



**TOWN COUNCIL
Regular Meeting
Civic Center
March 17, 2016
6:00 p.m.**

At approximately 6:00 p.m. Mayor George Proto, having established a quorum, called to order the Regular Meeting of the Town Council. In addition to Mayor Proto, present were Vice Mayor Bannon, Councilmen Bennett, Godwin and Wendell, and Councilwoman Natali. Councilman Brown was not in attendance. Also in attendance were Town Manager Brent Manuel, Treasurer Deborah Pocock, Planner Larry DiRe, Harbor Master Charlie Farlow and Town Clerk Libby Hume. The majority of the Department Heads were in attendance as well as 9 members of the public.

Mayor Proto called for a moment of silence followed by the recitation of the Pledge of Allegiance.

RECOGNITION OF VISITORS / PRESENTATIONS

A. *Cape Charles Museum – Kimb Denny, Executive Director*

Ms. Denny introduced herself as the new executive director of the Cape Charles Historical Society and thanked Council for the opportunity to provide them with information regarding the Society's Farmers Market. Public markets had become the heart of communities and provided common ground for social and economic activity. There were a number of excellent small markets along the Shore but nothing to bring consumers, locals and tourists together to strengthen the community. Tourism was increasing and there was a lot of building and renovations going on in Cape Charles. A number of smaller groups had discussed farmers markets in the past and the Society was fortunate in bringing a number of the smaller groups together, with assistance from Karen Gay, Barbara O'Hare and Kathleen Coalter, to organize the Farmers Market which would be held every Tuesday from May 3rd through October 25th from 4:00 p.m. to 7:00 p.m. and possibly later in the peak of summer. There was also a possibility of a Holiday Market in November. It was being marketed via social media and information would be provided for the town's website. She would also keep Recreation Coordinator Jen Lewis informed.

Mayor Proto stated that it was a wonderful idea and thanked Ms. Denny for providing the information.

PUBLIC COMMENTS:

Phil Goetkin, 602 Jefferson Avenue

Mr. Goetkin began by thanking the Cape Charles Museum for organizing a farmers market and added that he was looking forward to it and may volunteer. Mr. Goetkin went on to address the Council as follows: i) He walked the beach every day. The LOVE Sign, which was the most photographed area in Cape Charles, had been relocated by the fishing pier. He asked that it be moved about 50' to the west so the backdrop would be the Chesapeake Bay and not Bayshore Concrete; and ii) The sand dunes at the beach were great but the beach entrances and the fishing pier were covered with sand. He knew that the Town staff was working hard and suggested that periodically, especially after storms, the Town ask for volunteers to help clear the wooden decks, especially by the fishing pier. Older people or those in wheel chairs could not walk over the sand to get to the beach or onto the fishing pier which needed to be kept clear.

Town Clerk Libby Hume read an email from Bill Prickett, 210 Tazewell Avenue, regarding the Oyster Farm Sign Request. (Please see attached.)

There were no other public comments to be heard nor any other written comments submitted prior to the meeting.

CONSENT AGENDA – APPROVAL OF AGENDA FORMAT:

Motion made by Vice Mayor Bannon, seconded by Councilman Bennett, to approve the agenda format as presented. The motion was approved by unanimous vote.

CONSENT AGENDA – APPROVAL OF MINUTES:

The Town Council reviewed the minutes of the February 11, 2016 Work Session, the February 18, 2016 Regular Meeting, the February 22, 2016 Public Hearing and Special Meeting, the March 1, 2016 Town Council/Planning Commission Joint Public Hearing and Meeting, and the March 3, 2016 Work Session.

Motion made by Councilwoman Natali, seconded by Councilman Bennett, to approve the minutes from the February 11, 2016 Work Session, the February 18, 2016 Regular Meeting, the February 22, 2016 Public Hearing and Special Meeting, the March 1, 2016 Town Council/Planning Commission Joint Public Hearing and Meeting, and the March 3, 2016 Work Session as presented. The motion was approved by unanimous vote.

DEPARTMENT REPORTS:

A. Treasurer's Report:

Treasurer Deborah Pocock reviewed the Treasurer's report dated February 29, 2016 which showed the Total Cash on Hand of \$1,705,227, the Total Cash Held in Reserve was \$1,466,404 and the Total Cash – All Accounts was \$3,171,631. Deborah Pocock went on to review the Debt Service, Revenue vs. Expenditures, the FY 2016 Capital Improvement Project Tracking Report, the YTD 2016 Real Estate, Personal Property, Machinery and Tools Tax & 2016 License Tax Collections, the YTD Prior Year Real Estate Tax, Personal Property Tax, Interest and Penalty Collections and the Three Year Revenue Comparison.

