

REGULAR COUNCIL MEETING A G E N D A

TOWN OF CHINCOTEAGUE

December 1, 2014 - 7:00 P.M. - Council Chambers - Town Hall

CALL TO ORDER

INVOCATION BY COUNCILMAN TAYLOR

PLEDGE OF ALLEGIANCE

PRESENTATIONS

OPEN FORUM / PUBLIC PARTICIPATION

STAFF UP-DATE

AGENDA ADDITIONS/DELETIONS AND ADOPTION:

-
1. Consider Adoption of the Minutes
 - Regular Council Meeting of November 3, 2014 (Page 2 of 34)
 - Council Joint Workshop Meeting of November 13, 2014 (Page 10 of 34)
 2. Public Hearing on the possible adoption of Quitclaim on Surplus Land (Page 15 of 34)
 3. Discuss Harbor Transient Fee for Chincoteague working Waterman per day (Page 21 of 34)
 4. Discuss/Update Downtown Rehabilitation Project Phase 2D with Bowman Consulting
 5. Possible authorization for requesting a feasibility Study by the ARMY Corp of Engineers (Page 22 of 34)
 6. Recreation and Community Enhancement Com Report of Nov 10, 2014 (Councilman Jester) (Page 29 of 34)
 7. Committee/Commission Appointments and Recommendations (Page 31 of 34)
 - Building Code of Appeals
 - Curtis Merritt Harbor Committee
 - Chincoteague Recreation & Convention Center Authority
 - Recreation & Community Enhancement Committee
 8. Discuss Retaining the Lobbyist for Additional 6 Months (Page 32 of 34)
 9. Mayor & Council Announcements or Comments
 10. Closed Meeting in Accordance with Section 2.2-3711(A) (1) of the Code of Virginia.
 - Personnel Matters

ADJOURN:

MINUTES OF THE NOVEMBER 3, 2014
CHINCOTEAGUE TOWN COUNCIL MEETING

Council Members Present:

John H. Tarr, Mayor
Ellen W. Richardson, Vice Mayor
Gene W. Taylor, Councilman
Ben Ellis, Councilman
James T. Frese, Councilman
John N. Jester, Jr., Councilman

Council Members Absent:

J. Arthur Leonard, Councilman

CALL TO ORDER

Mayor Tarr called the meeting to order at 7:00 p.m.

INVOCATION

Councilman Ellis offered the invocation.

PLEDGE OF ALLEGIANCE

Mayor Tarr led in the Pledge of Allegiance.

OPEN FORUM/PUBLIC PARTICIPATION

Mayor Tarr opened the floor for public participation.

- Mrs. Patsy Savage stated that she purchased a golf cart and was informed she needed a Town sticker and bought one. She then found out that others with golf carts didn't have to purchase a Town sticker. She feels that those who purchased a Town sticker for the golf carts should be refunded. She also asked if the Town had an Ordinance regarding the number of dogs a person can have at their home.

Town Manager Ritter advised that Town Attorney Poulson has been reviewing the golf cart and Town sticker matter and will report when he returns.

Chief Lewis stated that if the dog is loose call the Police Department they will take care of it.

Mrs. Savage advised that they are limited to 3 horses and feels that dogs should be limited too.

- Ms. Laurie Walton approached Council regarding the 5th annual Homes for the Holiday House Tours. She explained that the donations for the tours go to a local charity. She stated that the donations went to the Food Pantry, the Police Department, the Kiwanis Club and last year it went to the Timothy Hill house toward their wooden chimney project. Ms. Walton stated that this year they have the Swing Bridge Project. She explained the project of artwork of a compass in the bricks where someone would stand to see a sculpture of the swing bridge. She added that it would appear to be the bridge where it once was. Ms. Walton advised that they are also taking this to the Parks and Recreation Committee. She added that she doesn't expect it will be of any cost to the Town.

Mayor Tarr asked Ms. Walton to present the Committee with specific information, such as the size.

There were brief comments.

- Chamber Director Shotwell reminded Council of the upcoming Christmas parade on December 6th. She added that the theme is “A Happy Seaside Christmas”.

STAFF UPDATE

Planning Department

Town Planner Neville advised that the Planning Commission will meet November 4th at 5:00 p.m. to review the final draft changes to the Comprehensive Plan. He stated that the Coastal Resiliency Project Workshop is scheduled for next week. He added that they are coming up with some ideas to improve the usefulness of this project to the Town.

Police Department

Chief Lewis stated that the monthly report has been included in Council’s packet.

Mayor Tarr asked Chief Lewis what the Police Department is doing for the playground.

Chief Lewis reported that they donated \$15,000 to go toward new playground equipment. He also stated that they sponsored the free movie night for children 12 and under this past Saturday.

Mayor Tarr advised that the money the Police Department has donated isn’t from their budget. He added that the donation is from their hard earned Ride for Kids and other fundraisers they do throughout the year. He thanked Chief Lewis and his officers for all they do by giving back to the community.

Public Works Department

Public Works Director Spurlock stated that in the next week they will be putting up Christmas decorations.

There were comments.

General Government

Town Manager Ritter reported that the monthly report is included in the packet. He stated that EMS response for October was 74 which were 5 more than October of 2013, ALS response was 35, BLS 26 and all others were 13. He also reported that Coordinator Rush has been monitoring the daily weather and other briefings. He stated that he, Mrs. Edwards and Public Works Director Spurlock went to Suffolk for an audit of Phase 2C of the Main Street Revitalization project. He added that they will be discussing Phase 2D as an agenda item. He also stated that staff has been working on the tax bills. He reported that they will be out by November 5th or 6th and will be due by December 5th.

Councilman Ellis asked if the increase in the revenue for Transient Occupancy and Meals Tax was normal for this time of year.

Town Manager Ritter advised that it is hard to determine if there were more visitors here when the motels and restaurants have increased their rates.

Councilman Jester stated that he has talked with the businesses and they feel that business was good this year.

Chamber Director Shotwell advised that the Chamber's visitors were consistently up by 40% over last year, Labor Day was up 90% and Pony Penning week was up 70%.

Vice Mayor Richardson stated that Coordinator Rush did a great job with the POD exercise. She feels the Town should give him a letter of commendation. She added that there were others who should be recognized.

Councilman Jester feels they should look into alternative communications rather than cell phones.

Councilman Ellis asked if the removal of trees from Memorial Park was a result of the pine bark beetles.

Public Works Director Spurlock advised it was not. He stated that Mr. Lewis with the Virginia Department of Forestry came and toured the Island. He added that the beetles are done for the season and have devastated the south end of the Island.

Councilman Jester asked for the paving schedule for South Main Street.

Public Works Director Spurlock stated he has been reviewing the schedule and feels it would be better to pave in the spring after the sidewalk work is done.

AGENDA ADDITIONS/DELETIONS AND ADOPTION

Vice Mayor Richardson motioned, seconded by Councilman Jester to adopt the agenda adding "Personnel" to Item #8. Motion carried.

Ayes: Richardson, Jester, Frese, Ellis, Taylor

Nays: None

Absent: Leonard

1. Consider Adoption of the Minutes

- **Regular Council Meeting of October 6, 2014**
- **Council Workshop Meeting of October 16, 2014**

Vice Mayor Richardson motioned, seconded by Councilman Frese to approve the minutes of the October 6, 2014 regular Council meeting and October 16, 2014 Council workshop meeting with the change of Gail "Hart" to "Hartley". Motion carried.

