



**DRAFT
TOWN COUNCIL
Public Hearing & Regular Meeting**
Cape Charles Civic Center – 500 Tazewell Avenue
April 16, 2026 – 6:00 PM

CALL TO ORDER

Vice Mayor Buchholz called the meeting to order at 6:00 p.m.

ROLL CALL

Councilmembers in attendance: Vice Mayor Buchholz, Councilmen Butta, Grossman and Newman, and Councilwomen Ashworth and Holloway. Mayor Charney was not in attendance. A quorum was established.

Staff members in attendance: Town Manager Rick Keuroglan, Treasurer Marion Sofield, Assistant Treasurer Adrian Oei, Planning Director Katie Nunez, Sergeant Juana Diaz, Assistant to the Town Manager Pam Endlein, and Town Clerk Libby Hume.

There were eight (8) members of the public in attendance.

MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

Council observed a moment of silence followed by the Pledge of Allegiance.

PUBLIC HEARING

A. *Zoning Text Amendment 2026-01 – Chesapeake Bay Preservation Act*

Katie Nunez provided a detailed presentation on the proposed Zoning Text Amendment. She explained that the update reflected nearly two years of work to align the Town's ordinance with changes to the Chesapeake Bay Preservations Act adopted by the General Assembly. She outlined the process, including coordination with DEQ staff, review of the state's model ordinance, and multiple revisions to incorporate regulatory updates. She also noted proposed amendments to Appendix A (Definitions) and Appendix C (Site Plan Ordinance). She further explained that the Town had contracted with Northampton County for GIS mapping to define Resource Protection Areas (RPA) and Resource Management Areas (RMA), which would provide more precise guidance for future development and review.

There were no comments to be heard nor any submitted in writing prior to the meeting.

Motion made by Councilman Grossman, seconded by Councilman Newman, close the public hearing. The motion was approved by unanimous vote.

PUBLIC COMMENTS

Angelo Galloway, resident

Mr. Galloway addressed Council with two requests. i) He proposed renaming a portion of Fig Street near Monroe Avenue to honor Thomas Godwin, citing his longstanding service, business contributions, and civic involvement. Council asked clarifying questions regarding the specific location and it was determined that the request was to rename a portion of Fulcher Street; ii) He also proposed installation of time-restricted "No Parking" signage on Nectarine Street adjacent to the First Baptist Church during Sunday service hours, explaining that parked vehicles limited access to a handicap ramp, creating safety concerns for elderly members of their congregation. Council discussed whether a permanent handicap designation or a limited-time restriction would be more appropriate. (Please see attached.)

Claudette Lajoie, resident

Ms. Lajoie spoke regarding the Town's budget and operations. She emphasized the importance of evaluating efficiency, ensuring that staffing levels matched actual needs, and considering the cumulative impact of taxes and fees on full-time residents. She urged Council to maintain the Town's small-town character while ensuring responsible fiscal management. (Please see attached.)

Mark Usry, resident

Mr. Usry spoke regarding the Civic League's tree planting initiative and expressed disappointment with VDOT's denial. He detailed the extensive volunteer effort and requested that Council formally appeal the decision within the allowable timeframe. Rick Keuroglian confirmed that staff had already initiated discussions with VDOT and would continue pursuing a resolution. (Please see attached.)

Town Clerk Libby Hume read several emails from Susan Burger, Richard Burger, and Andrew Follmer into the record. (Please see attached.)

RECOGNITION OF VISITORS / PRESENTATIONS / RECOGNITIONS

A. *Eastern Shore Rail Trail Update – Ron Wolff, Executive Director*

Mr. Wolff provided a comprehensive update on the Eastern Shore Rail Trail project. He reported that the initial segment from Cape Charles to Cheriton was substantially complete, with paving finished ahead of schedule and a potential opening by Memorial Day. He addressed safety concerns due to early public use of the trail and outlined measures taken, including installation of fencing, signage, and coordination with the contractor. He emphasized that liability remained with the contractor until the project was officially completed. Mr. Wolff provided a detailed overview of future phases, noting that state and federal funding had been secured for expansion. He emphasized that no local funds had been used for construction of the trail.

