

TOWN COUNCIL
Regular Meeting & Executive Session
Cape Charles Civic Center
July 16, 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, Capital Projects Manager Bob Panek, Town Planner Allyson Finchum, Community Relations Manager Jennifer Lewis, and Town Clerk Libby Hume. There were eight members of the public physically in attendance, and 18 viewers on Facebook Live.

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

PUBLIC COMMENTS:

John Coker, Canonie Atlantic Board of Directors and Northampton County District 1 Supervisor

Mr. Coker addressed Council regarding Rail to Trail wanting to make it clear to the Council that the Canonie Board fully supported the healthy living trail along Route 13 and had been talking about this for a number of years. The Canonie Board was looking to have a trail from the Chesapeake Bay Bridge Tunnel to Hallwood, and if successful, it would be the longest trail in Virginia. The Canonie Board was currently negotiating with the Dahlgren Railroad Heritage Trail Foundation to manage this trail and working with the Virginia Department of Transportation to define what the healthy living trail would look like. It was expected that a nice trail map would be available soon. The Canonie Board was also contacted by Maryland asking to extend the trail to Pocomoke City. It was common knowledge that the Canonie Board was trying to sell the Cape Charles railroad yard so they could no longer offer to have the trail to the waterfront as originally planned. The trailhead was now planned to be near Rayfield’s Pharmacy since there was plenty of space and sidewalks to the other areas of the Town as well as a 25 MPH speed limit. He and Jim Outland were available this evening to answer any questions.

Town Clerk Libby Hume read comments received prior to the meeting from Ms. Karen Jolly Davis. (Please see attached.)

There were no other comments to be heard nor any other received prior to the meeting.

CONSENT AGENDA

- A. Approval of Agenda Format
- B. Approval of Minutes:
 - i. June 18, 2020 Special Meeting
 - ii. July 2, 2020 Public Hearing, Special Meeting & Executive Session
- C. Approval of May 31, 2020 Financial Report

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

UNFINISHED BUSINESS:

- A. *Rail to Trail Bicycle and Pedestrian Project Resolution:*

Town Manager John Hozey stated that the minutes from the December 2018 meeting were reviewed and they showed that the information provided at that time was explicit that the Town would incur the costs for maintenance outside of the town. The only significant changes were i)

the trail was to originally cross Route 13 at Stone Road, but had been changed to cross at the location of the planned traffic light and then up to Stone Road; and ii) the funding source had changed but there was still no match required from the town. Other than those changes, the plan was consistent with the prior approval.

There was some discussion about part of the trail going into Cheriton. Although a trail into Cheriton was not part of this plan, Mr. Coker informed Council that another SMART SCALE project was approved to bring a trail from Cheriton to Route 13 and things should happen in about two to three years.

There was further discussion as follows: i) Councilman Bannon stated that if the Canonic Board and Board of Supervisors were supportive of the trail, was there any possibility of getting any funding assistance from them for the maintenance of the trail? Mr. Coker reiterated that the railroad was not going to be in control of the trail, but the Dahlgren Railroad Heritage Trail Foundation might be able to assist. The Town needed to sit down with them and negotiate. Mr. Coker added that The Nature Conservancy was also looking for people to take over the second portion of the trail; ii) The current language committed the Town to ownership and maintenance of this phase of the trail, but there was nothing in the agreement preventing further negotiations about this issue; and iii) Vice Mayor Bennett thanked Libby Hume and Bob Panek for providing the information from October 2018 to refresh Council's memories regarding this item.

Motion made by Councilman Grossman, seconded by Vice Mayor Bennett, adopt Resolution 20200716 Rail-to-Trail Multi Use Path as presented.

Mayor Dize read the Resolution into the record.

The motion was approved by majority vote. Roll call vote: Bannon, yes; Bennett, yes; Buchholz, yes; Follmer, no; Grossman, yes; Holloway, yes.

Councilman Grossman added that i) The Memorandum of Agreement (MOA) outlined that the Town would name at least one representative to serve on the working group and he didn't recall that Council appointed anyone in this capacity; and ii) Bob Panek's suggestion regarding amending the MOA to update it for the current status was necessary. Both these items should be done at a future meeting. John Hozey stated that he would contact the Accomack-Northampton Planning District Commission to find out when the working group would be developed and begin their work, adding that the MOA could be amended to update the funding source. The important items of the MOA didn't change.