Ayes: Richardson, Jester, Frese, Ellis, Taylor

Nays: None

Absent: Leonard

2. Discuss the Downtown Rehabilitation Project Phase 2D

Mrs. Kat Edwards gave a recap of Phase 2D. She stated that they have been using VDOT funding to help accomplish the revitalization efforts in the downtown area. She stated that VDOT has been going through changes during this time. She explained that as they are moving and changing, a different set of folks are reviewing the plans. She stated that there are now more stopping points for approval. She stated that Phase 2D is to do work from Cleveland Street past the Firehouse and from Bridge Street to just past the American Legion. She advised that they are at the 90% stage with the drawings and the engineers have submitted a schedule to VDOT starting construction in the spring. She added that VDOT won't let this happen that fast. She also stated that the schedule of starting in June isn't feasible for the local downtown businesses.

Mrs. Edwards continued to review the schedule. She stated that the schedule has to be approved by Council before VDOT will even review it. She added that they won't review plans or do updates to the environmental review until the project is set up. She stated that this schedule takes VDOT's time limits and will start in September on the southern end of the downtown having less impact.

There were comments.

Vice Mayor Richardson thanked Mrs. Edwards for all her hard work. She asked to see the drawings. She mentioned the lamp post in front of the Shore Stop.

Mrs. Edwards suggested inviting the engineer for a presentation.

Councilman Taylor asked if there would be a problem with the work in front of the firehouse.

Mrs. Edwards explained that they have discussed this project with the Fire Company and they will have further meetings with them prior to construction. She also suggested having them attend the preconstruction meeting to iron out the issues. She mentioned there being a short time that the front of the firehouse will not be accessible.

Councilman Jester feels that a safe access at the Community Health Center will be a construction scheduling problem also.

Mrs. Edwards added that this will be addressed at preconstruction also.

Council reviewed and agreed to the schedule.

3. Harbor Committee Report of October 2, 2014

Councilman Jester stated that they have a request for reduced rates for the county working watermen. He stated that the Committee agreed that the rates have been working over the past several years and decided to leave the rates alone. He stated that the fuel pumps and computer are working fine. He also stated that he heard that the ice machine is coming out.

Town Manager Ritter advised that the ice machine is coming out. He stated that the owner is presently looking for someone to take it over or she will remove it within the month. Councilman Jester also reported that the entrance to the Harbor has been maintained nicely by the crew boats from the dredging company. He added that they are gone now. He asked if the Town has heard anything further from the Army Corps of Engineers about the sand out front of the Harbor. He feels that this is a big issue with the wave action.

There was discussion regarding the report from the Army Corps of Engineers and the list they submitted of who was going to do what.

There was also lengthy discussion regarding sublease fees, the cost per day and Chincoteague working watermen that qualify for the priority list. There was also discussion regarding veterans' rates.

Mayor Tarr reminded Council that the rates are voted on every year during the budget.

Town Manager Ritter advised that they discussed this matter at the Harbor Committee meeting and it was decided to leave the sublease at \$4.50 per day. He suggested that they discuss this further with the Harbor Master who is in the process of breaking down the fees and the lists.

Councilman Taylor motioned, seconded by Councilman Frese to put this matter on the next Council meeting agenda. Motion carried.

Ayes: Richardson, Jester, Frese, Ellis, Taylor

Nays: None

Absent: Leonard

4. Budget and Personnel Committee Report of October 14, 2014

- **Draft Pony Express Updated Zero Tolerance Drug and Alcohol Testing Policy**

Town Manager Ritter stated that this is a new updated policy specific to the Pony Express as a Federal requirement. He added that it is more detailed.

Councilman Jester motioned, seconded by Councilman Taylor to adopt the Pony Express Updated Zero Tolerance Drug and Alcohol Testing Policy. Motion carried.

Ayes: Richardson, Jester, Frese, Ellis, Taylor

Nays: None

Absent: Leonard

Mayor Tarr also reported that they discussed a draft 5 year and 10 year projection. He stated that they have asked staff to review and update the information.

5. Cemetery Committee Report of October 28, 2014

- **Proclamation designating November 9th-15th as Cemetery Cleanup Week**

Vice Mayor Richardson reported that 28 of the U. S. Coast Guard men and women conducted cleaning work at the Mechanic's Cemetery on October 23rd. She stated that they want to be a part of the community. She added that they chose this cemetery because it has the most veterans

buried there. She stated that they will return to complete the cleanup and repairs. She offered for Council to see the pictures she took of the cleanup.

Vice Mayor Richardson also advised of the Proclamation designating November 9th through the 15th as cemetery cleanup week.

Town Manager Ritter stated that they will be cleaning up the Jones Cemetery, November 15th at 9:00 a.m.

Mayor Tarr read the Proclamation.



PROCLAMATION

WHEREAS, throughout our community there are many cemeteries and family burial grounds; and

WHEREAS, over the years many of the loved ones of those buried in our cemeteries have moved away or are no longer able to tend to these cemeteries; and

WHEREAS, many organizations and individuals throughout our community have volunteered to assist in the cleanup of those sites and common areas within these cemeteries; and

WHEREAS, these organizations and individuals need assistance from all citizens to accomplish their cleanup goals to beautify and preserve our family burial grounds.

NOW, THEREFORE, I, Mayor John H. Tarr do hereby proclaim the week of November 9TH through 15TH, 2014, as Cemetery Cleanup Week within the Town of Chincoteague and call upon our citizens to volunteer to organize and assist in the cleanup of our Island cemeteries.

DATED this 3rd day of November, 2014.

John H. Tarr, Mayor

ATTEST:

Robert G. Ritter Jr., Town Manager

6. USDA Community Facilities Grant for Police Car Camera System

Chief Lewis stated that the Police Department would like to apply for the Facilities Grant to purchase cameras for the police cars. He added that the cameras are 10 years old and to replace them will cost \$40,000. He advised that the grant will give them \$25,000.

Town Manager Ritter stated that Council approval will allow the Police Department to apply for the grant. He added that they will put the funding in the next fiscal year budget. He also stated that they are seeking authorization to proceed with the grant application.

Councilman Taylor motioned, seconded by Vice Mayor Richardson to approve the USDA Community Facilities Grant for the police car camera system. Motion carried.

Ayes: Richardson, Jester, Frese, Ellis, Taylor

Nays: None

Absent: Leonard

7. Mayor & Council announcements or Comments

Councilman Ellis stated that he has never seen a Police Department give as much back to the community as the Chincoteague Police Department. He commended their efforts.

8. Closed Meeting in Accordance with Section 2.2-3711(A)(1 & 7) of the code of Virginia.

- **Legal Matters**
- **Personnel Matters**

Councilman Frese moved, seconded by Vice Mayor Richardson to convene a closed meeting under Section 2.2-3711(A)(1 & 7) of the Code of Virginia to discuss legal and personnel matters. Motion carried.

Ayes: Richardson, Jester, Frese, Ellis, Taylor

Nays: None

Absent: Leonard

Councilman Taylor moved, seconded by Councilman Ellis to reconvene in regular session. Motion carried.

Ayes: Richardson, Jester, Frese, Ellis, Taylor

Nays: None

Absent: Leonard

Councilman Frese, seconded by Councilman Taylor to adopt a resolution of certification of the closed meeting. Motion carried

Ayes: Richardson, Jester, Frese, Ellis, Taylor

Nays: None

Absent: Leonard

WHEREAS, the Chincoteague Town Council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711(A)(1) of the Code of Virginia requires a certification by this Town Council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Chincoteague Town Council hereby certifies that to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Town Council.

VOTE: Ayes- Ellis, Jester, Frese, Richardson, Taylor

Nays- None

Absent- Leonard

Adjourn

Councilman Frese motioned, seconded by Councilman Jester to adjourn. Motion carried.

