



TOWN COUNCIL
Work Session
Cape Charles Civic Center
July 9, 2015
6:00 p.m.

At 6:00 p.m., Mayor George Proto, having established a quorum, called to order the Town Council Work Session. In addition to Mayor Proto, present were Vice Mayor Bannon, Councilman Brown and Councilwoman Natali. Councilmen Bennett, Godwin and Wendell were not in attendance. Also in attendance were Town Manager Brent Manuel, Town Planner Larry DiRe, Treasurer Deborah Pocock and Town Clerk Libby Hume. There were no members of the public in attendance.

Mayor Proto stated that since the original resolution establishing the library and library board, dated February 14, 1949, had been located, this item would be removed from the agenda. The business for the evening would be to review and discuss: i) Relocation of the Dolphin at the Cape Charles Beach; and ii) Partial Tax Exemption Request from Gary Williams/BayView Engraving.

A. *Library Board*

Councilwoman Natali read an item from Code of Virginia § 42.1-35 which stated that “any county or city entitled to representation of a library board of a library system of another jurisdiction pursuant to § 42.1-34 shall appoint a member to serve for a term of four years, or until the contract is terminated ...” and suggested that staff inquire regarding the possibility of a town-appointed representative to serve on the Eastern Shore Public Library Board. The current representative was appointed by the County.

B. *Relocation of Dolphin at the Cape Charles Beach*

Town Manager Brent Manuel informed Council that a suggestion was received from a citizen to relocate the dolphin statue at the beachfront since it was overshadowed in its current location by the beach pavilion. The suggestion was to move the dolphin a block or two north near one of the entrances to the beach so it could become a distinct landmark on the beach path which would eventually become part of the proposed Art Walk. Brent Manuel went on to state that he had spoken with Public Works/Public Utilities Director Dave Fauber who told him that it would be fairly easy to relocate the dolphin and the cost would be minimal. If Council had no objections, staff would make plans for the relocation.

Councilman Brown added that the dolphin was initially in another location and was a fountain but was damaged when it toppled over due to people climbing over it. There was some discussion regarding possible locations, needed maintenance and a base to ensure that it would be secure. Council was in agreement to allow staff to determine the best location for visibility, construct a platform to ensure stability and organize the move.

C. *Partial Tax Exemption Request – Gary Williams/BayView Engraving*

Brent Manuel stated that he and Town Planner Larry DiRe met with Mr. Gary Williams on May 29, 2015 regarding a rehabilitated structures tax exemption for the commercial property at 309 Mason Avenue. The Town’s program paralleled the County’s program and Mr. Williams stated that he had not realized that the Town had a separate process from the County.

Treasurer Deborah Pocock informed Council that the amount of the tax exemption amounted to \$200.30 per year for a period of 10 years.

There was some discussion regarding simplifying the process so property owners would not have to go through the process twice – once with the county and again with the town. This would also be the case with the Elderly and Handicapped Tax Relief Program. Brent Manuel stated that he had spoken with staff and a form could possibly be developed informing property owners of any available incentives. The property owner would acknowledge that they were made aware of any programs and whether they were interested in participating or not.

Mayor Proto agreed with the development of the form and added that a checklist should also be developed so property owners would know the processes for building or renovating their properties. Brent Manuel stated that he, Larry Dire and Code Official Jeb Brady had discussed a possible flowchart outlining the process.

Councilwoman Natali stated that there were a number of opportunities to inform property owners of available incentives: i) The Town should ask the county to inform a property owner of a similar program through the town; ii) Provide the Historic District Review Board with a checklist of available programs so they could inform the property owner at time of application review; and iii) Staff should also notify the property owner of any available programs during the building permit process. Councilwoman Natali concluded by stating that the town had come a long way since she moved here but there was always room for improving processes.

Town Clerk Libby Hume informed Council that this item would be on the July 16, 2015 regular meeting agenda for a vote.

Motion made by Vice Mayor Bannon, seconded by Councilman Brown, to adjourn the Town Council Work Session. The motion was approved by unanimous vote.

Mayor Proto

Town Clerk