

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBERS ON MONDAY, JULY 9, 2018, AT 7:00 P.M.**

Members present: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Mark J. Bloomfield, Cathy D. Pattison

Others present: Town Manager C. Wayne Sutherland, Jr., Town Clerk Sharon G. Corvin, Town Attorney Christopher R. Menerick, Town Treasurer Michael G. Stephens, Becky Grubb, Donna Weisiger, Bill Weisiger, Rhonda Sechrest, Jeffrey Kyle, Kathy Bloomfield, Kristin Bell, Police Officer Jonathan Lackey

RE: CALL TO ORDER, QUORUM, PLEDGE

Mayor Taylor called the meeting to order and established that a quorum of Council members was present. The Pledge of Allegiance was led by Vice-Mayor King.

RE: REORGANIZATION OF COUNCIL

Mayor Taylor advised that the next agenda item is the reorganization of the Town Council. She stated that on May 1, 2018, she, Mark J. Bloomfield and Cathy D. Pattison were elected to the Council at the election, and have met the qualifications for the office as required by law and are now seated members of the Town Council.

Mayor Taylor noted that she would like to open the floor for nominations and the election of the Vice-Mayor. A motion was made Councilwoman Pattison and seconded by Councilman Hand to nominate Jacqueline K. King as the Vice-Mayor for the Council. Mayor Taylor inquired if there is any discussion on the motion to re-elect Mrs. King as Vice-Mayor. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Mark J. Bloomfield, Cathy D. Pattison. Against: None. Mayor Taylor thanked Vice-Mayor King for continuing to serve in this position.

Mayor Taylor stated the Council will now consider the reappointment of Town Manager C. Wayne Sutherland, Jr., Clerk of Council Sharon G. Corvin, Town Treasurer Michael G. Stephens and Town Attorney Christopher R. Menerick. She inquired if there is a motion to consider the reappointments of those positions. A motion was made by Councilman Hand and seconded by Vice-Mayor King to reappoint C. Wayne Sutherland, Jr. as Town Manager; Sharon G. Corvin as Town Clerk; Michael G. Stephens as Town Treasurer; and, Christopher R. Menerick as Town Attorney. Mayor Taylor inquired if there is any discussion on the motion to reappoint C. Wayne Sutherland, Jr. as Town Manager; Sharon G. Corvin as Town Clerk; Michael G. Stephens as Town Treasurer; and, Christopher R. Menerick as Town Attorney. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Mark J. Bloomfield, Cathy D. Pattison. Against: None. Town Manager Sutherland thanked the Town Council for reappointing each of the positions.

Mayor Taylor advised it will also be necessary for Council to consider the appointment of members to several committees. She reappointed Vice-Mayor King and appointed Councilwoman Pattison to the Budget and Finance Committee, and reappointed Councilman Hand and appointed Councilman Bloomfield to the Public Works Committee. It was the consensus of the Wytheville Town Council to appoint Town Attorney Menerick as the Freedom of Information Officer; appoint Councilman Bloomfield as a member to the District Three Governmental Cooperative and Councilwoman Pattison as the alternate; appoint Councilwoman Pattison as the Council liaison to the Wytheville Redevelopment and Housing Authority; appoint Councilman Bloomfield as a member to the Homestead Museum Advisory Board; reappoint Vice-Mayor King as the Council liaison to the Wall of Honor Committee and the Recreation Commission; appoint Councilwoman Pattison as the liaison to the Wytheville Planning Commission; appoint Councilman Hand to the New River Regional Water Authority, the Tree Advisory Committee and the Beautification Task Force; and, appoint Mayor Taylor to the Downtown Wytheville, Incorporated Board, the Crossroads Regional Industrial Facilities Authority and the Joint Industrial Development Authority.

