



**TOWN OF ABINGDON, VIRGINIA
WORK SESSION MEETING
MONDAY, APRIL 4, 2016 - 5:30 P.M.
ARTHUR CAMPBELL MEETING ROOM – TOWN
HALL MUNICIPAL BUILDING
WORK SESSION AGENDA**

5:30-6:30 Discuss Non-Departmental Budget Requests

6:30-7:25 Other Agenda Items

A. Welcome – *Mayor Morgan*

B. Roll Call – *Tonya Triplett, Deputy Clerk*

C. Town Manager Reports

5:30 1. Consideration of Non-Departmental Budget Appropriations for FY 2016/2017 –
Town Council

6:30 2. Update on Bond Financing Project with Davenport and Company – *Greg Kelly,*
Town Manager

3. Discussion of Proposed Rezoning Jesse L. and Lisa D. Owens, owners. Application to rezone property located at 325 Cummings Street, consisting of .33 acres, from O & I, Office and Institutional to B -2, General Business District. Tax Map No. 020-2-14.
Matthew Johnson, Director of Planning (This matter was considered by the Planning Commission at their March 28th meeting. Council will hear it at their regular May Meeting)

4. Discussion of Charlie Bartlett Archaeological Report Proposal – *Greg Kelly, Town Manager*

5. Consideration of CHA's proposal for completion of 30% plans – *Matthew Johnson, Director of Planning*

6. Discussion of needs assessment for existing fields and proposed sports complex –
Kevin Worley, Director of Parks and Recreation

D. Town Attorney Report- *Deb Icenhour, Town Attorney*

1. Report on the bids for the rental of the Summers Law Office building

E. Council Member Reports

F. Review of Regular Agenda for April 2016 (*Items on the Work Session Agenda that are not addressed may be addressed under Matters Not on the Agenda at the Regular Meeting*)

G. Recess to Regular Council meeting in Council Chambers

2016-2017 NON-DEPARTMENTAL BUDGET

Below \$10,000

| Name of Agency | Submitted | Last Year Appropriation | Council Appropriation |
|--|--------------|----------------------------|-----------------------|
| Abingdon Farmers Market | \$ 5,000.00 | \$ 3,000.00 | |
| Abingdon High School Band Boosters | No Request | \$ 2,000.00 | |
| Animal Defense League of Wash Co VA | \$ 5,000.00 | \$ 5,000.00 | |
| Appalachian Sustainable Development (Learning Landscapes) | \$ 2,500.00 | \$ 2,500.00 | |
| Brain Injury Services of SW Virginia | \$ 2,250.00 | \$ 2,700.00 | |
| Community Christmas Program (no written request- previously funded) | \$ 500.00 | \$ 500.00 | |
| Crossroad Medical Mission | \$ 9,000.00 | \$ 9,000.00 | |
| Cruisin' Classic Car Club | | \$ - | |
| Highlands Educational Literacy Program, Inc. | \$ 4,500.00 | \$ 4,500.00 | |
| Historical Society of Wash Co VA | \$ 2,700.00 | \$ 2,700.00 | |
| Holston Mountain Artisans | \$ 5,000.00 | \$ 4,500.00 | |
| Holston Mountain Artisans (Mortgage) | \$ 3,300.00 | \$ - | |
| Kiwanis Club Parade (No written request- previously funded) | \$ 1,500.00 | \$ 1,500.00 | |
| Lynchburg Regional Business Alliance (formerly Lynchburg Regional Chamber of Commerce aka TransDominion Express) | \$ 900.00 | \$ 900.00 | |
| Rotary Frolics | \$ 500.00 | \$ 500.00 | |
| Southwest Virginia Cultural Heritage Foundation | \$ 7,500.00 | \$ 7,500.00 | |
| Southwest Virginia EMS Council, Inc. | \$ 900.00 | \$ 900.00 | |
| Symphony of the Mountains | \$ 7,500.00 | \$ 5,500.00 | |
| The Arts Depot - Depot Artists Association | \$ 8,000.00 | \$ 6,000.00 | |
| <i>Virginia Municipal League</i> | | \$ 5,217.00 | |
| Washington County Chamber of Commerce Business Challenge | | \$ 5,000.00 | |
| Washington County Fair | \$ 4,000.00 | \$ 4,000.00 | |
| | | | |
| TOTALS: | \$ 65,550.00 | \$ 70,417.00 | |