Ayes: Richardson, Jester, Frese, Ellis, Taylor

Nays: None

Absent: Leonard

Mayor

Town Manager

MINUTES OF THE NOVEMBER 13, 2014
CHINCOTEAGUE TOWN COUNCIL WORKSHOP
JOINT MEETING WITH THE PLANNING COMMISSION

Council Members Present:

John H. Tarr, Mayor
Ellen W. Richardson, Vice Mayor
Gene W. Taylor, Councilman
Ben Ellis, Councilman
James T. Frese, Councilman
John N. Jester, Jr., Councilman

Council Members Absent:

J. Arthur Leonard, Councilman

Planning Commission Members Present:

Mr. Ray Rosenberger, Chairman
Mrs. Mollie Cherrix, Vice Chairperson
Mr. Ben Ellis, Councilman

Commission Members Absent:

Mr. Michael Dendler

Mr. Steve Katsetos
Mr. Jeff Potts
Mr. Spiro Papadopoulos

CALL TO ORDER

Mayor Tarr called the Town Council joint meeting to order at 5:00 p.m.
Chairman Rosenberger called the Planning Commission joint meeting to order at 5:00 p.m.

INVOCATION

Councilman Ellis offered the invocation.

PLEDGE OF ALLEGIANCE

Mayor Tarr led in the Pledge of Allegiance.

OPEN FORUM/PUBLIC PARTICIPATION

Mayor Tarr opened the floor for public participation.

AGENDA ADDITIONS/DELETIONS AND ADOPTION

Councilman Frese motioned, seconded by Councilman Jester to adopt the agenda as presented.
Motion carried.

Ayes: Frese, Jester, Richardson, Ellis

Nays: None

Absent: Leonard, Taylor

1. Joint Meeting with the Planning Commission to Discuss Possible Changes to the Comprehensive Plan (5 Year Update) and to Schedule a Public Hearing.

Planning Commission Chairman Rosenberger on behalf of the Planning Commission sincerely thanked Town Planner Neville for his hard work. He stated that the Commission feels they have

reached a point where the last years' worth of work has culminated in a document that Council will feel comfortable with.

Town Planner Neville identified a correction necessary in the Staff Report to reflect the agreed upon population estimate of approximately 3,600 for the Town, and then read the State Code requirement for the Planning Commission to review and update the Comprehensive Plan every 5 years. He identified minor corrections that have been proposed in each chapter and the opportunity to document significant projects and accomplishments since the Plan was adopted in 2010.

Six (6) subject matter topics reviewed by the Planning Commission were presented, and then staff recommended review of the proposed updates for each chapter to allow Town Council comment and finally to determine if the document is ready for a public hearing.

Mayor Tarr agreed that a joint public hearing would be appropriate because the Plan updates are not proposing a significant change of direction and the Council workshops have allowed participation in the process over the last year.

Town Planner Neville pointed out the addition of a List of Reports/Studies that is incorporated by reference into the Comprehensive Plan. Mayor Tarr requested that these documents should be made available to the public as either an appendix to the Plan, on the Town website, or as a copy for review at the Town Office.

Review of seven (7) chapters and three (3) appendices was completed with the following comments from the members present:

- Chapter One – Community Profile
 - Update includes 2010 Census data and new information about groundwater, floodplain, and tree cover.
 - Identify location of picture on page 19 or replace with view from Chincoteague
 - Expand on discussion of bark beetle damage in section on Tree Cover
 - Verify number of public water systems and correct for six municipal water systems with source of information from the A-NPDC Groundwater Committee on page 18, or revise to say 'several' community water systems and just keep the percentage of use
 - Combine industrial land use with commercial land use on top of page 24
 - Add to Physiography on page 17 to include statement on protection of Chincoteague from storms by Assateague Island, and risk at south end of island due to increased width of the inlet. Add concern for critical infrastructure like south Main Street and need to harden the shoreline
 - Map on Page 20 shows incorrect corporate boundary line, show complete boundary to Queen Sound, Assateague Island and the Maryland State Line. Also label as marshland to coordinate with text in chapter
 - Remove existing land use map on page 25 as outdated and replaced by the adopted 2010 land use map

- Include a ‘future’ Flood Hazard Map representing the latest FEMA RiskMAP study and the draft Flood Insurance Rate Maps.
- Chapter Two – Goals and Objectives

Update includes an improved Primary Goal, a new Environmental Goal and Objective which reflects the unique perspective of the Town

 - Correct for NASA/commercial launches
 - Remove proposed transportation objective for a parking garage
 - Add proposed transportation objective for enhanced public transportation options (trolley, taxi service)
- Chapter Three – Land Use Plan

Update includes state guidance on Coastal Resource Management with modifications for local working waterfronts, corrected reference to Old Town Commercial rather than Historic Downtown planning area, and a recommendation for public restrooms on the Maddox Boulevard corridor

 - Add legend to map on page 46
 - Discussion of Old Town versus Historic Downtown, correct page 31
- Chapter Four – Economic Development

Update includes expanded history on the relationship between the Town and the Wildlife Refuge which supports tourism, new statistics on sport-fishing, aquaculture and tourism, description of MACRI, CIAO, removal of the “Green Hotel” proposal, and new objectives regarding education partnerships.

 - Consolidate reference to Eastern Shore Defense Alliance on page 57 with paragraph on page 60
 - Update construction status of the Wallops Research Park on page 60
 - Add reference to WFF as one of 6 sites for UAV research
 - Confirm Virginia Space Flight Center is now MARS and correct several items on page 58 and 59
 - Delete proposed section describing MACRI on page 60 and the glossary on page 6
 - Correct statistics about the number of hotels, rental houses, etc. on page 54
- Chapter Five – Community Facilities

Update includes description of the Museum and Island Theatre renovations, incorporation of recommendations from the Wastewater Advisory Committee, new description of Broadband and Mariners Point

 - Correct picture caption for 2 schools on page 72
 - Correct hospital construction date on page 82
 - Correct typo on page 76, library completion on page 74
 - Revise sections recommending public sewer service to include mandate for a public ‘referendum’, investigate whether a referendum is legally binding
 - Remove data regarding student population on page 72/73

- Correct Fire & Emergency Services paragraph on page 76 to identify paid Town staff
 - Correct Harbor paragraph on page 81 to add goal of long term replacement fund
 - Add statement to Broadband to expand affordable service to every resident
 - Relocate or revise picture on page 83
 - Keep recommendation for community pool, move to page 87
- Chapter Six – Transportation
Update includes significant changes over the last 5 years and new priorities for public transportation projects, new section regarding private roads which make up 50% of the transportation network on Chincoteague
 - Carefully consider cost implications of private road conversion to public street
 - Add strategy to review traffic congestion areas along Maddox Boulevard at Main Street and Deep Hole Road
 - Add strategy to update transportation plan map on page 94
- Chapter Seven – Housing/Neighborhoods
Update chapter to present information in a positive manner and remove emphasis on redevelopment and high density housing, to highlight floodplain building standards, and to add a new section on Temporary Family Health Care Structures permitted by State Code
 - Refer to chapter as ‘Housing and Neighborhoods’
- Appendix A – Implementation Matrix
Section was not amended to include new projects during this regular update process.
 - Remove objective numbering system that is out of sequence
- Appendix B – Questionnaire Comments
No changes were proposed.
 - Remove this information since it is out of date and may no longer be relevant.
- Appendix C – Background Planning Process
Update includes a description of the current 5 year process to review the Plan
 - No comments.

Mayor Tarr advised that the Comprehensive Plan changes will be reviewed by the Planning Commission in December and may be advertised for a joint public hearing at the January regular Council meeting. He also added that the public hearing on the new Flood Maps will be at the regular Council meeting in February in order to allow discussion of possible ordinance changes.