Motion made by Vice Mayor Bannon, seconded by Councilwoman Natali, to accept the Treasurer's Report as submitted. The motion was approved by unanimous vote.

B. Planning Commission and Boards:

Town Planner Larry DiRe updated Council regarding the next phase of the U.S. Army Corps of Engineers (USACE) Harbor Dredge Project. Staff met with the USACE project manager on March 16th and the USACE was hoping to award the contract on March 25th. The project was to dredge the outer channel with sand placement on the Cape Charles Beach, presumably the north end, and on the uplands site.

There was much discussion regarding the sand placement on the beach and Council suggested that staff contact the USACE to request placement of sand fencing to help keep the sand on the beach vs. having it blow across the street, onto the pier and back into the channel which would undermine the dredging work.

C. Other Departments:

Code Enforcement:

Code Official Jeb Brady stated that he did not have anything to add to his written report. There were no questions from Council.

Town Harbor:

Harbor Master Charlie Farlow reported the following: i) Crabbing season had begun and crabbers were bringing their crab pots into the Harbor; ii) The proposed Harbor budget had been submitted; and iii) The breakwater section had been completed and all barges and equipment had been removed. He took Assistant Town Manager Bob Panek and the architect to the breakwater site to inspect the work and all looked great.

Cape Charles Memorial Library:

Librarian Ann Rutledge reported the following: i) In an effort to reach out to the 10-14 year old population, which were difficult to reach, the Library held a Tween Program and provided games for them to play. 28 kids attended and all had a great time; ii) Staff attended a science initiative and PTA meeting at Kiptopeke Elementary School. Eight library cards were distributed; and iii) It was unfortunate that the Eastern Shore Community College's Employability Workshops did not work out, but she thanked the Friends of the Cape Charles Memorial Library for their efforts to help organize the program.

Police Department:

Chief Jim Pruitt stated that the police department office was under construction after the wastewater issue in the Town Hall earlier in the week.

Public Utilities/Public Works Departments:

Town Manager Brent Manuel stated that Dave Fauber was on vacation and asked if there were any questions from Council.

Mayor Proto asked whether the root cause of the wastewater equipment failures had been determined. Brent Manuel stated that the engineers were working on a response. Once their response had been received it would be provided to the Council.

The following questions were asked by Council and would be forwarded to Dave Fauber for his responses: i) Councilwoman Natali asked about the status of the mold remediation and minor construction on the second floor of the Library. Brent Manuel stated that he thought the work would be contracted out for completion; ii) Councilman Bennett stated that the water and wastewater production levels were in proportion the last few months and noted that in February, the wastewater production exceeded water production by over 1M gallons and asked for a statement from Dave Fauber. Councilman Wendell stated that he thought the manhole repairs were supposed to have resolved this issue and wondered where the additional wastewater was coming from; iii) Mayor Proto asked when the alleys would be trimmed; iv) Councilman Wendell suggested that the Public Works crew take time off from picking up sticks and brush to clean up the sand on the boardwalk and fishing pier; v) Councilman Wendell added that he didn't know why the Town contracted so much work out. Staff should prioritize their tasks to get it done without adding extra expenses; and vi) Councilwoman Natali asked whether the work on the new playground equipment had started yet. Chief Pruitt responded that the Public Works crew had been helping this week with the clean-up of the police department which was an emergency.

Recreation Department:

Brent Manuel stated that Recreation/Community Events Coordinator Jen Lewis was not in attendance. With the predicted storm this weekend, a rain date for the Easter Egg Hunt was set for the following Friday, March 25th.

OLD BUSINESS

A. *Harbor Breakwater Construction Update*

Brent Manuel stated that Bob Panek and Tom Langley from Langley & McDonald went to inspect the breakwater. The project was complete and the final payment was posted. The Town was still holding the retainage. Deborah Pocock added that the cost to the Town was about \$110K.

B. *Zoning Ordinance Text and Map Amendments*

Larry DiRe stated that a number of Zoning Ordinance text and map amendments were reviewed by both the Planning Commission and Town Council and a joint public hearing was held on

March 1, 2016 with no public comments received. The Planning Commission recommended Council approval of the proposed amendments as presented at the public hearing.