Council engaged in extensive discussion regarding enforcement of trail rules, including prohibiting golf carts, the use of bollards, and coordination with law enforcement. Additional discussion focused on amenities such as kiosks, benches, bike repair stations, landscaping, and trash receptacles. Permitting requirements and long-term maintenance responsibilities were also discussed.

B. *National Building Safety Month Proclamation*

Libby Hume read Proclamation 20260416A – Building Safety Month – May 2026.

Motion made by Councilman Grossman, seconded by Councilwoman Ashworth, to adopt Proclamation 20260416A for Building Safety Month – May 2026. The motion was approved by unanimous vote.

C. *National Police Week Proclamation*

Libby Hume read Proclamation 20260416B to Recognize National Peace Officers' Memorial Day and National Police Week 2026.

Motion made by Councilman Grossman, seconded by Councilwoman Ashworth, to adopt Proclamation 20260416B Recognizing National Peace Officers' Memorial Day and National Police Week 2026. The motion was approved by unanimous vote.

D. *National Public Works Week Proclamation*

Libby Hume read Proclamation 20260416C – National Public Works Week – May 17-23, 2026 with the theme “Rooted in Service, Powered by Community.”

Motion made by Councilman Newman, seconded by Councilman Butta, to adopt Proclamation 20260416D for National Public Works Week – May 17-23, 2026. The motion was approved by unanimous vote.

- E. *Recognition of Employees with Significant Anniversaries*
Vice Mayor Buchholz recognized employees celebrating significant anniversaries with the Town.
- Katie Nunez – 5 years
 - Tracy Outten – 10 years
 - Connie Drummond – 10 years
 - Jeb Brady – 20 years

Council thanked each employee for their dedication and contributions to the Town.

CONSENT AGENDA

- A. *Approval of Agenda Format*
B. *Approval of Minutes*
- March 12, 2026 Town Council Strategic Planning Workshop
 - March 19, 2026 Town Council Regular Meeting
 - March 19, 2026 Town Council Executive Session
- C. *Approval of February 2026 Financial Report*

Town Manager Keuroglian requested removal of Item 8A - Beachfront Master Plan from the agenda due to timing considerations and rescheduling it for May 7th.

Motion made by Councilwoman Ashworth, seconded by Councilwoman Holloway, to remove Item 8A – Beachfront Master Plan from this evening’s agenda. The motion was approved by unanimous vote.

Motion made by Councilman Grossman, seconded by Councilwoman Holloway, to approve the minutes and the February Financial Report as submitted. The motion was approved by unanimous vote.

UNFINISHED BUSINESS

- B. *2026 Community Strategic Plan*
Town Manager Keuroglian presented the updated Strategic Plan, summarizing priorities identified during the Council retreat, adding that the first five items represented the Town’s primary focus areas.

There was discussion regarding classification of ongoing projects, such as sidewalk infill, Mason Avenue and Strawberry Street electrical upgrades, reviewing efficiency of current planning and zoning processes and fees, and amendment of the Accawmacke Plantation Planned Unit Development, versus new initiatives. Council provided direction for refining the document and emphasized maintaining flexibility as priorities evolved. The priority items to be started as soon as resources became available were i) Develop a shared revenue agreement with the County; ii) Develop a plan with the County to address fire capital equipment needs and a funding plan; iii) Develop a Continuity of Operations plan; iv) Create a Workforce Stability & Organizational Capacity Plan; v) Develop a Townwide Parking Plan to include parking capacity and parking expansions and improvements.

Motion made by Councilman Grossman, seconded by Councilman Butta, to adopt the Community Strategic Plan as presented with an update to Appendix B as discussed. The motion was approved by unanimous vote.

- C. *Zoning Text Amendment 2026-01 - Chesapeake Bay Preservation Act*
Katie Nunez provided an overview of the proposed amendment, highlighting its purpose to align Town ordinances with updated state regulations for the Chesapeake Bay Preservation Act. She

explained the extensive review process, including coordination with the Department of Environmental Quality and use of model ordinance language. There was discussion regarding implementation, GIS mapping updates and administrative impacts with Council expressing support for the work completed by staff and the Planning Commission.

Katie Nunez noted that an ordinance had not been drafted but would be presented to Council at a future meeting for formal adoption of zoning text amendment 2026-01.

