



TOWN COUNCIL

Special Meeting & Executive Session

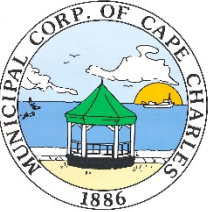
March 7, 2019
Cape Charles Civic Center
6:30 PM

1. Call to Order: Roll Call
2. Public Comments (on agenda items only)
3. Order of Business
 - *A. Offshore Breakwater Contract Award
 - *B. Virginia Destination Marketing Organization Resolution
 - *C. Mason Avenue Pavement Markings Application to VDOT
 - D. Rail Car – Future Use & Location
4. Motion to Recess to Closed Session

Code of Virginia § 2.2-3711-A, Paragraph 3: Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

Specifically: Potential Sale of Town-Owned Property

5. Motion to Return to Open Session
6. Certification to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body. Roll call vote. Roll call vote.
7. Adjournment

 <p>TOWN OF CAPE CHARLES</p>	AGENDA TITLE: Off-shore Breakwater		AGENDA DATE: March 7, 2019
	SUBJECT/PROPOSAL/REQUEST: Authorize award of construction contract.		ITEM NUMBER: 3A
	ATTACHMENTS: None		FOR COUNCIL: Action (X) Information ()
	STAFF CONTACT (s): Bob Panek, Project Manager	REVIEWED BY: Larry DiRe, Town Manager	

BACKGROUND:

Council included \$875K in the FY 2019 budget to build the fourth off-shore breakwater. This amount includes \$227.5K of Aid to Local Ports grant carry-over. After allowing for the costs of design, engineering, permitting and advertising, \$815K is available for construction. The construction contract was advertised on January 27, 2019 with bids due on February 26. The advertisement was for a base bid of 435 feet, including mobilization, demobilization and aids to navigation, plus up to three extensions of 100 feet each. The permit allows for a maximum of 735 feet.

DISCUSSION:

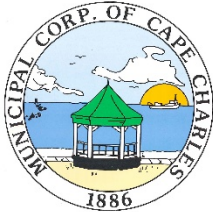
Three bids were received as follows:

	<u>Base Bid</u>	<u>100' ext.</u>
Coastal Design & Construction, Inc.	\$ 608,846	\$127,900
Marine Contracting Corporation	\$1,607,670	\$347,990
W.F. Magann Corporation	\$ 775,981	\$145,780

Coastal Design & Construction is the low bidder. The recent wave modeling study indicated that the level of protection increases as the length of the breakwater increases. We have therefore negotiated with the low bidder to build a length of 600 feet for \$815,000, the amount available for construction.

RECOMMENDATION:

Authorize the Town Manager to sign a contract with Coastal Design & Construction, Inc., for construction of the off-shore breakwater at a length of 600 feet and a cost of \$815,000.

 <p>TOWN OF CAPE CHARLES</p>	AGENDA TITLE: Virginia Destination Marketing Organization Resolution		AGENDA DATE: March 7, 2019
	SUBJECT/PROPOSAL/REQUEST: Recognition of the Town of Cape Charles as a Virginia Tourism Corporation Destination Marketing Organization		ITEM NUMBER: 3B
	ATTACHMENTS: Resolution 20190307.		FOR COUNCIL: Action (X) Information ()
	STAFF CONTACT (s): Libby Hume	REVIEWED BY: Larry DiRe, Town Manager	

ITEM SPECIFICS:

Over the last number of years, the Town of Cape Charles has increasingly become a tourist destination which has also increased local business and tax revenue to the Town and surrounding areas.

The Virginia Tourism Corporation (VTC) policy and strategy is to work in partnership with local and regional Destination Marketing Organizations (DMO) throughout Virginia. The VTC recognizes DMOs solely to coordinate tourism marketing activities between the state and its localities and it is the VTC's intent to identify one primary DMO for each locality. The VTC will also recognize multiple affiliated DMOs for a locality due to regional, economic, cultural and historic needs, but the primary DMO needs to be designated first.

In order for the Town to be designated as the primary DMO, Council must adopt a resolution petitioning the VTC requesting the designation.

RECOMMENDATION:

Staff recommends adoption of Resolution 20190307 – Designation of Virginia Destination Marketing Organization, if deemed appropriate, petitioning the Virginia Tourism Corporation to recognize the Town of Cape Charles as a Destination Marketing Organization.