There was discussion and Council agreed to request an insurance company for FEMA attend the February meeting regarding flood insurance.

2. Mayor, Council & Commission Announcements or Comments

Commissioner Papadopoulos raised the question about the Town’s Capital Improvement Plan and whether the Planning Commission should provide advice to Town Council as permitted in State Code. Accomack County was discussed as an example of this process. Mayor Tarr and Town Manager Ritter referred to the Town’s 5 year budget projection and the Council review process each year in January and February for more information.

Adjourn

Councilman Frese motioned, seconded by Councilman Jester to adjourn. Motion carried.

Ayes: Frese, Jester, Richardson, Ellis, Taylor

Nays: None

Absent: Leonard

Commissioner Papadopoulos motioned, seconded by Commissioner Potts to adjourn the Planning Commission meeting. Motion carried

Mayor

Town Manager

Planning Commission Chairman



November 19, 2014

Town of Chincoteague
Mayor J. H. Tarr
6150 Community Drive
Chincoteague, VA 23336

Dear Mayor Tarr:

As you are well aware the Chincoteague Volunteer Fire Company is deeply involved in the process of developing our property on Deep Hole Road to support our new Fire Station. During this process we have discovered that a small piece of property that joins our property to the South originally belonging to the Commonwealth of Virginia has, now, been given to the Town of Chincoteague.

Our developers, AWB Engineering, has suggested that we pursue purchasing that small piece of property so as to better develop the land in accordance with current laws. Since this property is now the Town of Chincoteague's we request either to purchase the land from the Town, or have the Town surrender lifetime rights to the Fire Company for as long as we support a Fire and Rescue building on the premises.

If you or anyone on the Counsel has any further questions, please feel free to contact me at (757) 894-0440.

Sincerely,

Harry S. Thornton, Fire Chief
Building Committee Chairman

Law Offices of
Jon C. Poulson
Attorney and Counselor at Law

23349 Cross Street
P.O. Box 478
Accomac, Virginia 23301

Telephone: (757) 787-2620
Fax: (757) 787-2749

November 7, 2014

Robert Ritter
Town Manager
Town of Chincoteague
6150 Community Drive
Chincoteague, VA 23336

RE: Proposed Quitclaim Deed to Fire Company

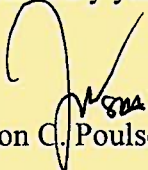
Dear Rob:

Further to the above matter, enclosed herewith please find proposed Quitclaim Deed from the Town to the Fire Company for the small parcel of real estate across from the municipal center. As noted, this conveyance requires a public hearing. It is permitted by law in accordance with the section cited in the Deed. The Deed recites a public hearing on December 1, 2014, as we discussed.

Please note that we must have an affirmative vote of $\frac{3}{4}$ of all members of Council. This will mean obviously five votes. I would suggest that any member of the Fire Company abstain, but we still need five affirmative votes. I do not know how many members of Council are in the Fire Department. If it is necessary for a member of the Fire Company to vote to obtain the five required votes, they will simply have to do it. There is no conflict of interest under the law, and that there is no financial benefit in any way, shape or form accruing to the Council member. No one is paid by the Fire Company and should the Fire Company ever dissolve, its assets are not distributed to its members but go to some charitable organization. I will chime in on that if necessary at the meeting.

If Council approves, please have the Mayor execute the Deed and deliver to a Fire Company representative.

Sincerely yours,


Jon C. Poulson

JCP/smh
Enclosure

There is no title insurance on this conveyance.

Tax Map No.: 030A7A0000081E0

THIS QUITCLAIM DEED, made this 2nd day of December, 2014, by and between, the TOWN OF CHINCOTEAGUE, a Virginia Municipal Corporation, Grantor, and the CHINCOTEAGUE VOLUNTEER FIRE COMPANY, a Non-profit Virginia Corporation, Grantee, whose address is P.O. Box 691, Chincoteague, Virginia 23336.

WHEREAS, the Grantee is a non-profit organization furnishing volunteer firefighting and life saving services for Chincoteague Island and adjacent areas, and

WHEREAS, the Grantee is constructing a new firehouse and related facilities on Chincoteague Island to better serve the citizens of Chincoteague and adjacent areas, and

WHEREAS, pursuant to § 15.29-53 of the Code of Virginia of 1950, as amended, the Town of Chincoteague may make gifts and donations of property, real, personal or money, to such a non-profit organization, and

WHEREAS, pursuant to § 15.2-1800 of the Code of Virginia of 1950, as amended, a locality may, subject to the requirements of Article VII, Section 9 of the State Constitution, sell, exchange, lease, mortgage, pledge, or otherwise dispose of its real property, and

WHEREAS, § 15.2-1800 requires a public hearing before the disposition, and

WHEREAS, Article VII, Section 9 of the State Constitution requires an affirmative vote of three-quarters (3/4) of all members of the governing body, and

WHEREAS, Chapter 2, Section 1, Paragraph 6 of the Town Charter permits such disposition, and

This Deed was prepared by Jon C. Poulson, a member of the Virginia State Bar, No. 03984, Accomac, VA 23301

JON C. POULSON
ATTORNEY AT LAW
P.O. BOX 478
ACCOMAC, VIRGINIA
23301

WHEREAS, on December 1, 2014, the governing body held a duly advertised public hearing on the question of whether to Quitclaim the herein described real estate to the Grantee, and

WHEREAS, at the conclusion of said public hearing, the governing body, by a vote of at least three-quarters (3/4) of all members of Council, affirmatively approved the conveyance to the Grantee by Quitclaim Deed of the herein described real estate,

NOW THEREFORE WITNESSETH: that the Grantor, for and in consideration of the premises, and the additional consideration of ONE DOLLAR (\$1.00), cash in hand paid, the receipt whereof is hereby acknowledged, does hereby remise, release, and quitclaim to the Grantee all its right, title, and interest in and to the following described real estate:

All that certain lot or parcel of land situated on Chincoteague, Islands Magisterial District, Accomack County, Virginia, situated along and binding on Deep Hole Road, and further bounded and described as follows: On the Northwest by the right of way line of Deep Hole Road; on the Northeast by the land of the Chincoteague Volunteer Fire Company; on the Southeast by the land of the Chincoteague Volunteer Fire Company; and on the Southwest by the land of Reginald Edward Stubbs and Anna C. Stubbs.

Said real estate is a part of the land conveyed to the Town of Chincoteague by a certain Quitclaim Deed dated June 11, 2012 from the Commonwealth of Virginia acting by and through the Commissioner of Highways, which Deed is recorded in the Clerk's Office for the Circuit Court of Accomack County, Virginia as Instrument Number 201203256, and further is a part of the land conveyed to the Commonwealth of Virginia by Deed dated April 9, 2001 from Joseph G. Clawson, which Deed is recorded in the aforesaid Clerk's Office in Deed Book 2001 at page 7545.

Said real estate is expressly conveyed subject to the reservation and condition that should such real estate ever cease to be used for public purposes in conjunction with the improvements being constructed, or that may hereafter be constructed, by the Grantee on its adjacent real estate,

title and ownership of such real estate shall immediately, without notice, revert to the Grantor. EXPRESSLY PROVIDED, HOWEVER, that the encumbering of such real estate by the Grantee as security for any loan by any lender or the utilization of such real estate to satisfy any grant requirement for the construction of such new facilities, shall not cause any such reversion, and such instrument creating any such lien or grant requirement shall have priority over any such reversion.

IN WITNESS WHEREOF, the Grantor has caused this Deed to be executed by its Mayor.