B. *Appointment of Zoning Administrator:*

John Hozey explained that, as stated in § 2.4.1 of the Cape Charles Zoning Ordinance, Town Council needed to appoint a zoning administrator to serve under the direction of the town manager. When advertising for the planner position, one of the requirements was for zoning administration experience. Allyson Finchum, the new planner, had extensive experience as zoning administrator and planner, and was recommended for appointment as the Town's zoning administrator.

Motion made by Vice Mayor Bennett, seconded by Councilwoman Holloway, to appoint Allyson Finchum as zoning administrator. The motion was approved by unanimous vote.

TOWN MANAGER COMMENTS

John Hozey commented on the following:

- i) General COVID-19 Update – He unfortunately had been following bad data on the Virginia Department of Health site which showed the numbers trending down since July 1. He recently discovered that the exact opposite was happening. Cases were level in most of the state except for the Hampton Roads area which was experiencing increases in the number of cases. Because of that sharp increase and the closeness of the Hampton Roads cities, just across the bridge, he

was keeping the Town under phase 2 operations until the numbers leveled off. There had been no problems in getting business done. A new call box was installed at the Town Hall to allow the public easier access to staff and services. At his press conference earlier this week, the Governor took a moderate approach, focusing more on regions and stepping up enforcement with more inspections. Contact tracing showed the majority of cases among those in the 20-29 age range largely due to social events and people not following precautions. He had heard that three businesses in Virginia Beach had lost their licenses due to safety violations.

Councilwoman Holloway asked whether the playground was opened or closed. John Hozey responded that under the Governor's phase 2 operations, playgrounds remained closed. The Governor's phase 3 orders didn't include any guidance on playgrounds, so the Cape Charles playground remained closed.

Vice Mayor Bennett added that he went to a site where you could search by zip code and the 23310 zip code showed 32 total cases. Councilwoman Holloway stated although the numbers in our area were low, our visitors were coming from other areas, especially Hampton Roads.

- ii) In the past, the Town routinely sprayed for mosquitoes and had only one provider. A second provider contacted him expressing his interest in performing this service. Prior to going out for bids for mosquito spraying, he wanted Council's input on whether it should be continued or not. No one from the public had requested the Town to spray for mosquitoes, but a number of residents asked the Town not to spray their properties and unfortunately, the spraying contractor could not skip properties. If the Town didn't have a mosquito problem, due to dry weather, should the Town continue to spray for mosquitoes? This wasn't something he would normally ask Council, but he was still too new in the area to know the mosquito trends.

Mayor Dize and Councilman Bannon preferred to continue spraying stating that the mosquitoes would get bad. Councilmen Buchholz and Follmer stated that, as long as there had been no complaints and the weather was dry, the Town could wait to spray which would save some money. Councilman Holloway stated that if the Town could avoid spraying, for environmental reasons, she would prefer not to spray.

- iii) Poseidon Water Sports currently rented jet skis, kayaks and paddle boards at the Town Harbor and many of their renters were leaving the equipment at the beachfront versus returning it to the Harbor. The owner of Poseidon Water Sports was interested in possibly starting another company to rent kayaks and paddle boards at the beach which would require setting up and storing equipment on the beach which was currently prohibited by the Town Code. If Council was open to this type of business, it would require an ordinance change.

There was discussion as follows: i) There had been another company that rented out kayaks and other equipment in the past, but the Town's rules were ignored. If the Town permitted one such business, others would ask to set up other types of businesses; and ii) Councilman Follmer suggested Poseidon Water Sports charge a security deposit to ensure return of the equipment to the Harbor. Other members of Council were in agreement with this resolution.

- iv) Northampton County Administrator Charlie Kolakowski contacted John Hozey to notify him that the Joint Industrial Development Authority (JIDA) wanted to change their name to the Economic Development Authority and that the County was developing a small business grant program using some of the CARE money. They were asking the incorporated towns to provide 20% of their CARE money for the program as well. John Hozey stated that he was not in favor of providing any of the Town's CARE funding for this purpose and asked for Council's input.

