

	<b>Agenda Title: Item 6B</b>	<b>Agenda Date:</b>
	Railyard & Harbor Area Master Plan	December 4, 2025
<b>Subject/Proposal/Request:</b>		
Kick-Off Session with consultant, The Berkley Group, for Railyard & Harbor Area Master Plan		
<b>Town of Cape Charles</b>	<b>Attachments:</b>	<b>For Council:</b>
	<ol style="list-style-type: none"> <li>1) Town Council Kickoff Meeting – Agenda by Berkley Group</li> <li>2) Kickoff Presentation Powerpoint</li> <li>3) Cape Charles Schedule</li> <li>4) Council Interview Questions</li> <li>5) Rural Resilience Advisors (RRA) Working Harbor &amp; Coastal Economic Development Brief</li> <li>6) Town Council Kickoff Visioning Questions</li> </ol>	Action: X Information:
	<b>Staff Contact(s):</b>	<b>Reviewed by:</b>
	Katie H. Nunez, Director of Planning & Zoning Administrator	Rick Keuroglan, Town Manager

**Background:** The Town has engaged the services of the Berkley Group for planning services for the former Railyard and Harbor Area properties. This meeting will be the kick-off session with Town Council and the consultants for this planning process.

As you will see from the attached Cape Charles Schedule, the consultants have booked Thursday, December 4, 2025 for a full day presence in our community. Throughout the day, the consultants will be meeting with Council Members either one or two at a time and interviewing them, using the attached Council Interview Questions as the jump off point for those interviews. In addition, the consultants will be touring the subject area during the day with Town staff.

**Item Specifics:** Berkley Group staff will be introducing themselves to the Town Council and the public and conducting their Town Council Kick-off Meeting with a powerpoint presentation (included) as well as an Economic Development Brief prepared by their subconsultant, Rural Resilience Advisors to assist in a discussion about selecting the three comparative communities we will utilize as part of this planning process.

**Recommendation:** To hear and participate in this interactive process with our consultants in the first of several public meetings for the Railyard and Harbor area Master Planning process.