TOWN OF CHINCOTEAUGE,
a Virginia Municipal Corporation
by:

_____ (SEAL)

Its Mayor

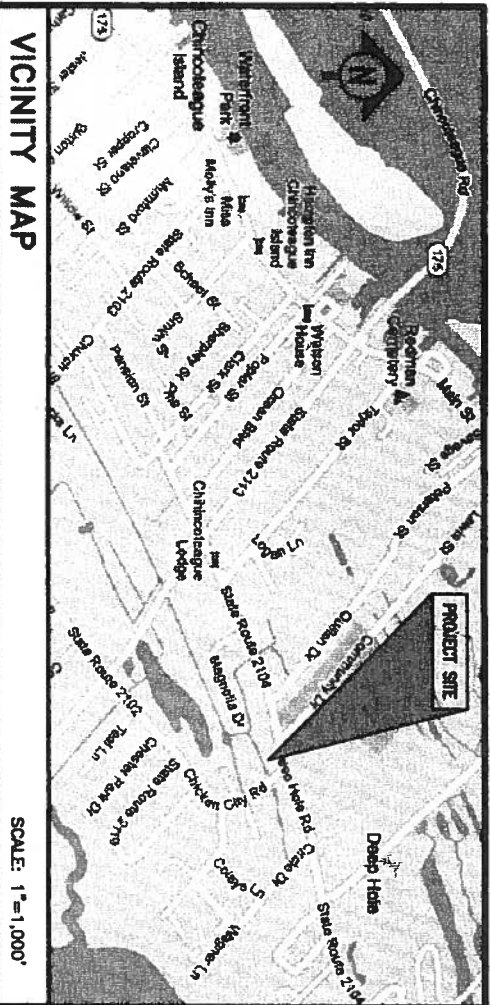
COMMONWEALTH OF VIRGINIA,
COUNTY OF ACCOMACK: to-wit:

The foregoing Quitclaim Deed was acknowledged before me this ___ day of December, 2014, by John H. Tarr, Mayor of the Town of Chincoteague on behalf of the Town of Chincoteague, in my jurisdiction aforesaid.

Notary Public
My Commission expires: _____

This Deed is exempt from recordation taxes pursuant to Va. Code §58.1-811 C4

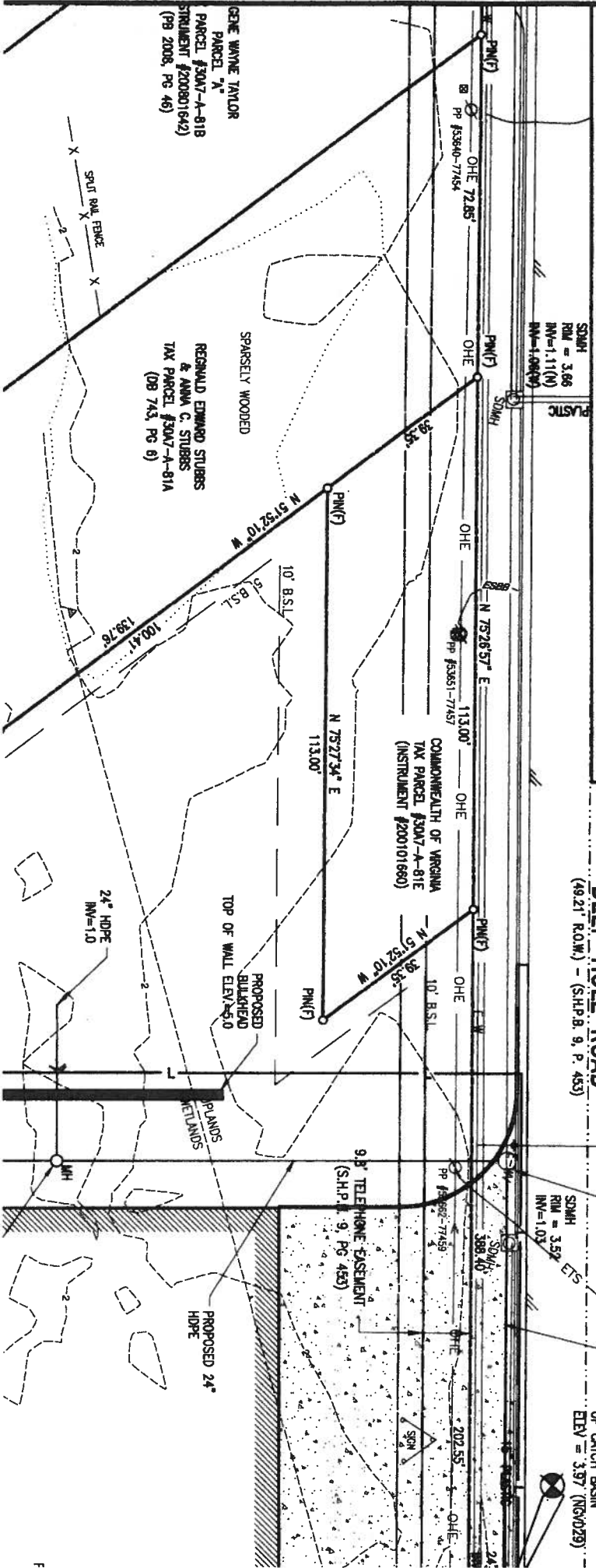
Parcel ID 030A7A0000081E0



SCALE: 1"=1,000'

DEEP HOLE ROAD

(49.21' R.O.M.) - (S.H.P.B. 9, P. 453)



TOWN OF CHICKENTOGAUE
TAX PARCEL #30A7-A-90
(DB 288, PG 371)

SDMH
RIM = 3.71
INV = 1.31

TBM:
CUT SQUARE ON CORNER
OF CATCH BASIN
ELEV = 3.37' (NGVD29)

SDMH
RIM = 3.59
INV = 1.03

SDMH
RIM = 3.88
INV = 1.03

9.8' TELEPHONE EASEMENT
(S.H.P.L. 9, PG 453)

PROPOSED 24\"/>

RESNAUD EDWARD STUBBS
& ANNA C. STUBBS
TAX PARCEL #30A7-A-81A
(DB 743, PG 8)

GENE WYNE TAYLOR
PARCEL #30A7-A-81B
INSTRUMENT #200801642
(DB 2008, PG 46)

FISCAL YEAR 2015

Rate Schedule

Curtis Merritt Harbor

(June 1, 2014 – May 31, 2015)

25 ft. Slip \$446.00

30 ft. Slip \$503.00

40 ft. Slip \$756.00

50 ft. Slip \$1100.00

Slip at head of Collector Pier \$1210.00

Loading Dock fees are \$7.00 per day after 4 hours for commercial vessels and \$10.00 a day for recreational vessels with a \$25.00 minimum.

Sub-permit rate for Commercial Vessels: \$4.50 per day or any portion of a day.

Sub-permit rate for recreational vessels: \$15.00 per day or any portion of a Day with a \$ 30.00 minimum or \$55.00 a Week (7 days) or \$220.00 a Month (30 days) any size slip.

Nets or other items left on dockside for storage over 3 days will be charged a \$10.00 fee per day.

Boat repair area for with a Harbor permit is \$10.00 per day after 7 days per season haul out.

For Non Harbor resident there will be \$15.00 a day charge after the first 8 hours.

Fees or Penalties for leaving the work area not cleaned \$50.00 one time penalty per haul out. If payment is not received all Harbor and Town Property privileges will be prohibited.

Trailer parking with Harbormasters permission, short term (less than Two weeks) \$5.00 per day. Trailer must have a tag and a user fee sticker.