There was discussion as follows: i) Cape Charles had more businesses than other towns; ii) Cape Charles already contributed more money with transient occupancy taxes, meals and sales tax, etc. The amount contributed by Cape Charles versus other towns was lopsided; iii) The grant program being developed by the Town and Cape Charles Main Street (CCMS) using funding from the Department of Housing and Community Development (DHCD) Community Development Block

Grant (CDBG) would provide better benefits to the businesses in the Town; and iv) There was a general consensus not to participate in the County's grant program.

Mayor Dize noted that John Burdiss was the Town's representative on the JIDA. He had been mayor for two years and had not heard any updates from Mr. Burdiss. Libby Hume offered to reach out to Mr. Burdiss to have him attend a future Council meeting to provide an update.

- v) During the budget process, he had recommended reviewing the Fiscal Year (FY) 2021 budget in September for a possible budget amendment. The date was picked arbitrarily due to September being the beginning of the second quarter. If the review was done in September, the Town would only have data through July. He suggested delaying the review until October when we would have data for July and August as well as fiscal year-end 2020. Council agreed that it would be more efficient to delay the review until October.

MAYOR AND COUNCIL COMMENTS

Councilman Grossman commented as follows: i) He welcomed Allyson Finchum and added that during the months when the Town was without a planner, two employees, Jeb Brady and Tracy Outten, stepped up and went above and beyond to help the department; ii) He had brought up the issue of affordable housing in the past and had recently spoken with Charlie Kolakowski and found out that DHCD would be finalizing the grants on July 22 and the Town might be able to get grant funding for a study on affordable housing.

Councilwoman Holloway comments as follows: i) CCMS was working closely with the Town on the DHCD CDBG grant which had been submitted. She was confident that the Town would be awarded the grant. Two public hearings were needed, and John Hozey was taking care of those; and ii) The CCMS designation application was on the Governor's desk for approval.

Councilman Buchholz gave kudos to Councilwoman Holloway for her relentless effort to get the porta potty unit for the business district. It had taken a couple of years but it was now in place.

Vice Mayor Bennett and Councilmen Bannon and Follmer had no additional comments.

Mayor Dize commented as follows: i) He thanked Councilman Grossman for volunteering as planner for the last several months. Councilman Grossman kept things running smoothly with the help of staff; ii) He welcomed Allyson Finchum to the Town; and iii) He thanked CCMS for putting together the reception for the Virginia Living Magazine winners. It was impressive that 27 businesses in Cape Charles won awards. A lot of people invested a lot of time and money in this Town it was special to see the awards given out. Councilwoman Holloway thanked the volunteers who helped with the event.

Mayor Dize read the announcements.

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

The meeting recessed at 7:05 p.m. Staff, with the exception of John Hozey and Bob Panek, and the members of the public left the meeting. Also, in attendance for a portion of the meeting were Messrs. Clifton Parker, John Aulbach, Daniel Hingley and Brent Hutchinson from Aqua Virginia.

At 7:16 p.m. Mayor Dize called the meeting back to order.

Motion made by Vice Mayor Bennett, seconded by Councilman Grossman, 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 3: Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

Specifically: Discussion of unsolicited proposal from AQUA Virginia, Inc. to acquire the water and wastewater utility system assets of the town, to include negotiations regarding operational, financial, and capital implications, as well as impacts on current and future utility rates.

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 Bannon, seconded by Councilman Grossman, to adjourn the Town Council Regular Meeting and Executive Session. The motion was approved by unanimous vote.

The meeting adjourned at 9:31 p.m.

Mayor Dize

Town Clerk

**Comments & Information Provided in Writing
July 16, 2020 Town Council Regular Meeting**

Karen Jolly Davis, 5 Randolph Avenue
To the Town Council:

I live at 5 Randolph Ave. near Bay. This summer, the sidewalks are a river of young families streaming to and from the beach. Every day, troops of young parents haul wagons full of toys, chairs and tents for their day in the sun. I enjoy the daily parade, and am amazed by the number of people on our beach.

However, since the demographics of our town have suddenly changed, we need to look at our emergency plans to see if they match the needs of our population.