Motion made by Councilman Grossman, seconded by Councilwoman Holloway, to approve the zoning text amendments as discussed with an ordinance to be brought back later for formal adoption. The motion was approved by unanimous vote.

D. Zoning Text Amendment 2026-02 - Article VIII (Historic District Overlay), Appendix A (Definitions) & Design Guidelines

Katie Nunez reviewed the proposed revisions to Article VIII, Appendix A and Design Guidelines. She explained that the revisions were intended to streamline the review process, clarify definitions, and improve consistency with design guidelines.

Councilman Grossman provided feedback for minor refinements to Section 32.236: Material to be Submitted for Review.

Council emphasized the importance of maintaining historic character and ensuring that regulations were clear to provide guidance for property owners.

Motion made by Councilman Grossman, seconded by Councilwoman Ashworth, to adopt Resolution of Intent 20260416 – Proposed Zoning Text Amendment 2026-02 Application from the Town of Cape Charles to Amend Article VIII, Appendix A & Design Guidelines Regarding the Historic District Overlay as discussed and amended. The motion was approved by unanimous vote. Roll call vote: Ashworth, yes; Buchholz, yes; Butta, yes; Grossman, yes; Holloway, yes; Newman, yes.

NEW BUSINESS

A. Grounds Maintenance Service Contract Award

Rick Keuroglan presented the recommended contract award, stating that an invitation for bids for grounds maintenance services for Central Park was issued on March 5, 2026 with Browder-Hite, our current provider, being the sole bidder.

Motion made by Councilman Grossman, seconded by Councilwoman Holloway, to award the Grounds Maintenance Service Contract for Central Park to Browder-Hite in the amount of \$40,045. The motion was approved by unanimous vote.

TOWN MANAGER COMMENTS

Rick Keuroglan commented as follows: i) Personnel: Wayne Gant was hired as the second seasonal Public Works employee and would be starting on April 21st; The Town was currently receiving application and inquiries for seasonal positions of dock hands and beach attendants; ii) Training & Education: Library staff attended the Eastern Shore Tourism Summit; Jodi Outland attended two webinar training courses – Workplace Rights & Responsibilities under Federal Law presented by the Equal Employment Opportunity Commission, and Americans with Disabilities Act and Family and Medical Leave Act 101 presented by the Department of Labor’s Wage & Hour Division; the Cape Charles Police Department training included: De-escalation, Culture Diversity, Below 100, Human Trafficking, Autism, Threat Management, Gangs, Criminal Interdiction, Use of Force, Media Relations, Kingpin to Educator, and participated in the mock training for the Northampton County Schools and Broadwater Academy; ii) Signs for the Rail Trail would be installed which outlined specifics regarding what was allowed and what was prohibited from using the trail. Ron Wolff had previously told him

that electric skateboards would be allowed, but he stated earlier this evening that they were prohibited. He would get clarification about this; iii) He would be receiving his evaluation next week on April 24th. He and Councilman Grossman were scheduled to meet prior to the Town Council Executive Session; iv) He reached out to VDOT to ensure they had our map for tree plantings and asked for reconsideration of their decision before beginning the appeal process. He hoped to get them to work with us regarding the tree plantings.

Katie Nunez notified Rick Keuroglan and Town Council that Pete Bauman had submitted his resignation from the Board of Zoning Appeals, adding that Mr. Bauman had served over 23 years on the BZA. Councilwoman Holloway suggested sending Mr. Bauman a card and possibly a gift card from the Town to show our appreciation for his many years of service.

MAYOR & COUNCIL COMMENTS

Councilman Grossman stated that he would be compiling a synopsis of the county's budget and went on to highlight some items. The county's tax rate would be increasing and may go up more depending on the resolution of the school board budget. The state was reducing their funding for the Northampton Schools by about \$1M, so the county was having to make up the difference. Their health benefit premiums increased about 20%. These were big ticket items that they were struggling with.

There were no other comments.

ANNOUNCEMENTS

- April 24, 2026 – Blessing of the Fleet
- April 24 & 25, 2026 – Railroad/Harbor Area Master Planning Community Input Sessions at Strawberry Street Plaza
- April 25, 2026 – LoveRun
- April 25, 2026 – Cape Charles Fire Company Fundraiser – Amish Outlaws
- April 26, 2026 – Blessing of the Worms at the New Roots Youth Garden
- May 7, 2026 – Town Council Work Session & Executive Session
- May 21, 2026 – Town Council Regular Meeting

ADJOURNMENT

Motion made by Councilman Grossman, seconded by Councilman Butta, to adjourn the Town Council Public Hearing & Regular Meeting. The motion was approved by unanimous vote.

