



**Urbanna Town Council
Work Session
AGENDA
Town Council Chambers
390 Virginia Street Suite B
Thursday, July 14, 2022 7:00 PM**

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Public Comment
6. Public Comment Response
7. Matters of the Town Council
 - a. Reports
 - i. Town Administrator
 - ii. Planning Commission
 - iii. Pool Committee
 - b. Kayak Trail
8. Action Items
 - a. Approval of Minutes-June 9, 2022 and June 23, 2022*
 - b. Boundary Line Adjustment*
9. Announcements
10. Adjourn

*Document included in meeting packet

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**Agenda Item Summary
July 14, 2022**

Agenda Item: #4-Approval of agenda

Fiscal Impact: NA

Staff Recommendation: Approve agenda as presented

Council Action Requested: Yes

Sample Motion:

Motion to approve the agenda as presented.

(Or if an amendment or amendments are made)

Motion to approve agenda as amended.

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**Agenda Item Summary
July 14, 2022**

Agenda Item: Reports

Background: Administrative and Committee reports

Fiscal Impact: NA

Staff Recommendation: NA

Council Action Requested: NA

Reports Scheduled

Town Administrator-Garth Wheeler
Planning Commission-Merri Hanson
Pool Committee-Garth Wheeler

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July 14, 2022

Agenda Item: 7b. Kayak Trail

Background: Committee has been working to establish a Kayak Trail on Urbanna Creek. Locations have been identified and summaries have been drafted.

Council member Larry Chowning is putting photos together of specified historical locations as part of the project.

Fiscal Impact: N/A

Staff Recommendation: N/A

Council Action Requested: None

Sample Motion(s): N/A

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Agenda Item Summary July 14, 2022

Agenda Item: #8a-Approval of Minutes

- June 9, 2022 -Work Session-Water/Real Property/Personal Property Rate Public Hearing-Budget Public Hearing Minutes
- June 23, 2022-Monthly Meeting-Real Property Tax Increase Public Hearing Minutes

Fiscal Impact: NA

Staff Recommendation: Approve minutes as presented

Council Action Requested: Yes

Sample Motion:

Motion to approve the June 9, 2022 and June 23, 2022 minutes as presented

Draft minutes attached

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**Urbanna Town Council
Water Rate-Public Hearing
Fiscal Year 2022-2023 Budget-Public Hearing
Town Council Work Session
Council Chambers-390 Virginia St. Suite B
June 9, 2022**

CALL TO ORDER & ROLL CALL

Mayor Hartley called the meeting to order at 7:00pm

Town Council

Present

Mayor Barbara Hartley

Council Members

Marjorie Austin-departed at 8:18pm

Larry Chowning

Bill Goldsmith

Merri Hanson

Steve Hollberg-arrived at 7:03pm

Absent

Bill Smith

Staff Present

Garth Wheeler-Town Administrator-via Zoom

Roy Kime-Zoning Administrator

Martha Rodenburg-Town Clerk

Michele Hutton-Town Treasurer

Andrea Erard-Town Attorney

Members of the public

All present said the Pledge of Allegiance

APPROVAL OF AGENDA

Councilmember Goldsmith moved to approve the agenda as presented

Councilmember Austin seconded

Austin, Chowning, Goldsmith, Hanson, and Hartley voted yes

Hollberg and Smith absent

Motion passed 5-0

PUBLIC HEARING-ORDINANCE 2022-02 WATER-REAL PROPERTY-PERSONAL PROPERTY RATES

Roy Kime discussed background and reasoning for proposed water rate increase.

- Water rates increased January 1, 2020 for the first time in 11 years
- Rates based on Water & Wastewater Rate Report by Draper Aden Associates and USDA data
 - Draper Aden report-annual report for use by Virginia water and wastewater providers to indicate trends in rates

- At the time of the 2020 increase, Water Committee committed to reviewing rates on an annual basis
- 2020 Draper Aden report (delayed due to COVID) and the 2021 reports used to ascertain rate increase required to provide for infrastructure upgrades, new well, and maintenance of current system
- Due to increased construction costs, the 4.5% increase in 2020 and 4% increase in 2021 (per Draper Aden report), combined to give estimate to proposed increase
- Rates will be reviewed annually going forward
- Proposed rates with 8.5% increase were reviewed
- Compared rates of Middlesex County with Town of Urbanna rates, Urbanna rates are lower
- Funding needed to upgrade wells and lines

