



TOWN COUNCIL
Work Session
Cape Charles Civic Center
August 2, 2016
6:00 p.m.

At 7:47 p.m., Mayor George Proto, having established a quorum, called to order the Work Session of Town Council. In addition to Mayor Proto, present were Vice Mayor Bannon, Councilmen Bennett and Buchholz, and Councilwomen Natali and Sullivan. Councilman Brown was not in attendance. Also present were Town Manager Brent Manuel, Town Clerk Libby Hume and Planner Larry DiRe. There were no members of the public in attendance.

A. *Randy Custis Park Request*

The request presented by Mr. Roger Eitelman, Executive Director of the Randy Custis Memorial Fund, at the July 21, 2016 Town Council Regular Meeting was reviewed. After much discussion, Council agreed that the Fiscal Year (FY) 2017 budget had already been adopted and there was no funding assistance allocated for the non-profit organizations in Cape Charles. Therefore, Council was in agreement that no funding was available in FY 2017, but if the Randy Custis Memorial Fund submitted a request, along with copies of their financials, in the spring of 2017, their request would be considered during the FY 2018 budget deliberations.

B. *Board of Zoning Appeals Parking Recommendation*

Councilman Bennett stated that funds had been allocated in the FY 2017 budget for improvements to the gravel parking area, which was leased from the railroad, and staff needed to submit a plan to move forward.

Planner Larry DiRe suggested Council designation of the gravel parking lot for property owners looking for parking relief so they would not have to apply for variances of the parking standards.

Town Manager Brent Manuel added that at his previous locality, the Council offered an off-street parking reduction program which gave authority to the Council regarding whether or not to reduce the off-street parking requirements on a case by case basis. It was a good program for the applicants since they did not have to go through the Board of Zoning Appeals process.

After much discussion, it was agreed that the improvements for the gravel parking lot, to include lighting, would be expedited and staff would review the zoning ordinance language and provided proposed revisions for review at a future meeting.

C. *Clarification of June 2016 Harbor Report*

Brent Manuel explained that Harbor Master Charlie Farlow was not able to attend the evening's meeting and suggested that this item be moved to the August regular meeting.

D. *Town Council Work Session Priorities*

There was much discussion regarding the list of pending work session topics. Councilwoman Natali suggested additional topics as follows: i) Effective July 2013, municipalities were given the authorization to take over blighted property to get them fixed up. At the July Council meeting, Mr. Ed DeAngelis brought up the property next door to him that was in need of repair; ii) The Town needed to think about possibly using eminent

domain to acquire the dirt road which was on the Tavi property to allow ingress/egress to the harbor; iii) The Town used to charge a fee to research and respond to inquiries regarding outstanding taxes, utility bills, etc. on properties changing ownership. The Town needed to think about reinstating this fee. There was some discussion and Mayor Proto stated that if this was an issue of policy, the current policy needed to be changed to start charging for this service; iv) The possibility of placing a time limit for parking on Mason and Bay Avenues needed to be considered. There was some discussion regarding enforcement and the necessity to install meters to regulate the parking on the streets. Automated parking lot systems were available and used by some localities; and v) Possible parking decals for non-residents to pay to park on the beach and side streets. There was discussion regarding the signage at Route 13 advertising “public beach” and “free fishing pier.”

Brent Manuel asked Council to email any additional work session topics to staff.

Mayor Proto tasked staff with prioritizing the list.

E. *Town Council Retreat/Strategic Planning Topics*

There was some discussion regarding a Town Council Strategic Planning Retreat. Mayor Proto asked the Council to submit potential topics to staff by the end of August. The Strategic Planning Retreat would be scheduled for a Saturday, possibly in September.

Motion made by Councilwoman Sullivan, seconded by Councilman Buchholz, to adjourn the Town Council Work Session. The motion was approved by unanimous vote.

Mayor Proto

Town Clerk