Motion made by Councilman Bennett, seconded by Councilwoman Natali, to approve the Zoning Ordinance text and map amendments as presented. The motion was approved by unanimous vote.

NEW BUSINESS:

A. The Oyster Farm at Kings Creek Sign Request:

Larry DiRe stated that Town Code section 6-4 permitted signs in public places with Council approval. A request was submitted by The Oyster Farm for permission to erect a 2' x 3' sign on the Town-owned lots at the corner of Fig Street and Randolph Avenue.

Mayor Proto invited Mr. Bill Parr, representing The Oyster Farm, to speak regarding their request.

Bill Parr stated that Mr. Prickett raised some valid issues but added that he would provide reasons why Mr. Prickett's concerns were not well grounded. The Oyster Farm was not a business but a conglomeration of 11 businesses which generated a lot of revenue for the Town. It was a large area of commerce on the fringe of the Town. Since the wayfinding signs were not as evolved as they should be, there was need for the requested signage. The people coming to The Oyster Farm also shopped in the other stores in the Town. The Oyster Farm brought hundreds of people into the Town for events and the people needed to be able to find them. Mr. Parr reiterated that The Oyster Farm was different and hoped that their modest request would be granted.

There was much discussion regarding the following: i) Council was in agreement that The Oyster Farm brought people into the Town; ii) Council was concerned regarding setting a precedent of allowing businesses to place signs on Town-owned property; iii) Councilman Bennett encouraged the Town staff to move forward with the wayfinding signs which would offer directional signs to other businesses also. Wayfinding signs were critical and needed to be located where they were most helpful; iv) It was unlikely that wayfinding signs could be designed and placed during the 2016 season; v) The majority of the Council were in agreement to allow The Oyster Farm to place temporary signage, similar to the businesses on Strawberry Street, at the corner of Fig Street and Randolph Avenue until a wayfinding sign could be placed there; and vi) Chief Pruitt expressed his concern regarding placement of the sign in a location so as not to block visibility for drivers.

Motion made by Vice Mayor Bannon, seconded by Councilman Godwin, to allow The Oyster Farm to place a 2' x 3' temporary sign on the Town-owned property at the corner of Fig Street and Randolph Avenue in a location approved by Chief Pruitt. The motion was approved by majority vote with Councilman Wendell abstaining.

B. Commercial-3 District Review Body Designation:

Larry DiRe stated that the Commercial-3 (C-3) District had a footprint partially in the Historic Overlay District and in that area new construction/design would be reviewed by the Historic District Review Board (HDRB). The Zoning Ordinance limited the HDRB's jurisdiction to the Historic District which covered part of the C-3 District as well. The ordinance stated that plans for construction in the C-3 District needed to be approved by a review body designated by the Town Council. At this time the portion of the C-3 District outside the Historic District did not have a designated review body.

Motion made by Councilman Bennett, seconded by Vice Mayor Bannon, to designate the Historic District Review Board as the review body cited in Zoning Ordinance Article III, Section 3.8.F for parcels in the Commercial-3 District lying outside the Historic District Overlay boundary.

There was much discussion regarding the applicable guidelines for construction in the C-3 District lying outside the Historic District Overlay. Councilman Bennet suggested the Planning Commission review the issue and provide a recommendation regarding whether the existing Historic District Guidelines could possibly be amended so it could also be used in the C-3 District outside of the Historic District Overlay or a separate set of guidelines were needed for that district.

The motion was approved by unanimous vote.

C. Harbor Rates Comparison:

Charlie Farlow stated that the 2016 Harbor rate comparison was performed and the Town Harbor rates were within 2%-5% of other comparable marinas in the area. (Please see attached.) A monthly payment option would be brought back next year as well. Council reviewed the current payment options and although a monthly option was not available, a number of slip holders continued to pay on a monthly basis at the same rate as those paying quarterly, but more staff time was needed for the monthly customers. The proposed monthly amount would be slightly higher than the quarterly amount due to the additional staff time needed to process the additional billings and payments. No adjustments would be made at this time but the rates would be revisited in October 2016 for the 2017 season.

Councilman Wendell asked about the 5% discount for residents of the Town and added that if someone was fortunate enough to have a boat, they should pay the regular rate vs. the Harbor losing money and the deficit having to be funded by all the taxpayers. Favoritism to Town residents should be for first choice of slip. Mayor Proto stated that this issue would be revisited in October.