Councilmember Goldsmith commented, when funding for replacement well was being sourced, a representative of USDA noted current rates were not high enough to get us into certain funding, and we needed to show a rate that would meet their requirements

Discussion took place that last year's increase was enough to meet requirements for the USDA loan received, it was not enough for grant funding being sought after for upcoming required infrastructure upgrades

Councilmember Goldsmith discussed background and reasoning for proposed personal property rates:

- Middlesex County assessment of real property increased by 20.1%
- Town current real property tax is .23 per \$100 of assessed value
 - Council is proposing .21 per \$100 of assessed value
- Town current personal property tax is .37 per \$100
 - Council is not proposing a change

Councilmember Hollberg commented a factor in their determination was meals tax revenue may not be as much as it has been in the past.

Discussion took place that both negative and positive revenue factors taken into consideration when determining proposed rate. Lowering current rate to mitigate increase in assessments, but meeting budget needs.

Councilmember Chowning reiterated his disagreement with the proposed rate as it will still cost more for taxpayers.

Mayor Hartley opened the public hearing on Ordinance 2022-02

William Mayo spoke from the gallery about a past tax rate matter

Mayor Hartley closed the public hearing

Councilmember Hollberg moved to adopt item [Ordinance]2022-02 as presented

Councilmember Goldsmith seconded

Councilmember Chowning commented council was forced at beginning of last term to do things that were expensive regarding staffing and town attorney. He was not voting in favor of ordinance out of general principle.

Discussion took place that, while it is a decrease in the rate, it is an increase in tax payments due to raise in assessment by Middlesex County.

Councilmember Hollberg commented the prior council had been over budget on legal expenses, and this has been brought under control with the new town attorney at a reasonable rate.

Councilmember Austin and Councilmember Chowning commented they would prefer the water rate and tax rate be separate motions.

Austin, Goldsmith, Hanson, Hollberg, and Hartley voted yes
 Chowning voted no
 Smith absent
 Motion passed 5-1

ORDINANCE NO. 2022-02 - UNCODIFIED ORDINANCE

BE IT ORDAINED by the Urbanna Town Council at its regular meeting on June 9, 2022 that the following tax rates shall be effective for tax year 2022 and shall be retroactive to January 1, 2022:

	<u>Current Rate</u>	<u>Proposed Rate</u>
Real Property	\$0.23/\$100 of 100% of assessed valuation	\$0.21/\$100 of 100%
Personal Property	\$0.37/\$100 of 100% of assessed valuation	\$0.37/\$100 of 100%

BE IT FURTHER ORDAINED by the Urbanna Town Council at its regular meeting on June 9, 2022 that the following tax rates shall be effective as of July 1, 2022:

Residential and Commercial Water/Sewer Rate Schedule

In-Town Water Rates:

<u>Gallons</u>	<u>Current Rate</u>	<u>Rate with Proposed increase 0-6,000</u>
	\$39.70 minimum	\$43.07 minimum
6,001 & Up	\$3.69/1,000 gal over 6,000	\$4.00/1,000 gal over 6,000

Out-of-Town Water Rates

<u>Gallons</u>	<u>Current Rate</u>	<u>Rate with Proposed increase</u>
0-6,000	\$76.57 minimum	\$83.08 minimum
6,001 & Up	\$7.37/1,000 gal over 6,000	\$8.00/1,000 gal over 6,000

PUBLIC COMMENT & PUBLIC COMMENT RESPONSE

William Mayo spoke to ask what were the plans for the old town hall building
 Councilmember Hollberg commented there is a plan to sell and eventually purchase current town hall
 Garth Wheeler stated a commercial appraiser has been contacted and plans are moving forward

PUBLIC HEARING-BUDGET-FISCAL YEAR 2022-2023

Mayor Hartley opened the public hearing on the proposed budget for FY2022-2023

There was no public comment

Councilmember Goldsmith reviewed the proposed FY2022-2023 as published

Discussion included:

- Anticipated costs based on what was spent in the past, with a goal to come up with something that makes sense and anticipate it may change
- Special events such as Second Saturdays are self-funding, but have line items to account for expenses and income generated
- DMV Select anticipated to be a net loss for year, but a net benefit over time

Councilmember Chowning commented that historically the rate approved after budget. Town Attorney Andrea Erard responded that it was legal to do so, and Council could have chosen to not vote on rate [prior to budget vote]. Councilmember Hollberg commented the Finance Committee had been through several drafts to develop the budget Councilmember Goldsmith commented the Finance Committee had run the budget through at a 19, 20, and 21 cent tax rate.