RE: CONSENT AGENDA

Mayor Taylor presented the consent agenda consisting of the minutes of the regular meeting of July 9, 2018; the request of George Wythe High School to conduct a Homecoming Parade on Thursday, September 27, 2018, at 6:00 p.m.; and, the request of Spiller PTA to conduct a "Spiller Spirit" 5K Run on Friday, August 24, 2018, at 7:00 p.m. Councilwoman Pattison stated

that she would like for the Council to vote on the consent agenda items separately. Mayor Taylor inquired of Councilwoman Pattison how she wished to vote on the consent agenda items. Councilwoman Pattison remarked that she would like to begin with item one and proceed in order. A motion was made by Councilman Hand and seconded by Vice-Mayor King to approve the first item on the consent agenda consisting of the minutes of the regular meeting of June 25, 2018, as presented. Mayor Taylor inquired if there was any discussion on the motion to approve the minutes of the regular meeting of June 25, 2018. There being none, the motion was approved with the following voting results: For: Jacqueline K. King, Joseph E. Hand, Jr., Cathy D. Pattison. Against: None. Abstention: Beth A. Taylor, Mark J. Bloomfield. Mayor Taylor inquired if there is a motion to approve the next two items on the consent agenda together or separately. A motion was made by Vice-Mayor King and seconded by Councilman Hand to approve the request of George Wythe High School to conduct a Homecoming Parade on Thursday, September 27, 2018, at 6:00 p.m.; and, the request of Spiller PTA to conduct a "Spiller Spirit" 5K Run on Friday, August 24, 2018, at 7:00 p.m., as presented. Mayor Taylor inquired if there was any discussion on the motion to approve the request of the high school to conduct the Homecoming Parade and the request of Spiller PTA to conduct a 5K Run. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Mark J. Bloomfield, Cathy D. Pattison. Against: None.

RE: CITIZENS' PERIOD

Mayor Taylor advised that the next agenda item is Citizens' Period. She stated that Ms. Becky Grubb noted on the sign in sheet that she wished to address the Council during Citizens' Period, therefore, she would ask Ms. Grubb to come forward to the podium. Ms. Grubb remarked that she is sorry, but she marked the wrong box on the sign in sheet, and that she does not wish to address the Council. Mayor Taylor commented that she would like to remind citizens that in the future, there is a five minute time limit for speakers, as outlined in the rules for addressing Council. Mayor Taylor noted that no one else indicated on the sign in sheet that they wished to address the Council during Citizens' Period, therefore, she would proceed 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, July 10, 2018, at 7:00 a.m., in the Council Conference Room.
2. The Wytheville Planning Commission will meet on Thursday, July 12, 2018, at 6:00 p.m., in the Council Chambers.
3. The New River Regional Water Authority will meet on Thursday, July 19, 2018, at 10:00 a.m., in the Council Chambers.
4. The Council Personnel Committee will meet on Friday, July 20, 2018, at 8:15 a.m., at the Heritage Preservation Center. He noted that the Council representatives will be Vice-Mayor King and Councilman Bloomfield.

RE: BUDGET AND FINANCE COMMITTEE REPORT

Vice-Mayor King, reporting for the Budget and Finance Committee, stated that last year, the Town of Wytheville, the Wythe County Sheriff's Department and the E-911 Emergency Communications Center all met and selected a new company to provide computer aided dispatching to all three agencies. She noted that the company that was selected is known as Spillman and it is a division of the Motorola company. Vice-Mayor King explained that this system was chosen because of its strength in providing the necessary software to operate the dispatching center, as well as providing computers in patrol vehicles and the records management system. She commented that for slightly over one year, all three agencies have worked with the Spillman system to configure all of the software to meet our specific needs. Vice-Mayor King remarked that the system replaces the obsolete computer system and brings all Wythe County Emergency Service providers onto one system, on one server, to share information in real time. She expressed that to properly configure the system to meet requirements, representatives of each agency have been working together with Spillman staff. Vice-Mayor King stated that the current and outdated DaPro system is operated from three different servers, and none of the information synchronizes. She noted that, additionally, the current system makes it impossible to search and/or obtain any realistic and accurate information. Vice-Mayor King explained that the information currently housed on servers will be retained for historical purposes until the time limit established by the Library of Virginia, and then

