scheduled for August 27. He wanted to move forward with that meeting next week but would not have the contract prepared by them. He would like to post the request for proposals and the original proposal received. He would communicate that the details for the contract were still being worked out. If okay with Council,

he wanted to move forward to announce the meeting scheduled for next Thursday, August 27, beginning at 6:30 p.m. The meeting was open to anyone interested, but especially to the harbor stakeholders.

Councilwoman Holloway asked how the stakeholders would be invited. John Hozey responded that he and the town clerk drafted handouts to be distributed to all at the harbor. It will be posted on the website and on Facebook.

Councilwoman Holloway stated that CCMS would assist with notifications to the businesses.

- iv) Joint Economic Development Authority: We heard the presentation from representatives regarding the status of the JEDA. Charles Kolakowski provided an ordinance that had been approved by the Northampton County Board of Supervisors. The ordinance also had to be approved by the participating towns and called for a public hearing prior to adoption. Council heard the entire presentation earlier this evening.
- v) Status of Aqua unsolicited proposal: The process was on hold. In order to proceed, the Town needed to use the Public-Private Education Facilities and Infrastructure Act (PPEA), which required the Town to adopt guidelines on use. He was working with the attorney regarding the process and needed more time to get the PPEA procedures completed.
- vi) Playground: He was receiving a lot of comments regarding the playground. He attended the Citizens for Central Park (CCP) board meeting on Monday night and the prominent item on the agenda was the playground. He informed CCP that the playground remained closed because the Governor specifically closed playgrounds during Phase 2 and remained silent regarding playgrounds since that time. Each time the Governor authorized certain facilities to reopen, there had been a component requiring cleaning. The Town hired a contractor to clean the beach. Alternate 1 covered the public restrooms and alternate 2 covered the playground. Unfortunately, after awarding the base bid and alternate 1, no funding remained for alternate 2. He asked Bob Panek to reach out to the contractor for a quote for cleaning the playground and he was awaiting a response. The reason the contractor bid on the original contract was because there was enough work and he had enough staff. The contractor would lose some of their labor pool with the beginning of the school year. The contract would not be economically feasible for the contractor after the end of September. Also, the playground was a convenient location to store the memorial benches which were removed from Central Park due to the cleaning requirement. His hands were tied, and the Town did not have the ability to open the playground in a way to manage any liabilities to the Town.

Councilman Grossman asked that this information be communicated to the community.

Councilwoman Holloway stated that the “why” needed to be communicated to the public and added that over the weekend, she witnessed some older kids jumping the fence and playing in the playground. She asked Chief Pruitt to increase playground checks during patrols.

John Hozey would draft a notice to the public regarding the playground closure.

MAYOR AND COUNCIL COMMENTS

Councilman Follmer thanked the Town staff for their diligence. He also thanked Allyson Finchum for jumping right in to perform the planning and zoning duties.

Councilman Grossman commented as follows: i) He attended the kick-off meeting regarding the 1% Northampton County sales tax increase for school construction which would be on the November ballot. District 1 Supervisor John Coker would be addressing this issue at a future Council meeting. Mayor Dize interjected that Mr. Coker would be attending the September 3 Council meeting; and ii)

The HDRB reviewed the application discussed earlier this evening and the final decision was unanimous. The first vote resulted in a 2-2 tie which was negated. There had been a vacancy on the HDRB for some time and the position needed to be filled. Libby Hume noted that she had reached out to the applicants interested in the HDRB and all the individuals had replied that they were no longer interested. Applications were still being solicited. Councilwoman Holloway suggested a notice on Facebook to solicit applicants interested in serving on the boards.

Councilman Bannon commented that he was happy with the back in parking on Mason Avenue. Whenever he drove down Mason Avenue, all the places were taken, and he had not heard any comments from people having to back into a spot.

Councilwoman Holloway stated that she heard complaints about the back in parking from her guests every day.

Councilman Buchholz stated that he was very happy with John Hozey, Allyson Finchum and other staff. Everyone was doing tremendous work dealing with everything that was going on.

Vice Mayor Bennett had no additional comments.

Mayor Dize commented as follows: i) He thanked John Hozey and staff; and ii) He received a couple of calls regarding leaves on the streets and added that the Town needed a street sweeper. Councilman Buchholz interjected that the Town needed to call VDOT. Mayor Dize added that he hated the fact that the Town's taxpayers were paying for the Town to do a job that they were also paying the state to do but we had to take care of our Town. John Hozey stated that he had contacted the town manager of Onancock and was told that VDOT swept their streets every month.

Councilwoman Holloway announced that Councilman Buchholz was recently recognized as the small businessperson of the year by the Northampton County Chamber of Commerce. All in attendance applauded Councilman Buchholz.

Mayor Dize read the announcements.

Motion made by Councilman Buchholz, seconded by Vice Mayor Bennett, calling for a short recess before going into executive session. The motion was approved by unanimous vote.

The meeting recessed at 8:43 p.m. Staff, with the exception of John Hozey, and the members of the public left the meeting.

At 8:57 p.m. Mayor Dize called the meeting back to order.

Messrs. Michael Sterling of Vandeventer Black LLP and Rick Matthews of Pender & Coward P.C. joined the meeting via teleconference.

Motion made by Vice Mayor Bennett, seconded by Councilman Follmer, and unanimously approved to go into Closed Session in accordance with Section 2.2-3711-A of the Code of Virginia of 1950, as amended for the purpose of:

Paragraph 7: Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probably litigation, where such consideration or briefing in open session would adversely affect the negotiating or litigating posture of the public body.

Specifically: Discussion of Legal Matter – Fauber v. Town of Cape Charles

Motion made by Councilman Buchholz, seconded by Councilman Grossman, to return to open session. The motion was approved by unanimous vote.

Certification, to the best of each member's knowledge, that (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body. Roll call vote: Bannon, yes; Bennett, yes; Buchholz, yes; Follmer, yes; Grossman, yes; Holloway, yes.

Motion made by Councilman Buchholz, seconded by Councilman Grossman, to adjourn the Town Council Public Hearing, Regular Meeting and Executive Session. The motion was approved by unanimous vote.

The meeting adjourned at 10:14 p.m.

Mayor Dize

Town Clerk

**Comments & Information Provided in Writing
August 20, 2020 Town Council Public Hearing & Regular Meeting**

Marlene Cree, Blue Heron Realty Co.