2016 - 2017 NON-DEPARTMENTAL BUDGET

\$10,000 and Over

| Name of Agency | Submitted | Last Year's Appropriation | Council Appropriation |
|--|----------------------|------------------------------|-----------------------|
| Abingdon Redevelopment & Housing Authority | \$ 75,000.00 | \$ 50,000.00 | |
| Abingdon Senior Center - General Operations | \$ 17,000.00 | \$ 22,500.00 | |
| Abingdon Senior Center - General Operations (Meals on Wheels) | \$ 20,000.00 | \$ 22,500.00 | |
| Abingdon Senior Center - Capital Projects | \$ 13,000.00 | | |
| Advance Abingdon (Abingdon Main Street) | \$ 65,000.00 | \$ 30,000.00 | |
| Appalachian Independence Center, Inc. | \$ 10,000.00 | \$ 3,000.00 | |
| Barter Theatre - Operations | \$ 210,000.00 | \$ 200,000.00 | |
| Boys and Girls Club of Bristol, Inc. - Abingdon | \$ 18,000.00 | \$ 18,000.00 | |
| District Three Government Cooperative | \$ 27,044.00 | \$ 4,669.00 | |
| Economic Development Authority | No Request | \$ 15,000.00 | |
| Ecumenical Faith In Action - Heating Program | \$ 12,500.00 | \$ 12,500.00 | |
| Ecumenical Faith in Action - Operating Support | \$ 12,500.00 | \$ 10,000.00 | |
| Feeding America SWVA Second Harvest Food Bank | \$ 10,000.00 | \$ 8,500.00 | |
| Old Glade Antique Tractor Association | \$ 30,500.00 | \$ 5,000.00 | |
| Veterans Memorial Park Foundation | \$ 75,000.00 | \$ 25,000.00 | |
| Virginia Highlands Festival | \$ 30,000.00 | \$ 30,000.00 | |
| Virginia Highlands Small Business Incubator | \$ 109,497.00 | \$ 109,497.00 | |
| Washington County Chamber of Commerce | \$ 15,000.00 | \$ 13,500.00 | |
| Washington County Public Library | \$ 55,000.00 | \$ 7,500.00 | |
| White's Mill Foundation, Inc. | \$ 13,500.00 | \$ 13,500.00 | |
| William King Museum of Art | \$ 122,000.00 | \$ 85,000.00 | |
| | | | |
| TOTALS: | \$ 940,541.00 | \$ 685,666.00 | |



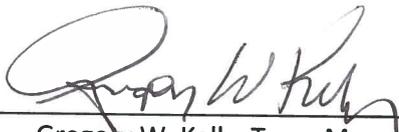
PUBLIC HEARING

Per Virginia Code Section § 15.2-2204, The Town of Abingdon Planning Commission will conduct a public hearing at its next regular meeting to be held on Monday, March 28, 2016 at 5:30 p.m., in the Abingdon Municipal Building, Colonel Arthur Campbell room, 133 West Main Street, to consider the following applications:

PROPOSED REZONING – Jesse L. and Lisa D. Owens, owners. Application to rezone property located at **325 Cummings Street**, consisting of .33 acres, from O & I, Office and Institutional to B-2, General Business District. **Tax Map No. 020-2-14.**

A copy of the proposed application is on file for review by the public, during regular office hours in the Town Manager's Office, at the Abingdon Municipal Building, 133 West Main Street, Abingdon, VA 24210.

All interested citizens are invited to attend.



