

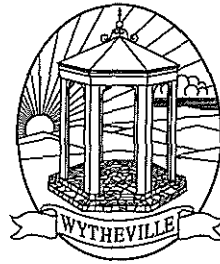
AGENDA
Wytheville Town Council
June 27, 2016
7:00 p.m.
Wytheville Municipal Building
150 East Monroe Street
Wytheville, Virginia 24382

- A. **INVOCATION** – COUNCILMAN THOMAS F. HUNDLEY
- B. **CALL TO ORDER**—MAYOR TRENTON G. CREWE, JR.
- C. **ESTABLISHMENT OF QUORUM**—MAYOR TRENTON G. CREWE, JR.
- D. **PLEDGE OF ALLEGIANCE**—COUNCILMAN H. JUDSON LAMBERT
- E. **CONSENT AGENDA**
 - 1. Minutes of the regular meeting of June 13, 2016
- F. **CITIZENS' PERIOD**
- G. **OLD BUSINESS**—TOWN MANAGER C. WAYNE SUTHERLAND, JR.
- H. **COMMITTEE REPORTS**
 - 1. Budget and Finance
 - a. Year-end budget transfers and adoption of budget
 - b. Proposed revision to the Town's Charter
 - 2. Public Works
 - a. Contract for downtown improvements
 - b. Freedom Lane groundbreaking
- I. **ORDINANCES/RESOLUTIONS**
 - 1. Ordinance No. 1308, the Budget Ordinance for Fiscal Year 2016-17, on third and final reading
 - 2. Ordinance No. 1309, an ordinance amending and reenacting Ordinance No. 640, generally known as the Zoning Ordinance, Article VI-M - Residential District R-1M, Sections 6-2.7M and 6-9.8M, on third and final reading

J. OTHER BUSINESS

1. Set a public hearing to consider an amendment to the Code of the Town of Wytheville, Part I. Charter, Section 2. Council generally, that will state, "Vacancies in the office of mayor or on council shall be filled by majority vote of the remaining members, and the person so elected shall serve the remainder of the unexpired term."

K. ADJOURNMENT



Meeting Date:	Monday, June 27, 2016
Item Name:	Committee Reports
Item Number:	H-1
Subject:	Budget and Finance

SUMMARY:

The Budget and Finance Committee will report on the following matters:

- a. Year-end budget transfers and adoption of budget
- b. Proposed revision to the Town's Charter

BUDGET AND FINANCE COMMITTEE REPORT

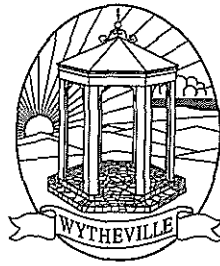
JUNE 27, 2016

1. Later this evening, the Council will consider, on third and final reading, the adoption of the budget for Fiscal Year 2016-17. The Budget Ordinance that has been approved on the two prior readings has not been revised during any of the readings. When the ordinance is considered later in the meeting, it would be the recommendation of the Budget and Finance Committee that it be adopted on third and final reading and become effective July 1, 2016. Also, at the last meeting of Council during any fiscal year, it has been the practice of the Council to authorize the Town Treasurer to make line item revisions to the current budget, which allow him to use funds from categories from leftover revenues for categories where revenues may have been short. It is the recommendation of the Budget and Finance Committee that we authorize the Town Treasurer to make these revisions. Finally, we have received a request from the Department of Museums to transfer funds from the Lions' Club Donation Fund into the General Fund to pay for a touch television screen, which will be used for 3-D exhibits in the Boyd Museum. Likewise, we would recommend that the request to move \$1,976.46 be approved.
2. As everyone is aware, the Town will be having a special election to elect a new member of Council to fill the remaining term of former Councilman Jack W. Hunley. The need for a special election is set forth in the Town Charter that provides when a vacancy occurs, an interim appointment can only be made until

the next regularly scheduled election. We believe that it would be far more simple to amend the Town Charter and provide that a person who is selected by the Council to fill a vacancy would serve the full term of the seat that has been vacated. The process in making a change to the Town Charter begins with conducting a public hearing and then a subsequent action by Council to submit the proposed change to the General Assembly. Any change to the Town Charter must be approved by the General Assembly. Setting the date for the public hearing will be considered later in the meeting.