The meeting adjourned at 8:08 p.m.

Andy Buchholz, Vice Mayor

Libby Hume, Town Clerk

April 16, 2026 Town Council Public Hearing & Regular Meeting - Attachments

Angelo Galloway, resident

Street Name Change Proposal Speech

Good evening Mayor and members of the Council,

My name is Angelo Galloway, and I appreciate the opportunity to speak with you today.

I come before you with a proposal that is both simple and meaningful to our community. I am requesting consideration to rename a portion of Fig Street—specifically, the dead-end section where Mr. Thomas Godwin resides—to “Godwin Way” (or “Godwin Street,” depending on council preference).

This is not a request to rename the entire street, but only that limited section, so as to minimize disruption while still honoring an individual who has made a lasting impact.

Mr. Thomas Godwin is a respected member of this community. His presence, contributions, and character have not gone unnoticed by those who know him. In small towns like ours, the people who quietly shape the community often deserve recognition, and this is one way we can acknowledge that.

This proposal is also practical. Because the section in question is a dead-end, the impact on residents, emergency services, and postal delivery would be minimal and manageable. The change would be limited in scope but meaningful in purpose.

Beyond honoring Mr. Godwin, this effort reflects something larger—it shows that Cape Charles values its people. It tells residents that their contributions matter and that this town takes pride in recognizing those who help make it what it is.

I understand that any change like this requires careful consideration, including input from affected residents and adherence to town procedures. I am fully prepared to assist in that process, whether that includes gathering community support, coordinating with neighbors, or complying with any requirements the council may have.

In closing, I respectfully ask the Council to consider this proposal, not just as a name change, but as an opportunity to celebrate a member of this community in a lasting and visible way.

2. No Parking Proposal (Nectarine Street)

Good evening Mayor and members of the Council,

My name is Angelo Galloway, and I appreciate the opportunity to speak with you again.

I would like to bring to your attention a safety and accessibility concern on Nectarine Street, alongside the church property.

On Sundays, a resident on that street regularly parks a pickup truck and boat trailer along the same side of the church. While this may not be an issue during the week, it creates a significant problem during church services. Many of the church's elderly members rely on close parking access, including access to the handicap ramp.

When that space is occupied, it limits safe and reasonable access for those individuals. This is not just an inconvenience—it directly impacts mobility, safety, and the ability for members of the community to attend services without hardship.

To address this, I am proposing the installation of two “No Parking” signs along that portion of Nectarine Street, restricting parking on Sundays between the hours of 9:00 a.m. and 2:00 p.m.

This is a limited, time-specific solution that balances the needs of the resident with the needs of the church community. It does not impose a full-time restriction—only during the hours when the impact is most significant.

A similar approach is already in place on Strawberry Street near the Christian Academy, where signage helps manage parking during school hours. That example shows that the town has already successfully implemented targeted parking solutions like the one I am proposing.

This request is about ensuring safe access, particularly for elderly residents, and maintaining fairness for all members of the community.

I respectfully ask the Council to consider placing these signs as a reasonable and effective solution.

Thank you for your time and consideration.

Claudette Lajoie, resident

As a community we continue to show up with our sweat equity, I don't think I need to expand on that as you are well aware of how the civic community volunteers for this Town throughout the year. We show up with our financial equity in this community by maintaining our properties to a high standard as well donating to support our many nonprofit organizations. We, as the community, are the small-town character and charm that you need and rely on to maintain our viable tourism industry. Through our personal investment—both financial, physical, and emotional—we are the town's appeal which fuels the town economy.

I ask, actually I expect, that as you continue to review the budget and evaluate costs, that you clearly demonstrate how the Town has done their part to complete a service level audit to see if the Town is actually becoming more efficient as it grows, or just more expensive and self-serving. As the morale of the Town residents is continually being challenged and burdened with additional costs, taxes, unnecessary processes, and wasted efforts, the small-town character based in volunteerism and community efforts, which fuel our town economy will also falter.