Subject: CDBG COVID grant

To Whom It May Concern:

Blue Heron Realty Co. would like to express its support for the Cape Charles Main Street application for funds under a CDBG COVID grant. Like most businesses, we were substantially negatively impacted by this pandemic so this grant could be of assistance to help offset this.

Thank you,
Marlene Cree

Amanda Gerber, Momma Hen's and Co.

Subject: grant

My name is Amanda Gerber and I am the owner of Momma Hen's and Co. I am writing in support of the Town of Cape Charles/Cape Charles Main Street applying for the grant provided by the Department of Housing and Community Development's (DHCD) CDBG COVID 19 Recovery Grant.

Momma Hen's and Co. was impacted significantly during the pandemic and continues to be and a grant to support things like COVID reopening supplies, rent rebate, etc...will be of great assistance.

As a single mom this is my livelihood and any support we can get is so greatly appreciated.

Kathy Glaser, Alyssa House Bed and Breakfast

I am Kathy Glaser and I own the Alyssa House Bed and Breakfast in Cape Charles and I am writing in support of the Town of Cape Charles/Cape Charles Main Street applying for the grant provided by the Department of Housing and Community Development's (DHCD) CDBG COVID 19 Recovery Grant.

The Alyssa House was impacted significantly during the pandemic losing three quarters of our revenue and a grant to support things to help the town recover is badly needed. The town needs support for anything that can help bring business and sustain our town after the devastation of the Covid pandemic. We are a small town with a hard working population and would greatly appreciate any assistance.

Charlene Dix, Chuckletown Productions, 237 Mason Avenue

Subject: CDBG Recovery Grant

My name is Charlene Dix. I am writing you on behalf of Chuckletown Productions located at 237 Mason Avenue, Cape Charles. Laurie Klingel and I support the Town of Cape Charles and Cape Charles Main Street applying for the grant provided by the Department of Housing and Community Development's CDBG Covid 19 Recovery.

Chuckletown Productions is a non-essential Retail business that was impacted by Covid-19 due to closure during the pandemic. This grant would greatly impact our community by providing assistance to maintain operations for small businesses in our town.

Kind Regards,
Charlene Dix
Co-owner Chuckletown Productions

Clelia Sheppard and MaryAnn Roehm, Lemon Tree Gallery and Studio, 301 Mason Avenue

Subject: CDBG Recovery Grant Comments

We, Clelia Sheppard and MaryAnn Roehm, are writing in support of the the Town of Cape Charles/Cape Charles Main Street application for the grant provided by the Department of Housing and Community Development's (DHCD) CDBG COVID 19 Recovery Grant.

The Lemon Tree Gallery & Studio was closed from the middle of March thru the middle of June. While we attempted to sell through our social media channels, that is not a totally successful model for us. We cancelled our popular Fridays at Lemon Tree. The loss of income from our usual events is not retrievable. The Historic Palace Theatre cancelled the rest of the 2020 season and all dance, music and theatre classes were cancelled. The theatre will remain dark. A grant to support local small businesses that have suffered during the pandemic will be of great assistance.

Clelia C. Sheppard
MaryAnn Roehm

Suzanne Golibart, Periwinkles Boutique, 215 Mason Avenue

Subject: Letter in Support of TOCC/CCMS DHCD Covid 19 Recovery Grant Application

I, Suzanne Golibart, am the owner of Periwinkles Boutique at 215 Mason Avenue. I understand that the Town of Cape Charles and Cape Charles Main Street are applying for the grant provided by the Department of Housing and Community Development's (DHCD) CDBG COVID 19 Recovery Grant. I am writing to support this effort.

My shop, like many others in town, has been significantly impacted during the pandemic. The most significant impacts for me have been reduction of sales and loss of employees. I have also incurred increased expenses for additional supplies and added safety measures/routines required to meet the state requirements to be open. A grant such as this would assist us in overcoming these challenges and many others that my business and others in the Town of Cape Charles have experienced during the COVID 19 Pandemic.

I am truly grateful for the effort and support that both the Town of Cape Charles and Cape Charles Main Street have offered to my business. This Grant could help them continue to provide support and assistance to the businesses that are the heartbeat of our Town.

Thank you,
Suzanne Golibart

Robie Marsh, Executive Director of the Eastern Shore of Virginia Tourism Commission
To whom it may concern:

The Eastern Shore of Virginia Tourism Commission is in complete support of the Town of Cape Charles/Cape Charles Main Street applying for the grant provided by the Department of Housing and Community Development's (DHCD) CDBG COVID-19 Recovery Grant.

Tourism is essential to the growth and success of the Eastern Shore of Virginia. The impact of the pandemic has been significant to the businesses in Cape Charles. A grant like this will help those businesses with the countless expenses they have suffered and will continue to incur due to COVID.

Thank you for your time and consideration.

Sincerely,
Robie Marsh
Executive Director
Eastern Shore of Virginia Tourism Commission

Roxanne Ward, Buoy 56

Subject: Comments for tonight's hearing.

Good evening,

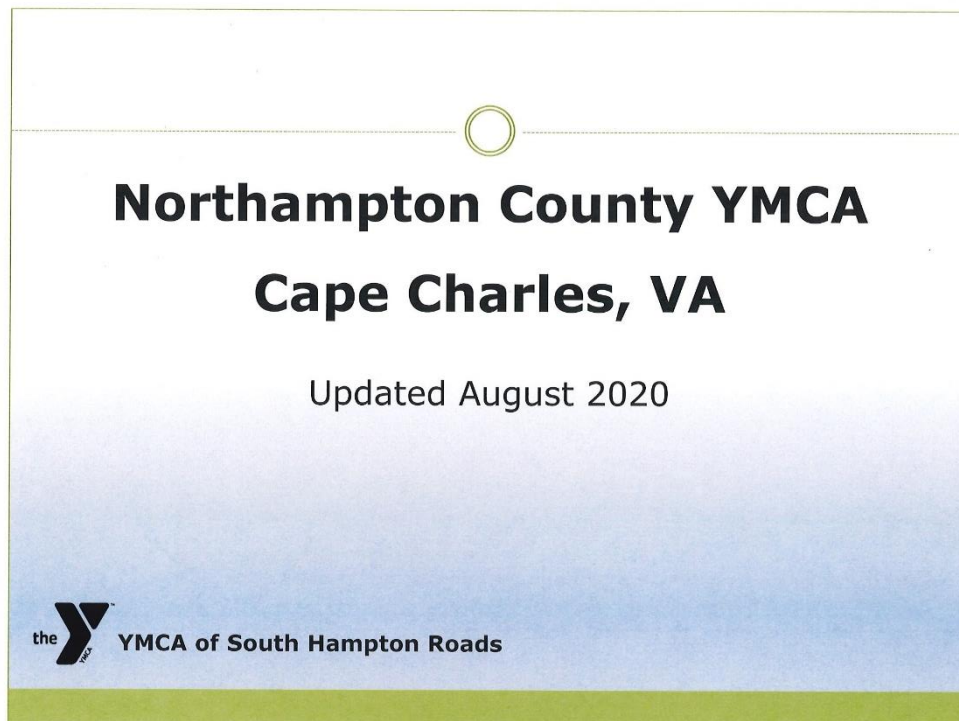
My name is Roxane Ward, I own Buoy 56, a small woman owned and operated micro-business in town. As I did last week, I am writing in total support of the Town of Cape Charles/Cape Charles Main Street applying for the grant provided by the Department of Housing and Community Development's (DHCD) CDBG COVID 19 Recovery Grant.