Mayor Hartley closed the public hearing

MATTERS OF TOWN COUNCIL

Administrator's Report

Garth Wheeler reported the following

- Farmer's Market
 - 19 vendors
 - July market in Taber Park with additional activities
- Second Saturdays
 - June 11 4-8pm
 - To be held in Town Green and Southside Sentinel parking lot
 - Retail side of Something Different will be open
 - Discussion took place regarding meals tax not being charged for event participants. This matter will be taken up at a future meeting
- Urbanna Creek Waterfront Committee
 - Met June 3rd
 - Recommending placement of 4-6 mooring balls in creek across from town marina
 - Discussed moving fence at marina to property line
 - Next meeting scheduled for July 8th at 11:00am
- Audit
 - Received all audits from 2019, 2020, 2021
 - Questions regarding "unreconciled differences" being corrected
- Independence Day Celebration
 - Friday, July 1st, 5-10pm
 - Same format as past years
- DMV Select Grand Opening
 - Tuesday, June 28th at 10:00am
- Veterans Banner Dedication
 - Friday, June 24th at 5:00pm
 - 41 banners purchased

Planning Commission Report

There was no report given

Councilmember Hanson announced Town Hall scheduled for July 12th at 6pm with Rebecca Rowe, director of Virginia Main Street. Open to the public.

Pool Committee

Councilmember Goldsmith reported

- Engaged Bay Design to do site work
- Town attorney drafting contracts to establish method of funding

Kayak Trail

Councilmember Chowning reported

- Sent copy of site descriptions for editing

- Collecting old photographs of each site
- Anticipate completion end of June
- Thanked Dan Snead for his assistance

ACTION ITEMS

Land Boundary Adjustment

Councilmember Hollberg made a motion to approve staff going forward and approaching the County with regards to agenda item 10a, Land Boundary Adjustment

Councilmember Chowning seconded

Chowning, Goldsmith, Hanson, Hollberg, and Hartley voted yes

Austin and Smith absent

Motion passed 5-0

Proposed Bristow Pavilion location

A proposed location in Taber Park for the Bristow Pavilion to be constructed was presented.

Nancy Greenwood spoke on behalf of UBI. Possible second location at marina was recommended.

Councilmember Hollberg made a motion to allow a portion of property at Taber Park, belonging to the Town, be set aside to build a 30'x40' pavilion.

Councilmember Hanson seconded

Chowning, Goldsmith, Hanson, Hollberg, and Hartley voted yes

Austin and Smith absent

Motion passed 5-0

ADJOURN

Councilmember Hollberg made a motion to adjourn

Councilmember Hanson seconded

Chowning, Goldsmith, Hanson, Hollberg, and Hartley voted yes

Austin and Smith absent

Motion passed 5-0

Meeting adjourned at 8:39pm

Submitted by:

Martha J. Rodenburg

Town Clerk

Approved by Town Council xx/xx/xxxx

**Town of Urbanna
Town Council
Monthly Meeting
Public Hearing-Real Property Tax Increase
Council Chambers-390 Virginia St. Suite B
June 23, 2022**

CALL TO ORDER & ROLL CALL

Mayor Hartley called the meeting to order at 7:01pm

Present

Mayor Barbara Hartley
Council Members
 Marjorie Austin
 Larry Chowning
 Bill Goldsmith
 Merri Hanson
 Steve Hollberg
 Bill Smith-via Zoom
Garth Wheeler-Town Administrator
Roy Kime-Zoning Administrator
Andrea Erard-Town Attorney-via Zoom
Michele Hutton-Town Treasurer
Martha Rodenburg-Town Clerk
Members of the public

Councilmember Smith requested to participate electronically from his home in Urbanna due to health reasons

Councilmember Austin moved to allow Councilmember Smith to participate electronically