D. Grounds Maintenance Contract Extension:

Brent Manuel stated that an Invitation for Bids for Grounds Maintenance Service was published on November 26, 2014 with a submittal deadline of December 16, 2014. The contract was awarded to Eastern Shore Landscape Management, Inc. (now Browder-Hite) and was signed in April 2015. The contract allowed for three one-year extensions. This would be the first extension. Some changes were made to the base list of areas to be mowed, reducing the overall service area. With those changes, the base bid for mowing services decreased to \$20,305 and the maintenance of Central Park was \$15,705 and included mowing, fertilization, aeration, herbicide spraying, mulching, pruning and irrigation.

Motion made by Vice Mayor Bannon, seconded by Councilman Bennett, to approve a one-year extension of the Grounds Maintenance Service Contract, including maintenance of Central Park with Browder-Hite. The motion was approved by unanimous vote.

VICE MAYOR AND COUNCIL COMMENTS

Councilwoman Natali asked for an explanation of Nixle, why the Town was asking people to sign up for it, and the benefits to those that signed up. Town Clerk Libby Hume explained that Nixle was an opt-in communication system which was a subsidiary of Everbridge which was the system used by Northampton County. When Northampton County first contracted with Everbridge, the Town was told that it could use Everbridge for a variety of communications with the Town residents. The Town advertised and asked the residents to sign up. Unfortunately, the County was not able to isolate the service area to just the Town limits so the service was not useful. The Town contracted with Nixle which serviced smaller localities and law enforcement agencies. Initially, the Town was asking for individuals to sign up for general communications for emergencies, water flushes, etc. With Nixle, the Town had the capability of creating numerous groups so messages could be targeted to transient boaters, visitors to the Town, Police Department messages, etc. We are looking forward to getting the system running to enable us to enhance our communications with the Town residents and visitors.

Vice Mayor Bannon stated that he was recently at an event at Vacluse Shores and was asked about the crime in Cape Charles. The newspapers used mailing addresses to determine the location of crimes and unfortunately, Cape Charles covered the southern portion of Northampton County and not just the Town limits. Vice Mayor Bannon asked Ron West, reporter for the Eastern Shore Post, whether anything could be done regarding this matter. Mr. Ron West responded that the reports were based on the individual's mailing address and could not be isolated to just the Town limits.

Councilman Bennett stated that he was out of town for business and unable to attend the meeting for the mid-year budget review. He noticed that some additional funds were available and would like to try to get the Virginia Main Street Program moving. Wayfinding signs were very important. He had previously asked Larry DiRe to slow down regarding the wayfinding signs so they could be completed under the Main Street Program, but when legitimate requests from businesses were received, the Town needed to move forward. He would like to see if any of the available funds could be designated to get the Main Street Program rolling. Main Street would be a significantly beneficial program for the Town and surrounding area.

Councilman Godwin stated that he did not have any further comments.

Councilman Wendell commented as follows: i) The farmers market was one of the best things he had heard in a long time. He had hoped that the Town could negotiate with Patrick Hand for a farmers market in the downtown area, but the Museum/Welcome Center would be a good alternate location. He hoped the Town would do what it could to support the market; ii) He encouraged wayfinding signs for all to be able to find their way around the Town; and iii) The intersection of Plum Street and Monroe Avenue was one of the lowest places in Town. There were large patches of mud in the curbs. People stepping off the sidewalks would step off the curb into ankle-deep mud. He asked the Town Manager to drive around periodically and ask the Public Works crew to clean up the mud.

Mayor Proto wished everyone a Happy Saint Patrick's Day and proceeded to read the Announcements.

ANNOUNCEMENTS

- March 22, 2016 – Mayor's Office Hours, 6:00 p.m. – 7:00 p.m.
- March 31, 2016 – Town Council Budget Work Session, 3:00 p.m.
- April 7, 2016 – Town Council Budget Work Session, 3:00 p.m.
- April 12, 2016 - Mayor's Office Hours, 2:00 p.m. – 3:00 p.m.
- April 14, 2016 - Town Council Budget Work Session, 6:00 p.m. - tentative
- April 15, 2016 – 9th Annual Blessing of the Fleet, 6:00 p.m., Cape Charles Harbor
- April 21, 2016 – Town Council Regular Meeting, 6:00 p.m.
- April 26, 2016 – Mayor's Office Hours, 6:00 p.m. – 7:00 p.m.
- April 28, 2016 – Town Council Budget Work Session, 6:00 p.m.

