

COUNCIL WORK SESSION May 22, 2018

The work session of the Council of the Town of Altavista was held in the Council Chambers of the J.R. Burgess Municipal Building, 510 Seventh Street, on May 22, 2018 at 5:00 p.m.

Council members
present:

Mayor Michael Mattox
Mrs. Micki Brumfield
Mrs. Beverley Dalton
Mr. Tracy Emerson
Mr. Timothy George
Mrs. Tanya Overbey

Council members
absent:

Mr. Jay Higginbotham

Also present:

Mr. J. Waverly Coggsdale, III, Town Manager
Mr. Daniel Witt, Assistant Town Manager
Mrs. Tobie Shelton, Finance Director
Dep. Chief Kenneth Moorefield, APD
Mr. David Garret, Public Works Director
Mr. Tom Fore, Public Utilities Director
Mr. John Eller, Town Attorney
Ms. Emelyn Gwynn, Main Street Coordinator
Mrs. Mary Hall, Administration

1. Mayor Mattox called the meeting to order and presided.
2. A motion was made by Mrs. Dalton, seconded by Mr. Emerson, to approve the agenda as presented.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverly Dalton	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mrs. Tanya Overbey	Yes

3. Public Comments—Agenda Items Only

Mayor Mattox asked if anyone would like to speak on anything listed on the agenda.

Mr. Mark Younkin, 1419 Hillcrest Street, addressed Council regarding the Bedford Avenue Park tennis courts. He advised he wrote a letter to the editor of the *Altavista Journal* after the last Council meeting when Council approved renovations of both tennis courts without pricing. He stated in his letter he brought up the fact that he felt that night's vote took on the air of emotion and nostalgia instead of fiduciary responsibility. He also felt there were plenty of tennis courts in the town that can be utilized by the public. He noted Mrs. Brumfield had expressed concerns with using the YMCA tennis courts. Being a YMCA Board member, he indicated he has researched this matter before the last meeting and since the last meeting, the YMCA and Mr. Jester are still open to the public using the tennis courts. There is not enough traffic, for this to be a concern. He noted he leans on Mr. Jester's 40 plus years at the YMCA to know what is best for the YMCA. He noted the school's courts can be used on weekends, nights, and during the summers. Mr. Younkin stated Council has a lot of wonderful plans for recreation in this town and he supports them wholeheartedly in the plans and \$100,000 could go well in seeing these plans move forward. Mr. Younkin indicated he has viewed the two courts numerous times in which no one was playing on them. He also mentioned there have been no re-occurring request from citizens to reconstruct the courts until this recently came up. Mr. Younkin felt something better could be done with the park such as a green space.

Ms. Patricia Connor, 1101 & 1103 Broad Street, addressed Council and requested to see the petition. She stated it appears the decision to upgrade the tennis courts was based on a petition and asked how many Council members have seen the petition.

Mayor Mattox stated he would poll Council and get back to her with an answer.

Ms. Connor mentioned the original thought was the courts could be upgraded for \$87,000 now the cost is over \$100,000 and has to be put out to bid. Before it all started it was said the courts would not be upgraded based on all of this, now we are back to square one. She agreed with Mr. Younkin that the money could be spent elsewhere.

4. Introductions and Special Presentations

5. Items for Discussion

a. VDOT SmartScale Application Update

Mr. Witt advised on a biennial basis, VDOT accepts applications for their Smart Scale program. The application period opened in April/May of this year with pre-application submissions due by 5:00 p.m. on June 1st. After consulting with Mr. Rick Youngblood, staff has initiated 3 applications for 2 separate projects, ones that Council has supported in the past. The first is the roundabout at the intersection of Clarion Road and Lynch Mill Road. The second submission is for the traffic calming and traffic flow changes to improve safety on Lynch Mill Road at the elementary school. This application will be submitted as a phased project, at the recommendation of Mr. Youngblood, in hopes of increasing the score and thereby, increasing chances for funding. He noted Mr. Scott Smith (Region 2000 Local Government Council) will be working with staff to complete the applications with the deadline of August 1, 2018.

Mr. George suggested a traffic light at Lynch Mill Road and Clarion Road.

Mayor Mattox advised land would need to be purchased because this would require a turning lane and would also create a backup of traffic to the elementary school.

Mr. Coggsdale added VDOT may need to advise what the best solution would be. He stated the expectation is roundabouts will keep the traffic flowing.