Jacqueline K. King

William B. Weisiger



Meeting Date:	Monday, June 27, 2016
Item Name:	Committee Reports
Item Number:	H-2
Subject:	Public Works

SUMMARY:

The Public Works Committee will report on the following matters:

- a. Contract for downtown improvements
- b. Freedom Lane groundbreaking

PUBLIC WORKS COMMITTEE REPORT

JUNE 27, 2016

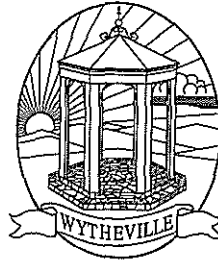
1. As it was reported at the last meeting, bids were received for construction work to be performed in the downtown area. The low bidder was DCI/Shires, Incorporated at a bid of \$2,817,000. The contract documents have now been forwarded to DCI/Shires, Incorporated for their execution and for the submittal of all required documents such as certificates of insurance and performance bonds. We anticipate these documents to be received any day. Upon their receipt, it will be necessary for the Town Manager to execute a number of documents associated with this construction project. In an effort to move this project along as smoothly as possible, the Town will have a pre-construction conference with the contractor tomorrow, June 28, 2016, at 10:00 a.m. At this meeting, we will go through all of the questions about the sequence of construction and our expectations on how the project will move forward. Also, we should, at that time, receive a schedule of how the contractor will want to approach the various components of the work. This improvement project has been a number of years in the making, but, it is now actually about to become a reality.
2. The Wytheville Redevelopment and Housing Authority had a groundbreaking ceremony last Tuesday at the site on Peppers Ferry Road where the new Freedom Lane housing project will be developed. This housing stock will primarily serve disabled veterans, and, because of its location, it will have access within walking

distance to many programs and medical and retail facilities that may be needed by a disabled person. Excavation on the project will commence this week and will be performed utilizing grant funds obtained by the Town of Wytheville from the Department of Housing and Community Development. It is anticipated that it will take approximately one year for the project to be completed. We would like to congratulate the Housing Authority on pursuing this housing for our Veterans.

H. Judson Lambert

Thomas F. Hundley

WYTHEVILLE TOWN COUNCIL



AGENDA INFORMATION

Meeting Date:	Monday, June 27, 2016
Item Name:	Ordinances/Resolutions
Item Number:	I-1
Subject:	Ordinance No. 1308

SUMMARY:

Please find enclosed Ordinance No. 1308, the Budget Ordinance for Fiscal Year 2016-17, which is before the Council on third and final reading. There have been no changes made to the budget, so the total amount is the same as it was for the previous two readings of the ordinance.

ORDINANCE NO. 1308

At a regular meeting of the Town Council of the Town of Wytheville, Virginia, held in the Council Chambers on the 23rd day of May 2016, at 7:00 P.M.

Present:

Absent:

Ordinance No. 1308 concerning the budget for fiscal year beginning July 1, 2016, and ending June 30, 2017.

AN ORDINANCE setting the tax rate of \$0.16 per \$100 valuation of Real Estate, \$0.28 per \$100 valuation of Machinery and Tools, and \$0.28 per \$100 valuation of Personal Property, excluding household goods and personal effects and including the property separately classified by Sections 58.1-3200 and 58.1-3503 of the Code of Virginia, the Personal Property Tax Relief Act as authorized by Section 58.1-3523 of the Code of Virginia in the amount of fifty-five and seventy one hundredths per centum (55.70%), and a Bank Franchise Tax as authorized by Section 58.1-1209 of the Code of Virginia in the amount of eighty per centum (80%) of the State rate of taxation for each one hundred dollars (\$100) of net capital of banks located in the Town. For such banks which have offices outside the corporate limits of the Town, the tax is to be apportioned as provided in Section 58.1-1211 of the Code of Virginia. The total rates as shown are for municipal purposes.

The funds as indicated are appropriated for the administration and operation of several departments in the Town of Wytheville for the fiscal year ending June 30, 2017. Be it ordained by the Council of the Town of Wytheville that the amounts, as listed herein, be appropriated from the estimate of revenues and funds on hand for the fiscal year.