Buoy 56 has been and is still being hit hard by the pandemic and we are not alone. Many of us, microbusinesses, seem to fall through the cracks with other programs such as the PPP. It appears that we are too small for the "small business" programs, however, this grant provides a light at the end of the tunnel for many of us.

The Covid 19 Recovery Grant is much needed and vital for some to meet the necessary requirements while pivoting their business to align with the "new norm" and keep their doors open.
Please support this grant.

Thank you for your time and attention,
Roxane Ward
Buoy 56

Anthony Walters, YMCA of South Hampton Roads





NORTHAMPTON COUNTY FAMILY YMCA



NORTHAMPTON COUNTY FAMILY YMCA



Brief Overview and Mission of Organization



The Y's mission is to put Judeo-Christian principles into practice through programs that build healthy spirit, mind and body, for all. With that, and a cause of strengthening community, the Y is here to make Coastal Virginia and Northeastern North Carolina a better place to live.

The YMCA of South Hampton Roads is a nonprofit, community-based health and human services organization that has been positively impacting people at every age and stage of life across South Hampton Roads, and beyond, for the last 150 years. Every year, over 250,000 children and families throughout Coastal/Eastern Shore of Virginia, Northeastern North Carolina and as far west as South Boston/Halifax County in Virginia take part in YMCA programs and membership. Our mission focuses on youth development, healthy living and social responsibility.

With a cause to strengthen community, the Y's focus is to provide accessible and relevant programming that helps improve the health of its community, build confidence to help children realize their full potential, and provide opportunities for neighbors to give back to one another through volunteer projects. With nearly 30% of the Y's participants on financial assistance, and some locations reporting over a 50% financial assistance rate, generous donors and community partners help make it possible for all to participate, no matter the barriers that may exist financially.

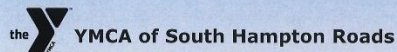


Description of Current YMCA Programs



In 2019, the YMCA of South Hampton Roads:

- Provided over \$7,700,000 in financial assistance to families and individuals, creating equity in access to critical youth development, healthy living and social responsibility programming.
- Served over 5,000 children in before and after-school programs, providing them a safe, healthy space to explore interests, enjoy being active and get help with homework.
- 6,400 kids had fun exploring and learning in nearly 25,000 weeks of summer day camp at the Y, keeping them active and learning through the summer months, a critical time when summer learning loss and the potential for risky behavior are addressed and combated with structured and positive summer programming.
- Nearly 11,000 children/adults learned critical water safety skills through over 17,000 swim lessons at the Y. Additionally, YMCAs provided water safety programs, including community outreach initiatives through school, non-profit, and local government partnerships.
- Over 800,000 attendees participated in almost 70,000 fitness classes. The YMCA of South Hampton Roads also operates the LIVESTRONG at the YMCA program at four locations, providing healthy living support to cancer survivors, helping them regain their health back after their diagnosis.
- Over 2,078 volunteers shared 37,175 hours participating in service projects and gifting their time to their community through various programs and projects to help build up their neighbors and community.



Northampton County YMCA



Our goal is to expand operations and services to provide Northampton County on the Eastern Shore of Virginia. The health and wellness needs, as well as the youth development and social program needs in this community are critically underserved, and the Y is uniquely qualified to address those deficits by establishing this YMCA location within the county.

According to data collected by the US Census Bureau and the Virginia Department of Health regarding Northampton County, multiple deficits exist throughout the community, including the availability of services and programs for the aging community, wealth disparities, youth program opportunities, healthy living resources, academic resources for critical out-of-school time hours, childcare services, and medical services.

These disparities also impact the community by threatening the academic success of local youth; negatively impacting the mental and physical well-being of all, specifically aging adults and impressionable teens; contribute to chronic health conditions and contribute to the county's leading causes of death—cancer and heart disease.

These are all gaps that the YMCA of South Hampton Roads has a history of addressing and providing resources towards improving, across a diverse portfolio of communities. With the help of community Partnerships and relationships with key stakeholders across multiple geographies, the YMCA of South Hampton Roads is equipped and dedicated to making the Northampton County YMCA a key community asset, and dedicated to improving the health and well-being of its residents.

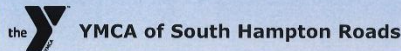
In addition to its internal programs and services, the YMCA of South Hampton Roads is currently in discussions with Sentara Medical Group regarding the operation of a Sentara Medical Practice out of the Northampton County YMCA location. This addition would bring more equitable access to important medical care to residents, and would align with the Y's hope to improve the health and well-being of the whole community, even by means not traditional to most YMCA locations.

Benefits, changes, and improvements

- The Eastern Shore of Virginia's plan for well-being (as presented by the Virginia Department of Health), operates off of the assumption that the Eastern Shore can live healthy and prosperous lives by factoring health into policy decisions related to education, employment, housing, transportation, land use, economic development and public safety
- Investing in the health, education, and development of the shore's children
- Promoting a culture of health through preventative actions

The YMCA is qualified, with a proven track record of, investing in children through programs like after-school, summer camp, youth sports, and character development, and is uniquely positioned to address community health deficits brought on by unbalanced lifestyles through programs that foster healthy eating, exercise, chronic disease prevention, and social engagement. These programs include:

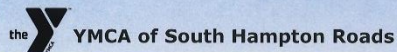
- LIVESTRONG
- Lifestyle classes that teach healthy habits
- Programs that keep older adults active and engaged
- Programs that encourage children to keep moving and fight learning loss during critical out-of-school time.
- Swim lessons, which directly addresses one of the largest threats to life for children in coastal communities.