D.W.MERRITT HARBORMASTER



**Resolution Authorizing the Request for a
Feasibility Study Proposal to the U.S. Army Corps of Engineers**

Whereas, The Town of Chincoteague, Inc. and the U.S. Army Corps of Engineers have enjoyed a long and beneficial partnership in the care and management of the navigable waters surrounding Chincoteague Island, and

Whereas, recent changes to the Chincoteague Inlet have exposed the Town of Chincoteague to increased risk from tidal storm surge from the Atlantic Ocean, and

Whereas, the USFWS Chincoteague National Wildlife Refuge recently published a draft Comprehensive Conservation Plan which indicates the intent to change federal land management practices to encourage vulnerability rather than stability for the barrier island which protects the Town of Chincoteague, and

Whereas, the US Army Corps of Engineers announced in the Federal Register (FR Doc. 2014-18495) a request for feasibility study proposals from non-federal interests to be included in the 2015 USACE Annual Report to Congress, and

Whereas, it is necessary for a resolution of support to be received from the sponsoring local jurisdiction requesting the USACE to initiate a feasibility study in the Town of Chincoteague and its environs,

Now, Therefore, Be It Resolved, that the Town of Chincoteague, Inc., requests the U.S. Army Corps of Engineers to obtain authorization for a feasibility study to evaluate coastal risk and resiliency, to model potential management changes on Assateague Island, and to advise the Town of Chincoteague on sustainable, cost effective management options which would reduce flood risk and damage from coastal storms, maintain the navigable waterways surrounding Chincoteague Island, assure ocean inlet access for the USCG and our fishing fleet, and minimize shoreline erosion of protective marshes.

Be It Further Resolved, that the Town of Chincoteague, Inc. hereby understands and agrees to seek the necessary matching contribution requirements for an initial project phase within a mutually agreed upon scope of work.

Adopted this ____ day of _____, 20__

John H. Tarr, Mayor

ATTEST:

Robert G. Ritter Jr., Town Manager

Draft Copy

December 1, 2014

Lisa Kiefel, Planning Portfolio Manager
U.S. Army Corps of Engineers
Attn: CECW-CE
441 G Street NW
Washington, DC 20314-1000

RE: Request for Proposals from Non-Federal Interests for Proposed Feasibility Studies
(FR Doc. 2014-18495)
**Proposed Feasibility Study for Coastal Community Resiliency within the Environs
of the Town of Chincoteague, Virginia**

Dear Ms. Kiefel:

The following proposal is in response to the Federal Register notice (FR Doc. 2014-18495) for feasibility study proposals from non-federal interests to be included in the 2015 USACE Annual Report to Congress.

The Town of Chincoteague, Inc. requests that study authority be provided for the U.S. Army Corps of Engineers to address Flood Risk/Coastal Storm Risk Management, Navigation and Aquatic Ecosystem Restoration problems and opportunities on the Eastern Shore of Virginia, with primary emphasis on the Town of Chincoteague environs but also allowing flexibility for authority to address opportunities and problems within coastal Accomack County, Virginia.

General authority was granted by Congress under the Assateague Island Seashore Act of 1965, to cooperate with the Department of Interior in the study and implementation of storm damage reduction measures along the Mid-Atlantic Ocean coast. Deliberate management actions to construct and maintain a dune line along Assateague Island have resulted in 50 years of relative stability and protection of important natural, cultural and economic resources surrounding Chincoteague Island.

P.L. 89-195 LAWS OF 89TH CONG.—1ST SESS. Sept. 21, 1965

Sec. 8. The Secretary of the Interior and the Secretary of the Army shall cooperate in the study and formulation of plans for beach erosion control and hurricane protection of the seashore; and any such protective works that are undertaken by the Chief of Engineers, Department of the Army, shall be carried out in accordance with a plan that is acceptable to the Secretary of the Interior and is consistent with the purposes of this Act.

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Our critical request for a USACE feasibility study is in direct response to a proposed change in federal land management by the US Fish and Wildlife Service to manage Assateague Island for increased vulnerability and rapid ecological change. An expanded authorization is necessary to consider alternate management actions for the next 50 years given the uncertainty of cooperative planning and implementation of 'protective works' by the USFWS.

We are also concerned that the USACE with its recognized expertise has been excluded from recent planning efforts. This authorization would allow and encourage participation by the USACE with ongoing studies:

- FEMA Coastal Risk Study (RiskMAP) in 2013 illustrates that Chincoteague Island and adjacent coastal bays are currently protected from dramatic increases in ocean storm surge and wave damage by the long term stability and protection of Assateague Island, however a requested risk study of potential changes in dune and inlet management was denied by FEMA.
- NFWF Hurricane Sandy Grant (\$1.4M) to study enhanced coastal resilience under the leadership of The Nature Conservancy has excluded the USACE with their recognized expertise from the project team and will only provide a limited range of options for community resiliency.
- USFWS Comprehensive Conservation Plan/EIS and NPS General Management Plan/EIS for Assateague Island National Seashore and Chincoteague National Wildlife Refuge will establish coastal management policies for the next 20 years that will directly affect Chincoteague Island and its environs.
- MACRI (Mid-Atlantic Coastal Resilience Institute) connects NASA, USFWS, The Nature Conservancy, Virginia Institute of Marine Science and the universities of Maryland, Delaware and Virginia and yet excludes the USACE with their recognized expertise from the project team.
- USACE North Atlantic Coast Comprehensive Study is scheduled to present best practices for coastal community resiliency to Congress in January 2015. The Town of Chincoteague requests that this current research and established experience should be applied through a feasibility study in order to provide balance to other environmental studies and to increase emphasis on the protection of our community.

On behalf of over 1 million visitors to the area each year, the property owners of almost \$1 billion in improved real estate within town limits, and in the interests of each and every resident of our 334 year old coastal island community, the Town of Chincoteague requests the assistance of the USACE to complete the studies and evaluation necessary to propose serious solutions in response to changes in federal land management of Assateague Island described in the draft CCP/EIS for Chincoteague National Wildlife Refuge (Notice of Intent 75 FR 57056)(FR Doc. 2014-10799 Filed 5-14-14).

Specifically, the Town of Chincoteague is requesting that the study should be completed to:

- 1) Evaluate the impacts of a possible breach and inlet creation from the Atlantic Ocean into Tom's Cove using the RiskMAP tools, and

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- 2) Evaluate the impacts of a possible breach and inlet creation from the Atlantic Ocean into Chincoteague Bay or Assateague Bay north of Chincoteague Island using the RiskMAP tools, and
- 3) Recommend management options in response to these events as well as future changes in the Chincoteague Inlet, and
- 4) Advise the Town of Chincoteague on sustainable, cost effective management options to reduce flood risk and damage from coastal storms, to maintain the navigable waterways surrounding Chincoteague Island, to assure ocean inlet access for the USCG and our fishing fleet, and to minimize shoreline erosion of protective marshes.

The study would build on and complete the FEMA RiskMAP and NFWF/TNC analysis and would provide a range of viable options based on the North Atlantic Coast Comprehensive Study for our community response to coastal risk for the next 50 years.

Information is provided below in support of the proposed feasibility study:

1. Provide the name of all non-Federal interests planning to act as the sponsor, including any non-Federal interest that has contributed or is expected to contribute toward the non-Federal share of the proposed feasibility study or modification.

- **Town of Chincoteague, Virginia (resolution attached)**
- **Accomack County, Virginia (support anticipated depending on scope of study)**
- **Commonwealth of Virginia (support anticipated depending on scope of study)**

2. State if this proposal is for a feasibility study or a modification to an authorized USACE project or feasibility study and, if a modification, specify the authorized project or study.

