

	Agenda Title:	Agenda Date:
	FY 2026 Budget Adjustment – Temporary Downtown Restroom	September 18, 2025
	Subject/Proposal/Request:	
	A budget amendment to fund the purchase of the temporary restroom	
Town of Cape Charles	Attachments:	For Council:
	Proposed Budget Adjustment	Action: X Information:
	Staff Contact(s):	Reviewed by:
	Adrian Oei, Assistant Treasurer	Marion Sofield, Treasurer Rick Keuroglan, Town Manager

Background:

On August 21st, 2025, Town Council agreed to fund the purchase of a temporary downtown restroom at a cost of \$65,725 plus \$3,000 for shipping, for a total of \$68,725. Cape Charles Main Street has agreed to cover \$67,000 of this cost using a grant from Northampton County. This budget amendment adjusts the Fiscal Year 2026 budget as necessary to appropriate and expend these funds.

It was necessary to make an initial payment to secure a discount on this purchase. This amendment will also make it possible to reclass that payment to a more appropriate account.

Item Specifics:

The proposed budget amendment creates a new expense line in the Capital Fund for the purchase of the restroom in the amount of \$70,000. This covers the projected cost plus minor unforeseen expenses. To fund the \$70,000 appropriation, \$67,000 from the CCMS grant will be appropriated and an additional \$3,000 will be transferred from General Fund Contingency.

Recommendation:

Staff recommends that Town Council approve the proposed budget amendment.