Councilmember Goldsmith seconded

Austin, Chowning, Goldsmith, Hanson, Hollberg, and Hartley voted yes

Motion passed 6-0

All present said the Pledge of Allegiance

APPROVAL OF AGENDA

Councilmember Austin moved to amend the agenda to add Mr. Funkhouser from the Middlesex County EDA to address Council before the public hearing

Councilmember Hollberg seconded

Austin, Chowning, Goldsmith, Hanson, Hollberg, Smith, and Hartley voted yes

Motion passed 7-0

Councilmember Austin moved to approve the agenda as amended

Councilmember Goldsmith seconded

Austin, Chowning, Goldsmith, Hanson, Hollberg, Smith, and Hartley voted yes

Motion passed 7-0

ADDRESS TO COUNCIL

- Mr. Trent Funkhouser, Executive Director of the Middlesex County Economic Development Authority addressed Council
 - Provided his phone number, which is the same as his predecessor, (804)654-1363
 - Briefly addressed his background
 - Focusing on community development
 - Encouraged Council to reach out to him if needed

PUBLIC HEARING-REAL PROPERTY TAX INCREASE

Town Attorney, Andrea Erard introduced the public hearing

- Legally required when there is a reassessment that results in an effective tax rate increase of more than 1%
- Not required if locality chooses to reduce its tax rate so that there is no effective tax increase
- Town has done the statutory required 30-day notice
- Ms. Erard then invited Council to open the public hearing

Public hearing opened

No members of the public spoke

Ms. Erard stated there was no action required to be taken by Council

Councilmember Chowning asked if there was a time requirement before voting on the matter

Ms. Erard responded there was nothing to vote on with respect to the effective tax rate increase

The budget has a 7-day waiting period after public hearing before vote can be taken

Mayor Hartley closed the public hearing

APPROVAL OF MINUTES

Councilmember Austin made a motion to approve the May 26, 2022 minutes as presented

Councilmember Hollberg commented on page 5 the bullet point stating:

Councilmember Hollberg commented, based on past performance of the fund, he was confident this could be done. His theory is to demonstrate to others the town is approaching for help, that we taken steps to do this

Should read:

Councilmember Hollberg commented, based on past performance of the fund, he was confident this could be done. His theory is to demonstrate to others the town is approaching for help that we have taken steps to do this

Councilmember Hollberg made a motion to amend

Councilmember Goldsmith seconded

Austin, Chowning, Goldsmith, Hanson, Hollberg, Smith, and Hartley voted yes

Motion passed 7-0

Councilmember Goldsmith made a motion to accept the minutes from May 26, 2022 as amended

Councilmember Austin seconded

Austin, Chowning, Goldsmith, Hanson, Hollberg, Smith, and Hartley voted yes

Motion passed 7-0

REPORTS

Town Administrator

Garth Wheeler reported the following:

- VDOT
 - Mr. Wheeler & Roy Kime met with the VDOT superintendent of Saluda district and Ron Peaks (VDOT) regarding intersection of Cross & Virginia Streets
 - Request is being forwarded to their traffic study division for review
- Land Boundary Adjustment
 - Land Boundary Adjustment proposal packet has been submitted to Middlesex County
 - Request has been made to be placed on their agenda at their July 12, 2022 Board of Supervisors meeting
- Old Town Hall Appraisal
 - Coastline Realty scheduled to do appraisal of old Town Hall building within next couple of weeks

Independence Day Celebration

- Received approval from VDOT
- Scheduled for Friday, July 1st from 5:00pm until 10:00pm

DMV Select Grand Opening

- Tuesday, June 28th at 10:00 AM at the Town Hall
- DMV Commissioner will be in attendance, along with DMV staff, Town staff, and County officials have been invited

Veterans Banner Dedication

- Banners have been put on poles along Virginia and Cross Streets
- Dedication scheduled for Friday, June 24th at 5:00 PM at the Town Green
- There were 41 banners purchased and installed
- Thank you to Michele and Steve Hutton for their hard work

Mayor Hartley thanked Town Staff and Councilmember Goldsmith for their work to replace the light pole that had been knocked over on Virginia Street

Councilmember Goldsmith asked if there had been any timeline given from Bay Design doing pool site work

Mr. Wheeler responded they didn't have a specific timeline, but Bay Design had indicated they are moving forward and are ahead of schedule

Councilmember Austin asked if paperwork had been drawn up for the Circuit Court for the Taber money

