



Town Council

Public Hearing

June 12, 2014

Town Hall

6:00 P.M.

1. Call Public Hearing to Order; Roll Call
 - a. Read advertisements
 - b. Hear Public Comment on the following:
 - i. FY2014-2015 Proposed Budget and Utility Rates
2. Close Public Hearing

**NOTICE OF PUBLIC HEARING
MUNICIPAL CORPORATION OF CAPE CHARLES
FISCAL YEAR 2014/2015 PROPOSED BUDGET AND UTILITY RATES**

Following are the estimated receipts and expenditures of the Municipal Corporation of Cape Charles for the Fiscal Year 2014/2015. The Town Council will hold a Public Hearing on **June 12, 2014** at 6:00 p.m. at Town Hall **to receive written and oral comments on all proposed disbursements.** The proposed Fiscal Year 2014/2015 budget will be discussed and brought to a vote at the Town Council Regular Meeting on June 19, 2014 at 6:00 p.m. at the St. Charles Parish Hall located at 550 Tazewell Avenue.

REVENUES	2014-2015	EXPENDITURES	2014-2015
General Fund		General Fund	
Real Estate Taxes	1,073,856	Legislative	18,467
Personal Property Tax	90,000	Town Clerk	124,068
Prior Year Tax Collections	85,000	Town Manager	326,192
Motor Vehicle License Tax	18,000	Finance	205,810
Machinery & Tools Tax	30,500	Police	335,472
BPOL Tax	90,000	Code Enforcement	78,706
Admissions, Rentals Taxes, Trans Occ Taxes	96,700	Public Works	423,096
Meals Tax	235,000	Parks & Recreation	58,802
Other Taxes	143,500	Library	118,432
Building Permits & Code Enforcement	78,800	Town Planner	66,601
Recovered Costs & Miscellaneous Income	154,535	Fire Department – State Pass Thru	9,800
Library Revenues	930	Debt Service	140,581
Financing Proceeds	314,000	Capital	1,681,538
Grants and Local/State/Federal Aid	1,296,894	Contingency Fund-General	120,150
Total General Fund	3,707,715	Total General Fund	3,707,715
Sanitation Fund	171,800	Sanitation Fund	171,800
Harbor Fund		Harbor Fund	
Operating Revenue	1,089,287	Operating	1,042,615
Harbor Event Proceeds	63,600	Debt Service	115,372
Grant Revenue	5,100	Capital	0
Total Harbor Fund	1,157,987	Total Harbor Fund	1,157,987
Water/Wastewater Fund		Water/Wastewater Fund	
Operating Revenue	1,381,521	Water Operations	325,149
Penalties and Late Fees	28,000	Wastewater Operations	509,680
Grant Revenue	0	Meter & Utility Billing, Administration	118,737
Connection Fees	3,500	Debt Service	433,855
Financing Proceeds	190,000	Capital	215,600
Facility Fees	45,900	Facility Fees moved to Reserve	45,900
Total Water/Wastewater Fund	1,648,921	Total Water/Wastewater Fund	1,648,921
TOTAL REVENUES ALL FUNDS	6,686,423	TOTAL EXPENDITURES ALL FUNDS	6,686,423

Following are the proposed tax rates and user fees which are part of the fiscal plan:

Vehicle Tax: \$31.00 per vehicle subject to Virginia State Registration (Trailers \$18.00) and Golf Cart Decal is \$31.00.

Real Estate Tax: \$.2759 per \$100; Personal Property Tax \$2.00 per \$100; Boat Tax \$0.01 per \$100

Transient Occupancy Tax: 3% Monthly July 1, 2014-Dec 31, 2014 and 3.7 % Monthly Jan 1, 2015-July 31, 2015

Meals Tax: 5% Monthly; Admissions Tax: 3% Quarterly; Short Term Rental Tax: 1% Quarterly

Water Rate: Residential 0-2,000 gal.: \$31.15 minimum; 2,001 to 5,000 gal.: \$2.63 per 1,000; 5,001 to 10,000: \$3.75 per 1,000; 10,001 to 15,000 gals: \$5.00 per 1,000; Over 15,000 gals: \$7.50 per 1,000; Commercial 0-2,000 gal: \$31.15 minimum; 2,001-10,000 gal: \$2.50 per 1,000; 10,001-15,000 gals: \$3.75 per 1,000; Over 15,000 gals: \$5.00 per 1,000

Wastewater Rate: Residential 0-2,000 gal.: \$63.27 minimum; 2,001 to 5,000 gal.: \$4.11 per 1,000; 5,001 to 10,000 gals: \$5.85 per 1,000; 10,001 to 15,000: \$7.80 per 1,000; Over 15,000 gals: \$11.70 per 1,000; Commercial 0-2000 gal: \$63.27 minimum; 2,001-10,000 gals: \$3.90 per 1,000; 10,001-15,000 gals: \$5.85 per 1,000; Over 15,000 gals: \$7.80 per 1,000