In the summer months, we have many hundreds of small children in town. In an emergency, we would need to have resources for all those children--appropriate food, diapers, etc. Rescuing hundreds of toddlers and infants may have totally different parameters than the ones we have established for the safety of our full time, older, population.

Also, the public works crews need to be especially vigilant about cleaning the beaches. Chad already found one diaper buried in the sand. God forbid there should be more.

When the water gets very warm this summer, the possibility of massive fecal contamination rises, as even one baby poop leaking from a wet diaper (and there could be many) could breed quickly. If the beach is closed due to ecoli, we will get a bad reputation. Nobody wants to put their children in contaminated water.

In closing, our public safety policies and procedures should focus on the needs of infants and small children, because we suddenly have hoards of them.

May 2020 Treasurer's Report

Page 1 – Cash Position

- US Bank remitted accumulated interest earned via check. This is done at least twice a year. This account is the reserve account required per the debt covenant with Virginia Resources Authority for the interest free loan on the new wastewater treatment plant.

Page 2 – Revenue vs. Expenditures

- \$1,953,072 in cash was transferred to the harbor fund, to account for general fund contributions to debt service and capital projects (breakwaters) for several years. This accounting entry was made to net and make true the General and Harbor fund (and cash) balances.

Page 3 – Capital Projects

- \$23,531 was expended for the purchase of a two-stall portable restroom. The purchase cost and a portion of the installation was provided by a grant from Northampton County. Cape Charles Main Street applied for the grant. The unit will be installed by town staff and an electrical contractor.
- \$89,957 was expended for the in-shore breakwater and wave attenuator. This project is now complete.
- \$14,503 was paid for the inner harbor rehabilitation project.

Page 4 – Tax Collection Rate

- No comments.

Page 5 – Tax Revenue Trends

- Transient Occupancy, Sales and Meals tax COVID-19 impact will not be as apparent until the financial year has been closed, however the harbor impact is immediate and can be seen by the \$17,000 decrease from 2019 May revenue.
- Building and Planning fees appear to have been affected little, if at all, by the pandemic.

MUNICIPAL CORPORATION OF CAPE CHARLES
TREASURER'S REPORT
May 31, 2020

<u>Cash on Hand</u>	<u>4/30/2020</u>	<u>5/31/2020</u>	<u>Increase/ (Decrease)</u>
Atlantic Union Bank Checking Account	\$486,139	\$528,544	\$42,405
Atlantic Union Bank Money Market Account	\$975,498	\$825,498	-\$150,000
LGIP Account 1 - Unrestricted	\$103,971	\$104,030	\$59
LGIP Account 2 - Unrestricted	\$299,016	\$299,205	\$189
PNC SNAP Account - no longer restricted	\$544,367	\$544,367	\$0
PNC SNAP Account Interest	\$48,637	\$48,973	\$336
Total Cash On Hand	\$2,457,627	\$2,350,617	-\$107,346

<u>Restricted and Reserved Cash Balances</u>	<u>4/30/2020</u>	<u>5/31/2020</u>	<u>Increase/ (Decrease)</u>
Atlantic Union Bank Savings Account - Facility Fees Rsrvd (Utilities)	\$1,071,615	\$1,071,616	\$1
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	\$2,757	\$0
US Bank - Reserved per VRA Interest Free Loan Requirements	\$259,081	\$257,581	-\$1,500
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	\$1,368,996	\$1,367,497	-\$1,499
Total Cash - All Accounts	\$3,826,624	\$3,718,114	-\$108,509