Mayor Mattox stated he thought VDOT had already reviewed and this was their recommendation.

Mr. Coggsdale advised Council this is the pre-application phase.

It was the consensus of Council to move forward with the preliminary application for the three suggested applications for two separate projects: Lynch Mill and Clarion and traffic flow changes at the elementary school.

Mr. Witt noted the Lynch Mill turning lane is scheduled for construction next year.

Mr. George asked for an update on the 7th Street and Bedford Avenue project.

Mr. Coggsdale indicated he is waiting on the TAP grant award notice.

Mr. Witt noted VDOT is requiring crosswalks to be installed and the Town cannot proceed without purchasing right of way. He and Mr. Coggsdale are to meet with VDOT on May 23 to discuss.

b. Parking Review/Discussion

i. Downtown (Central Business District)

Mr. Coggsdale advised Town Council was previously provided input, during a Public Comment period, in regard to Downtown parking regulations related to downtown residents and business employees. Staff was directed to monitor and evaluate the situation. Mr. Coggsdale referred to the downtown area and advised the Downtown area (aka Central Business District) has a “Two-hour Parking Limit – Per Day per Block between 8 AM and 6 PM”. This indicates that no vehicle should be parked in the same block of a street for more than two hours, which does not permit the moving of a vehicle one spot over to be in compliance. These regulations have been enforced on a periodic basis by the Town’s Police Department, with heavier enforcement being in the warmer months. Off-street public parking (all day) is permitted in the following town-operated lots located in the central business district:

- (1) Two Upper Broad Street lots (Library area)
- (2) Norfolk Southern Lot Lower Broad Street (Gateway Park)
- (3) Eighth Street Lot
- (4) Main Street Lot (corner of Main St. and Campbell Ave)
- (5) 7th Street Lot (adjoining First National Bank)
- (6) Town Hall Lot

Mr. Coggsdale presented Council with a map that shows the general area of the “Two-Hour Parking” and the Public Parking lots. A few areas have less than Two-Hour parking; the spaces directly in front of the Post Office (15 minute parking). There are 142 On-Street parking spaces and 192 Public Parking Lots spaces (not including the Trade Lot or 8th Street lots). Each Public Parking Lot is shown to be within one city block radius to each business in the downtown district.

Mr. Coggsdale advised enforcement of downtown parking consists of officers “marking tires” on vehicles, which takes approximately one (1) hour to cover the district, with a follow up two hours later to note violators and mark any tires on vehicles that were not previously parked in the district. For maximum enforcement this process would be repeated every two (2) hours. The parking regulations in the Central Business District (Downtown) are sporadically enforced when resources are available. He noted for maximum enforcement, without interruptions from other duties, it may be necessary to hire an Enforcement Official that could do parking, as well as other items (i.e. abandoned/junk vehicles, nuisance issues and high grass/weeds). He added this is something Council will need to evaluate and consider during the next budget process if deemed warranted.

Mr. Coggsdale reported in an effort to promote traffic to our local businesses several years ago, the Town issued “Extended Parking Permits” to businesses that felt that their clients may need additional time beyond the “two-hour limit” (i.e. professional offices, beauty salons, etc.), this allows the customer to place a placard on/in their car to avoid a ticket. The local businesses are responsible for handing them out to the customer and retrieving them once the visit is completed.

Mr. Coggsdale advised during the Downtown Revitalization Project, upper story housing opportunities were created and each property owner was offered the option for a “reserved off-street” parking space in one of the Town’s All-Day parking lots. He noted at this point only a few have taken advantage of this offer.

Mr. Coggsdale advised there have been several instances where businesses have indicated a desire to allow their employees to park on the street. It is staff's opinion that the on-street parking is better utilized for "customer" parking and that ample public parking is provided for employees' use in relatively close proximity in each direction.

Mr. Coggsdale reported Ms. Gwynn conducted visits downtown with business owners and gathered their thoughts and concerns. During this process Ms. Gwynn asked the individuals the following questions:

- Where do you/your employees park?
- Distance from parking area to your business?
- Is it difficult to find a parking space?
- Do you have safety concerns in walking to your parking space?
- How would you improve downtown Altavista parking?

He noted the results were 25 respondents within the defined area. Ten of those indicated that to some degree they utilized on-street parking for themselves/employees. Seven respondents indicated that safety was a concern in regard to location of the public parking areas, several others stated non-parking safety concerns (i.e. speeding, crosswalk safety, or snow/ice).