Ms. Erard responded that it had

Councilmember Chowning thanked Mr. Wheeler and staff for having the Beryl R. Newman signs installed at the bridge

Mr. Wheeler added he had a meeting with a representative from Game & Inland Fisheries

- No Wake zone permits in Urbanna Creek have not been renewed since 1970
- Paperwork to reapply has been received
- Most of the signs will have to be replaced

Councilmember Hollberg asked about the progress of the fence at the north end of the marina

Mr. Wheeler responded that staff hadn't had a chance to work on it

Urbanna Creek Waterfront Committee

No report given

Treasurer's Report

Michele Hutton, Town Treasurer gave the Treasurer's Report to include:

- Business license applications mailed
- Successfully collected some past due meals taxes

Councilmember Hollberg asked for the balance of the Taber Fund

Ms. Hutton responded statements are sent quarterly and should receive next statement at the end of June

Finance Committee

No report given

Pool Committee

It was referenced earlier in meeting that Ms. Erard has drawn up paperwork to petition circuit court to withdraw money from Taber fund

Planning Commission

Councilmember Hanson reported the following:

- Commission met June 14
- Their requested update on Cross & Virginia St 4-way stop-was addressed in Administrator's report
- Continuing to work on comprehensive plan
 - Bringing Chesapeake Bay Act up to date
- Town Hall will be held July 12 at 6pm at Urbanna Baptist Church Fellowship Hall with Rebecca Rowe of Virginia Main Street to discuss economic development in Urbanna
- Councilmember Hanson, Roy Kime, and Gari Lister met with Mathews County Main Street committee
- Pursuing gathering data regarding internet connectivity problems with Breezeline
 - Discussed current Breezeline franchise agreement with Town of Urbanna
 - Spoke with Kevin Gentry of Middlesex County about partnering
 - Drafting a survey for residents regarding internet service

PUBLIC COMMENT & PUBLIC COMMENT RESPONSE

Dr. Paul Malone spoke about reactivating activities at museum

- He will be giving his Mitchell Map presentation on July 4th at 11am
- Organizing different presentations at museum
- Dr. Malone will be providing training on giving Mitchell Map presentations
 - Presentations can be tailored to the individual; Dr. Malone's format does not need to be followed
 - Anyone interested can participate
- Barbara Lovelace, Jim Robusto, and Friends of Urbanna can also be contacted regarding participating

Councilmember Hollberg requested the broken picnic table at the museum be repaired

He was told that it would be repaired, as well as the broken picnic table next to the Women's Club

OLD BUSINESS

Fiscal Year 2022-2023 Budget Resolution

Councilmember Goldsmith introduced the budget resolution and commented on the following:

- Required public hearing had been held and Council needed to vote on the
- Minor changes in some line items to adjust for COLA increases to staff salaries
 - In 2018 or 2019 Council voted to link COLA adjustments for staff to Social Security rates
 - The current COLA rate is 5.9%
- None of the budget section totals had been changed, only items with that section

Councilmember Hollberg commented the variance column formatting should be corrected

Councilmember Hanson made a motion to approve the resolution to adopt the budget as prepared of the 2022-2023 fiscal year

Councilmember Austin seconded

Councilmember Hollberg made a motion to make the corrections in the variance column

Councilmember Goldsmith seconded

Austin, Chowning, Goldsmith, Hanson, Hollberg, Smith, and Hartley voted yes

Motion passed 7-0

Councilmember Hanson withdrew her previous motion and made a motion to approve the amended resolution to adopt the budget as prepared of the 2022-2023 fiscal year

Councilmember Hollberg seconded

Councilmember Chowning stated, next year he would like to have budget work sessions with all of Council involved, including, if needed, closed sessions to discuss employee salaries

Austin, Goldsmith, Hanson, Hollberg, Smith, and Hartley voted yes

Chowning voted no

Motion passed 6-1

RESOLUTION 2202-RES-004

FY2022-23 BUDGET APPROVAL & APPROPRIATIONS RESOLUTION

A RESOLUTION TO APPROVE AND APPROPRIATE DESIGNATED FUNDS AND ACCOUNTS FROM DESIGNATED ESTIMATED REVENUES FOR FY2022-2023 FOR THE OPERATING BUDGETS AND THE CAPITAL IMPROVEMENT PROGRAM FOR THE TOWN OF URBANNA, VIRGINIA

WHEREAS the Urbanna Town Council has prepared and duly advertised a FY2022-2023 budget for informative and fiscal planning purposes; and

WHEREAS it is necessary to approve the FY2022-2023 budget and appropriate sufficient funds for the contemplated expenditures as are contained in the FY2022-2023 budget.