DEBT SERVICE

Net Debt as of Current Reporting Month End \$7,208,668

MUNICIPAL CORPORATION OF CAPE CHARLES

TREASURER'S REPORT

May 31, 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	\$47,626	\$3,111,499	\$2,582,917	\$82,421.34	\$3,580,706	72.13%
EXPENDED - Operating	\$194,312	\$2,164,095	\$2,178,157	\$14,061.57	\$2,805,563	77.64%
NET	(146,685)	947,404	404,761	(542,643)	775,143	
REVENUE - CAPITAL GRANTS & LOANS	0	22,402	2,042	(20,360)	813,867	0.25%
EXPENDED - CAPITAL PROJECTS & DEBT SVC	48,343	465,851	343,271	(122,580)	1,589,010	21.60%
TRANSFER TO HARBOR TO TRUE UP FUND						
BALANCE	0	0	1,953,072	1,953,072	0	
TOWN CONTRIB. & PENDING GRANTS	(48,343)	(443,449)	(2,294,301)	(1,850,852)	(775,143)	
PUBLIC UTILITIES						
REVENUE - Operating	136,592	1,490,746	1,563,485	72,739	1,689,134	92.56%
EXPENDED - Operating	60,049	787,316	771,791	(15,525)	1,146,690	67.31%
NET	76,543	703,430	791,694	88,264	542,444	
REVENUE - CAPITAL GRANTS, LOANS, & FACILITY FEES	10,600	176,064	227,867	51,803	169,600	134.36%
EXPENDED - CAPITAL PROJECTS, DEBT SVC, & FACILITY FEES	10,600	732,908	712,199	(20,709)	712,044	100.02%
TOWN CONTRIB. & PENDING GRANTS	0	(556,844)	(484,331)	72,513	(542,444)	
HARBOR						
REVENUE - Operating	45,967	601,957	525,555	(76,402)	1,060,080	49.58%
EXPENDED - Operating	37,574	615,597	555,010	(60,587)	692,473	80.15%
NET	8,393	(13,640)	(29,456)	(15,816)	367,607	
REVENUE - GRANTS & LOANS	81,120	32,841	212,800	179,959	375,765	56.63%
TRANSFERRED FM GEN FUND TO TRUE UP FUND BALANCE	0	0	1,953,072	1,953,072	0	
EXPENDED - Capital Projects, Debt Svc	104,460	1,158,528	640,594	(517,934)	743,372	86.17%
TOWN CONTRIB. & PENDING GRANTS	(23,339)	(1,125,687)	1,525,279	697,894	(367,607)	
SANITATION						
REVENUE	16,397	147,802	183,728	35,926	214,546	85.64%
EXPENDED	34,350	131,291	201,666	70,375	214,546	94.00%
NET	(17,953)	16,511	(17,937)	(34,448)	0	

FY 2020 Capital Improvement Project Tracking Report

As of:
5/31/2020

	FY19 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	Pending	0%	\$ 68,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 68,000
Parking lot Improvements	Pending	63%	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 6,330	\$ 3,670
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	11%	\$ 300,000	\$ 31,655	\$ -	\$ -	\$ -	\$ 31,655	\$ 268,345
Beach Sand Replenishment	Pending	0%	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Fishing Pier Upgrade Phase 1	Pending		\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Storm Drain CCTV & Mapping	Complete	107%	\$ 30,000	\$ -	\$ 11,846	\$ 20,188	\$ -	\$ 32,034	\$ (2,034)
Multi- Use Trail phase 2 closeout	Completed FY19, but sidewalk was damaged	3%	\$ 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
Park Playground Fence, reclassified from repairs FY19 Rebuild Entrance to Tazewell Alley & Park Row	Complete	100%	\$ 9,360	\$ -	\$ -	\$ -	\$ 9,360	\$ 9,360	\$ -
	Complete	101%	\$ 10,930	\$ 10,929	\$ -	\$ -	\$ 130	\$ 11,060	\$ (130)
Portable Restroom - primarily grant funded	Pending Installation	80%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,531	\$ (23,531)
subtotal			\$ 1,458,290	\$ 97,584	\$ 16,594	\$ 26,983	\$ 9,490	\$ 180,513	\$ 1,277,777
Water Fund									
No projects budgeted		#DIV/0!	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
subtotal			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer Fund									
4 New Mixers (Upgrades)	Complete	100%	\$ 30,000	\$ -	\$ 32,034	\$ -	\$ -	\$ 32,033.96	\$ (2,034)
Odor Reduction at Mason & Bay Ave	Pending	0%	\$ 13,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,000
Washington Ave Pump Station Upgrade Phase I - electrical	Deferred	100%	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
subtotal			\$ 73,000	\$ -	\$ 32,034	\$ -	\$ -	\$ 32,034	\$ 40,966
Harbor Fund									
Inner Harbor Rehab.	Construction	58%	\$ 253,000	\$ 15,475	\$ 5,825	\$ 60,552	\$ 66,134	\$ 147,986	\$ 105,014
In-shore Breakwater/Wave Attenuator	Construction	75%	\$ 500,000	\$ 24,250	\$ 2,240	\$ 149,084	\$ 199,046	\$ 374,619	\$ 125,381
Wi-Fi Upgrade & Server	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	\$ 265,179	\$ 538,758	\$ 242,487
Sanitation Fund									
Trash Can Replacements		100%	\$ 10,042	\$ -	\$ -	\$ 11,858	\$ -	\$ 11,857.64	\$ (1,816)
subtotal			\$ 10,042	\$ -	\$ -	\$ 11,858	\$ -	\$ 11,858	\$ (1,816)
TOTAL			\$ 2,322,576	\$ 150,055	\$ 57,712	\$ 250,865	\$ 274,670	\$ 763,163	\$ 1,559,414