Mr. Coggsdale advised of staff's recommendations:

- 1) Enforce "Two Hour" on-street parking regulations Monday – Friday from 8:00 a.m. to 6:00 p.m. only. (Place small sign below existing signs with "Monday – Friday" stated.)
- 2) Identify locations and place "Public Parking" signs and/or banners (examples attached)
- 3) Review parking areas for any safety improvements and/or modifications.

Mrs. Overbey likes the signage and felt business owners should be encouraged to leave the street parking for the customers. She did not have a problem with the current "Two Hour" parking policy.

Mr. Emerson stated he likes the signage and felt for out of town visitors the more "parking" signage the better.

Mrs. Dalton felt Council has done a good job with tweaking the policy and that this doesn't represent any wild swings in the policy. The biggest possibility is changing to Monday thru Friday and asked what is different about Saturday. The retail world is still alive on Saturdays.

Mr. Coggsdale felt Monday through Friday is being concentrated on more.

Deputy Chief Moorefield noted there is less traffic on Saturdays.

Mrs. Dalton expressed she was happy with all the recommendations.

Mayor Mattox advised he is good with the recommendations and suggested additional parking signage be installed.

Mr. George verified the upper storing housing does have the option for a reserved parking area.

Mrs. Brumfield felt staff has done a good job with the “parking” review.

It was the consensus of Council to modify the signage.

ii. Bedford Avenue

Mr. Coggsdale advised Mr. George has requested that parking on Bedford Avenue be added to the agenda.

Mr. George requested that Council consider making parts of Bedford Avenue as “no parking.” He noted the area past Westwood going north should be considered. He mentioned an accident that had occurred in that area recently involving a parked vehicle. Mr. George stated there are other streets in town where vehicles cannot be parked and suggested Bedford Avenue be looked at.

Mrs. Brumfield questioned if Council has the authority to do this or would it be VDOT’s decision.

Mr. Coggsdale advised the area would need to be measured to determine if it is wide enough for parking.

Mrs. Dalton suggested before any decisions are made to check all the particulars; what is consistent or inconsistent with the area. She noted she is not advocating for anything to be done but this has been brought up to be a potential issue.

Mr. Emerson added there are a lot more places that have on road parking; there are problems everywhere. He stated he agreed with Mr. George but that it will be hard to decide what to do and where to do it at. He stated it is the distractive driving that causes the accidents.

Mrs. Overbey stated she liked the idea of consulting with VDOT; Bedford Avenue is a major thoroughfare compared to the neighborhood type streets.

Mayor Mattox asked if it was a consensus of Council to have VDOT investigate possible solutions.

Mrs. Dalton suggested having staff look at Bedford Avenue then utilize VDOT.

Mayor Mattox added it has come to his attention that Avondale has become a one way street.

Mr. Coggsdale advised staff will check the parking on Avondale and the signage.

c. Bedford Avenue Tennis Courts Update

Mr. Coggsdale advised Town Council directed staff to proceed with the renovations of the Bedford Avenue tennis courts at their April 10, 2018 regular meeting. This direction was based on the discussion of a potential less expensive option than had previously been discussed and included the request of staff to do so in the “most economical manner”. He added during recent conversations with the firm that provides tennis court resurfacing to the YMCA, they indicated that after review of the courts that overlaying our courts was not a feasible option. The company has made a recommendation to reconstruct the courts as outlined in the previous proposals. He added as outlined in the Project Budget Estimated the Demo/Grading/Paving cost would be added to the application of their “soft cushion surface” which is priced at \$87,829 for a project budget in excess of \$170,000.

Mr. Coggsdale indicated staff has been in contact with the previous companies that gave the town quotes on reconstruction of the courts. Based on those conversations, the reconstruction of the two courts would have an estimated cost of approximately \$110,000. The process has two steps; the first would be performed by a paving company and would include the demolition/grading/base and asphalt for the courts, while the second step would involve application of the playing surface, painting of lines and placement of the poles/net, which would be provided by a subcontractor experienced in tennis court resurfacing.