- **This proposal is for a feasibility study.**

3. State the project purpose of the proposed study or modification.

- **The purpose of the proposed study includes Coastal Storm/Flood Risk Management, Navigation and Aquatic Ecosystem Restoration**
- ***This authorization will build on previous work completed by USGS, USACE, FEMA and NASA to conduct an engineering feasibility study that would assess the current and future function of the barrier island/inlet/coastal bay system surrounding Chincoteague Island, develop an array of options for resource management and evaluate the feasibility and cost associated with sustainable protection and restoration actions***

4. Provide an estimate, to the extent practicable, of the total cost of the proposed study or modification.

- **The Town of Chincoteague anticipates that a preliminary assessment, not to exceed \$400,000 would be necessary to perform the RiskMAP model analysis, prepare a report of options, and establish the scope of resources and needs for future design and project implementation.**

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- **Cost would not exceed \$3 million.**

5. Describe, to the extent practicable, the anticipated monetary and nonmonetary benefits of the proposal including benefits to the protection of human life and property; improvement to transportation; the national economy; the environment; or the national security interests of the United States.

- **All of these categories would benefit.** Significant economic, cultural and environmental resources within the environs of the Town of Chincoteague would be protected, developed and enhanced by feasibility study recommendations and implementation of coordinated coastal resiliency projects.

Protection of life, safety and property

- Fifty years ago Chincoteague was devastated by the Ash Wednesday storm of 1962. The USFWS describes in the draft CCP/EIS its intent to recreate these same conditions by removing Assateague Island dunes and encouraging new barrier island inlets to create a broken overwash condition for endangered species habitat. This is why Congress encouraged agency cooperation in 1965 and why we need support from the USACE today.
- The Town of Chincoteague is an economic engine for Accomack County which is driven largely by tourism. Over 1,200 businesses include employers, self-employed small business and tourist rental homes which support the local economy.
- The USFWS estimated economic impact of Refuge visitor expenditures and employment in Chincoteague at \$42.4 million in 2010. The impact of a storm event which reduces parking at the Seashore is estimated at a 34% annual loss to the Town economy, or \$14.4 million, or as much as \$400,000 per day in the peak summer months.

Maintain critical navigation routes and transportation

- Regular dredging and maintenance of the Chincoteague Inlet and the navigable channels surrounding Chincoteague Island supports our Harbor of Refuge, a commercial finfish and shellfish industry valued in excess of \$3.3 million in 2010, a recreational boating industry and provides access to the US Coast Guard Station.
- Chincoteague Island (3,600 residents) and Chincoteague National Wildlife Refuge (1.4 million annual visitors) rely on a single point of access along the 5 mile long Route 175 causeway which was most recently improved by VDOT with a \$68.7 million bridge realignment in 2010. This important transportation infrastructure link is exposed to high risk from storm events and erosion.

Restore ecosystems

- Changing conditions over the last 4 years have doubled the width of the Chincoteague Inlet and exposed the protective marshes and shorelines of Chincoteague Island to increased storm surge and erosion. Restoration and strengthening the natural systems of sand bars, marshes, ridge and glade drainage systems, and island tree cover needs a coordinated

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management plan to help our coastal community to adapt and defend against future storm risks.

National Security

- Critical federal agency facilities at Wallops Island place NASA, NOAA, NAVY/SCSC and DOI in the same position as the Town of Chincoteague as partners which will benefit from the continued assistance and expertise of the US Army Corps of Engineers.

6. Describe if local support exists for the proposal.

- **Yes.** The long range planning activities of FEMA Region 3, NASA/Wallops Island Flight Facility, Chincoteague National Wildlife Refuge, and Assateague Island National Seashore have elevated our community concern and support for specific storm damage protection measures for Chincoteague Island.
- Local support is specific in its request for USACE participation.

7. State if the non-Federal interest has the financial ability to provide for the required cost share.

- **Yes**, with support from County and State partners if necessary.
- The Town of Chincoteague has an established ‘Chincoteague to Assateague Beach Access’ Advisory Committee to the Town Council with a community donation fund balance of \$22,000.
- The Town of Chincoteague Town Council has designated a portion of the annual Transient Occupancy Tax to support a Beach/Recreation/Tourism Reserve Fund with a current balance of \$121, 701 and a net annual contribution of approximately \$70,000.

8. Submit a letter or statement of support from each associated non- Federal interest.

- **Statement of Support from Town of Chincoteague attached**

Thank you for considering this request for a Feasibility Study of Coastal Community Resiliency within the Environs of the Town of Chincoteague, Virginia

Sincerely,

Robert G. Ritter, Jr.
Town Manager

Draft Copy

Attachment A

Selected text from Draft CCP/EIS for Chincoteague National Wildlife Refuge
(Notice of Intent 75 FR 57056)(FR Doc. 2014-10799 Filed 5-14-14).

Community Resiliency

The Refuge would work with the Town of Chincoteague to explore potential impacts and identify protective methods to address hazard mitigation, in coordination with others, such as Accomack County, Commonwealth of Virginia, NPS, National Aeronautics and Space Administration (NASA), Federal Emergency Management Agency (FEMA), and USACE. The refuge would also work with partners to explore how best to advance the study, information exchange, and project resources for adaptive management practices that sustain the resiliency of this unique barrier island system including but not limited to Assateague, Wallops, Assawoman, and Metompkin islands in the face of dynamic coastal processes and climate change.

(Chincoteague National Wildlife Refuge, Draft Comprehensive Conservation Plan/EIS, Section 2.5.1 Existing Management Actions that Continue Under All Alternatives, Page 2-10)

Objective 5.3 Community Resiliency

Collaborate with Federal, State, and local partners to explore potential impacts and identify protective methods to address hazard mitigation and improve community resiliency, in coordination with others.

Rationale:

The town of Chincoteague, Accomack and Northampton counties, adjacent coastal communities, and NASA are concerned about future impacts of sea level rise and storm surge on infrastructure and access to the region. The refuge shares this concern and would work in coordination with other state and Federal agencies and other appropriate partners to investigate the vulnerabilities and anticipated impacts of climate change and sea level rise on the Eastern Shore. The refuge would also work with partners to explore how best to advance the study, information exchange, and project resources for adaptive management practices that sustain the resiliency of this unique barrier island system including but not limited to Assateague, Wallops, Assawoman, and Metompkin Islands in the face of dynamic coastal processes and climate change.

Strategies:

- Continue working with coastal geologists to model the impacts of coastal storm events and other dune breaching scenarios on Assateague Island to evaluate potential effects that breaches and modifications to infrastructure may have on natural and manmade habitats, refuge infrastructure, and flood control for the Town of Chincoteague. *(Chincoteague and Wallops Island National Wildlife Refuges CCP/EIS, Page 2-38)*

Recreation and Community Enhancement Committee Meeting Minutes November 10, 2014

Committee Members Present:

John Jester, Chairman
Bob Conklin
David Johnson
Arthur Leonard, Councilman
Gene Wayne Taylor, Councilman
Linda Ryan
Jack Van Dame

Staff Present:

Robert G. Ritter, Town Manager
William Neville, Town Planner

Call to Order

Chairman Jester called the meeting to order at 5:00 PM

Public Participation

There was no public participation. Councilman Ben Ellis attended the meeting.

Agenda Adoption

Councilman Leonard motioned, seconded by Mr. Conklin to adopt the agenda. Unanimously approved.

1. Robert Reed Park

- Proposed donation (L.Walton)

Ms. Laurie Walton did not attend the meeting and this item was not considered.