Mark Usry, resident

Members of Town Council, Town staff, those here or at home in the audience, my name is Mark Usry, I live at 117 Strawberry Street.

Tonight I rise to speak to do four things – express gratitude, apologize, share information and make a request.

To our town council I express my gratitude for entrusting the Civic League with the responsibility of managing the Plant-a Tree Project.

To the members of the Civic League Beautification Committee, I am grateful to each of you for the hours you spent on the Project. Our committee members are Monica Hullinger, Claudette Lajoie, Clayton Neuman, Evan Ripley, Kim Szogas, and Ed Wells.

To those who chose to participate in the Project thank you and my sincere apologies for the abrupt termination.

We each have our reasons for appreciating trees. A quick internet search turns up an interesting array of benefits from trees with one list had six reasons, another had ten and yet another had 22.

Some of the reasons include.

- Reduce utility bills by providing shade and a natural wind block.
- Help to clean our air and water.
- Provide homes for many species.
- Quality of life – a walk in the (shaded) park or down a tree-lined street reduces stress and anxiety.

For the list of 22 benefits from trees a person may choose to go to www.treepeople.org.

When I was made aware that VDOT rejected our application to implement the Plant-a-Tree Project I was shocked and very, very disappointed. Still can't believe it.

It appears from the text of the letter of denial that we are to never plant trees in the strip of land between our sidewalks and the street. The importance of our relationship with VDOT cannot be taken lightly, however, my request to Council tonight is that you consider an appeal of this decision. In 24VAC30-151-100 the appeal process is explained. We have 30 calendar days from April 13 to notify the division administrator of our reasons for the appeal.

Thank you.

Susan Burger, resident
Town Council Members, Mayor, and Town Manager,

I am writing to express my deep disappointment in VDOT's denial of the tree planting project proposed by the Beautification Committee of the Civic League. The blatant denial to endorse a project that improves our community because it adds maintenance is disheartening. Should they not build roads because it will require maintenance in the future?

The Town Council and Manager should devote some effort to better understand and work with VDOT to achieve improvements here.

I ask that the Town appeal VDOT's decision.

Richard Burger, resident
Mayor, Town Council members and Town Manager,

I am asking tonight that our town leadership file a formal appeal with VDOT over their rejection of our proposal for town beautification through the tree planting project. A number of our residents, but particularly those associated with the Historic District Civic League, have put in countless hours talking with VDOT and town officials, selecting appropriate trees, scouting planting locations, contacting Miss Utility to approve the sites, communicating with residents, lining up equipment and volunteers to help with the planting, all to be told NO after 9 months of work on this project. The efforts of your constituents should be recognized and supported by town management, the Mayor and Town Council. That support should come in the form of a formal appeal of their decision, from the Town of Cape Charles to VDOT. Thank you.

Andrew Follmer, resident & business owner
Dear Members of Council and Mr. Keuroglan

I am writing to ensure you are aware of a Dangerous Dog evidentiary hearing next week (April 23) resulting from a March 19 (9:30 am) dog attack on the 300 block of Mason Ave with critical implications for the safety of our residents and visitors, and I request that our Town Management and Council send a letter to the Commonwealth's Attorney in support of his efforts to have this dangerous animal removed from its current residence. Before opening the attached photos, please be aware they are much more graphic than what you would expect from a dog "bite".

This same 100 lb dog previously attacked an 11 year-old child near Central Park in 2025, sending him to the hospital (thus it was reported to the county Health Department) and leaving him with a significant, permanent scar. Under Virginia's "One-Bite Rule", the next steps following this recent attack should be clear. However, a lack of coordination between the Sheriff's office and Animal Control nearly allowed this case to slip through the cracks, and the appropriate application of state code is only happening due to intense follow up by the victim's family. The victim and her daughter are both long-time members of my business team/family, so I am not only a witness but am also in daily communication with them. Two additional instances of the dog biting a child relative of the owner were not reported. So this second reported attack is actually the fourth known "biting" incident, and the attached pictures clearly demonstrate the dog is escalating.