NOW THEREFORE BE IT RESOLVED by the Urbanna Town Council that:

SECTION 1

The following amounts aggregating \$1,176,162.00 are approved and appropriated as set forth in the attached budget document, subject to the conditions set forth in this Resolution for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

SECTION 2

It is the intent of the Urbanna Town Council that all taxes levied during FY2022-2023 be appropriated for FY2022-2023.

SECTION 3

The Town Administrator may authorize the transfer of any unencumbered balance, or portion thereof, from one classification of expenditure to another within the same department or appropriation category.

SECTION 4

The Town Administrator may increase appropriations for non-budgeted revenue that may occur during the fiscal year as follows:

1. Insurance recoveries received for damage to any town property.
2. Refunds or reimbursements made to the town.

SECTION 5

All outstanding encumbrances, both operating and capital, in all town funds at June 30, 2022 shall be an amendment to the adopted budget and shall be reappropriated to the 2022-2023 fiscal year to the same department and account for which they were assigned in the previous year subject to any applicable public hearing requirements.

SECTION 6

Appropriations designated for capital projects will not lapse at the end of the fiscal year. The Town Administrator may approve transfers between funds to enable the capital projects to be accounted for properly. Upon completion of a capital project, the Town Administrator is authorized to close out the project and transfer any remaining balances to the original funding source.

SECTION 7

The Town Administrator is authorized to approve transfers among capital projects as long as funding sources are consistent and total net appropriation is not increased. If the actual contract amount for a project is less than the

appropriation, the Town Administrator may approve the transfer of excess funds back to the original funding source upon completion of the project.

SECTION 8

Upon completion of a grant program, the Town Administrator is authorized to close the grant and transfer balances back to the funding source.

SECTION 9

The Town Administrator is authorized to approve transfers among funds and as long as the total net appropriation is not increased.

SECTION 10

All appropriations are declared to be maximum, conditional and proportionate appropriations, but only in the event that the aggregate revenues collected and other resources available during the fiscal year ending June 30, 2023, for which the appropriations are made, are sufficient to pay all the appropriations in full; otherwise, said appropriation shall be deemed to be payable in such proportion as the total sum of all realized revenue is to the total amount of the revenues estimated by the Town Council to be available for appropriation in the fiscal year ending June 30, 2023.

SECTION 11

No department, agency or individual receiving appropriations under the provisions of this Resolution shall exceed the amount of its or his appropriation except with the prior consent and approval of the Town Council.

SECTION 12

The Town Administrator is authorized to make such rearrangements of positions and appropriations within the several departments under the control of the Town Council that may best meet the needs and interests of the Town of Urbanna, Virginia.

SECTION 13

This Resolution shall be effective on and after July 1, 2022

NEW BUSINESS

There was no new business

ADJOURN

Councilmember Austin made a motion to adjourn

Councilmember Hollberg seconded

Austin, Chowning, Goldsmith, Hanson, Hollberg, Smith, and Hartley voted yes

Motion passed 7-0

Meeting adjourned at 7:46pm

Submitted by:

Martha J. Rodenburg

Town Clerk

Approved by Town Council xx/xx/xxxx

DRAFT

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Agenda Item Summary July 14, 2022

Agenda Item: 8a-Boundary Line Adjustment

Background: On Tuesday, July 12th, the Middlesex County Board of Supervisors voted to move forward in support of the Lands Boundary Adjustment proposal as presented at their meeting. (See attached plat.)

County Attorney, Heather Lewis and County Administrator, Matt Walker were asked to work with Town Attorney, Andrea Erard and Garth Wheeler to formulate a plan to bring before the County board and Town Council. Concerns expressed were working the State Board of Elections, and other State agencies to get this approved.

We will be scheduling a meeting in the near future to begin working on this.