it will be purged. She commented that this new arrangement with Spillman includes a "Site License," as opposed to "seat licenses." Vice-Mayor King remarked that the purpose of the Site License is that it allows local agencies to install the software on as many computers as the agencies wish without incurring any added costs as the Departments grow. She stated, also, with this software purchase, the Town's Police Department has purchased DigiTicket software. Vice-Mayor King noted that this project eliminates handwritten traffic citations with what are commonly known as "E-Tickets." She commented that all patrol vehicles will be equipped with barcode scanners which will read the coded information on driver licenses from all 50 states, all Canadian provinces and most of Mexico. Vice-Mayor King remarked that the information is automatically generated onto the citation, offenses are selected from a dropdown window and location information is sent from GPS information in the computer. She explained that there will be thermal printers mounted in the patrol vehicles, and the citations will be printed on 8½ inch x 11 inch paper. Vice-Mayor King stated that the citation information is transmitted directly to the Virginia Supreme Court and then disseminated to the proper local courts, wirelessly. She noted that the average traffic stop generally drops from approximately ten minutes to approximately three minutes. Vice-Mayor King commented that the system also helps to eliminate issues with illegible writing by officers in a hurry to complete citations. She remarked that the Parking Enforcement Officer will also have a unique handheld unit he will carry with him while on foot. Vice-Mayor King explained that he will also have a wireless thermal printer which will print parking tickets on a 3-inch-wide "Municipal Citation," very similar to tickets he issues now. She commented that all information acquired through DigiTicket is automatically imported into the Spillman system, thus expanding our information database. Vice-Mayor King commented that, currently, the Spillman project is on schedule and set to go live August 7, 2018. She explained that DigiTicket is tentatively set to go live just prior to it, in July 2018. Vice-Mayor King advised that there is no additional action required of the Council at this time, but the Budget and Finance Committee did want the Town citizens to be aware of this significant improvement for the Town's Police Department.

Vice-Mayor King, also, reported that at the June 11, 2018, meeting of Town Council, Council adopted new license regulations for outdoor dining and outdoor furniture in the downtown area. She explained that now that all of the work is essentially complete in the downtown area, it is appropriate that the Town continue with improving the aesthetics of the area. Vice-Mayor King stated that the Open Air Dining/Outdoor Furniture Regulations are designated to allow and encourage open air dining and appropriate furniture in the public rights of way of fronting storefronts in the downtown area. She noted that this past Wednesday, on the Fourth of July, it was a good example of large gatherings of pedestrians in the downtown area, and how important appropriate dining and furnishings are to a function. Vice-Mayor King explained that the Council hopes, through these regulations, that the Town encourages outdoor dining and outdoor seating and to ensure that all of the articles that are placed on the rights of way are appropriate. She commented that to participate in this program, it is required that an application be submitted and certain information be made available for review. Vice-Mayor King expressed that these applications are available in the office of the Town Manager, and they are available to be issued without any fees associated with the license. She stated that the Council, also, believes that it would be very helpful for Downtown Wytheville, Incorporated to participate in the distribution of this information to appropriate storefronts in the downtown area. Vice-Mayor King advised that there is no additional action needed by the Council, but the Budget and Finance Committee wanted everyone to be aware of this program and that the Town was commencing with the implementation of these regulations. A copy of the Budget and Finance Committee report is attached and made part of these minutes.