Motion made by Vice Mayor Bannon, seconded by Councilman Bennett, to adjourn the Town Council Regular Meeting. The motion was approved by unanimous vote.

Mayor Proto

Town Clerk

Comments Submitted in Writing
March 17, 2016 Town Council Regular Meeting

Bill Prickett, 210 Tazewell Avenue

I am opposed to granting the request from Oyster Farm to place a sign on Town owned property. While I appreciate and value the contribution that the Oyster Farm makes to Cape Charles, I do not believe that there is a hardship to the business regarding prospective customers finding them. There is a large billboard that is clearly visible to all traffic entering the town directing customers to the business. I do not think the Oyster Farm is any more difficult to find than any other business in town. For example, it could be argued that the Shanty is as difficult, or more difficult to find.

Granting the request would set a precedent and other businesses could then rightly request their signage to be placed on the property. It would be difficult to justify favoring one business over another if the Oyster Farm request is granted. This could lead to a proliferation of signs on the property which in my opinion would be unsightly.

There is an existing sign at the location that directs people to among others, the business district, beach, Marina Villages, etc. I would suggest re-lettering the sign replacing "Marina Villages" with "Oyster Farm." Since it is an existing sign, there would be no precedent involved.

Yours truly,
Bill Prickett

**MUNICIPAL CORPORATION OF CAPE CHARLES
TREASURER'S REPORT
February 29, 2016**

CASH POSITION

Cash on Hand	1/31/2016	2/29/2016	Increase/(Decrease)
Shore Bank Checking Account	\$ 507,789	\$ 481,366	\$ (26,424)
Shore Bank Money Market Account	\$ 826,487	\$ 826,838	\$ 351
LGIP Account 1 - Unrestricted	\$ 97,585	\$ 97,619	\$ 34
LGIP Account 2 - Unrestricted	\$ 299,298	\$ 299,405	\$ 108
Total Cash On Hand	\$ 1,731,159	\$ 1,705,227	\$ (25,931)

Restricted and Reserved Cash Balances	1/31/2016	2/29/2016	Increase/(Decrease)
Shore Bank Savings Account - Facility Fees Reserved (Utilities)	\$234,530	\$234,530	0
Shore Bank Checking Account - Police Funds	\$431	\$431	0
LGIP Account 2 - Restricted for USDA Police Vehicle loans	\$10,875	\$10,875	0
PNC Account- 2013 Bond Proceeds - Principal	\$958,993	\$958,993	0
PNC Account- 2013 Bond Proceeds - Interest	\$3,520	\$3,939	419
Shore Bank Checking Account - E-Summons Revenue Reserved	\$50	\$50	0
US Bank - Reserved per VRA Interest Free Loan Requirements	\$257,584	\$257,586	3
Total Cash Held in Reserve	\$ 1,465,983	\$ 1,466,404	\$ 422
Total Cash - All Accounts	\$ 3,197,141	\$ 3,171,631	\$ (25,510)

DEBT SERVICE

<u>Next Debt Service Payments:</u>	<u>Due Date</u>	<u>Amount</u>
2010C General Obligation & Revenue Bond	4/20/2016	\$120,586.73
2013 USDA Loan - Police 2013 Dodge Charger	4/23/2016	\$3,955.49

REVENUE VS. EXPENDITURES

FUND	CURRENT MONTH	PRIOR YEAR-TO-DATE	CURRENT YEAR-TO-DATE	INCREASE/ (DECREASE) YTD	ANNUAL BUDGET	% REALIZED/ EXPENDED FY15
GENERAL						
REVENUES	101,926	1,999,645	1,927,271	(72,373)	4,158,455	46.35%
EXPENDED	146,832	1,320,102	1,514,347	194,245	4,050,514	37.39%
NET	(44,906)	679,543	412,924	(266,618)	107,941 surplus to harbor	
PUBLIC UTILITIES						
REVENUES	155,176	1,124,233	1,219,909	95,676	1,723,011	70.80%
EXPENDED	73,686	995,967	792,915	(203,052)	1,723,011	46.02%
NET	81,490	128,266	426,994	298,728	0	
HARBOR						
REVENUES	125,191	544,690	634,902	90,212	1,965,837	32.30%
EXPENDED	258,242	674,737	1,077,035	402,298	2,073,778	51.94%
NET	(133,052)	(130,047)	(442,133)	(312,086)	(107,941)	
SANITATION						
REVENUES	16,083	118,096	125,512	7,417	175,300	71.60%
EXPENDED	14,198	98,404	100,502	2,098	175,300	57.33%
NET	1,885	19,692	25,010	5,319	0	