RESOLUTION 20190307

DESIGNATION OF VIRGINIA DESTINATION MARKETING ORGANIZATION

WHEREAS, the Town of Cape Charles is becoming a tourist destination; and

WHEREAS, the State of Virginia’s Tourism Corporation coordinates marketing activities solely with Destination Marketing Organizations within the state to market the Commonwealth as a premier travel destination; and

WHEREAS, the advantage of being a Destination Marketing Organization (DMO) within the State of Virginia would allow for partnership and grant opportunities; and

WHEREAS, continuing to increase tourism in the Town of Cape Charles would serve to increase local business, in turn increasing tax revenue to the Town and surrounding areas; and


NOW, THEREFORE, BE IT RESOLVED, that the Town Council of the Town of Cape Charles petitions the Virginia Tourism Corporation to recognize the Town as a Destination Marketing Organization; and

BE IT FURTHER RESOLVED, that the Town Manager, or their designee, be authorized and directed to act as chief liaison for the Destination Marketing Organization.

Adopted by the Town Council of Cape Charles on this 7th day of March 2019.

Mayor

ATTEST: _____
Clerk of the Council

 TOWN OF CAPE CHARLES	AGENDA TITLE: Mason Avenue pavement markings application to VDOT		AGENDA DATE: March 7, 2019
	SUBJECT/PROPOSAL/REQUEST: Requirement for VDOT application to change parking pattern on Mason Avenue and other pavement markings.		ITEM NUMBER: 3C
	ATTACHMENTS: None.		FOR COUNCIL: Action () Information (X)
	STAFF CONTACT (s): Larry DiRe	REVIEWED BY:	

BACKGROUND:

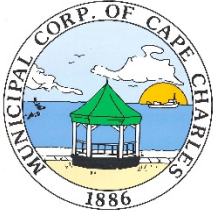
The Town instituted reverse angle parking on the 100-300 blocks of the northside of Mason Avenue in May 2015. Since that time there have been many complaints about that parking pattern. In November 2018 a parking working group composed of various public and private stakeholders began assessing parking, broadly defined, in the downtown area. That group proposed a number of recommendations to improve the downtown parking situation. Among these recommendations, approved by Town Council at their February 21 regular monthly meeting, was a change to the reverse-angle parking to forty-five (45) degree pull-in parking. Additional parallel parking stalls, additional handicap stalls, loading zones, and several crosswalks are also proposed.

ITEM SPECIFICS:

Before any parking pattern can change, a Virginia Department of Transportation (VDOT) land use permit must be issued. Staff confirmed the permit application process with resident engineer Dale Pusey during a phone call on February 26. This process includes developing a general area site plan, as well as specific drawings of handicap parking stalls, and signage. Project cost estimates prepared by a professional engineer are also required for the application process. In the fiscal year 2019 adopted budget, thirty-five thousand (\$35,000) dollars are dedicated for architectural and engineering services. Twelve thousand (\$12,000) dollars were allocated for the first phase of the preservation plan update, leaving an excess of twenty thousand (\$20,000) for other professional services. Surveying and cost estimating services costs for the 2015 parking and pavement marking application total approximately forty-five hundred (\$4,500) dollars.

RECOMMENDATION:

If the Council finds consensus, staff recommends directing staff to begin the process of securing professional surveyor services to develop a general area site plan and specific drawings of proposed handicap parking stalls, signage, and loading zones. Staff also recommends directing staff to contact a professional engineer to provide cost estimate information for the new pavement parking pattern. The actual re-stripping would occur after the start of fiscal year 2020.

 <p>TOWN OF CAPE CHARLES</p>	AGENDA TITLE: Railcar Future Use & Location		AGENDA DATE: March 7, 2019
	SUBJECT/PROPOSAL/REQUEST: Discussion of rail car location and possible uses.		ITEM NUMBER: 3D
	ATTACHMENTS: None.		FOR COUNCIL: Action () Information (X)
	STAFF CONTACT (s): Larry DiRe	REVIEWED BY:	

BACKGROUND:

There is one remaining Bay Coast railroad rail car in the property formerly used as the Bay Coast railroad yard. That rail car is a former passenger car and is located on remaining track immediately south of the Strawberry Plaza open space. Rail cars have sat at that location for several years. The line of sight, or viewshed, through to the harbor is obstructed by rail cars located immediately south of the plaza. The comprehensive plan addresses the maintenance of these important viewsheds, the exact vantage point for these viewsheds is not addressed.

ITEM SPECIFICS:

In its current location the rail car obstructs the open viewshed from a vantage point north of Strawberry Plaza. Options include accepting the rail car, and any improvements to the car as part of the viewshed in its current location, moving the rail car out of the viewshed, or relocating the rail car in a north-south orientation to allow for more unobstructed view south of the plaza.

RECOMMENDATION:

Pending further discussion provide direction to staff.