Of particular concern with regard to the March 19 attack is that the dog was on a leash accompanied by its owner. I was present, literally a step away, and will be testifying at the hearing that the dog was unprovoked and gave no warning. There was no growling or barking or any noticeable trigger (e.g. a sudden noise or disturbance). The owner and I were standing still talking, and suddenly the victim began to scream as the dog bit her multiple times on her right hand and arm, biting off a piece of her arm. I have provided the name and address of the owner to the clerk, as well as the details about the hearing. I am also available in the coming days to answer any questions about the painful disfigurement, trauma, and surgical/medical ordeals the victim is facing. It is important to note that his dangerous animal lives steps from the town playground, and the soon-to-start Concerts in the Park take place in what is basically the dog's front yard. The county has filed misdemeanor charges against the owner given the previous reported attack, and any next attack would result in felony charges. Nevertheless, the owner refuses to exercise an increased level of caution, as evidenced by the attached picture of the owner walking the dog without a muzzle on the 600 block of Randolph St at 6:15 pm on April 6, 2 ½ weeks after the attack. Clearly, the owner has demonstrated an inability to control the dog sufficiently on leash and lack of commitment to use reasonable care to prevent a foreseen injury.

In summary, it is incumbent on this Council and Town Manager to recognize that this very large dog's dangerous record of escalating attacks, the opportunity inherent to its location, and the owner's inability and unwillingness to use reasonable care makes another such attack highly foreseeable, and; therefore, to strongly request that the Court disallow the dog to remain in any such heavily populated area within our town.
Andrew Follmer

From: Jim Pruitt <jpruitt@capecharles.org>
Sent: Tuesday, April 14, 2026 3:51 PM
To: Rick Keuroglian <rick.keuroglian@capecharles.org>; D Doughty <ddoughty@co.northampton.va.us>

This is a Northampton County case, the previous cases were not reported. Northampton animal control has done their job correctly. The Animal control officer has issued a summons, and the outcome will be decided by the judge hearing the case. I am sure Sheriff Doughty will let you know when the case will be heard.

From: D Doughty <ddoughty@co.northampton.va.us>
Sent: Tuesday, April 14, 2026 5:34 PM
To: Rick Keuroglian <rick.keuroglian@capecharles.org>

Rick, thank you for reaching out. A hearing is scheduled in the General District Court for the Dangerous Dog Charge on April 23, 2026, at 10am. The court will then make a ruling and if its determined to be a dangerous dog the owners will have to comply with several requirements (Dangerous Dog Certificate which has to be renewed annually, Confined to a proper locked enclosure in a fenced in yard, Dangerous Dog Signs posted on property, tattoo on inner thigh or electronically chipped, Leashed and muzzled when off property, vaccinations kept current, and liability insurance of at least \$100,000). If the court determines from the evidence that it's a vicious dog, it will order that it be euthanized. If there are others that have been bitten, that evidence can be presented and the court could consider that in its ruling.

Please let me know if you have any questions. I have attached the ordinance.
Sheriff Doughty

MUNICIPAL CORPORATION OF CAPE CHARLES
TREASURER'S REPORT
February 28, 2026

<u>Cash on Hand</u>	<u>1/31/2026</u>	<u>2/28/2026</u>	<u>Increase/ (Decrease)</u>
Atlantic Union Bank Checking Account	\$198,769	\$195,022	-\$3,747
Atlantic Union Bank Money Market Account	\$15,201	\$15,259	\$58
LGIP Account 1 - 0565 - Unrestricted	\$123,334	\$123,693	\$360
LGIP Account 2 - 0195 - Unrestricted	\$392,015	\$393,158	\$1,143
Virginia Investment Pool Liquidity Unassigned - 5003	\$17,044,991	\$17,095,019	\$50,029
Virginia Investment Pool 1-3 Year Unassigned 0001	\$1,137,335	\$1,143,145	\$5,810
Taylor Bank Operating Cash Account	\$295,666	\$195,981	-\$99,685
Taylor Bank Sweep Account	\$2,017,523	\$1,569,946	-\$447,578
Total Cash On Hand	\$21,224,834	\$20,731,223	-\$493,612

