



**Urbanna Town Council
Work Session
AGENDA
Town Council Chambers
390 Virginia Street Suite B
Thursday, September 8, 2022 7:00 PM**

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Presentation
 - a. Rosabeth Rennolds
 - b. Middlesex Fire Department
6. Public Comment
7. Public Comment Response
8. Matters of the Town Council
 - a. Reports
 - i. Town Administrator
 - ii. Treasurer's Report*
 - iii. Planning Commission
 - iv. Pool Committee
 - b. Boundary Line Adjustment update
9. Action Items
10. Announcements
11. Adjourn

*Document included in meeting packet

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**Agenda Item Summary
September 8, 2022**

Agenda Item: 4-Approval of Agenda

Fiscal Impact: NA

Staff Recommendation: Approve

Council Action Requested: Yes

Sample Motion(s):

Motion to approve agenda as presented

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Agenda Item Summary September 8, 2022

Agenda Item: 5-Presentations

Council Action Requested: None

The following presentations will be made:

Rosabeth Rennolds

The Town Council would like thank Miss Rennolds for taking it upon herself to pick up litter in Taber Park.

Middlesex Fire Department

Town Council will present the Middlesex County Fire Department with a check in the amount of \$15,000 from Virginia Department of Fire Programs.

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Agenda Item Summary September 8, 2022

Agenda Item: 8-Matters of Town Council-Reports

Council Action Requested: None

The following reports will be presented to Council:

- Administrator's Report-Garth Wheeler
- Treasurer's Report*-Michele Hutton
 - July 2022 report that was originally scheduled for the canceled Town Council meeting in August will be presented
- Planning Commission-Merri Hanson
- Pool Committee-Bill Goldsmith

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Treasurer's Report

| Account Balance thru 7/31/2022 | Prior Year | Prior Month | Statement Date |
|--|--------------|--------------|----------------|
| | 7/31/21 | 6/30/22 | 7/31/22 |
| Primis Bank General Operating Bank Account | 591,997.20 | 693,832.66 | 639,319.37 |
| Renter Water Deposits | 14,551.66 | 15,876.66 | 16,101.66 |
| Net Operating General Bank Account | 524,624.26 | 671,950.71 | 613,689.21 |
| TRUIST Historic Trust | 18,045.57 | 20,182.25 | 21,333.14 |
| TRUIST Pool Replacement Account | 36,761.26 | 36,764.60 | 36,764.91 |
| Primis Bank Water Fund Reserve | 113,747.30 | 114,083.22 | 114,133.07 |
| Primis Bank General Fund Reserve | 94,608.08 | 94,799.42 | 94,825.78 |
| Primis Bank Cares Local Recovery | 237,591.65 | 237,700.70 | 475,302.77 |
| Primis Bank DMV | n/a | 2,540.19 | 4,289.45 |
| Taber Trust – Account Value | 1,471,259.67 | 1,361,671.49 | |
| | | | |
| | 7/31/21 | 6/30/22 | 7/31/22 |
| Meals Tax collected in July | 14,800.26 | 14,078.74 | 14,635.00 |
| Lodging Tax collected in July | 3,166.70 | 4,699.43 | 3,422.19 |
| Cigarette Tax collected in July | n/a | 1,087.41 | 1,150.72 |

JULY EXPENDITURES:

\$5,875.00 for Pool Geotechnical report

REVENUE as of 7/31/2022

- Taber Trust Funds of \$58,000 deposited to Truist Bank, Pool Replacement Acc't 8/1/2022
- Continue to work on delinquent accounts. Personal Property past due mailed 8/1/2022

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**Agenda Item Summary
September 8, 2022**

Agenda Item: 8b-Boundary Line Adjustment Update

Council Action Requested: None

Garth Wheeler, Town Administrator and Andrea Erard, Town Attorney will give an update on the status of the Boundary Line Adjustment being sought by the Town.

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