TOWN OF WYTHEVILLE
 * GENERAL FUND APPROPRIATIONS *
 FOR FISCAL YEAR 2016-2017

	2015-16 BUDGET	2015-16 PROPOSED	INCREASE (DECREASE)
TOWN COUNCIL	\$1,122,315	\$1,275,700	\$153,385
TOWN CLERK	\$242,675	\$243,815	\$1,140
COMMISSION MEMBERS	\$14,300	\$10,400	(\$3,900)
TOWN MANAGER	\$153,501	\$154,835	\$1,334
ASSISTANT TOWN MANAGER	\$127,270	\$127,335	\$65
LEGAL SERVICES	\$11,030	\$11,030	\$0
INDEPENDENT AUDITORS	\$45,000	\$45,000	\$0
TOWN TREASURER'S OFFICE	\$204,418	\$213,546	\$9,128
AUTOMOTIVE POOL	\$235,170	\$235,700	\$530
ENGINEERING DEPARTMENT	\$3,627,552	\$3,415,780	(\$211,772)
HUMAN RESOURCES	\$136,084	\$135,744	(\$340)
COMPUTER OPERATIONS	\$266,695	\$302,340	\$35,645
PLANNING AND COMMUNITY DEVELOPMENT	\$0	\$135,140	\$135,140
CLERK OF COURT	\$2,000	\$2,000	\$0
POLICE DEPARTMENT	\$2,479,435	\$2,494,413	\$14,978
FIRE DEPARTMENT	\$492,285	\$553,900	\$61,615
INSPECTION-BUILDINGS	\$102,170	\$79,717	(\$22,453)
ANIMAL CONTROL	\$65,635	\$62,130	(\$3,505)
PUBLIC TRANSIT	\$27,416	\$30,440	\$3,024
PUBLIC WORKS ADMINIS.	\$76,385	\$80,635	\$4,250
MAINTENANCE OF STREETS	\$954,970	\$881,060	(\$73,910)
DOWNTOWN MAIN - CDBG	\$680,000	\$4,048,500	\$3,368,500
SNOW AND ICE REMOVAL	\$116,220	\$116,275	\$55
TRAFFIC SIGNS AND SIGNALS	\$523,490	\$500,870	(\$22,620)
STREET CONSTRUCTION	\$636,640	\$556,240	(\$80,400)
STREET AND ROAD CLEANING	\$41,750	\$41,880	\$130
REFUSE COLLECTION	\$147,800	\$239,280	\$91,480
LANDFILL	\$115,470	\$90,470	(\$25,000)
WEED CONTROL - MOWING	\$168,645	\$233,090	\$64,445
GENERAL PROPERTIES	\$165,345	\$209,480	\$44,135
TOWN HALL	\$205,005	\$209,155	\$4,150
4TH STREET CIVIC CENTER	\$18,100	\$11,000	(\$7,100)
PARKS/SPORTS COMPLEXES	\$79,995	\$84,835	\$4,840
CONFERENCE AND COMMUNITY CENTER	\$548,785	\$553,910	\$5,125
EMERGENCY SERVICES BLDG.	\$63,750	\$44,750	(\$19,000)
ANIMAL SHELTER	\$5,050	\$2,100	(\$2,950)
E LEE TRINKLE VISTOR CENTER	\$77,680	\$79,025	\$1,345
MEETING CENTER	\$493,406	\$456,525	(\$36,881)
COMMUNITY ACTIVITIES - REIMBURSEMENT	\$17,225	\$17,225	\$0
TAX RELIEF FOR ELDERLY	\$9,000	\$10,500	\$1,500
FITNESS INSTRUCTION	\$74,810	\$97,535	\$22,725
RECREATION ADMINISTRATION	\$402,555	\$475,180	\$72,625
COMMUNITY PROGRAMS	\$99,770	\$105,260	\$5,490
OUTDOOR SWIMMING POOL	\$54,600	\$101,845	\$47,245
ATHLETIC PROGRAMS	\$123,055	\$125,005	\$1,950
NEW COMMUNITY PROGRAMS	\$14,550	\$0	(\$14,550)
INDOOR SWIMMING POOL	\$266,860	\$259,270	(\$7,590)
YOUTH/TEEN CENTER	\$136,478	\$130,640	(\$5,838)
FITNESS CENTER	\$150,130	\$248,695	\$98,565
FIT FOR LIFE	\$84,630	\$86,600	\$1,970
CEMETERIES	\$202,680	\$220,875	\$18,195
MUSEUMS	\$235,660	\$233,415	(\$2,245)
HERITAGE EDUCATION PROG.	\$118,990	\$123,245	\$4,255
HOMESTEAD MUSEUM	\$55,805	\$56,490	\$685
TOURISM AND COMMUNITY DEVELOPMENT	\$967,800	\$497,625	(\$470,175)
JOINT IDA	\$164,115	\$209,205	\$45,090
CHAMBER OF COMMERCE	\$136,230	\$117,350	(\$18,880)
MAIN STREET PROGRAM	\$0	\$58,125	\$58,125
HORTICULTURE	\$116,945	\$144,595	\$28,650
DEBT RETIREMENT	\$928,275	\$973,275	\$45,000
TOTAL GENERAL FUND	\$18,832,600	\$22,260,000	\$3,427,400