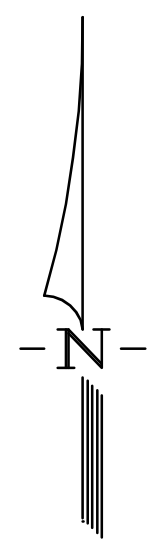
Fiscal Impact: TBD

Staff Recommendation: NA

Council Action Requested: Not at this time

Plat of proposed changes attached

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"RED HILL ROAD"
STATE ROUTE 1101

"LAUREL FARMS LANE"
PRIVATE R/W

"VIRGINIA STREET"
ROUTE 227 & 602

"LAUREL HILL DRIVE"
PRIVATE R/W

"MAVERLY ROAD"
STATE ROUTE 1010

TAX MAP 19
PARCEL 204
N/F
THURSTON
PROPERTIES, LLC
3.8937 ACRES
INST. #13-2172
INST. #07-0407
P.C. 2 SLIDE 73-4

TAX MAP 20
PARCEL 25
N/F
TANYA F.T. BAYLOR
& GLENN H. BAYLOR
D.B. 417 @ PG. 308
P.C. 2 SLIDE 32-7
D.B. 64 @ PG. 254 (PLAT)

TAX MAP 19(12) PARCEL 1
N/F
THURSTON PROPERTIES, LLC
1.4786 ACRES
INST. #21-2899
P.C. 2 SLIDE 92-7
INST. #21-1665
P.B. 8 @ PG. 140

TAX MAP 19
PARCEL 204A
N/F
THURSTON
PROPERTIES, LLC
1.1090 ACRES
INST. #07-0407
INST. #13-2172
P.C. 2 SLIDE 73-4

WELL LOT
TOWN OF URBANNA
0.3759 ACRES
INST. #21-2899
P.C. 2 SLIDE 92-7

TAX MAP 19(12)
PARCEL 2
N/F
THOMAS H. HAMILTON, JR.
& LISA L. HAMILTON
INST. #11-1812
P.B. 8 @ PG. 140

TAX MAP
20B(1)
PARCEL 3A
N/F
TOWN OF URBANNA
0.9017 ACRES
INST. #21-2899
P.C. 2 SLIDE
92-7
D.B. 188 @
PG. 477

TAX MAP 20B(12)
PARCEL 20A
N/F
TOWN OF URBANNA
0.5579 ACRES
D.B. 131 @ PG. 325
(PLAT @ PG. 328)

TAX MAP 20B(1)
PARCEL B
N/F
THE HARRIS TRUST
INST. #08-0962
D.B. 188 @ PG. 482
(PLAT)

TAX MAP 20
PARCEL 25A
N/F
GLENN H. BAYLOR
INST. #11-0961
P.C. 2 SLIDE 32-7

TAX MAP 20 PARCEL 26
N/F
THURSTON PROPERTIES, LLC
3.9881 ACRES
INST. #21-2899; P.C. 2 SLIDE 92-7
D.B. 428 @ PG. 506
D.B. 417 @ PG. 859 (PLAT)

TAX MAP 20B(13) PARCEL A
N/F
TOWN OF URBANNA
0.413 ACRES
D.B. 174 @ PG. 730
(PLAT @ PG. 732)

TAX MAP 20B(1)
PARCEL 3C
N/F
THE HAMPTON ROADS
SANITATION DISTRICT
1.0715 ACRES
D.B. 298 @ PG. 596
P.B. 14 @ PG. 277

TAX MAP 20B(1) PARCEL 3A1
N/F
GERALD D. SNELLINGS &
SHARLEEN B. SNELLINGS
INST. #08-1527
P.C. 2 SLIDE 12-8

TAX MAP 20B(1)
PARCEL 3A2
N/F
TYLER WAKE DANIEL
INST. #19-1072
P.B. 6 @ PG. 150A

TAX MAP 20B(1)
PARCEL 3B
N/F
JOHN K. MILBY
D.B. 401 @ PG. 271
D.B. 163 @ PG. 194
(PLAT)

TAX MAP 20A(1) PARCEL 37
N/F
MIDDLESEX VOL
FIRE DEPT. &
CENTRAL MIDDLESEX
RESCUE SQUAD INC.
INST. #080319
D.B. 124 @ PG. 485
(PLAT @ PG. 487)

TAX MAP 20A(1) PARCEL 38
N/F
MIDDLESEX VOL
FIRE DEPT.
D.B. 88 @ PG. 223
D.B. 68 @ PG. 326 (PLAT)
D.B. 64 @ PG. 355 (PLAT)