Additional information about this project and economic impacts

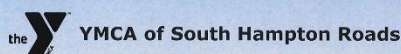
For the Y, the goals of any effort are fairly streamlined:

- Provide services and programs that address the areas of youth development, healthy living and social responsibility.
- In addition to addressing social and healthy living needs through programs that improve the health and wellbeing of its participants, economic improvements are also a secondary benefit of having a YMCA location in the Northampton County community.
- With the foundational principles of partnerships, community wealth building and self-sustainability, a YMCA location within a community can provide a healthy footprint for building on or feeding a lack of economic growth.
- These partnerships have helped create growth within the Y network and opportunity for the Y's members and program participants, as well as create opportunities for local businesses to grow and thrive by expanding their client base through networking within the YMCA.
- The Chesapeake Bay Bridge Tunnel and Ballard Fish and Oyster Company are currently two local business entities that have committed to partnering with a YMCA location in Northampton County in order to provide their employees "group" membership opportunities to encourage healthy lifestyles and social engagement.
- As the economic condition in Northampton County is in part dependent upon tourism, this YMCA location will also provide opportunities to enhance the area for those considering visiting by providing similar "group" membership opportunities to local hotels, bed and breakfasts, and rental properties.



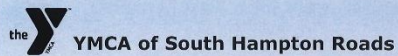
NORTHAMPTON COUNTY YMCA Timeline

- Feb. 2019: Bruce Bradley and Russel Goodrich met with YMCA leadership to discuss feasibility of a YMCA to serve North Hampton County Project identified by local community leaders from the Faith Community
- Y's capital investment would be fully funded by initial contribution, \$1M pledged
- Local government leaders support annual contributions to help fund the Y's operations
- CBBT and the Oyster Company agree pay a % of Y dues for their employees.
- \$1M gift matched
- Three additional donors pledge \$250,000
- Potential site is identified and a LOI is signed
- Contract to purchase agreed to in August. Engineer's evaluation completed.
- \$4.7 million budget established to build building with heated outdoor lap/instruction pool and play pool.
- Phase 1 Environmental Survey completed.
- Phase 2 Environmental Survey completed. Additional soil, water and in ground tank testing completed.
- Property purchase and project was approved by the YMCA Corporate Board of Directors.
- Budget to enclose the lap pool with an architectural membrane cover is estimated to cost \$300,000.



NORTHAMPTON COUNTY YMCA Construction Schedule

- Property closed February 25th, 2020
- Start clearing the site March 20th, 2020
- Site submitted, reviewed & approved June 23rd, 2020
- Architectural, Structural, & PM&E review is pending
- Ground Breaking August 2020 (Tentative)
- Projected opening Summer 2021



Capital Campaign Commitments

Bruce and Lilly Bradley	\$1,000,000
Jane Batten	\$1,000,000
Joan Brock	\$1,000,000
David and Helen Bernd	\$250,000
John and Harriet Malbon	\$250,000
Chris Perry/Windward Foundation	\$250,000
Charlie and Beth Walker	\$125,000
Hampton Roads Community Foundation	\$100,000
Rotary Brick Campaign	\$100,000 *
Sentara Healthcare Foundation	\$100,000
Furlong Baldwin (NH Medical Services Foundation)	\$50,000
Roberta and Polk Kellam	\$50,000
Jesse Waltz	\$50,000
Susan and Norman Colpitts	\$25,000
Preston and Catherine White	\$25,000
Chad Ballard - Oyster Company	\$25,000
Lucius and Tata Kellam	\$25,000
George Clarke	\$25,000
Josh and Jen Harris (includes matching gift)	\$20,000
Edwin S. Webster Foundation	\$10,000
Anonymous	\$10,162
Anonymous	\$10,013
Ed Tankard	\$10,000
Montaigne Cree	\$10,000
John and Martina Cocker (includes matching gift)	\$10,000
Russell and Bonnie Goodrich	\$5,000
Zachary and Robin Bradley	\$5,000
Amanda and Kyle Gift	\$5,000
Town of Cheriton	\$5,000
Hungars Parish Thrift Shop	\$500
TOTAL COMMITMENTS TO DATE:	\$4,555,684

Rotary Brick Campaign Donors

* Rotary Brick Campaign Donors

Anonymous - CD	\$2,005
Regina Aleksiewicz	\$1,500
John Burdiss and Cela Burge	\$5,000
Mark G. Clarke	\$1,500
Randolph A. and Dawn R. Diamond	\$1,500
Ralph Dodd	\$1,500
Bruce Gittinger	\$1,500
Richard L. and Catherine H. Hubbard	\$3,000
Dennie and Stephanie Libby	\$1,500
David and Sherry Moran	\$1,000
Bob and Sue Panek	\$1,000
Bill Payne and Jackie Chatmon	\$1,500
Stanley and Sheila Plowden	\$1,500
Paul and Ginger Strong	\$2,500
Reginald and Eloise Widgeon	\$1,500
Walter Childs	\$2,500
Fiameta Pelliler	\$1,500
Total Commitments:	\$32,005

GET TO KNOW US

YMCA of South Hampton Roads
2019 Community Impact




- More than **10,975** children, teens and adults made a splash in YMCA Aquatic Programs
- 523** teens developed leadership skills in YMCA Teen Leaders' Club and YMCA Blue Ridge Leaders' School
- 217,282** people came to the Y in 2019 for healthy living, youth development and social responsibility
- 62** cancer survivors participated in Livestrong, a 100% donor-funded community health program
- 18,485** active older adults are now Aging Strong
- The YMCA of South Hampton Roads provided **\$7,707,151** in financial assistance to remain accessible and open to all
- More than **800** children learned life-saving aquatics skills in YMCA Learn to Swim, a 100% donor-funded program
- 24,895** children experience the fun of YMCA Summer Day Camp
- Over **8,700** members walk through our doors – every day
- 5,266** children served through school-aged child care in 2019
- YMCA of South Hampton Roads – 22 family centers, 58 child care sites, 2 outdoor adventure camps, 29 aquatics centers, 1 resident camp, 1 differing needs retreat
- 6,172** kids challenged with new skills in YMCA Youth Sports

Thank you!