**TOWN OF WYTHEVILLE
REVENUE SUMMARY BY DEPARTMENTS
FOR FISCAL YEAR 2016-2017**

REVENUE BY DEPARTMENT	2015-2016 BUDGET	2016-2017 PROPOSED	INCREASE (DECREASE)
1. REAL ESTATE TAXES	\$1,225,000	\$1,231,000	\$6,000
1. PUBLIC SERVICES TAXES	\$50,000	\$55,000	\$5,000
1. PERSONAL PROPERTY TAXES	\$163,500	\$176,500	\$13,000
1. MOBILE HOME TAXES	\$1,700	\$2,000	\$300
1. MACHINERY AND TOOL TAXES	\$105,000	\$90,000	(\$15,000)
1. PENALTY AND INTEREST	\$12,000	\$12,000	\$0
2. STATE SALES TAX	\$500,000	\$500,000	\$0
2. CONSUMER UTILITY TAX	\$235,000	\$235,000	\$0
2. FRANCHISE LICENSE TAX	\$13,000	\$13,000	\$0
2. MOTOR VEHICLE LICENSES	\$125,000	\$100,000	(\$25,000)
2. BANK STOCK TAX	\$300,000	\$300,000	\$0
2. TOBACCO TAX	\$300,000	\$235,000	(\$65,000)
2. LODGING TAX	\$1,225,000	\$1,229,000	\$4,000
2. MEALS TAX	\$2,776,000	\$2,776,000	\$0
2. REFUSE DECALS/TAGS	\$75,000	\$80,000	\$5,000
2. CONSUMPTION TAX	\$52,000	\$52,000	\$0
2. BUSINESS LICENSES	\$1,100,000	\$1,200,000	\$100,000
3. PERMITS	\$67,600	\$67,600	\$0
4. FINES	\$105,000	\$125,000	\$20,000
5. INTEREST ON INVESTMENT	\$259,600	\$282,000	\$22,400
5. USE OR PROPERTY	\$28,400	\$28,400	\$0
5. SALE OF MATERIALS	\$6,600	\$6,600	\$0
6. FIRE SERVICES	\$26,000	\$26,000	\$0
6. REIMBURSED COST	\$312,345	\$396,680	\$84,335
6. ANIMAL CONTROL	\$600	\$100	(\$500)
6. STREET ASSESSMENTS	\$1,225	\$725	(\$500)
6. MOWING/REFUSE ASSESSMENTS	\$11,500	\$12,700	\$1,200
6. RECREATION FEES	\$919,455	\$906,955	(\$12,500)
6. MUSEUMS FEES	\$63,550	\$64,250	\$700
6. MEETING CENTER	\$165,100	\$160,100	(\$5,000)
6. COMMUNITY DEVELOPMENT	\$1,500	\$1,500	\$0
7. MISCELLANEOUS	\$211,230	\$204,480	(\$6,750)
7. INTERGOVERNMENTAL TRANSFER	\$2,435,072	\$5,425,769	\$2,990,697
8. LOANS	\$0	\$0	\$0
8. NON CATEGORICAL AID	\$541,000	\$543,500	\$2,500
8. CATEGORICAL AID	\$5,396,623	\$5,691,641	\$295,018
9. SALE OF PROPERTY	\$22,000	\$29,500	\$7,500
TOTAL GENERAL FUND	\$18,832,600	\$22,260,000	\$3,427,400

TOWN OF WYTHEVILLE
*** WATER/SEWER FUND APPROPRIATIONS ***
FOR FISCAL YEAR 2016 - 2017

DEPARTMENT	2015-2016 BUDGET	2016-2017 PROPOSED	INCREASE (DECREASE)
1. WATER/WASTEWATER ADMINIS.	\$1,600,855	\$1,381,060	(\$219,795)
2. WATER TREATMENT PLANT	\$902,425	\$952,395	\$49,970
2. WASTEWATER TREAT PLANT	\$1,211,965	\$1,240,105	\$28,140
3. WATER SYSTEM MAINTENANCE	\$567,255	\$660,785	\$93,530
3. WASTEWATER SYSTEM MAINT.	\$46,980	\$38,745	(\$8,235)
3. WASTEWATER PRETREATMENT	\$92,305	\$75,115	(\$17,190)
4. WATER CONSTRUCTION	\$75,800	\$73,890	(\$1,910)
4. WASTEWATER CONSTRUCTION	\$15,365	\$14,130	(\$1,235)
4. WATER/WASTEWATER UTILITIES	\$935,225	\$620,550	(\$314,675)
5. DEBT RETIREMENT	\$1,226,225	\$1,261,225	\$35,000
TOTAL WATER & SEWER FUND	\$6,674,400	\$6,318,000	(\$356,400)

**TOWN OF WYTHEVILLE
 WATER AND SEWER REVENUES BY DEPARTMENT
 FOR FISCAL YEAR 2016 - 2017**

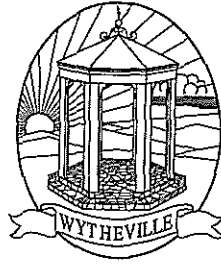
DEPARTMENT	2015-2016 BUDGET	2016-2017 PROPOSED	INCREASE (DECREASE)
1. GRANTS, LOANS & CONTRIBUTIONS	\$575,900	\$182,000	(\$393,900)
2. REVENUE FROM WATER SERVICES	\$3,275,000	\$3,300,000	\$25,000
2. WATER CONNECTIONS	\$30,000	\$30,000	\$0
2. MISCELLANEOUS WATER CHARGES	\$11,000	\$11,000	\$0
5. REVENUE FROM SEWER SERVICES	\$2,690,000	\$2,700,000	\$10,000
5. SEWER CONNECTIONS	\$15,000	\$15,000	\$0
5. MISCELLANEOUS SEWER SERVICES	\$30,000	\$30,000	\$0
6. PENALTY/INTEREST	\$47,500	\$50,000	\$2,500
TOTAL	\$6,674,400	\$6,318,000	(\$356,400)