Trash Collection Fee: \$13.50 per month

Dora Sullivan, Mayor

MUNICIPAL CORP OF CAPE CHARLES						
REVENUE & EXPENSE SUMMARY BY FUND						
FISCAL YEAR 2014 & 2015						
as of May 20, 2014						
	FY 2015			FY 2014		
	OPERATING EXP/REV	CAPITAL PROJECTS	TOTAL BUDGET	OPERATING EXP/REV	CAPITAL PROJECTS	TOTAL BUDGET
GENERAL FUND						
REVENUES	2,114,515	1,593,200	3,707,715	2,068,883	888,300	2,957,183
EXPENSES						
Legislative	18,467	18,925	37,392	19,897	0	19,897
Town Clerk	124,068	8,200	132,268	119,563	0	119,563
Town Manager	596,723	11,213	607,936	405,417	0	405,417
Treasurer	205,809	0	205,809	195,971	0	195,971
Police	335,472	23,200	358,672	367,645	0	367,645
Code Enforcement	78,706	0	78,706	77,955	0	77,955
Public Works	423,096	1,620,000	2,043,096	406,620	1,110,000	1,516,620
Parks & Recreation	58,802	0	58,802	60,611	0	60,611
Library	118,432	0	118,432	126,597	0	126,597
Planner	66,601	0	66,601	66,906	0	66,906
	2,026,177	1,681,538	3,707,715	1,847,183	1,110,000	2,957,183
PUBLIC UTILITIES						
REVENUES	1,458,921	190,000	1,648,921	1,361,882	60,000	1,421,882
EXPENSES						
Administration	73,159	0	73,159	74,826	0	74,826
Water	393,087	77,500	470,587	400,554	105,000	505,554
Wastewater	875,596	138,100	1,013,696	763,033	30,000	793,033
Meter & Billing	45,579	0	45,579	48,469	0	48,469
* Facility Fees to Reserve	45,900	0	45,900	0	0	0
	1,433,321	215,600	1,648,921	1,286,882	135,000	1,421,882
HARBOR						
REVENUES	1,157,987	0	1,157,987	1,481,769	1,085,100	2,566,869
EXPENSES	1,157,987	0	1,157,987	1,454,869	1,112,000	2,566,869
SANITATION						
REVENUES	171,800	0	171,800	160,452	0	160,452
EXPENSES	171,800	0	171,800	160,452	0	160,452
TOTAL REVENUE	4,903,223	1,783,200	6,686,423	5,072,986	2,033,400	7,106,386
TOTAL BUDGET	4,789,285	1,897,138	6,686,423	4,749,386	2,357,000	7,106,386

MUNICIPAL CORP OF CAPE CHARLES						
REVENUE & EXPENSE SUMMARY BY FUND						
FISCAL YEAR 2014 & 2015						
as of April 25, 2014						
	FY 2015			FY 2014		
	OPERATING EXP/REV	CAPITAL PROJECTS	TOTAL BUDGET	OPERATING EXP/REV	CAPITAL PROJECTS	TOTAL BUDGET
GENERAL FUND						
REVENUES	2,124,984	1,184,000	3,308,984	2,068,883	888,300	2,957,183
EXPENSES						
Legislative	18,504	18,925	37,429	19,897	0	19,897
Town Clerk	122,259	8,200	130,459	119,563	0	119,563
Town Manager	402,622	11,213	413,835	405,417	0	405,417
Treasurer	208,741	0	208,741	195,971	0	195,971
Police	339,342	0	339,342	367,645	0	367,645
Code Enforcement	80,459	0	80,459	77,955	0	77,955
Public Works	422,635	1,239,000	1,661,635	406,620	1,110,000	1,516,620
Parks & Recreation	60,786	0	60,786	60,611	0	60,611
Library	119,871	0	119,871	151,973	0	151,973
Planner	68,734	0	68,734	66,906	0	66,906
	1,843,953	1,277,338	3,121,291	1,872,559	1,110,000	2,982,559
PUBLIC UTILITIES						
REVENUES		0	0	1,436,082	60,000	1,496,082
EXPENSES						
Administration	74,802	0	74,802	74,026	0	74,026
Water	426,779	15,000	441,779	428,554	105,000	533,554
Wastewater	884,310	10,000	894,310	763,032	30,000	793,032
Meter & Billing	45,722	0	45,722	48,469	0	48,469
	1,431,613	25,000	1,456,613	1,314,081	135,000	1,449,081
HARBOR						
REVENUES	1,152,887	580,100	1,732,987	1,481,769	1,085,100	2,566,869
EXPENSES	1,157,987	575,000	1,732,987	1,454,869	1,112,000	2,566,869
SANITATION						
REVENUES	171,800	0	171,800	160,452	0	160,452
EXPENSES	171,800	0	171,800	160,452	0	160,452
TOTAL REVENUE	3,449,671	1,764,100	5,213,771	5,147,186	2,033,400	7,180,586
TOTAL BUDGET	4,605,353	1,877,338	6,482,691	4,801,961	2,357,000	7,158,961