RE: PUBLIC WORKS COMMITTEE REPORT

Councilman Bloomfield, reporting for the Public Works Committee, stated that for a number of years, the Town has permitted hunting to occur on the Town owned land on Sand Mountain. He explained that because of the volume of requests that is received, it was determined that the number of permits to hunt on this land would be restricted to 50. Councilman Bloomfield noted that each year, the Town gives public notice of the opportunity for hunters to make application to hunt on this land, and the 50 successful candidates are chosen by lottery. He remarked that people who receive a permit to hunt on Town owned land must be Wythe County residents and comply with all Department of Game and Inland Fisheries' rules and regulations. Councilman Bloomfield expressed that the Public Works Committee believes that the regulations that it has in place have been effective and would suggest that the same regulations be imposed on the hunters for the upcoming season. He advised that it would be the recommendation of the Public Works Committee that the Council continue the hunting program on Sand Mountain under the regulations that were in place last year and that public notification be given of the opportunity to make application for such a permit. A motion was made by Councilman Bloomfield and seconded by Councilman Hand to approve continuing with the hunting program on Sand Mountain under the regulations that were in place last year and to give public notification of the

opportunity to apply for a hunting permit. Mayor Taylor inquired if there is any discussion on the motion to approve continuing with the hunting program. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Mark J. Bloomfield, Cathy D. Pattison. Against: None.

Councilman Bloomfield, also, reported that at the May 14, 2018, meeting of Town Council, the Town noted that it was preparing to bid the Wayfinding Program project. He stated that the Wayfinding Program will be a series of signs that are planned to create a clear, legible and comfortable message for tourists traveling into the community. Councilman Bloomfield expressed, also, it is anticipated that these signs should be attractive and will greatly enhance the systems by which the Town is trying to convey messages to visitors. He commented that the Town was delayed slightly in getting this project bid because of certain situations among potential bidders, but it is now in a position to move forward. Councilman Bloomfield stated that on June 21, 2018, the Town received Qualifications Statements from three prospective bidders. He explained that each was deemed to have met the prequalification criteria that had been established. Councilman Bloomfield noted that on June 28, 2018, each of the qualified bidders, along with members of Town Staff and its consultants from Frazier Associates, attended a mandatory pre-bid conference. He explained that the purpose of the conference was to highlight and discuss special requirements of the project and field questions from the prospective bidders. Councilman Bloomfield stated that as the Town moves forward, the contractors will now evaluate the Town's program, and the project is scheduled to be bid on July 19, 2018, at 2:00 p.m. He explained that the Town hopes that it can get this project underway by the end of August. Councilman Bloomfield stated that this matter was for informational purposes just to make sure that everyone understood that the Town is still proceeding with the Wayfinding Program. A copy of the Public Works Committee report is attached and made part of these minutes.

RE: APPOINTMENTS - WILLOW BROOK JACKSON/UMBERGER HOMESTEAD MUSEUM ADVISORY BOARD

Mayor Taylor advised that the next agenda item is to consider an appointment or reappointment to the Willow Brook Jackson/Umberger Homestead Museum Advisory Board to fill the expiring term of Ms. Jean Lester (term expires July 31, 2018). Mayor Taylor inquired if there is a motion concerning the appointment or reappointment of a member to the Willow Brook Jackson/Umberger Homestead Museum Advisory Board. A motion was made by Vice-Mayor King and seconded by Councilwoman Pattison to reappoint Ms. Jean Lester to the Willow Brook/Jackson Umberger Homestead Museum Advisory Board (term expires July 31, 2023). Mayor Taylor inquired if there was any discussion on the motion to reappoint Ms. Lester to the Willow Brook/Jackson Umberger Homestead Museum Advisory Board. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Mark J. Bloomfield, Cathy D. Pattison. Against: None.

RE: RESOLUTION – TRENTON G. CREWE, JR.