For additional questions, please contact:

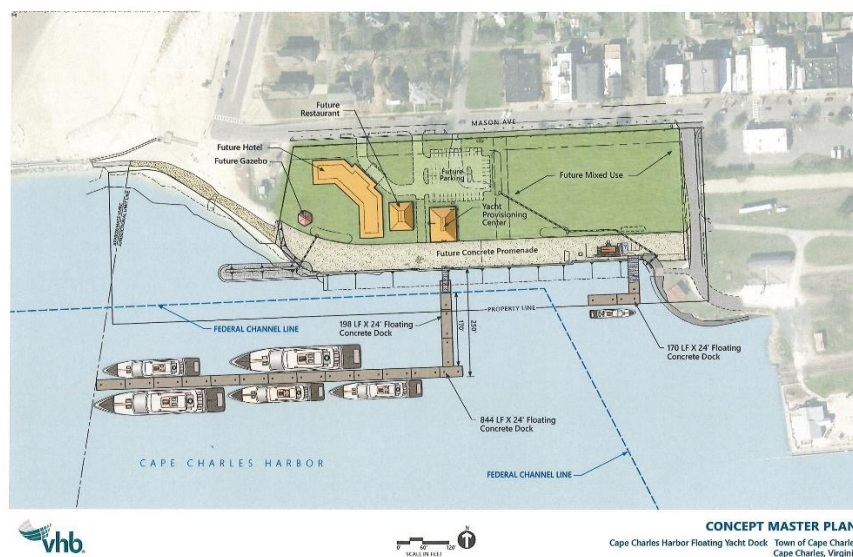
Anthony Walters, President and CEO
awalters@ymcashr.org

Nancy Moore, Vice President of Donor Impact
nmoore@ymcashr.org



YMCA of South Hampton Roads

Eyre Baldwin, Southwest Mason Avenue Development and Dock Update



Scheduled Boats

- Feadship - Samadhi
- Feadship - Moonrise
- AXYS
- ARIES - Liftboat
- Northstar
- Semper Marine
- Kitty Hawk Offshore
- Geoquip Marine - Dina Polaris







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SAMADHI YACHT CHARTER

200R /6096m Feadship 2006

SPECIAL FEATURES:

- Expansive sundeck
- Three all fresco dining options
- Sundeck gym with a skylight
- Separate dining salon
- Extensive glazing

The 200ft /6096m Custom motor yacht 'Samadhi' was built in 2006 by Feadship. This luxury vessel's sophisticated exterior design and engineering are the work of De Voogt. Previously named April Fool her luxurious interior is designed by Larvor and her exterior styling is by De Voogt.

ACCOMMODATION

[BOOK THIS YACHT](#)
[PREVIOUS](#)
[NEXT YACHT](#)

12 GUESTS

5 CABINS

15 CREW

CABIN CONFIGURATION

1.Master 4.VIP



About Moonrise

A new star has been born into the Feadship firmament with the launch of the 99.95-metre *Moonrise*, the largest superyacht by waterline length built in the Netherlands to date. Unveiled by the Feadship yard in Makkum, she successfully marries sleek sensual lines with a modern masculine profile. A wide range of elegant details, long hull windows, a glorious grey hull and striking vertical bow add to the elegance of the design by Studio De Voogt.

In addition to her imposing length, *Moonrise* has a very impressive volume thanks to a 15.50-metre beam. This has generated some fabulous interior space for sixteen people in eight staterooms. There are also exceptionally high-end crew accommodations for up to 32 crew, which are bathed in natural light and designed to ensure a premium standard for those living and working on the yacht. Guests and staff alike will benefit from the huge effort expended on keeping *Moonrise* exceptionally quiet, eclipsing even Feadship's legendary standards of noise and vibration attenuation.

 **AXYS TECHNOLOGIES**

[WHAT WE DO](#) [SOLUTIONS](#) [PRODUCTS](#) [SERVICES](#) [ABOUT](#)



MEASURE YOUR WORLD
Collect quality data with AXYS environmental monitoring systems.



LATEST NEWS

June 18, 2020 Avangrid Renewables has deployed our FL60AR WeatherCrest at the Kitty Hawk offshore wind farm off North Carolina, US. — June 2, 2020 Environment Canada has successfully received, tested and accepted all 38 Next Generation AXYS WatchMax500 payloads that will replace the existing WatchMax100 payloads.



LIVE DATA LINKS

Check out real-time wave, current, met-ocean, and water quality data from AXYS systems deployed throughout the world.



CASE STUDIES

Read about AXYS work on various projects around the world.



ARIES MARINE CORPORATION

Aries Marine Corporation ~ Liftboats

Our Liftboat Fleet ranges in length size from Class 130' high to Class 215'

Aries Marine provides Liftboats to the offshore oil production and construction industry. These self-elevating work platforms are outfitted with cranes ranging from 10 to 150 tons. Accommodations for third party personnel are available for platform maintenance and repair, workover operations, platform repairs, well hook-ups, rig landing and salvage operations. Our fleet ranges in rig length size from Class 130 to Class 215', and is capable of operating in maximum water depths of 175'.

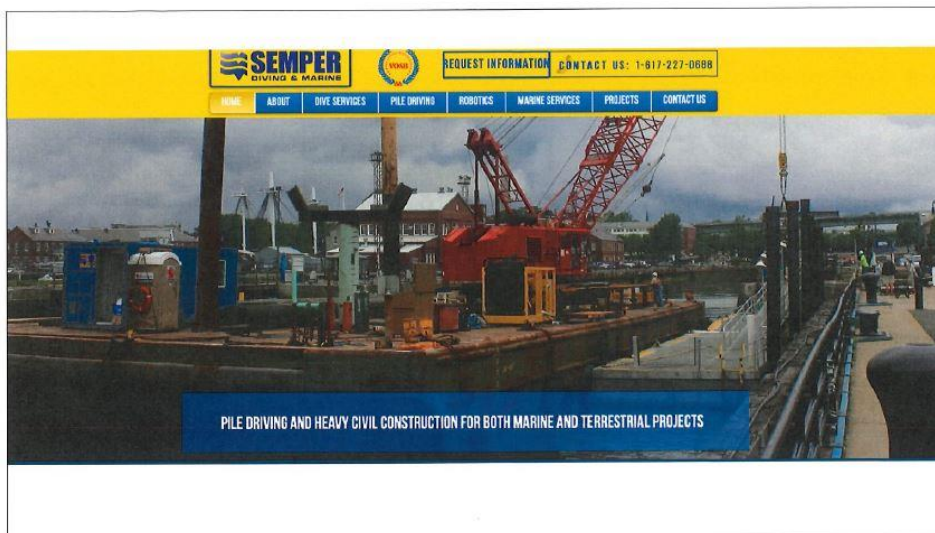
Each Liftboat is equipped with a Boatrac system, which provides wireless communication and vessel positioning.