Gregory W. Kelly, Town Manager

Please advertise in Bristol Herald Courier under the Town of Abingdon Seal on:

Monday, March 14, 2016

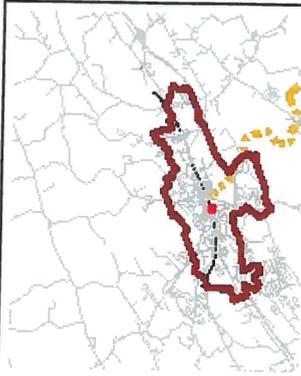
Monday, March 21, 2016

I, Matthew Jule, Director of Planning for the Town of Abingdon, VA, do hereby acknowledge that this notice is true and correct in form and that it meets all of the procedural and substantive requirements set forth in the Town Code, this 3rd day of ~~February~~ March, 2016.

I, Deborah C. Shenker Town Attorney for the Town of Abingdon, VA, do hereby acknowledge that this notice is true and correct in form and that it meets all of the procedural and substantive requirements set forth in the Town Code, this 3rd day of ~~February~~ March, 2016.

I, Jesse L. Owens Lisa D. Owens do hereby acknowledge that I will be responsible for the payment of the advertizing costs of the above, when notified by the Town after receipt of the invoice for cost and do hereby acknowledge that no permits or applications will be approved until payment is received and do hereby acknowledge that this notice is true and correct, this 3rd day of ~~February~~ March, 2016.

Abingdon, VA



- Legend**
- Unaddressed
 - Structures
 - Parcels
 - Corporate Limits
 - Roads
 - Railroad
 - Crepper Trail
 - Zoning Districts
- | | | | | | | | | | | | | |
|------|-----|-----|-----|-----|----|----|-----|-----|-----|-----|-----|-----|
| AFOS | B-1 | B-2 | B-3 | M-1 | OH | OI | PTD | PUD | R-1 | R-2 | R-3 | R-4 |
|------|-----|-----|-----|-----|----|----|-----|-----|-----|-----|-----|-----|

Notes



1: 706

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
 THIS MAP IS NOT TO BE USED FOR NAVIGATION



APPLICATION FOR REZONING APPLICATION FOR ZONING AMENDMENT

DATE 2-10, 2016

To the Planning Commission and Governing Body of the Town of Abingdon, Virginia:

I (we) the undersigned, do hereby respectfully make application and petition the Governing Body to:

- AMEND THE ZONING MAP (REZONE)
- AMEND THE ZONING ORDINANCE

of the Town of Abingdon as hereinafter requested. In support of this application, I (we) offer the following facts:

1. The property to be rezoned is located between Cummings street and Cumbow street on the NORTH side of such street and known as lot(s) number * 31 of the * 31 lots & Kreger Addition development. Total acreage or size of property .33. 10' strip
TAX MAP NUMBER 020 2 14.

Survey attached: YES NO

2. The property which is sought for rezoning is owned by Jesse L Owens as evidenced by deed from Jesse L Owens, et al recorded in Deed Book or Plat Book number _____ at page number _____ in the Office of the Circuit Court Clerk of Washington County, Virginia. Deed Instrument # 130003149

3. The foregoing property is currently zoned O-I and it is requested that the zoning be changed to B2.

4. An amendment to the _____ Zoning District is requested to add _____ as a Permitted Use By Right in such zone as section number - - -.
I (we) feel that such use should be allowed in this zone because: _____

The following are all the individuals, firms, corporations owning property adjacent to both sides and rear and any property across a street or way from the property to be rezoned:

| TAX MAP NO. | NAME | ADDRESS |
|-------------|---------------------------|---------------------------------|
| 020 1 5 | Betsy Ann Norton Rose | 329 Cummings Street Abingdon VA |
| 020 2 12A | Michael W + Amy J Bowie | 211 Bendley Street Abingdon VA |
| 020 1 6 | Betsy Ann Norton Rose | 220 Bendley Street Abingdon VA |
| | Norfolk Southern Railroad | Railroad tracks @ REAR |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Use additional sheet if necessary. Help is available from the Town of Abingdon Planning Office, Commissioner of Revenue Office or the Office of the Clerk of the Circuit Court of Washington County.