*ITEMS WITH CURRENT MONTH ACTIVITY ARE IN BOLD PRINT

MUNICIPAL CORPORATION OF CAPE CHARLES
May 31, 2020

YTD 2019 Real Estate Tax Collections

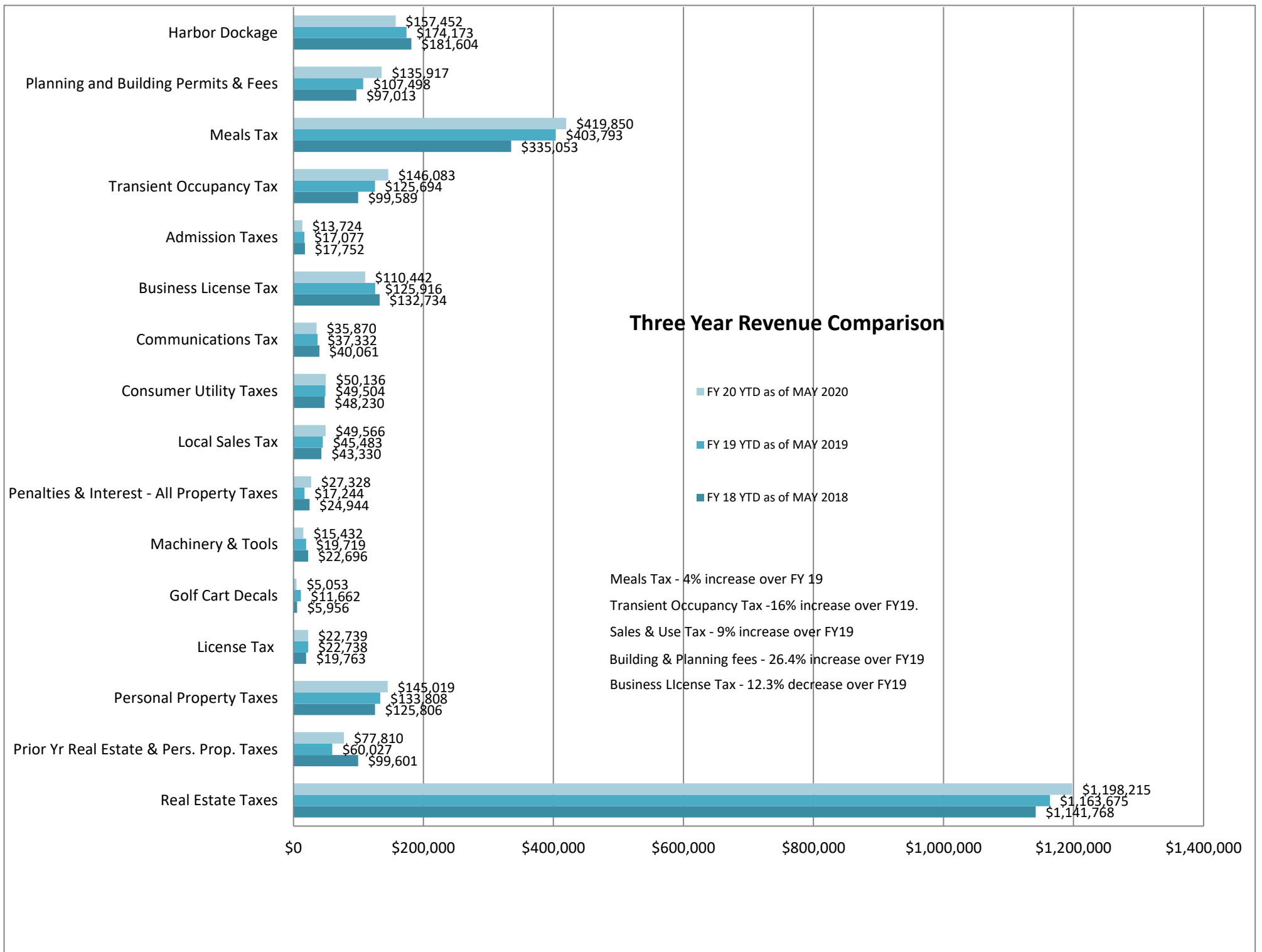
Total Taxable Land Value	\$	160,149,400	
Total Improvement Value	\$	260,882,300	
Exemptions	\$	(5,731,435)	
Additional Assessments (SCC Utility)	\$	3,672,005	
Total Real Estate Value (taxable)	\$	418,972,270	
Total Budgeted	\$	1,155,000	
Total Tax Billed	\$	1,233,840	
Total Adjustments	\$	(2,951.35)	
Total Collected YTD (percent of billed)	\$	<u>1,198,215</u>	97%
Amount Due per Accounts Receivable	\$	32,673.60	