TOWN OF WYTHEVILLE
WALL OF HONOR FUND
FOR FISCAL YEAR 2016-2017

DEPARTMENT	2015-2016 BUDGET	2016-2017 PROPOSED	INCREASE (DECREASE)
APPROPRIATIONS			
MONUMENT	\$2,000	\$2,000	\$0
TOTAL APPROPRIATIONS	\$2,000	\$2,000	\$0
REVENUES			
DONATION/INTEREST	\$2,000	\$2,000	\$0
TOTAL REVENUES	\$2,000	\$2,000	\$0

TOWN OF WYTHEVILLE
 OPEB FUND
 FOR FISCAL YEAR 2016-2017

DEPARTMENT	2015-2016 BUDGET	2016-2017 PROPOSED	INCREASE (DECREASE)
APPROPRIATIONS			
MEDICAL INSURANCE	\$24,000	\$24,000	\$0
TOTAL APPROPRIATIONS	\$24,000	\$24,000	\$0
REVENUES			
CONTRIBUTIONS/INTEREST	\$24,000	\$24,000	\$0
TOTAL REVENUES	\$24,000	\$24,000	\$0



Meeting Date:	Monday, June 27, 2016
Item Name:	Ordinances/Resolutions
Item Number:	I-2
Subject:	Ordinance No. 1309

SUMMARY:

Please find enclosed Ordinance No. 1309, an ordinance amending and reenacting Ordinance No. 640, generally known as the Zoning Ordinance, Article VI-M – Residential District R-1M, Sections 6-2.7M and 6-9.8M. This ordinance is before the Council on third and final reading.

ORDINANCE NO. 1309

At a regular meeting of the Town Council of the Town of Wytheville, Virginia, held in the Council Chambers on Monday, May 23, 2016, at 7:00 p.m.

Present:

Absent:

**AN ORDINANCE AMENDING AND REENACTING ORDINANCE NO. 640,
GENERALLY KNOWN AS THE ZONING ORDINANCE, TO AMEND
AND REENACT ARTICLE VI-M - RESIDENTIAL DISTRICT R-1M,
SECTIONS 6-2.7M AND SECTION 6-9.8M**

BE IT ORDAINED by the Town Council of the Town of Wytheville, Virginia, that Ordinance No. 640, generally known as the Zoning Ordinance, be amended and reenacted so as to include revisions to Article VI-M - Residential District R-1M, Section 6-2.7M and Section 6-9.8M as follows:

ARTICLE VI-M - RESIDENTIAL DISTRICT R-1M

SECTION 6-2M USE REGULATIONS

Section 6-2.7M

Existing "accessory structures" or existing fully contained dwelling units on the same lot as a single-family dwelling may be utilized as dwellings for rental purposes following the special exception permit process and as described in Section XVI, General Provisions, of this Zoning Ordinance if the proposed dwellings meet the criteria established herein.

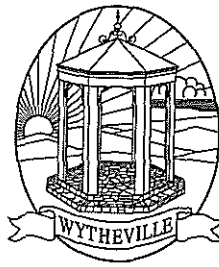
Existing accessory structures to be utilized as dwellings or rental property shall conform to the following criteria:

1. Revisions or changes in exterior appearance shall be reviewed and approved by the Zoning Administrator and determined to be in character with the property and the surrounding neighborhood.
2. On-site parking shall be provided as required herein.
3. Building and fire codes shall be met as determined by the building inspector and fire marshal.

SECTION 6-9M SPECIAL PROVISIONS FOR RESIDENCES

Section 6-9.8M

If an existing dwelling or accessory structure is nonconforming due to lot size, rear, side, or front yard dimensions, floor area of the dwelling, occupied ground area of the dwelling, size, area, or distance from the property line of an accessory structure, and if the dwelling, structure or accessory structure is destroyed by flood, fire, or act of God to 75 percent or more of its value, and if this building or accessory structure is determined to be a "certified historic structure," the existing building or accessory structure may be rebuilt to its original size and configuration providing that the original architectural appearance and character is replicated in the reconstruction. The Zoning Administrator shall review and approve proposed reconstructions prior to the issuance of a building permit. The Zoning Administrator will require that the architectural drawings be submitted providing proof of conformance with the original design. The conformance shall be confined to the exterior of the proposed reconstruction.



Meeting Date:	Monday, June 27, 2016
Item Name:	Other Business
Item Number:	J-1
Subject:	Proposed Revision to Town Charter

SUMMARY:

Please find enclosed the proposed revision to the Town Code, Part. I. Charter, Section 2. Council generally, that will amend how vacancies in the office of the Mayor or the Council will be filled. This amendment will state, "Vacancies in the office of mayor or on council shall be filled by majority vote of the remaining members, and the person so elected shall serve the remainder of the unexpired term." It will be necessary to set a public hearing to consider this amendment, which could be held at the July 25, 2016, Town Council meeting.