Mayor Taylor advised the next agenda item is a resolution recognizing the service of Mr. Trenton G. Crewe, Jr. to the Wytheville Town Council. Mayor Taylor stated that the resolution read as follows:

RESOLUTION

WHEREAS, Mr. Trenton G. Crewe, Jr., is an esteemed and dedicated leader who has faithfully and diligently served the citizens of the Town of Wytheville for over 30 years; and,

WHEREAS, Mayor Crewe is a graduate of Marshall University with a Bachelor's Degree in Political Science, and he received a Doctor of Jurisprudence Degree from Washington & Lee University School of Law in 1975; and,

WHEREAS, Mayor Crewe is a highly respected attorney who has been practicing law in Wytheville since 1975, where he first was an associate and a partner with a local firm, and, in 1989, Mayor Crewe opened his own law office; and,

WHEREAS, Mayor Crewe has been a member of local, state and national bar associations, and he has served as President of the 27th Judicial Circuit Bar Association since 1979 and was a substitute judge for the same district from 1983-1990; and,

WHEREAS, Mayor Crewe has been actively involved in several civic organizations including the Presbyterian Children's Home of the Highlands, Wythe County United Way, Mount Rogers Mental Health and Mental Retardation Services Board and the Wytheville Jaycees; and,

WHEREAS, Mayor Crewe is an active member of the Wytheville Presbyterian Church and a former Church Deacon and a former Church Elder; and,

WHEREAS, Mayor Crewe is an avid motorcycle rider, and he is involved with Run for the Wall to promote awareness of the thousands of POWs and MIAs; and,

WHEREAS, in 2016, Mayor Crewe was awarded the Stanley King, Sr. Outstanding Citizen of the Year Award from the Wytheville-Wythe-Bland Chamber of Commerce; and,

WHEREAS, Mayor Crewe also served on the Executive Committee of the Virginia Municipal League, and held the offices of Vice-President, President Elect and was elected President during 2000-2001; and,

WHEREAS, Mayor Crewe served on the Town Council for a total of thirty-four years, serving as a Councilmember from June 13, 1983 to February 26, 1989, and as Mayor from July 1, 1990 to June 30, 2018; and,

WHEREAS, Mayor Crewe has served on many boards and commissions including the Public Works Committee, the Budget and Finance Committee, Chair of the Crossroads Regional Industrial Facilities Authority, Chair of the Virginia Rail Advisory Board, the Homestead Museum Advisory Board and the Beautification Task Force; and,

WHEREAS, Mayor Crewe has served on numerous local, regional and State boards and commissions including several Governor appointed positions; and,

WHEREAS, under Mayor Crewe's mayoral leadership, many projects have been completed including significant improvements to infrastructure, the construction of a new Recreation/Meeting Center, the revitalization and vast improvements of downtown and major improvements to East Main Street, which all helped to improve the lives of the citizens of the Town of Wytheville and Wythe County.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Wytheville, Virginia, hereby wishes to express its deepest appreciation to Trenton G. Crewe, Jr., for his loyal commitment to the Town of Wytheville, as well as appreciation for his outstanding public service.

BE IT FURTHER RESOLVED that the Town Council of the Town of Wytheville, Virginia, extends to Mayor Crewe its best wishes for future successes.

Mayor Taylor inquired if there is a motion to adopt the resolution commending former Mayor Crewe for his service to the Wytheville Town Council. A motion was made by Councilman Bloomfield and seconded by Vice-Mayor King to adopt a resolution commending former Mayor Trenton G. Crewe, Jr., for his service to the Town of Wytheville. Mayor Taylor inquired if there was any other discussion on the motion to adopt the resolution recognizing Trenton G. Crewe, Jr. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Mark J. Bloomfield, Cathy D. Pattison. Against: None.

RE: RESOLUTION – TRENTON G. CREWE, JR.