CONTINUED OVERLEAF

It is proposed that the property requested for rezoning will be put to the following use No change
in actual usage. Would like to have additional signage.

Rosal D. Owens

Jesse J. Owen

Signature of Applicant

375 Cummings Street Abingdon, VA

Address of Applicant

There is an application fee for rezonings and amendments to the Zoning Ordinance of \$75.00 as established in Sections 24 - 1 - 5 and 24 - 1 - 6.

TO THE TOWN COUNCIL, TOWN OF ABINGDON:

This petition for rezoning of property within the jurisdiction of the Town of Abingdon was received on _____, a public hearing was held on _____, and the Planning Commission wishes to make the following recommendations to the Council:

ACTION OF THE TOWN COUNCIL:

On _____ the Governing Body took the following action on this petition for rezoning _____.

On _____ the Governing Body took the following action at a second reading of the petition _____.

Clerk of the Council



NOTICE OF PUBLIC HEARING PLANNING COMMISSION

ZONING CASE 2016-01

A request for rezoning and a special use permit has been filed with the Town of Abingdon Planning Department for the property shown on the attached map (highlighted in red). The request is described below:

Proposal: To rezone approximately 0.33 +/- acres from OI (Office & Institutional) to B-2 (General Business).

Location: 325 Cummings St. (See map below – highlighted in red)



Applicant: Jesse & Lisa Owens PO BOX 1188 Abingdon, VA 24212

Applicant's
Contact: Jesse Owens – 276-628-9330

You are receiving this notice because public records indicate that you own property adjacent to or near to this rezoning request, which has been scheduled for a public hearing. Recipients of this notice may wish to share it with their neighbors whose property is nearby the above noted zoning proposal.

The purpose of the public hearing is to allow citizens to comment regarding potential impacts the proposed development would have on their properties or on the area in general, and to identify issues or concerns related to the appropriateness of the request. The public hearing is not the appropriate setting to learn about a zoning proposal for the first time. It is difficult to gain understanding of a proposal and offer well thought out comments during the relatively short time of a public hearing.

If you would like more information about this request, you could contact the Town of Abingdon Planning Department at (276) 628-3167 prior to the public hearing. You may also contact the applicant's contact person listed above.

PUBLIC HEARING

PUBLIC HEARING DATE: Monday, March 28, 2016 TIME: 5:30 PM
LOCATION: Town of Abingdon Municipal Bldg., 133 W. Main St., Arthur Campbell Room – 1st Floor

The meeting facilities of the Town of Abingdon are accessible to people with disabilities. Anyone needing special accommodations should call (276) 628-3167. Notice of public hearing shall also be published in the Bristol Herald Courier.

Mailed: March 14, 2016



TOWN OF ABINGDON ZONING STAFF REPORT

ZONING CASE #: 2016-01

Planning Commission Hearing Date: March 28, 2016

GENERAL INFORMATION

- Applicant:** Jesse and Lisa Owens PO BOX 1188 Abingdon, VA 24212
- Request:** Rezoning request for 325 Cummings St. (0.33 AC +/-) from OI (Office & Institutional) to B-2 (General Business).
- Proffers:** None (not a conditional rezoning request)
- Location:** 325 Cummings St.
- Tax Map ID#:** 020-2-14
- Public Notification:** The Town of Abingdon will notify all property owners within 250' of the subject property, which **exceeds** requirements of Virginia Code §15.2-2204. This notification will be mailed on March 14, 2016. Additionally, the Town will advertise the hearing in the Bristol Herald-Courier on March 14 and 21, 2016, in accordance with Virginia Code § 15.2-2204.
- Tract Size:** 0.33 +/- acres
- Topography:** Gently sloping from South to North (towards railroad tracks).
- Vegetation:** Some existing landscaping and trees located on the property; generally developed as an existing commercial lot.