Updated 4/25/14

MUNICIPAL CORP OF CAPE CHARLES						
REVENUE & EXPENSE SUMMARY BY FUND						
FISCAL YEAR 2013 & 2014						
	FY 2013			FY 2014		
	OPERATING EXP/REV	CAPITAL PROJECTS	TOTAL BUDGET	OPERATING EXP/REV	CAPITAL PROJECTS	TOTAL BUDGET
GENERAL FUND						
REVENUES	1,898,557	76,800	1,975,357	2,068,883	888,300	2,957,183
EXPENSES						
Legislature	13,753	0	13,753	19,897	0	19,897
Town Clerk	100,585	0	100,585	119,563	0	119,563
Town Manager	408,846	0	408,846	413,417	0	413,417
Treasurer	181,936	0	181,936	195,971	0	195,971
Police	375,933	0	375,933	367,645	0	367,645
Code Enforcement	99,734	0	99,734	77,955	0	77,955
Public Works	407,776	131,000	538,776	406,619	1,110,000	1,516,619
Parks & Recreation	62,641	0	62,641	60,611	0	60,611
Library	105,725	0	105,725	118,598	0	118,598
Planner	87,428	0	87,428	66,906	0	66,906
	1,844,357	131,000	1,975,357	1,847,183	1,110,000	2,957,183
PUBLIC UTILITIES						
REVENUES	1,446,910	2,088,744	3,535,654	1,436,082	60,000	1,496,082
EXPENSES						
Administration	74,388	0	74,388	74,826	0	74,826
Water	431,336	412,500	843,836	428,555	105,000	533,555
Wastewater	755,463	1,838,327	2,593,790	809,232	30,000	839,232
Meter & Billing	23,640	0	23,640	48,469	0	48,469
	1,284,827	2,250,827	3,535,654	1,361,082	135,000	1,496,082
HARBOR						
REVENUES	1,547,874	500,000	2,047,874	1,491,869	1,075,000	2,566,869
EXPENSES	1,547,874	500,000	2,047,874	1,454,869	1,112,000	2,566,869
SANITATION						
REVENUES	188,300	0	188,300	160,452	0	160,452
EXPENSES	188,300	0	188,300	160,452	0	160,452
TOTAL REVENUE	5,081,641	2,665,544	7,747,185	5,157,286	2,023,300	7,180,586
TOTAL BUDGET	4,865,358	2,881,827	7,747,185	4,823,585	2,357,000	7,180,586
Revised 6/3/2013						

MUNICIPAL CORPORATION OF CAPE CHARLES				6/5/2014
Summary of Capital Projects by Fund				
Proposed Fiscal Year 2015				
	BUDGET	GRANT PROCEEDS	TOWN EXPENSE	PNC 2013 FINANCE
GENERAL FUND				
PUBLIC WORKS				
Cape Charles Multi-Use Trail Phase 2 (80/20 VDOT)	1,570,000	1,256,000	0	314,000
Dump Truck	30,000	0	30,000	0
Parking Design and Plans (Town Owned Lots)	10,000	0	10,000	0
HVAC 2nd Floor Library	10,000	0	10,000	0
Furniture Civic Center (Meeting Space)	18,925	0	18,925	0
New Phone System	11,213	0	11,213	0
Police Cruiser	23,200	8,100	15,100	0
Shore Scan	8,200	0	8,200	0
TOTAL	<u>1,681,538</u>	<u>1,264,100</u>	<u>103,438</u>	<u>314,000</u>
WATER/WASTEWATER FUND				
WATERWORKS				
Keck Wells Engineering and Construction	60,000	0	0	60,000
Truck (50%)	7,500	0	7,800	0
Automatic Flush (1 out of 5)	10,000	0	10,000	0
WASTEWATER				
Truck (50%)	8,100	0	7,800	0
Engineering for Pump Stations (Plum St)	30,000	0	0	30,000
Manholes	100,000	0	0	100,000
TOTAL	<u>215,600</u>	<u>0</u>	<u>25,600</u>	<u>190,000</u>
HARBOR FUND				
	0	0	0	0
	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL PROJECTS FY 2014	<u>1,897,138</u>	<u>1,264,100</u>	<u>129,038</u>	<u>504,000</u>