<u>Restricted and Reserved Cash Balances</u>	<u>1/31/2026</u>	<u>2/28/2026</u>	<u>Increase/ (Decrease)</u>
Atlantic Union Bank Checking Account - Police Funds	\$431	\$431	\$0
LGIP Account 2 - Restricted for USDA loan covenant	\$30,120	\$30,120	\$0
Virginia Investment Pool Liquidity Acct#1 Facility Fees Rsrvd (Utilities)	\$0	\$0	\$0
Total Cash Held in Reserve	\$30,551	\$30,551	\$0
Total Cash - All Accounts	\$21,255,385	\$20,761,774	-\$493,612

MUNICIPAL CORPORATION OF CAPE CHARLES
TREASURER'S REPORT
February 28, 2026

REVENUE VS. EXPENDITURES

FUND	CURRENT MONTH	CURRENT YEAR-TO-DATE	ANNUAL BUDGET	% REALIZED/ EXPENDED FY25
GENERAL Fund				
REVENUE	\$217,703	\$4,506,936	\$5,916,265	76.18%
EXPENDITURES	\$276,296	\$3,270,956	\$5,916,265	55.29%
NET	(\$58,593)	\$1,235,980	\$0	
GENERAL Capital Fund				
REVENUE	\$2,054	\$1,562,779	\$6,837,456	22.86%
EXPENDITURES	\$63,965	\$2,976,367	\$6,837,456	43.53%
NET	(\$61,911)	(\$1,413,589)	\$0	
GENERAL Debt Service Fund				
REVENUE	\$0	\$1,595,121	\$1,655,121	96.37%
EXPENDITURES	\$0	\$1,510,886	\$1,655,121	91.29%
NET	\$0	\$84,235	\$0	
GENERAL Special Activities Fund				
REVENUE	\$0	\$0	\$0	0.00%
EXPENDITURES	\$0	\$0	\$0	0.00%
NET	\$0	\$0	\$0	
PUBLIC UTILITIES Fund				
REVENUE	\$144	\$83,336	\$80,000	104.17%
EXPENDITURES	\$0	\$80,042	\$80,000	100.05%
NET	\$144	\$3,294	\$0	
HARBOR Fund				
REVENUE	\$21,358	\$993,402	\$1,108,331	89.63%
EXPENDITURES	\$30,673	\$670,202	\$1,108,331	60.47%
NET	(\$9,315)	\$323,200	\$0	
SANITATION Fund				
REVENUE	\$2,237	\$194,058	\$361,177	53.73%
EXPENDITURES	\$32,226	\$267,297	\$361,177	74.01%
NET	(\$29,989)	(\$73,239)	\$0	