**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	\$	(9,477)	
Total Collected YTD (percent of billed)	\$	<u>183,190</u>	90%
Amount Due per Accounts Receivable	\$	20,454.77	

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

Total Budgeted	\$	154,500	
Total Collected (percent of budget)	\$	<u>105,137</u>	68%
Amount Due Per Budget	\$	49,363	





*Municipal Corp. of
Cape Charles*

The undersigned Clerk of the Council of the Town of Cape Charles, Virginia (the “Town”), hereby certifies that:

1. A meeting of the Council of the Town (the “Council”) was duly called and held on July 16, 2020 (the “Meeting”).
2. Attached hereto is a true, correct and complete copy of Resolution 20200716 (the “Resolution”) of the Town entitled as recorded in full in the minutes of the Meeting, duly adopted by a majority of the members of the Council present and voting during the Meeting.
3. A summary of the members of the Council present or absent at the Meeting and the recorded vote with respect to the foregoing Ordinance as set forth below:

<u>Member Name</u>	<u>Present</u>	<u>Absent</u>	<u>Voting</u>		
			<u>Yes</u>	<u>No</u>	<u>Abstaining</u>
William Dize, Mayor	X				
Chris Bannon	X		X		
Steve Bennett	X		X		
Andy Buchholz	X		X		
Andrew Follmer	X			X	
Paul Grossman	X		X		
Tammy Holloway	X		X		

4. The Resolution has not been repealed, revoked, rescinded or amended and is in full force and effect on the date hereof.

Witness my signature and the seal of the Town of Cape Charles, Virginia this 16th day of July 2020.

Clerk of the Council
Town of Cape Charles, Virginia

(Seal)

RESOLUTION 20200716

Cape Charles Town Council Rail-to-Trail Multi-Use Path

WHEREAS, the Town of Cape Charles considers bicycle and pedestrian infrastructure to be important to the region by providing recreation and transportation opportunities, as well as the possibility of economic and community development; and

WHEREAS, implementation of the rail-to-trail bicycle and pedestrian project in and around the Town of Cape Charles will contribute to safer transportation and positive economic impact in the Town and surrounding areas; and

WHEREAS, businesses in and surrounding the Town of Cape Charles may benefit from the construction of a bicycle and pedestrian path.

NOW, THEREFORE, BE IT RESOLVED that the Cape Charles Town Council hereby requests assistance from the Accomack-Northampton Planning District Commission in preparation and submission of a project application to the Virginia Department of Transportation through its SMART SCALE 2020 Application Process for construction of a multi-use trail between Mason Avenue and U.S. Route 13, largely falling within the railroad Right of Way, within and surrounding the incorporated Town of Cape Charles.

ADOPTED this the 16th day of July 2020.

By: _____
Mayor

ATTEST:

Town Clerk