TAX MAP 20A(1) PARCEL 39A
N/F
MIDDLESEX VOL FIRE DEPT.
D.B. 103 @ PG. 327
(PLAT @ PG. 329)
D.B. 68 @ PG. 326 (PLAT)

TAX MAP 20A(1) PARCEL 40
N/F
H&H FAMILY PROPERTIES, LLC
INST. #17-1955
D.B. 110 @ PG. 445 (PLAT)

TAX MAP 20A(1)
PARCEL 41
N/F
MICHAEL EDWARD
STATES &
SHERI NUNN STATES
INST. #20-1470
D.B. 127 @ PG. 389
(PLAT)

TAX MAP 20B(1)
PARCEL 2A
N/F
MIDDLESEX VOLUNTEER
FIRE DEPT., INC.
1.3 ACRES
INST. #08-0319
D.B. 124 @ PG. 487
(PLAT)

TAX MAP 20B(1)
PARCEL 2
N/F
MIDDLESEX VOLUNTEER
FIRE DEPT., INC.
0.801 ACRES
D.B. 151 @ PG. 107
(PLAT @ PG. 109)

TAX MAP 20B(1)
PARCEL 1
N/F
F.L. HALL FAMILY
LIMITED PARTNERSHIP
9.4837 ACRES
D.B. 330 @ PG. 792
P.B. 11 @ PG. 7

TAX MAP 20B(1)
PARCEL 2B
N/F
THURSTON
PROPERTIES, LLC
0.721 ACRES
INST. #07-1724
D.B. 209 @ PG. 792
(PLAT)

TAX MAP 20A(1)
PARCEL 70
N/F
LARRY S. CHOWNING
D.B. 296 @ PG. 278
D.B. 56 @ PG. 374
(PLAT)

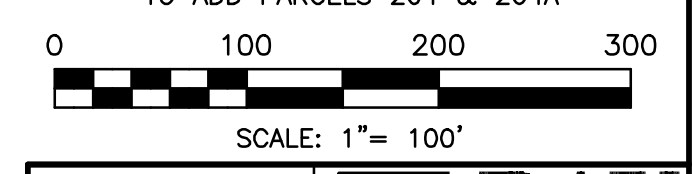
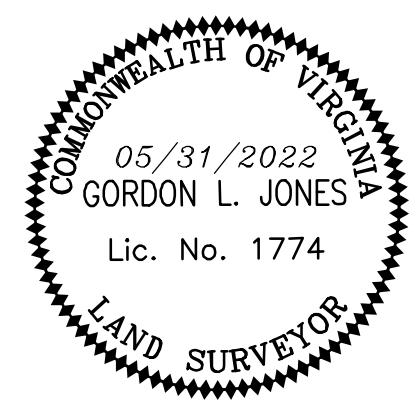
TAX MAP 20B(2)
PARCEL 3
N/F
F.L. HALL FAMILY
LIMITED PARTNERSHIP
D.B. 330 @ PG. 792
D.B. 60 @ PG. 166
(PLAT)

TAX MAP 20B(2)
PARCEL 4
N/F
F.L. HALL FAMILY
LIMITED PARTNERSHIP
INST. #19-0248
D.B. 74 @ PG. 556
P.C. 2 SLIDE 77-5
D.B. 60 @ PG. 166
(PLAT)

PLAT SHOWING PARCELS
INVOLVED IN
VOLUNTARY BOUNDARY LINE
ADJUSTMENT BETWEEN
MIDDLESEX COUNTY AND THE
TOWN OF URBANNA

COMPILED PLAT
SHOWING PARCELS
TO BE ANNEXED INTO
THE TOWN OF URBANNA
LOCATED IN MIDDLESEX COUNTY, VIRGINIA
DATE: FEBRUARY 1, 2022
REVISED: MAY 31, 2022
TO ADD PARCELS 204 & 204A

I, THE UNDERSIGNED HEREBY CERTIFY THAT
THIS COMPILED PLAT IS CORRECT TO THE
BEST OF MY KNOWLEDGE AND BELIEF.



COMP: HDC
CAD: HDC
CHECKED: GLJ
JN: 22004-01
FILED: 22004ANNEX

BAY
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Engineering Surveying & Land Planning
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