FY 2016 Capital Improvement Project Tracking Report

As of:
2/29/2016

	FY16 Status or Start Date	Percent of Completion	FY16 Budgeted	FY16 QTR 1 Expended	FY16 QTR 2 Expended	FY16 QTR 3 Expended	FY16 QTR 4 Expended	FY16 YTD Expended	(Over)/Under Budget
General Fund									
Enterprise Management System (Finance)	Remainder due in July	35%	\$ 55,069	\$ -	\$ 19,000	\$ -	\$ -	\$ 19,000	\$ 36,069
Replacement Police Vehicle	Complete	100%	\$ 26,000	\$ -	\$ 26,668	\$ -	\$ -	\$ 26,668	\$ (668)
Police vehicle cameras & software	Complete	100%	\$ 10,600	\$ -	\$ 9,640	\$ -	\$ -	\$ 9,640	\$ 960
Code Enforcement Vehicle	Complete	100%	\$ 25,302	\$ 26,125	\$ -	\$ -	\$ -	\$ 26,125	\$ (823)
Public Works Tractor	Postponed pending USDA Grant	0%	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000
Mason St Parking Improvements	Almost complete	72%	\$ 20,000	\$ 9,216	\$ 5,235	\$ -	\$ -	\$ 14,451	\$ 5,549
Sidewalk Repair Program (VDOT grant 50%)	Research phase	1%	\$ 20,000	\$ -	\$ -	\$ 130	\$ -	\$ 130	\$ 19,870
Pine St Parking/Waste Mgmt Design	In progress	10%	\$ 60,000	\$ -	\$ 5,517	\$ 627	\$ -	\$ 6,144	\$ 53,856
Strawberry Street Plaza Purchase/Improvements	Pending	0%	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,000
ArtWalk - Wayfinding Signage	Pending	15%	\$ 10,000	\$ -	\$ -	\$ 1,465	\$ -	\$ 1,465	\$ 8,535
Central Park Playground Equipment (phase 1)	In progress	%	\$ 30,000	\$ 46	\$ 58	\$ 37,268	\$ -	\$ 37,371	\$ (7,371)
Cape Chas Multi-Use Trail Phase 2	In progress	1%	\$ 1,570,000	\$ 4,486	\$ 3,677	\$ -	\$ -	\$ 8,163	\$ 1,561,837
Security Cameras for Beach, Park, Civic Center	Research phase	0%	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
subtotal			\$ 1,941,971	\$ 39,873	\$ 69,795	\$ 39,490	\$ -	\$ 149,157	\$ 1,792,814
Water Fund									
Automatic Flush (2 & 3 of 5)	1st complete, 2nd pending	65%	\$ 20,000	\$ 12,371	\$ 573	\$ -	\$ -	\$ 12,944	\$ 7,056
Valve Exerciser (shared cost)	Complete	100%	\$ 3,500	\$ 3,400	\$ -	\$ -	\$ -	\$ 3,400.00	\$ 100
subtotal			\$ 23,500	\$ 15,771	\$ 573	\$ -	\$ -	\$ 16,344	\$ 7,156
Sewer Fund									
Valve Exerciser (shared cost)	Complete	100%	\$ 3,500	\$ 3,400	\$ -	\$ -	\$ -	\$ 3,400	\$ 100
Plum & Mason Pump Station Engineering	In progress	4%	\$ 165,000	\$ 2,695	\$ 1,897	\$ 1,591	\$ -	\$ 6,183	\$ 158,817
Manhole Rehab	Near completion	82%	\$ 41,792	\$ 17,396	\$ 16,896	\$ -	\$ -	\$ 34,292	\$ 7,500
subtotal			\$ 210,292	\$ 23,491	\$ 18,793	\$ 1,591	\$ -	\$ 43,875	\$ 166,417
Harbor Fund									
Breakwater	Preconstruction mtg. Nov 24	49%	\$ 860,000	\$ 20,396	\$ 9,416	\$ 390,060	\$ -	\$ 419,872	\$ 440,128
Truck	Transferred from Code Enf.	100%	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ 10,000	\$ -
subtotal			\$ 870,000	\$ 30,396	\$ 9,416	\$ 390,060	\$ -	\$ 429,872	\$ 440,128
TOTAL		23%	\$ 2,835,471	\$ 86,040	\$ 79,784	\$ 429,549	\$ -	\$ 639,248	\$ 2,406,515