Project Budget Estimate:	\$ 86,500 <i>Demo/Grading/Paving</i>
	<u>\$ 23,600</u> <i>Surfacing and net posts, net and center strap</i>
Total:	<u>\$ 110,100</u>

Mr. Coggsdale noted with the project budget exceeding the “small purchases” threshold of \$100,000, this project would need to follow the “competitive sealed bidding” process. Staff would need to draft an Invitation for Bid (IFB) and seek bids from vendors. If the price was estimated to be less than \$100,000, staff could secure two or more proposals without issuing an Invitation for Bid.

Mr. Emerson asked for clarification on the total cost.

Mr. Coggsdale advised the cost of \$110,000 is for an acrylic covering and \$170,000 is a mat covering.

Mrs. Dalton suggested one court which will reduce the cost; this will satisfy the need for a court that is totally public.

Mrs. Dalton, seconded by Mrs. Overbey, motioned to proceed with renovations to one Bedford Avenue tennis court and to make the sidewalk in compliance with the ADA.

Mr. Coggsdale indicated the cost of the sidewalk is not included in the project estimate but offered an estimate of \$8,000.

Mrs. Overbey noted she voted no to the original discussion but feels renovating one court would be a compromise and would save the taxpayers from the larger ticket.

Mr. Emerson stated he lived beside the courts for two years and he hopes they will be used after the trouble and expense of renovating.

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Mrs. Dalton advised she lived in this neighborhood for a while and the parks are designed for neighborhood families to walk to and Council has heard from this neighborhood.

Mayor Mattox stated he is always looking for a compromise and felt this would be a win/win situation. He added we don't always get what we want but get what we need.

Mr. George agreed with Mr. Younkin and felt this was an emotional decision and had nothing to do with rationale. He was not convinced that many people in that neighborhood wanted the tennis courts. He asked if it was the will of Council to spend an equal amount of money on the other neighborhood parks.

Mayor Mattox responded if there is a demand for something Council will review.

Mr. George noted the tennis courts on Lola Avenue are gone.

Mayor Mattox stated this area was specifically set up for a children's park because of other issues there.

Mr. George felt comprise was a good thing and hoped Council would stay open minded to other neighborhood parks.

Mrs. Brumfield stated she appreciated the Vice-Mayor's motion and her intentions at the last meeting was to refurbish one court until she found out about the other information on the padding. She appreciated everyone's patience while researching the matter. She stated she and the neighbors are appreciative. She referred to the petitions and noted anyone is welcome to look at them if they would like to. She noted she went up and down Bedford Avenue from the high school to Hillcrest. Mrs. Brumfield agreed to meet with Ms. Connor for her to review the petitions.

Mayor Mattox reiterated the motion was to place one tennis court at the Bedford Avenue Park and ADA sidewalk down to the playground equipment.

Mr. Coggsdale advised the sidewalk has already been covered.

Mayor Mattox asked about the "green space" and for some clarifications.

Mrs. Dalton felt staff could handle the "green space" issue.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverly Dalton	Yes
	Mr. Tracy Emerson	No
	Mr. Timothy George	No
	Mrs. Tanya Overbey	Yes

d. WWTP Clarifier #1 Rebuild Project Request

Mr. Fore advised the #1 Clarifier project that is included in the proposed FY 2019 Budget/CIP has a lead time for new equipment for the clarifier that is about 9 months. The #1 Clarifier is currently operating but has the same age on it as the # 2 Clarifier. In order to complete the project before July 2019 going to bid earlier could have the project ready to be installed April or May of next year.

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The current # 2 Clarifier project was started in July of last year and after getting designs done in October we went to bid on the project. The bids were opened in November of 2017 with a final completion date of September 30, 2018. This clarifier is currently offline and out of service.

Mr. Fore advised his request is to use FY 2018 funds from the current project (Clarifier #2) in order to have the design and bidding phase of the Clarifier #1 project done before August/September 2018. This would require reimbursement of those funds from the requested 2019 CIP/Budget funds for the # 1 Clarifier project. The expectation is that the current funding for the # 2 Clarifier project will not be fully spent until late September early October at final completion of the current project. This assumes Council's intent to approve the Clarifier #1 project that is included in the FY2019 CIP and Budget.

The advanced funding request is for \$21,000 to allow Hurt & Proffitt to move forward with the design and bidding phase of the Clarifier # 1 Project for 2019.