PROPOSED AMENDMENT TO TOWN CHARTER

Sec. 2. - Council generally.

Vacancies in the office of mayor or on council shall be filled by majority vote of the remaining members, and the person so elected shall serve the remainder of the unexpired term., or, if the vacancy is subsequently filled for the unexpired term by popular election as hereafter provided, until his successor is elected and has qualified. Notwithstanding any contrary provision of general law, if a vacancy occurs in the office of mayor during the first two (2) years of the term, and more than one hundred twenty (120) days prior to the next regular municipal election, a successor shall be elected for the unexpired term at the next regular municipal election and the council shall petition the circuit court for a writ of election for that purpose. If a vacancy occurs in the office of councilman under the same circumstances, then three (3) rather than two (2) members of council shall be elected at the next regular municipal election and the council shall petition the circuit court to so order the election. Those three (3) persons receiving the largest number of votes shall be elected. Of those three (3), the person receiving the least number of votes shall be elected to serve the unexpired term of the vacancy.

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBERS ON MONDAY, JUNE 13, 2016, AT 7:00 P.M.**

Members present: Trenton G. Crewe, Jr., Jacqueline K. King, H. Judson Lambert, William B. Weisiger

Members absent: Thomas F. Hundley

Others present: Town Manager C. Wayne Sutherland, Jr., Assistant Town Manager Stephen A. Moore, Town Clerk Sharon G. Corvin, Marie B. Bishop, Heather Kapranos, Beth Taylor, Danny Gordon with WYVE-AM/WXBX-FM/WLOY-AM, Police Officer Jeff Hall

RE: CALL TO ORDER, QUORUM, PLEDGE

Mayor Crewe called the meeting to order and established that a quorum of Council members was present. The Pledge of Allegiance was led by Councilman Weisiger.

RE: CONSENT AGENDA

Mayor Crewe presented the consent agenda consisting of the minutes of the regular meeting of May 23, 2016. He inquired of the Council if there was a motion to approve the consent agenda as presented or to somehow be amended. A motion was made by Vice-Mayor King and seconded by Councilman Weisiger to approve the consent agenda consisting of the minutes of the regular meeting of May 23, 2016, as presented. Mayor Crewe inquired if there was any discussion on the motion to approve the consent agenda, as presented. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Trenton G. Crewe, Jr., Jacqueline K. King, H. Judson Lambert, William B. Weisiger. Against: None.

RE: PUBLIC HEARING – BUDGET ORDINANCE FOR FY 2016-17

Mayor Crewe advised the meeting constituted a public hearing (due notice having been given) to consider Ordinance No. 1308, the Budget Ordinance for fiscal year beginning July 1, 2016, and ending on June 30, 2017. He thanked the citizens for attending the Council meeting. Mayor Crewe noted that no one on the sign in sheet indicated they wished to speak in regard to the public hearing, however, if they would like to speak, the Council would be glad to hear from them at this time. He explained that if anyone arrived to the meeting in the next few minutes who wished to address the Council in regard to the public hearing, he will give them the opportunity to speak. Mayor Crewe reiterated that it was his understanding that there was no one attending the meeting who wished to speak during the public hearing for the Budget Ordinance. He inquired if anyone would like to address the Council during the public hearing. There being no one who wished to speak during the public hearing, Mayor Crewe declared the public hearing closed, and he proceeded with the agenda.

RE: CITIZENS' PERIOD

Mayor Crewe advised the next agenda item is Citizens' Period. He noted that no one had indicated on the sign in sheet that they wished to address the Council, but if anyone wished to do so, they could do so at this time. There being no one to address the Council during Citizens' Period, Mayor Crewe proceeded with the agenda.

RE: OLD BUSINESS

Under Old Business, Town Manager Sutherland reported the following:

1. The Council Work Session will be held on Tuesday, June 14, 2016, at 7:00 a.m.
2. The New River Regional Water Authority will meet on Thursday, June 16, 2016, at 9:30 a.m., in the Council Chambers.
3. The Council Personnel Committee will meet on Friday, June 17, 2016, at 8:15 a.m., in Conference Room A of the Wytheville Municipal Building. Councilman Hundley and Vice-Mayor King will be the new Council member representatives.
4. The Wytheville Redevelopment and Housing Authority will hold a groundbreaking ceremony for the Freedom Lane Project on Tuesday, June 21, 2016, at 11:00 a.m., at the Freedom Lane site located at 467 Peppers Ferry Road.
5. The Joint Industrial Development Authority of Wythe County will meet on Thursday, June 23, 2016, at 3:00 p.m., in the Council Chambers.
6. Mayor Crewe reminded Council that on Tuesday, June 14, 2016, at 11:00 a.m., Wythe County Community Hospital will hold a dedication ceremony for their Wall of Honor in honor of the veterans that hospice has served.
7. Mayor Crewe stated that he also received a notice that is technically not Old Business, even though it has been discussed, that on June 20, 2016, at 2:00 p.m., the Crossroads Regional Industrial Facilities Authority will hold its regular meeting.