- Relocation of “LOVE CHAIRS” for Christmas Decorations

Town Manager Ritter stated that the “Love Chairs” are placed in the same location that the “Christmas by the Sea” sign is usually located. Public Works Director Spurlock asked if the chairs should be moved or left in place with the understanding that they may not hold up to multiple relocations.

Committee members suggested that the chairs should remain in their current location and they could be lighted for the holidays. The sign was proposed in a new location between the pergola and the picnic shelter.

2. Chincoteague Veterans Memorial Park

- Playground Equipment

Town Planner Neville reported that the playground has been shipped and an installation date is scheduled for December 1st, 2nd and 3rd. After removal of the existing equipment and mulch, drainage improvements will be made by installing several inches of clean gravel below the new 9” deep mulch play surface that will be separated by filter fabric and surrounded by a 12” high black plastic border.

Phase 2 improvements to purchase a rocket theme play area for the older kids can be considered over the winter months for possible installation prior to the summer season. Detailed proposals for this phase will be presented at a future meeting.

Chairman Jester suggested improvements to the other play areas including rubber mats under the swing set, ballfield fence modifications, and possible grading of the right baseline and outfield for drainage considerations.

The remaining balance in the Playground Improvement Fund was discussed.

The Chairman asked about the disposition of the old play equipment after it is removed and whether it could be donated to the YMCA if it is still safe for use.

– **Recognition of Volunteers and Donations**

Committee members acknowledged the efforts of the community to raise funds and plan for the new playground equipment, particularly the Town Police Department for their contribution of \$15,000 toward the phase one play area improvements.

Chairman Jester reminded Staff that a sign should be ordered to thank the contributors to this effort and to post the necessary park rules for the play area.

3. Committee Member Comments

Mr. Conklin suggested that the Committee continue its work on the Ocean Boulevard Trail over the winter months to seek funding for a paved surface, safe crossings at road intersections, signage, and pavement markings near the Dollar General store.

Chairman Jester distributed the revised Bicycle Safety brochure for review by the Committee and consideration at the next meeting along with other ideas to enhance safe bicycling opportunities.

Councilman Taylor and Committee members discussed options for connecting the Ocean Boulevard bike route to Maddox Boulevard along Coaches Lane or Chicken City Road.

Ms. Ryan offered thanks for the new bike racks that the Town installed near the Library and the Robert Reed Park sign.

Mr. Johnson asked about the schedule for completing the Safe Routes to School Trail along Hallie Whealton Smith Drive which must utilize grant funds by next September. Town Manager Ritter responded with an update. He also suggested that the Committee should consider how many other special projects should be approved for Robert Reed Park.

Adjourn:

Ms. Linda Ryan motioned, seconded by Mr. Van Dame to adjourn the meeting.



MEMORANDUM

THE TOWN OF CHINCOTEAGUE

To: Mayor & Town Council
From: Robert Ritter, Town Manager
Date: November 26, 2014
Subject: Committee/Commission/Board Vacancy Appointments

The term for the following member currently serving on the Building Code Board of Appeals will end on December 31, 2014:

1. S. G. Papadopoulos, PE

Mr. Papadopoulos has voiced his desire to be reappointed to the Building Code Board of Appeals. The term if reappointed shall be for a period of 5 years and end on December 31, 2019.

The terms of the following member currently serving on the Curtis Merritt Harbor Committee will end on December 31, 2014:

1. Ernest Bowden

Mr. Bowden has voiced his desire to be reappointed to the Curtis Merritt Harbor Committee. The term if reappointed shall be for a period of 2 years and end on December 31, 2016.

The terms of the following members currently serving on the Recreation and Community Enhancement Committee will end on December 31, 2014:

- 1. Jack Van Dame**
- 2. Robert "Bob" Conklin**

Mr. Van Dame and Mr. Conklin have voiced their desire to be re-appointed to the Chincoteague Recreation & Community Enhancement Committee, which is a two year term and if reappointed their term will end December 31, 2016.

The terms of the following members currently serving on the Chincoteague Recreation and Convention Center Authority will end on December 04, 2014:

- 3. Steven Potts**
- 4. Lynne Ballerini**

Mr. Potts and Ms. Ballerini have voiced their desire to be re-appointed to the Chincoteague Recreation & Convention Center Authority, which is a four year term and if reappointed their term will end December 4, 2018.

The term of the following members currently serving on the Board of Zoning Appeals will end on December 31, 2014:

- 1. Charles "Chuck" Ward**
- 2. John Gilliss**

Mr. Ward and Mr. Gilliss has voiced his desire to be re-appointed to this Board. The term shall be for a period of 5 years and shall expire on December 31, 2019. A letter will be sent to the Honorable Revell Lewis, Judge, regarding his re-appointment.

Council will need to take the necessary action to replace or fill the above applicants at your convenience.



MEMORANDUM
Town of Chincoteague Inc.

Date: November 26, 2014
To: Mayor Tarr and Town Council Members
From: Robert Ritter, Town Manager
Subject: Retaining the Lobbyist for an Additional 6 Months

The fiscal year 2015 budget that was approved in June only has six months of funding for the Town's Lobbyist Alcalde & Fay. Alcalde & Fay consultant Rob Catron will prepare a work plan for the rest of the fiscal year for the Council meeting. Council will need to decide whether to go forward and fund the remainder of the fiscal year. The funding can come out of the tourism / recreation reserve for FY 2015 and in January we will have a budget work shop to discuss the budget amendments.

ALCALDE & FAY, LTD.

MEMORANDUM

TO: Mr. Robert Ritter
Town Manager

FR: Rob Catron
Alcalde & Fay, Ltd.

DA: November 25, 2014

RE: Government Affairs Update

I am pleased to submit this government affairs update to you. Over the past six months we have been focused on the following projects:

- We discussed the CCP with the congressional delegation and informed them of the Town's concern.
- We then secured letters of support for the Town's position on the CCP issue from Senators Mark Warner and Tim Kaine and Rep. Scott Rigell.
- We also secured letters of support for the Town's position for the CCP public comment period from Senator Lynwood Lewis and Delegate Rob Bloxom.
- We made the Town aware of a US Army Corps of Engineers feasibility study opportunity that could be used to pursue a Chincoteague Island protection study and reviewed the Town's submission.
- We have had numerous discussions with USFWS Regional Staff on the draft CCP and their ability and willingness to meet with Town officials and staff to discuss the final CCP.
- We reviewed and made significant suggestions for the Town's comment on the draft CCP.
- We are working closely with Town staff on finding a solution to the flooding issue at Maddox Blvd. and Main St. by researching the potential of securing federal funds from US DOT for a design fix.

ALCALDE & FAY, LTD.

- We attended several community forums, such as the draft CCP public comment meeting, Beach Advisory Committee meetings and the Community Leaders meeting where the new Refuge Manager was introduced.
- We worked with Town staff on the FEMA flood map issue.
- We have researched federal grant opportunities and made Town staff aware of grants that Chincoteague is eligible to pursue.

Going forward, we will work on the following projects in addition to any other issue we are instructed to pursue by Town officials and staff:

- Push, through Administration contacts and Legislative contacts, for the best possible outcome of the Chincoteague NWR CCP process.
- Secure federal and state funding to fix the flooding issue at Maddox and Main.
- Work with the Virginia General Assembly and the governor's administration for Virginia to assist Chincoteague with any future negotiations on the location of the recreational beach at the Refuge, if indeed it would be moved.
- On the Corps of Engineers feasibility request, work to secure Corps support and designation to get moving on the Assateague Island shore protection and Chincoteague Island protection project.

We thank the Mayor and Town Council for the opportunity to assist Chincoteague with your federal and state government affairs issues and stand ready to assist you in whatever way we can.