MUNICIPAL CORPORATION OF CAPE CHARLES
February 29, 2016

YTD 2015 Real Estate Tax Collections

Total Land Value	\$	204,870,500	
Total Improvement Value	\$	205,290,456	
Additional Assessments	\$	<u>6,819,000</u>	
Total Real Estate Value	\$	416,979,956	

2/29/2016

Total Budgeted	\$	1,079,374	
Total Bills Mailed	\$	1,134,323	
Total Adjustments	\$	4,032	
Total Collected YTD	\$	<u>1,029,960</u>	95%
Amount Due	\$	108,395	

YTD 2015 Personal Property Tax, Machinery and Tools Tax, & 2015 License Tax Collections

Total Personal Property Value	\$	14,603,900	
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2/29/2016

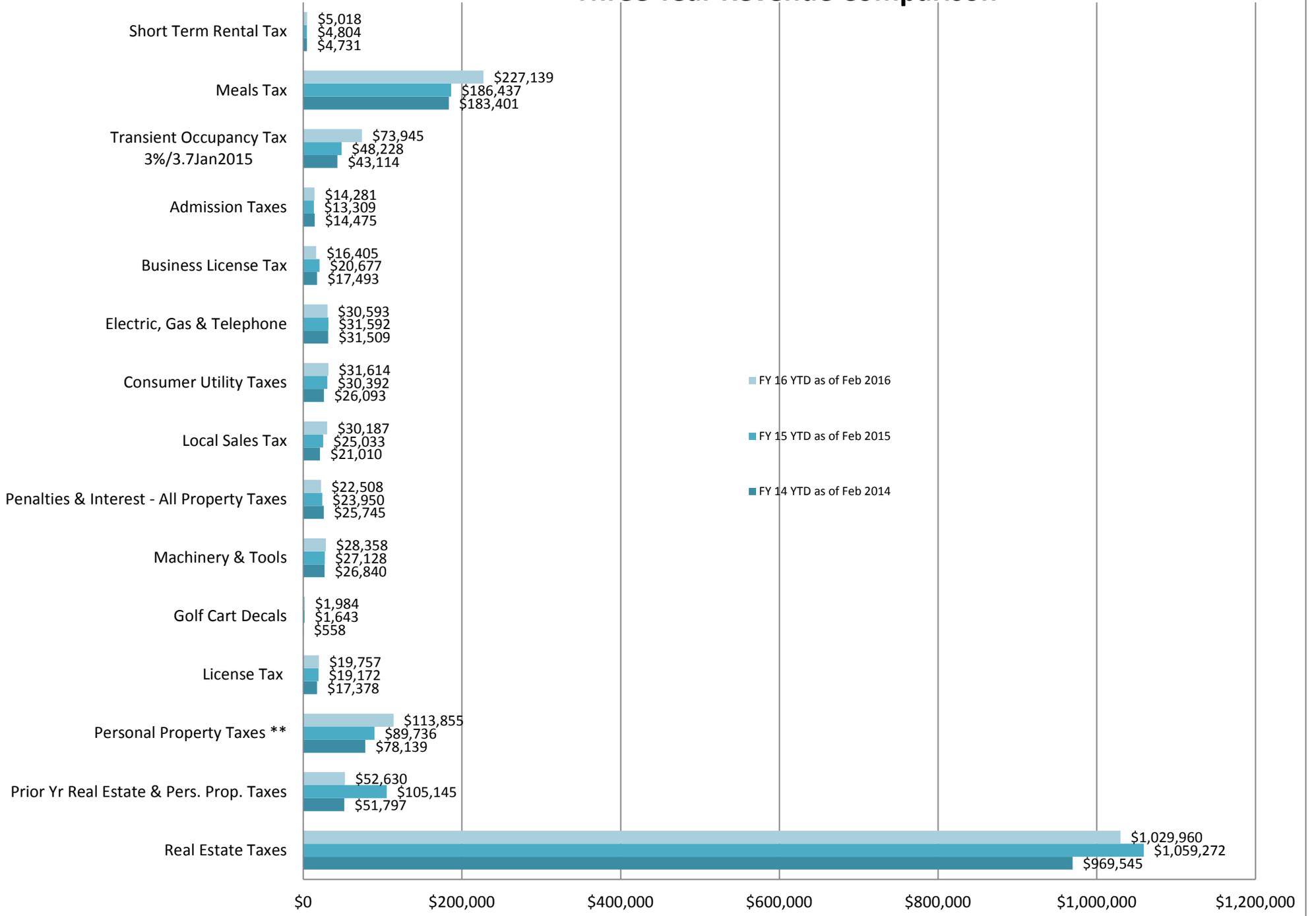
Total Budgeted FY15	\$	135,500	
Total Bills Mailed	\$	212,676	
Total Adjustments	\$	(5,203)	
Total Collected YTD	\$	<u>140,031</u>	103%
Amount Due	\$	67,441	