RE: BUDGET AND FINANCE COMMITTEE REPORT

Councilman Weisiger, reporting for the Budget and Finance Committee, stated that later in the meeting, the budget for Fiscal Year 2016-17 will be considered on second reading. He noted that earlier in the meeting, there was a public hearing held pursuant to public notice given in the *Wytheville Enterprise*. Councilman Weisiger advised that at the last meeting, the Council discussed, in some detail, several components of the budget. He explained that the Council does not have any amendments proposed for this budget, therefore, the document that is being considered at this meeting is the exact same quantities as it was before. Councilman Weisiger advised that it would be the recommendation of the Budget and Finance Committee that when the Budget Ordinance is considered later in the meeting, that it be approved on second, but not final, reading. Mayor Crewe stated that since he did not attend the last Council meeting because he did not return to town until the meeting was adjourning, he will simply reiterate what Councilman Weisiger stated at the last meeting. He advised that there was a small raise in this budget for Council members, including the Mayor, but the Council will consider this later in the meeting.

Councilman Weisiger, also, reported that the Council has now had a Writ of Election signed by Judge Showalter establishing August 23, 2016, as the date for a Special Election for a member of Council. He explained that the seat held by former Councilman Jack Hunley will be replaced during this election. Councilman Weisiger stated that, currently, he is serving in this position, but, because of the two year remaining term, it was necessary to have this election. He

commented that persons who would be interested in serving on Council should contact the Wythe County Voter Registrar to obtain the candidate qualification papers. Councilman Weisiger advised that candidates' qualifications must be completed by June 22, 2016. He noted that the person who wins this election will serve until June 30, 2018. A copy of the Budget and Finance Committee report is attached and made part of these minutes.

RE: PUBLIC WORKS COMMITTEE REPORT

Councilman Lambert, reporting for the Public Works Committee, stated that bids were received on May 31, 2016, at the Wytheville Municipal Building for the long awaited Downtown Improvements Project. He noted that six contractors indicated a willingness to bid the project. Councilman Lambert commented that out of the six contractors, only three actually submitted bids. He explained that the fourth bid was received, but, because it came in after the established bid opening time, it was rejected. Councilman Lambert stated the low bid submitted was from DCI Shires, Incorporated, at \$2,817,000. He remarked that this is a very good bid based on the Town's preliminary estimates. Councilman Lambert advised that the engineering company has now advised DCI Shires, Incorporated that their company is the apparent low bidder and needs to submit performance bonds, insurance documents, etc., such that a construction contract can be executed. He stated that the Town would anticipate that this process will take 30 days, and, thereafter, the contractor will be free to start construction. Councilman Lambert expressed that the Council has waited many years for this construction project to come to fruition, and they think it is going to be a great enhancement in the downtown area. He stated that there is no doubt that that there will be some inconvenienced times during the construction period. Councilman Lambert noted that in an effort to keep everyone advised in regard to the construction schedules, etc., the Town will have routine meetings and discussions with property owners and businesses in the downtown area to keep them informed about the project. Mayor Crewe commented that the information process is going to be critical when DCI Shires, Incorporated starts construction in the downtown area. He noted that this bid is much better than originally figured, which is good news. Mayor Crewe expressed that the Council looks forward to the start of construction in the near future.

Councilman Lambert, also, reported that for a number of years, the Wytheville Redevelopment and Housing Authority has been planning a new housing project that primarily serves veterans. He stated that almost a year ago, the Town sought block grant funds from the Department of Housing and Community Development (DHCD) who formed the site excavation for this housing project. Councilman Lambert noted that last August, the Town was notified that it had been funded \$505,000 for the site excavation. He explained that the Housing Authority, on behalf of the Town of Wytheville, bid the excavation for the site work and has now awarded a contract to G & H Contracting, Incorporated. Councilman Lambert commented that the construction activity will be administered by the Housing Authority, and the grant administration will be administered by the Mount Rogers Planning District Commission. He explained that during this past year, the Town has taken a number of measures to make sure this project moved forward. Councilman Lambert advised there is now a groundbreaking ceremony scheduled at the Freedom Lane site for June 21, 2016, at 11:00 a.m. He noted that the Housing Authority would welcome everyone to attend this groundbreaking ceremony. A copy of the Public Works Committee report is attached and made part of these minutes.