It was the consensus of Council to allow Mr. Fore advanced funding to move forward with the design and bidding phase of the Clarifier #1 Project.

e. Tree Removal Requests

Mr. Coggsdale advised staff has been contacted by several residents in the past month or so in regard to a request to remove trees that are in the street/road right of way; corner of 9th and Broad Streets, the front of 1418 Broad Street. Mr. Coggsdale presented pictures of the trees in question. He also noted staff has been evaluating multiple Ash trees in English Park.

The first request is at the corner of 9th Street and Broad Street. Staff has looked at this issue and discussed it with the individual that made the removal request and indicated that there does not appear to be any imminent threat that the tree will fall. The individual indicates that the tree is split and may be a hazard to this home. The tree appears to have multiple trunks and has been that way for some time. Staff has indicated that they would keep an eye on the tree and did so during several windy days and did not observe any issues with the tree. The individual maintains his request to have the tree removed.

The second tree is located in front of 1418 Broad Street and staff previously had a request to remove this tree. This tree is very large and was not intended to be a street tree, based on its size it was there well before the homes in this area. The tree does appear to have some dead lower limbs, on the street side and on the house side. Removal of this tree would be a major undertaking due to its size and location.

Mrs. Dalton asked for staff's recommendation. She asked the liability if the tree at 1418 Broad Street falls on the house.

Mr. Eller advised if it is a healthy tree, there is no obligation to remove the tree.

Mayor Mattox asked if staff is interested in developing a policy so that Council doesn't have to review every tree that needs to be removed.

Mr. Coggsdale stated in his opinion this could be a tricky policy.

Mr. Emerson felt this should be handle at the discretion of staff.

It was the consensus of Council to remove the two trees; 1418 Broad Street and corner of 9th and Broad Streets.

Mr. Coggsdale noted the cost to be approximately \$2,600.

Mr. Coggsdale referred to the Ash trees in English Park. Staff met with a tree expert in regards to evaluating the Ash trees in the park that appear to be suffering from insect damage (ash borer). The arborist representative indicated 95% of the trees display advanced Emerald Ash Borer damage.

Mr. George suggested asking the arborist for recommendations on fast growing trees to replace what is being removed.

Mr. Emerson, seconded by Mrs. Dalton, motioned to remove the Ash trees suffering from ash borer damage at English Park and staff use their discretion in doing so.

Mr. Garrett asked if town forces would be removing the trees or a contractor.

Mr. Coggsdale noted this would be a money or time issue with the Uncle Billy's Day festivities coming up. Public Works could probably work out a time before Uncle Billy's Day compared to a contractor to remove the trees.

Mr. Garrett advised he has three estimates on cutting the trees down but no one will commit to remove the trees before the festival.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverly Dalton	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mrs. Tanya Overbey	Yes

f. Delinquent Utility Account Write-offs

Mrs. Shelton advised annually staff presents to Town Council a request to write off delinquent utility accounts that are five years old and those of deceased individuals. The total amount of the write-off request is \$2,254.22. There are ten accounts over five years old totaling \$1,485.58 and seven accounts for deceased individuals totaling \$768.64. Staff is requesting Council's approval to write-off these accounts. Mrs. Shelton noted all means of collection has been exhausted.

It was the consensus of Council to place this item on the consent agenda.

g. Budget Amendments

Mrs. Shelton presented Council with budget amendments for their consideration. She noted Council previously approved these through a motion or a consensus. Approval of the budget amendments completes the process.

It was the consensus of Council to place this item on the consent agenda.

h. Request to Use portion of English Park for Fundraiser

Mr. Witt advised staff recently received a request from the Virginia Left Lane Gang, a group of truckers, who have been traveling and giving back to the

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community for over 15 years. The group made their efforts 'official' in 2014 when they established the organization by naming it.

They are requesting the use of a portion of English Park on June 30th from 11:00 a.m. until 7:00 p.m. for a community event. The event is open to the public and could include 25 antique cars and motorcycles along with 'big-rig' trucks that will be on display by truckers from all areas of Virginia. There would be an entry fee for the vehicles. Along with the vehicles, they plan to have vendors, music, food trucks and bouncy houses for the kids. They are requesting to use the area of English Park near the small pavilion. Mr. Witt advised he and Mr. Coggsdale have met with the event coordinator. Public Works staff would barricade off the portion of the parking lot for the big trucks to park. The heavy vehicles would not be parked on the grass but in the gravel parking closest to the pavilion on the hill. Antique cars and motorcycles can be displayed in the grass area, allowing room for bouncy house(s). The event would include 2-3 vendors and/or food trucks and the pavilion on the hill will be reserved as a picnic area and/or to play music.