Since 1981, Aries Marine has conducted operations utilizing experienced personnel with safety and service as its highest priority. We provide Liftboats and offshore support vessels to most of the major and independent oil companies operating in the Gulf of Mexico. Aries Marine takes pride in the integrity of its vessels, we continue to set the standard of the Gulf regarding safety and efficient operations.



NORTHSTAR

MARINE SERVICES • EST. 1990

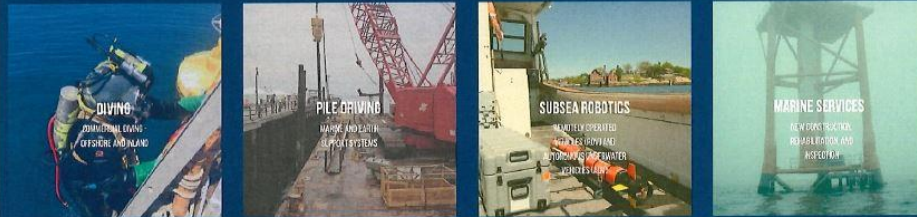


WHO WE ARE

Simpco Diving & Marine Corp. is a veteran-owned, Boston-based commercial diving and marine construction contractor established in 2009. We provide a wide range of construction and inspection services to heavy civil contractors, facility owners, and municipal and private clients. Our capabilities include full service diving in all environments, marine construction and rehabilitation, pile driving, advanced underwater robotic services, as well as inspection services.

Simpco's staff includes experienced divers, engineers, ROV and AUV operators, and marine construction personnel with an in-depth knowledge of all forms of diving, marine construction, rehabilitation, and engineering. Simpco's staff brings decades of marine construction, heavy civil and diving expertise to the firm, including many years of diving and heavy civil work and management on the Central Artery/Tunnel Project, several tunnels, bridges and highways for the Boston Harbor Cleanup project, several corporate powerplants, as well as major facility rehabilitation.

OUR SERVICES



Kitty Hawk Offshore is a project of Avangrid Renewables, a subsidiary of AVANGRID, Inc. (NYSE: AGR), and part of the IBERDROLA Group, an energy pioneer with one of the largest renewable asset bases in the world. AVANGRID is at the forefront of transforming the way the U.S. produces and uses energy. Strongly positioned to develop, build, and operate the clean energy infrastructure of the future, Avangrid Renewables is already generating power from more than 60 renewable energy projects for its utility-scale customers in the United States, helping lead America's transition to a renewable energy future and playing a leading role in the growing U.S. offshore wind industry.

Our energy projects around the country, including the Amazon Wind Farm in northeastern North Carolina, have brought substantial long-term economic benefits to local businesses, schools and communities. We are proud to be a part of the communities where we live and work and are excited to work together with stakeholders in Virginia and North Carolina on Kitty Hawk Offshore to create lasting benefits for generations to come.



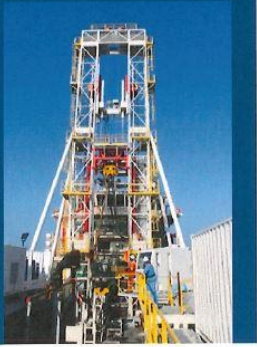
Kitty Hawk Offshore is an offshore wind project proposed more than 27 miles from the Outer Banks. The Wind Energy Area is projected to be able to support 2,500 MW of electricity generation which would be enough to power approximately 700,000 homes.

The U.S. Bureau of Ocean Energy Management (BOEM) awarded Avangrid Renewables a 122,405-acre lease in 2017 for the development of an offshore wind project off the coast of North Carolina and Virginia. Avangrid Renewables has been studying the area in more detail as part of early stage project development since then.

Avangrid Renewables is a leading renewable energy developer and is a subsidiary of AVANGRID, Inc. (NYSE: AGR), part of the IBERDROLA Group, an energy pioneer with one of the largest renewable asset bases in the world. AVANGRID is at the forefront of transforming the way that the U.S. produces and uses energy.



DINA POLARIS + GMTR120



DP2 Class 2 Dynamic Positioning	99.0x21.0 LOA x breadth	97 Berths	5 Offices	2500m Water + borehole depth	4.5m Heave compensation
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June 2020 Treasurer's Report

Page 1 – Cash Position

- The SNAP (2013 PNC loan) account was closed as all planned projects have been completed, and \$593,341 was transferred to the operating account.

Page 2 – Revenue vs. Expenditures

- These are not the final year end totals. Staff has until the end of September to enter late invoices and receive late grant revenue to be counted in fiscal year 2020. Some May and June revenue received by August 12th was accrued and included in this report but was not included in the tax revenue chart. The tax revenue chart shows the month revenue was received, not earned.
- General Fund – Despite the COVID-19 negative effect on revenue, it appears at this time that enough expenditures were cut or deferred that the Town will end the year just a bit in the black. It is significant that the CARES Act Grant award will cover the additional expenses for PPE and other measures to keep citizens and staff safe. As of June 30, the amount expended was \$19,000.
- Utilities Fund – The utilities fund ends the year in fine shape, although the amounts are not yet final.
- Harbor Fund – Some year end accruals must be performed, but the harbor should just break even after the \$352,872.07 that was budgeted from the General Fund balance for capital projects and debt service is transferred.
- Sanitation Fund shows a loss of \$4,919 for the year. The tipping fees at the landfill increased, causing a \$3,000 overage in rates through the year and shipping for the new trash cans was not budgeted. The Sanitation Fund balance is well able to absorb the shortfall.

Page 3 – Capital Projects

- \$37,453 was reclassified from water department repairs to capital project for the replacement of the water softener system at the water plant.
- \$29,415 was reclassified from water department repairs to capital project for a realignment of the water main that serves Cape Charles Brewery.
- \$2,390 was paid to land studio for the Mason Avenue striping project.
- \$9,000 was expended for a pit cover for the Mason Avenue pump station for odor reduction.
- \$2,559 was paid for the Inner Harbor Rehab project.