FY 2016 YTD Prior Year Real Estate Tax, Personal Property Tax, Interest and Penalty Collections

2/29/2016

Total Budgeted FY 2015	\$	41,798	
Total Collected	\$	<u>50,366</u>	121%
Amount Anticipated/Over	\$	(8,569)	

Three Year Revenue Comparison



2016 Rate Comparison

	CCTH Current Rates	Oyster Farm Kings Creek	Cobbs Marina	Salt Ponds	Somers Cove Marina	Scotts Creek Marina	Recommended Rates
Wet Slips							
Annual 12 months	\$5.25	\$8.00	\$8.00	\$7.50	\$3.75	\$5.85	\$5.25
Wet Slip/Storage 7/5 12 months	NA	NA	\$8.00 + HF	NA	NA	NA	\$7.00
Summer Season May-Nov	\$6.25	\$10.00	NA	\$7.50	\$6.00	\$6.85	\$6.25
Winter Season Dec - April	\$5.75	NA	NA	\$7.50	\$6.00	\$6.85	\$5.25
Quarterly Summer	\$8.00	\$12.00	NA	NA	NA	NA	\$8.00
Quarterly Winter	\$7.00	NA	NA	NA	NA	NA	\$7.00
Monthly Summer	\$9.50	\$14.00	\$11.00	\$7.75	\$15.00	\$7.50	\$9.50
Monthly Winter	\$8.50	\$8.00	\$11.00	\$7.75	\$15.00	\$7.50	\$8.50
Weekly Summer	\$7.00	NA	\$4.00	NA	\$6.00	\$8.75	\$7.00
Weekly Winter	\$6.00	NA	\$4.00	NA	\$6.00	\$8.75	\$6.00
Daily Summer	\$1.75	\$2.00	\$2.00	\$1.50	\$1.50	\$1.50	\$1.75
Daily Clubs 10 boats or more	\$1.50	\$2.00	\$2.00	\$1.25	\$1.50	\$1.50	\$1.50
Daily Winter	\$1.50	\$2.00	\$2.00	\$1.50	\$1.50	\$1.50	\$1.50
Dry Storage							
Annual Storage	\$300.00	NA	NA	NA	\$250.00	NA	\$350.00
Seasonal Storage	\$210.00	NA	NA	NA	NA	NA	\$250.00
Quarterly	\$105.00	NA	NA	NA	NA	NA	\$150.00
Monthly	\$60.00	NA	\$8.00 per/ft	NA	NA	NA	\$75.00
Weekly	\$30.00	NA		NA	NA	NA	\$30.00
Nightly	\$5.00	NA	\$0.75 per/ft	NA	NA	NA	\$5.00
Davits	\$150.00	NA	NA	NA	NA	NA	\$175.00
Rentals							
West Parking Lot	\$100.00	NA	NA	NA	NA	NA	\$150.00
Gazebo	\$50.00	NA	NA	NA	NA	NA	\$75.00
Other Credit Card Fees	3%	If credit card information is on file					
	1%	If credit card is scanned					

NOTES: Comparisons

Cape Charles Town Harbor: 95 Slips, 44 floating, 51 fixed- Mixed use Commercial, recreational, **Rates = Slip Length**

Kings Creek Marina: Around 165 slips all floating and recreational. Resort - **Rates = Boat Length**

Cobbs Marina: 95 slips, fixed/floating, Mixed use but mostly recreational, Haul Out. - **Rates = Boat Length**

Salt Ponds: 254 Floating slips all recreational, Resort - **Rates = Boat Length**

Somers Cove Marina: 500 + Slips Mixed Floating/Fixed, State Owned, Similar to us except two pools. **Rates=slip length**

Scotts Creek Marina 135 slips all floating, Recreational. **Rates = Slip Length**