Mr. Witt noted he has a request from Gladys Fire Department for another fund raiser event at English Park late summer, early fall. He advised the area that the Virginia Left Lane Gang can utilize has been limited to keep the park open. Mr. Witt asked for Council's feedback on this request as there isn't a policy in place.

Mr. Coggsdale mentioned the original request was for the entire park but after discussing options, this will allow the park and boat ramp to remain open.

Mayor Mattox expressed concern as this is in the middle of canoeing season and he has seen the parking lot full this time of the year.

Mr. Emerson asked if security has been discussed. Are they willing to pay the Police Department to have a couple of off duty officers at the event?

Mrs. Dalton asked if we knew these people or the organization.

Mr. Witt advised they do have members that are within the geographic region. They are familiar with the area.

Mr. Eller asked where they were based noting there is no address. He asked if they were a corporation or a LLC.

Mr. Witt stated their desire is to give back to the community.

Mr. Eller asked who would assume the responsibility of what goes on at the event.

Mr. Witt advised a Mr. Shae Robinson has been his point of contact.

Mayor Mattox felt Council would be setting a precedence for nonprofits of any type to come down and set up.

Mrs. Dalton stated her thought process is if we need to "google" or do background checks. The Altavista Chamber holds the Uncle Billy's Day festivities and we know those people.

Mr. Coggsdale asked if this is the same standard the Booker Building is rented by noting background checks are not done on the renters.

Mrs. Dalton stated we do get a deposit for the Booker Building rental.

Mr. Coggsdale stated when there is something unique, staff tries to determine how it should be handled; there is no policy or procedure on this.

Mrs. Dalton asked where the liability lies if someone gets hurt.

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Mr. Coggsdale did not feel there was any difference from people parking their cars and unloading their canoes.

Mr. Eller responded individuals are responsible for what they do. If they hurt somebody, they are going to be responsible. This is a group that's going to bring some big trucks and cars in here and we don't know who is responsible.

Mayor Mattox did not feel June 30 was the best day to hold this event due to a lot of people floating the river and leaving their vehicles at the park. He also suggested a policy advising what type of organizations would be allowed to hold events and under what circumstances.

Mr. Coggsdale advised a policy would create a standard. He added in response to the Gladys Fire Department in regards to their event, there is time to write a policy. The request of the Virginia Left Lane Gang is a short notice request. An event permit may answer some of the unanswered questions.

Mr. George stated if they were checked out he would not have a problem with the event as it seems they want to give back to the community.

Mr. Eller stated if they are a nonprofit they would have a tax exemption number with the Internal Revenue Service.

Mayor Mattox tabled this event until more information is obtained.

Mr. Emerson felt four to five weeks to set all this up is asking a lot. He suggested that the county may have a process or procedure for such type of events.

6. Public Comments

Mayor Mattox asked if anyone would like to comment on anything not listed on the agenda.

Mr. Witt gave a brief update on the new transit bus and noted the summer hours will begin June 1, 8:00 a.m. to 8 p.m. Monday thru Friday and 9:00 a.m. to 4:00 p.m. Saturday. He thanked the anonymous donor on behalf of the riders for providing free bus fares June through September.

Mrs. Connor, 1101 & 1103 Broad Street, advised she went to a presentation by the Department of Forestry on the Emerald Ash Borer and noted Virginia has lost the war. The trees cannot be saved.

Mrs. Overbey asked for an update on the pedestrian actuator at Main and Broad Streets.

Mr. Coggsdale advised this project has a few more details to work out.

Mr. Emerson asked if there was any news on the boat ramp.

Mr. Witt advised there was no new updates.

Mr. Emerson referred to the vacant lot where Altavista Appliance was located and asked if there were any ideas on what will be done there.

Mr. George asked if the orange netting could be removed.

Mr. Emerson asked about the possibility of the lot being leased to the town for additional parking.

Mr. George noted the owner is interested in selling.

Mr. George referred to the meals tax and asked for an update on a possible audit.

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Mr. Eller advised the former auditor has retired and his office is closed. He has placed a call to a forensic accountant but has not received a call back.

7. Closed Session

8. Adjournment

Mayor Mattox adjourned the meeting at 6:40 p.m.

Michael E. Mattox, Mayor

J. Waverly Coggsdale, III, Clerk