Page 4 – Tax Collection Rate

- The 2019 supplemental tax bills were sent out near the end of June. Staff waited a few weeks for COVID-19 impact to lessen before mailing them out and gave an August 5th due date.

Page 5 – Tax Revenue Trends

- June-earned Meals and Transient Occupancy taxes received in July will not be reported until July in this table.
- These growing tax revenue streams were at the following percentage compared to 2019 revenue from April-June:
Meals tax 45% Business Licenses 48% Transient Occupancy 22%
Harbor dockage had an 18% increase Local Sales & Use tax saw no change

The net decrease over these three months in 2019 in the general fund for these taxes was \$140,000. The FY2020 budget shortfall for these general fund line items was \$270,000.

MUNICIPAL CORPORATION OF CAPE CHARLES
TREASURER'S REPORT
June 30, 2020

<u>Cash on Hand</u>	<u>5/31/2020</u>	<u>6/30/2020</u>	<u>Increase/ (Decrease)</u>
Atlantic Union Bank Checking Account	\$528,544	\$1,238,142	\$709,598
Atlantic Union Bank Money Market Account	\$825,498	\$825,836	\$339
LGIP Account 1 - Unrestricted	\$104,030	\$104,066	\$36
LGIP Account 2 - Unrestricted	\$299,205	\$299,319	\$114
PNC SNAP Account - no longer restricted	\$544,367	\$0	-\$544,367
PNC SNAP Account Interest	\$48,973	\$0	-\$48,973
Total Cash On Hand	\$2,350,617	\$2,467,363	\$116,746

<u>Restricted and Reserved Cash Balances</u>	<u>5/31/2020</u>	<u>6/30/2020</u>	<u>Increase/ (Decrease)</u>
Atlantic Union Bank Savings Account - Facility Fees Rsrvd (Utilities)	\$1,071,616	\$1,078,911	\$7,295
Atlantic Union Bank Checking Account - Police Funds	\$431	\$431	\$0
LGIP Account 2 - Restricted for USDA loan covenant	\$31,454	\$31,454	\$0
Atlantic Union Bank Checking Acct - E-Summons Revenue Rsrvd	\$2,757	\$2,792	\$35
US Bank - Reserved per VRA Interest Free Loan Requirements	\$257,581	\$257,582	\$1
Wells Fargo 2010 Debt Service pass through account #300	\$2,897	\$2,897	\$0
Wells Fargo 2010 Debt Service pass through account #308	\$761	\$761	\$0
Total Cash Held in Reserve	\$1,367,497	\$1,374,829	\$7,332
Total Cash - All Accounts	\$3,718,114	\$3,842,192	\$124,078

DEBT SERVICE

Net Debt as of Current Reporting Month End \$7,208,668
(Excludes USDA vehicle and equipment loans)

MUNICIPAL CORPORATION OF CAPE CHARLES

TREASURER'S REPORT

June 30, 2020

REVENUE VS. EXPENDITURES

<u>FUND</u>	<u>CURRENT MONTH</u>	<u>PRIOR YEAR-TO-DATE</u>	<u>CURRENT YEAR-TO-DATE</u>	<u>INCREASE/ (DECREASE) YTD</u>	<u>ANNUAL BUDGET</u>	<u>% REALIZED/ EXPENDED FY19</u>
GENERAL						
REVENUE - Operating	\$85,146	\$3,285,150	\$2,821,676	\$82,421.34	\$3,580,706	78.80%
EXPENDED - Operating	\$207,992	\$2,394,864	\$2,394,324	-\$539.58	\$2,805,563	85.34%
NET	(122,846)	890,286	427,352	(462,935)	775,143	
REVENUE - CAPITAL GRANTS & LOANS	0	408,572	27,042	(381,530)	813,867	3.32%
EXPENDED - CAPITAL PROJECTS & DEBT SVC	31,756	31,756	366,926	335,170	1,589,010	23.09%
TRANSFER TO HARBOR TO TRUE UP FUND						
BALANCE	0	0	1,953,072	1,953,072	0	
TOWN CONTRIB. & PENDING GRANTS	(31,756)	139,004	(2,292,956)	(2,431,960)	(775,143)	
PUBLIC UTILITIES						
REVENUE - Operating	141,524	1,645,183	1,705,075	59,892	1,689,134	100.94%
EXPENDED - Operating	105,786	779,539	878,577	99,038	1,146,690	76.62%
NET	35,737	865,644	826,498	(39,146)	542,444	
REVENUE - CAPITAL GRANTS, LOANS, & FACILITY FEES	0	271,464	227,867	(43,596)	169,600	134.36%
EXPENDED - CAPITAL PROJECTS, DEBT SVC, & FACILITY FEES	0	797,850	711,199	(86,651)	712,044	99.88%
TOWN CONTRIB. & PENDING GRANTS	0	(526,386)	(483,331)	43,055	(542,444)	
HARBOR						
REVENUE - Operating	143,184	715,241	668,739	(46,503)	1,060,080	63.08%
EXPENDED - Operating	71,433	679,041	626,442	(52,599)	692,473	90.46%
NET	71,751	36,201	42,297	6,096	367,607	
REVENUE - GRANTS & LOANS	38,597	227,501	251,397	23,896	375,765	66.90%
TRANSFERRED FM GEN FUND TO TRUE UP FUND BALANCE AS OF JUNE 30 2019	0	0	1,953,072	1,953,072	0	
EXPENDED - Capital Projects, Debt Svc	2,559	1,144,650	643,152	(501,498)	743,372	86.52%
TOWN CONTRIB. & PENDING GRANTS	36,038	(917,149)	1,561,316	525,394	(367,607)	
SANITATION			(349,459)			
REVENUE & BUDGETED FUND BALANCE						
TRANSFER	16,424	198,016	213,852	15,836	214,546	99.68%
EXPENDED	17,105	200,327	218,771	18,443	214,546	101.97%
NET	(682)	(2,311)	(4,919)	(2,607)	0	

FY 2020 Capital Improvement Project Tracking Report

As of:

6/30/2020

	Status or Start Date	Percent of Completion	FY20 Budgeted	FY20 QTR 1 Expended	FY20 QTR 2 Expended	FY20 QTR 3 Expended	FY20 QTR 4 Expended	FY20 YTD Expended	(Over)/Under Budget
General Fund									
Wayfinding Signs	Reduced scope, in process	89%	\$ 30,000	\$ -	\$ -	\$ -	\$ 26,747	\$ 26,747	\$ 3,253
Parking lot Improvements	Complete	105%	\$ 10,000	\$ -	\$ -	\$ -	\$ 10,455	\$ 10,455	\$ (455)
Repair Exterior of Library Building Phase 2	Complete	100%	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000	\$ -
Library Upper Floor office study and prep; ADA entrances, water damage repair and ventilation at Municipal Center, cost overrun for library exterior work, \$31,655.	Library exterior excess, remainder pending Sand was moved vs. added	18%	\$ 172,000	\$ 31,655	\$ -	\$ -	\$ -	\$ 31,655	\$ 140,345
Beach Sand Replenishment	100%		\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Fishing Pier Upgrade Phase 1	Used beach maint. funds	100%	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Storm Drain CCTV & Mapping	Complete	100%	\$ 30,000	\$ -	\$ 11,846	\$ 20,188	\$ -	\$ 32,034	\$ (2,034)
Multi- Use Trail phase 2 closeout	Completed FY19, but sidewalk was damaged	0%	\$ 200,000	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000	\$ 195,000
Multi- Use Trail phase 3 Eng/Construction	Engineering	2%	\$ 750,000	\$ -	\$ 4,749	\$ 6,795	\$ -	\$ 11,543	\$ 738,457
Mason Avenue Re-striping	Engineering	16%	\$ 15,000	\$ -	\$ -	\$ -	\$ 2,390	\$ 2,390	\$ 12,610
FY19 Rebuild Entrance to Tazewell Alley & Park Row	Complete	100%	\$ 10,930	\$ 10,929	\$ -	\$ -	\$ 130	\$ 11,060	\$ (130)
Park Playground Fence, reclassified from repairs	Complete	100%	\$ 9,360	\$ -	\$ -	\$ -	\$ 9,360	\$ 9,360	\$ -
Portable Restroom - Grant of \$25,000	Complete	100%	\$ -	\$ -	\$ -	\$ -	\$ 26,150	\$ 26,150	\$ (26,150)
subtotal			\$ 1,307,290	\$ 97,584	\$ 16,594	\$ 26,983	\$ 75,232	\$ 216,394	\$ 1,090,896
Water Fund									
No projects budgeted, but these arose:			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace water softener system	100%	100%	\$ -	\$ -	\$ -	\$ -	\$ 37,453	\$ 37,453.00	\$ (37,453)
Additional work to water main to CC Brewery	100%	100%	\$ -	\$ -	\$ -	\$ -	\$ 29,415	\$ 29,414.66	\$ (29,415)
subtotal			\$ -	\$ -	\$ -	\$ -	\$ 66,868	\$ 66,868	\$ (66,868)
Sewer Fund									
4 New Mixers (Upgrades)	Complete	100%	\$ 30,000	\$ -	\$ 32,034	\$ -	\$ -	\$ 32,033.96	\$ (2,034)
Odor Reduction at Mason & Bay Ave	Complete	100%	\$ 13,000	\$ -	\$ -	\$ -	\$ 9,000	\$ 9,000.00	\$ 4,000
Washington Ave Pump Station Upgrade Phase I - electrical	Deferred	0%	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
subtotal			\$ 73,000	\$ -	\$ 32,034	\$ -	\$ 9,000	\$ 41,034	\$ 31,966
Harbor Fund									
Inner Harbor Rehab.	Carry forward into FY21	80%	\$ 253,000	\$ 15,475	\$ 5,825	\$ 60,552	\$ 68,692	\$ 150,545	\$ 102,455
In-shore Breakwater/Wave Attenuator	Complete	100%	\$ 500,000	\$ 24,250	\$ 2,240	\$ 149,084	\$ 199,046	\$ 374,619	\$ 125,381
Wi-Fi Upgrade & Server	Server complete, WiFi in process	45%	\$ 7,500	\$ -	\$ 1,019	\$ 2,389	\$ -	\$ 3,408	\$ 4,092
Shade Sail	Deferred	0%	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000
Fuel Pump Repair/Upgrade from FY19 FWD	Complete	100%	\$ 12,745	\$ 12,745	\$ -	\$ -	\$ -	\$ 12,745	\$ (0)
subtotal			\$ 781,245	\$ 52,470	\$ 9,084	\$ 212,025	\$ 267,738	\$ 541,317	\$ 239,928
Sanitation Fund									
Trash Can Replacements	Shipping costs not budgeted	100%	\$ 10,042	\$ -	\$ -	\$ 11,858	\$ -	\$ 11,857.64	\$ (1,816)
subtotal			\$ 10,042	\$ -	\$ -	\$ 11,858	\$ -	\$ 11,858	\$ (1,816)
TOTAL			\$ 2,171,576	\$ 150,055	\$ 57,712	\$ 250,865	\$ 418,838	\$ 877,470	\$ 1,294,106

*ITEMS WITH CURRENT MONTH ACTIVITY ARE IN BOLD PRINT

MUNICIPAL CORPORATION OF CAPE CHARLES
June 30, 2020

YTD 2019 Real Estate Tax Collections

Total Taxable Land Value	\$	160,149,400	
Total Improvement Value	\$	260,882,300	
Exemptions	\$	(5,731,435)	
Additional Assessments (SCC Utility)	\$	3,672,005	
Total Real Estate Value (taxable)	\$	418,972,270	
Total Budgeted	\$	1,155,000	
Total Tax Billed	\$	1,233,840	
Total Adjustments	\$	(2,951.35)	
Total Collected YTD (percent of billed)	\$	<u>1,201,206</u>	97%
Amount Due per Accounts Receivable	\$	29,681.86	

**YTD 2019 Personal Property Tax, Machinery and Tools Tax
& 2019 License Tax Collections**

Total Personal Property Value	\$	14,452,600	
2019 Initial Assessment Exonerations	\$	(154,500)	
Personal Property Value, billed	\$	14,298,100	
Total Budgeted	\$	130,000	
Total Tax Billed less PPTRA	\$	213,122	
Total Adjustments & Additional Exonerations	\$	(9,311)	
June 2019 Supplemental Billing less PPTRA	\$	33,704	
Total Collected YTD (percent of billed)	\$	<u>186,433</u>	91%
Amount Due per Accounts Receivable	\$	51,082.66	

YTD Prior Year Real Estate Tax, Personal Property Tax, Interest and Penalty Collections

Total Budgeted	\$	154,500	
Total Collected (percent of budget)	\$	<u>108,654</u>	70%
Amount Due Per Budget	\$	45,846	