Mayor Taylor advised the next agenda item is a resolution recognizing the service of Mr. Thomas F. Hundley to the Wytheville Town Council. Mayor Taylor stated that the resolution read as follows:

RESOLUTION

WHEREAS, the Town Council of the Town of Wytheville, Virginia, desires to express its appreciation for the service of Councilman Thomas F. Hundley to the Wytheville Town Council; and,

WHEREAS, Councilman Hundley is deserving of meritorious recognition for his outstanding public service; and,

WHEREAS, Councilman Hundley is a highly respected and successful businessman who owns and operates a local State Farm Insurance Agency; and,

WHEREAS, Councilman Hundley is involved in various community organizations including the Wytheville Community Educational Foundation Board and the Wytheville Fraternal Lodge #42; and,

WHEREAS, Councilman Hundley served the Town of Wytheville for a period of eight years from July 1, 2010, to June 30, 2018; and,

WHEREAS, during Councilman Hundley's term, he served on the Public Works Committee, the District Three Governmental Cooperative, the Wytheville Redevelopment and Housing Authority, the New River Regional Water Authority and Downtown Wytheville, Incorporated; and,

WHEREAS, Councilman Hundley worked diligently in developing services and projects that would be of benefit to the Town citizens including major infrastructure projects, the Heritage Walk Project and the East Main Street Project; and,

WHEREAS, Councilman Hundley was instrumental in the revitalization of downtown Wytheville, and he devoted countless hours to this endeavor; and,

WHEREAS, the Wytheville Town Council, through the adoption of this resolution, expresses its utmost esteem, respect and appreciation.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Wytheville, Virginia, officially commends Councilman Thomas F. Hundley for his outstanding and dedicated service to the Town.

BE IT FURTHER RESOLVED that the Town Council of the Town of Wytheville, Virginia, extends to Councilman Hundley its best wishes for future successes.

Mayor Taylor inquired if there is a motion to adopt the resolution commending former Councilman Hundley for his service to the Wytheville Town Council. A motion was made by Vice-Mayor King and seconded by Councilman Hand to adopt a resolution commending former Councilman Thomas F. Hundley for his service to the Town of Wytheville. Mayor Taylor inquired if there was any other discussion on the motion to adopt the resolution recognizing Thomas F. Hundley. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Mark J. Bloomfield, Cathy D. Pattison. Against: None.

RE: ADJOURNMENT

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting (7:27 p.m.).

Beth A. Taylor, Mayor

Sharon G. Corvin, CMC, Town Clerk

BUDGET AND FINANCE COMMITTEE REPORT

JULY 9, 2018

1. Last year, the Town of Wytheville, the Wythe County Sheriff's Department and the E-911 Emergency Communications Center all met and selected a new company to provide computer aided dispatching to all three agencies. The company that was selected is known as Spillman and it is a division of the Motorola company. This system was chosen because of its strength in providing the necessary software to operate the dispatching center, as well as providing computers in patrol vehicles and our records management system. For slightly over one year, all three agencies have worked with the Spillman system to configure all of the software to meet our specific needs. The system replaces our obsolete computer system and brings all Wythe County Emergency Service providers onto one system, on one server, to share information in real time. To properly configure the system to meet requirements, representatives of each agency have been working together with Spillman staff. The current and outdated DaPro system is operated from three different servers, and none of the information synchronizes. Additionally, the current system makes it impossible to search and/or obtain any realistic and accurate information. The information currently housed on servers will be retained for historical purposes until the time limit established by the Library of Virginia, and then it will be purged.

This new arrangement with Spillman includes a "Site License," as opposed to "seat licenses." The purpose of the Site License is that it allows local agencies to

install the software on as many computers as we wish without incurring any added costs as the Departments grow. Also, with this software purchase, the Town's Police Department has purchased DigiTicket software. This project eliminates handwritten traffic citations with what are commonly known as "E-Tickets." All patrol vehicles will be equipped with barcode scanners which will read the coded information on driver licenses from all 50 states, all Canadian provinces and most of Mexico. The information is automatically generated onto the citation, offenses are selected from a dropdown window and location information is sent from GPS information in the computer. There will be thermal printers mounted in the patrol vehicles, and the citations will be printed on 8½ inch x 11 inch paper. The citation information is transmitted directly to the Virginia Supreme Court and then disseminated to the proper local courts, wirelessly. The average traffic stop generally drops from approximately ten minutes to approximately three minutes. The system also helps to eliminate issues with illegible writing by officers in a hurry to complete citations. The Parking Enforcement Officer will also have a unique handheld unit he will carry with him while on foot. He will also have a wireless thermal printer which will print parking tickets on a 3-inch-wide "Municipal Citation," very similar to tickets he issues now. All information acquired through DigiTicket is automatically imported into the Spillman system, thus expanding our information database.