FY 26 Capital Improvement Project Tracking Report

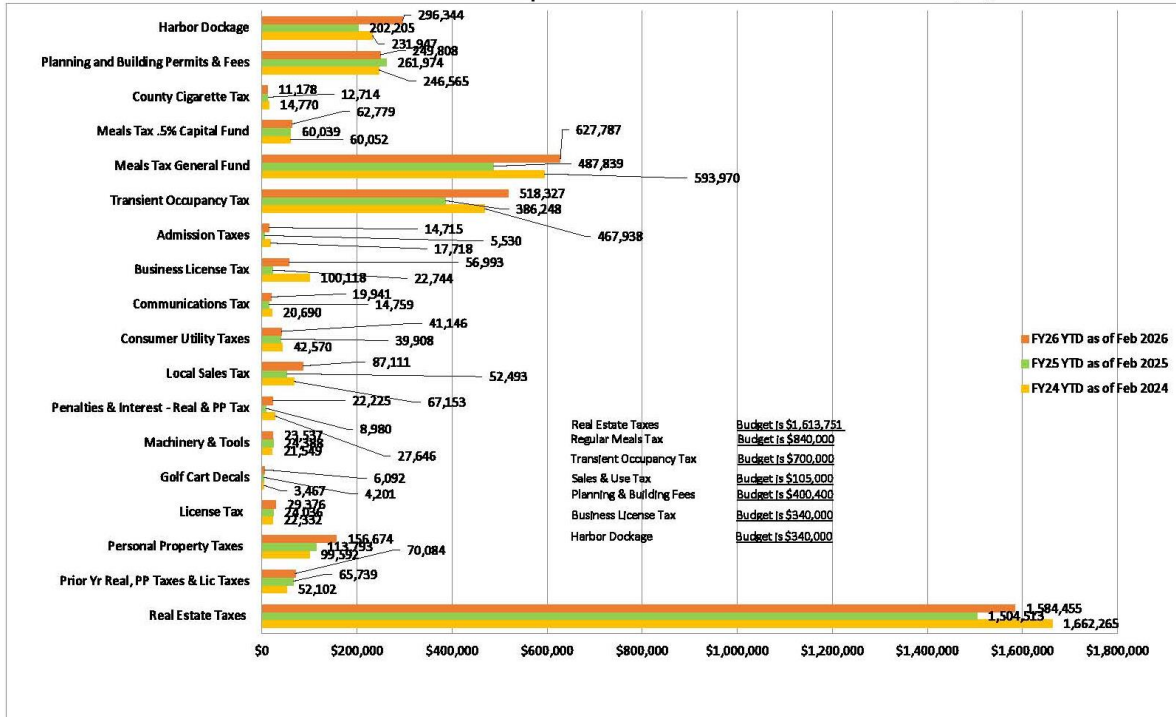
As of:
2/28/2026

	% of Current Year Budget	FY26 Budgeted	QTR 1 Expended	QTR 2 Expended	QTR 3 Expended	QTR 4 Expended	FY26 YTD Expended	(Over)/Under Budget
General Capital Fund								
Municipal Space Replacement	2%	\$ 3,087,981.00	\$ 2,004	\$ 23,753	\$ 34,409	\$ -	\$ 60,166	\$ 3,027,815
ADA Parking	62%	\$ 47,400.00	\$ 5,667	\$ 2,710	\$ 21,000	\$ -	\$ 29,377	\$ 18,023
Library Repair & Renovation	95%	\$ 310,000.00	\$ 610	\$ 5,369	\$ 289,324	\$ -	\$ 295,303	\$ 14,697
Beachfront Revitalization	0%	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000
Beach Restroom/Bathhouse	0%	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000
Sidewalk Infill	50%	\$ 100,000.00	\$ -	\$ -	\$ 49,819	\$ -	\$ 49,819	\$ 50,181
Mason Ave. Electrical	0%	\$ 129,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 129,000
Keck Wells Water Line Return	19%	\$ 565,000.00	\$ -	\$ 105,000	\$ -	\$ -	\$ 105,000	\$ 460,000
7 Strawberry Public Restroom	0%	\$ 5,100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,100
Mason Ave ADA Ramps	0%	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000
Subtotal		\$ 4,329,381.00	\$ 8,281	\$ 136,832	\$ 394,552	\$ -	\$ 539,665	\$ 3,329,716
Harbor Fund								
Fuel Tank Improvements	0%	\$ 34,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,000
Replace Boardwalk With Synthetic Decking	100%	\$ 162,000.00	\$ 11,785	\$ 13,988	\$ 136,132	\$ -	\$ 161,905	\$ 95
Subtotal		\$ 196,000.00	\$ 11,785	\$ 13,988	\$ 136,132	\$ -	\$ 161,905	\$ 34,095
TOTAL		\$ 4,525,381	\$ 20,066	\$ 150,820	\$ 530,684	\$ -	\$ 701,570	\$ 3,363,811

Notice of change to Harbor projects:

Extensive additional damage was found when the last section of the harbor boardwalk near the Shanty was demolished. In order to cover the cost of the repair, \$25,000 allocated to fixed dock repair has been reallocated to the boardwalk reconstruction project. These two projects were budgeted under the same line item, so no budgetary transfer was required. Fixed dock repair will be delayed until FY27 and has been included in the budget currently in development.

Specific Sources of Revenue as of 2/28/2026



FY 26 Real Time Project Tracking Report

As of:
4/8/2026

	% of Budget	FY26 Budgeted	FY26 YTD Expended	(Over)/Under Budget
Restroom Trailer	99%	\$ 70,000	\$ 69,232.00	\$ 768.00
Interim Town Hall Costs				
Moving Costs				
Repairs & Improvments			\$ 35,312.97	
Information Technology & Computer Hardware			\$ 52,317.59	
Furnishings			\$ 41,059.51	
Contingency			\$ 7,689.93	
Subtotal	107%	\$ 127,500	\$ 136,380.00	\$ (8,880.00)
Lease	76%	\$ 62,019	\$ 47,311.00	
Total	97%	\$ 189,519	\$ 183,691.00	\$ 5,828.00

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