RE: ORDINANCE NO. 1308

Mayor Crewe presented Ordinance No. 1308, the Budget Ordinance for Fiscal Year 2016-17, on second reading. He stated if the ordinance proceeds as scheduled, the third and final reading of

the budget will be held at the June 27, 2016, meeting. A motion was made by Councilman Weisiger and seconded by Vice-Mayor King to approve Ordinance No. 1308, the Budget Ordinance for Fiscal Year 2016-17, on second, but not final, reading. Mayor Crewe inquired if there is any discussion on the motion to approve the ordinance on second, but not final, reading. There being none, the motion was approved with the following voting in favor and there being no opposition:

FOR: Trenton G. Crewe, Jr., Jacqueline K. King, William B. Weisiger, H. Judson Lambert

AGAINST: None

ABSTENTIONS: None

Ordinance No. 1308 was approved on second, but not final, reading.

RE: ORDINANCE NO. 1309

Mayor Crewe presented Ordinance No. 1309, an ordinance amending and reenacting Ordinance No. 640, generally known as the Zoning Ordinance, Article VI-M - Residential District R-1M, Sections 6-2.7M and 6-9.8M, on second reading. He inquired if there is a motion to approve Ordinance No. 1309 on second, but not final, reading. A motion was made by Councilman Lambert and seconded by Vice-Mayor King, to approve Ordinance No. 1309, an ordinance amending and reenacting Ordinance No. 640, generally known as the Zoning Ordinance, to amend and reenact Article VI-M - Residential District R-1M, Sections 6-2.7M and 6-9.8M, on second, but not final, reading. Mayor Crewe inquired if there is any discussion on the motion to approve the ordinance on second, but not final, reading. There being none, the motion was approved with the following voting in favor and there being no opposition:

FOR: Trenton G. Crewe, Jr., Jacqueline K. King, H. Judson Lambert, William B. Weisiger

AGAINST: None

ABSTENTIONS: None

Ordinance No. 1309 was approved on second, but not final, reading.

RE: ADJOURNMENT

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting (7:11 p.m.).

Trenton G. Crewe, Jr., Mayor

Sharon G. Corvin, Town Clerk

BUDGET AND FINANCE COMMITTEE REPORT

JUNE 13, 2016

1. Later this evening, the budget for Fiscal Year 2016-17 will be considered on second reading. Earlier this evening, there was a public hearing held pursuant to public notice given in *The Wytheville Enterprise*. At the last meeting, we discussed, in some detail, several components of the budget. We do not have any amendments proposed for this budget, therefore, the document that is being considered this evening is the exact same quantities as it was before. It would be the recommendation of the Budget and Finance Committee that when the Budget Ordinance is considered later this evening, that it be approved on second, but not final, reading.
2. We have now had a Writ of Election signed by Judge Showalter establishing August 23, 2016, as the date for a Special Election for a member of Council. The seat held by former Councilman Jack Hunley will be replaced during this election. Currently, Councilman Weisiger is serving in this position, but, because of the two year remaining term, it was necessary to have this election. Persons who would be interested in serving on Council should contact the Wythe County Voter Registrar to obtain the candidate qualification papers. Candidates' qualifications must be completed by June 22, 2016. The person who wins this election will serve until June 30, 2018.

Jacqueline K. King

William B. Weisiger

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PUBLIC WORKS COMMITTEE REPORT

JUNE 13, 2016

1. Bids were received on May 31, 2016, at the Wytheville Municipal Building for the long awaited Downtown Improvements Project. Six contractors indicated a willingness to bid the project. Out of the six contractors, only three actually submitted bids. The fourth bid was received, but, because it came in after the established bid opening time, it was rejected. The low bid submitted was from DCI Shires, Incorporated, at \$2,817,000. This is a very good bid based on our preliminary estimates. The engineering company has now advised DCI Shires, Incorporated that their company is the apparent low bidder and needs to submit performance bonds, insurance documents, etc., such that a construction contract can be executed. We would anticipate that this process will take 30 days, and, thereafter, the contractor will be free to start construction. We have waited many years for this construction project to come to fruition, and we think it is going to be a great enhancement in the downtown area. There is no doubt that that there will be some inconvenienced times during the construction period. In an effort to keep everyone advised in regard to the construction schedules, etc., we will have routine meetings and discussions with property owners and businesses in the downtown area to keep them informed about the project.
2. For a number of years, the Wytheville Redevelopment and Housing Authority has been planning a new housing project that primarily serves veterans. Almost a year

ago, the Town sought block grant funds from the Department of Housing and Community Development (DHCD) who formed the site excavation for this housing project. Last August, we were notified that we had been funded \$505,000 for the site excavation. The Housing Authority, on behalf of the Town of Wytheville, bid the excavation for the site work and has now awarded a contract to G & H Contracting, Incorporated. The construction activity will be administered by the Housing Authority, and the grant administration will be administered by the Mount Rogers Planning District Commission. During this past year, the Town has taken a number of measures to make sure this project moved forward. There is now a groundbreaking ceremony scheduled at the Freedom Lane site for June 21, 2016, at 11:00 a.m. The Housing Authority would welcome everyone to attend this groundbreaking ceremony.

H. Judson Lambert

Thomas F. Hundley