Currently, the Spillman project is on schedule and set to go live August 7, 2018. DigiTicket is tentatively set to go live just prior to it, in July 2018. There is no

additional action required of the Council at this time, but we did want our citizens to be aware of this significant improvement for our Police Department.

2. At the June 11, 2018, meeting of Town Council, we adopted new license regulations for outdoor dining and outdoor furniture in the downtown area. Now that all of the work is essentially complete in the downtown area, it is appropriate that we continue with improving the aesthetics of the area. The Open Air Dining/Outdoor Furniture Regulations are designated to allow and encourage open air dining and appropriate furniture in the public rights of way of fronting storefronts in the downtown area. This past Wednesday, on the Fourth of July, it was a good example of large gatherings of pedestrians in the downtown area, and how important appropriate dining and furnishings are to a function. We hope, through these regulations, that we encourage outdoor dining and outdoor seating and to ensure that all of the articles that are placed on the rights of way are appropriate. To participate in this program, it is required that an application be submitted and certain information be made available for review. These applications are available in the office of the Town Manager, and they are available to be issued without any fees associated with the license. We, also, believe that it would be very helpful for Downtown Wytheville, Incorporated to participate in the distribution of this information to appropriate storefronts in the downtown area. There is no additional action needed by the Council, but we wanted everyone to be aware of this program and that we were commencing with the implementation of these regulations.

Jacqueline K. King

Cathy D. Pattison

PUBLIC WORKS COMMITTEE REPORT

JULY 9, 2018

1. For a number of years, the Town has permitted hunting to occur on the Town owned land on Sand Mountain. Because of the volume of requests that is received, it was determined that the number of permits to hunt on this land would be restricted to 50. Each year, we give public notice of the opportunity for hunters to make application to hunt on this land, and the 50 successful candidates are chosen by lottery. People who receive a permit to hunt on Town owned land must be Wythe County residents and comply with all Department of Game and Inland Fisheries' rules and regulations. We believe that the regulations that we have in place have been effective and would suggest that the same regulations be imposed on the hunters for the upcoming season. It would be the recommendation of the Public Works Committee that we continue the hunting program on Sand Mountain under the regulations that were in place last year and that public notification be given of the opportunity to make application for such a permit.
2. At the May 14, 2018, meeting of Town Council, we noted that we were preparing to bid the Wayfinding Program project. The Wayfinding Program will be a series of signs that are planned to create a clear, legible and comfortable message for tourists traveling into our community. Also, it is anticipated that these signs should be attractive and will greatly enhance the systems by which we are trying to convey messages to visitors. We were delayed slightly in getting this project bid because of certain situations among potential bidders, but we are now in a position to move

forward. On June 21, 2018, the Town received Qualifications Statements from three prospective bidders. Each was deemed to have met the prequalification criteria that had been established. On June 28, 2018, each of the qualified bidders, along with members of Town Staff and our consultants from Frazier Associates, attended a mandatory pre-bid conference. The purpose of the conference was to highlight and discuss special requirements of the project and field questions from the prospective bidders. As we move forward, the contractors will now evaluate our program, and the project is scheduled to be bid on July 19, 2018, at 2:00 p.m. We hope that we can get this project underway by the end of August. This matter was for informational purposes just to make sure that everyone understood that we were still proceeding with the Wayfinding Program.

Joseph E. Hand, Jr.

Mark J. Bloomfield