SITE DATA

- Existing Use:** Currently a commercial business is located on the property. It was designed to mimic the appearance of a single-family residential dwelling. Generally, the property is used for commercial purposes.

Adjacent Zoning

Adjacent Land Uses

N

OH and B-3

Abingdon Farmers Market (across RR tracks)

| | | |
|----------|------------|---------------------------------|
| S | OI and R-3 | Residential and Commercial uses |
| E | B-2 | Primarily commercial uses |
| W | R-3 | Single-Family Residential |

Zoning History:

| Case # | Date | Summary |
|---------------|-------------|----------------|
| N/A | | |

ZONING DISTRICT STANDARDS

District Summary*

| | | |
|------------------------------|-----------------------|-------------------------|
| Zoning District Designation: | Existing OI | Requested B-2 |
| Max. Resid. Density: | 5 DU/Ac. | No Maximum |

Typical Uses: The Town of Abingdon Code does not currently describe the zoning districts in question. However, typical uses for B-2 include commercial business uses, while OI generally includes professional, medical, and general business offices.

**These regulations may not reflect all requirements for all situations; see the Town of Abingdon Code for all applicable regulations for site requirements for the zoning district.*

SPECIAL INFORMATION

Overlay Districts

This site is subject to the Historic District Entrance Corridor Overlay District

Environmental

Floodplains: This site does include floodplains.

Streams: The property does not contain, nor does it appear to be near, streams.

Other: N/A

Utilities

Public Water: Available to site from WCSA.

Public Sanitary Sewer: Available to site from TOA.

Landscape Requirements

Site is currently developed. Applicant is not seeking any changes to building or site, therefore landscaping requirements are not triggered.

Off-Street Parking Regulations

Uses are not scheduled to change at this location. Therefore, staff is not reviewing parking at this location at this time. Should uses change, requirements for parking would be per Section 17-3 of the Code of the Town of Abingdon.

Tree Conservation Areas

N/A

Transportation

Street Classification: Cummings St. – Arterial; Bradley St. - Local

Site Access: Existing access on Bradley St.

Traffic Counts: N/A

Sidewalks: Existing along Cummings St.

Transit: N/A

Traffic Impact Study: It is the opinion of Public Works staff that a TIA is **not required** for this project.

Street Connectivity: N/A

Other: N/A

IMPACT ANALYSIS & STAFF DISCUSSION

Land Use Compatibility – 2027 Comprehensive Plan

This area is generally planned for low-density residential use per the 2013 Future Land Use Map in the Comprehensive Plan. However, the Future Land Use Map should be seen as a guide and not a “requirement” for zoning decisions.

Reasons for the request:

The proposed rezoning is being requested by the applicant in order to obtain greater signage on the property. Currently, in the OI zoning district, the site is limited to 12 square feet of signage, with no more than one sign per use. B-2 zoned districts allow for up to 60 square feet of signage.

Estimated timing for completion of the required public hearings is as follows:

| | |
|--|----------------|
| Public Hearing before Planning Commission: | March 28, 2016 |
| 1 st Reading before Town Council: | April 4, 2016 |
| 2 nd Reading and Public Hearing before Town Council**: | May 2, 2016 |
| **Council may dispense with the 2 nd reading | |
| Effective Date (if approved by Council): | June 2, 2016 |

Staff Narrative:

It is the professional opinion of the staff that the proposed rezoning and subsequent land use would be an appropriate use for the property in question. Action Strategies for Future Land Use 2027 identify that development opportunities for infill and underutilized properties should be priorities. While this property will not be redeveloped, per se, it is appropriate for the Planning Commission and Town Council to consider the allowance of general business zoning districts along the Cummings St. entrance corridor in order to help better utilize properties in this area.

Staff would like to note that the purpose of this request is to permit the landowner to install additional signage. A logical question would be, “Could the applicant seek additional signage

using another tool than a rezoning?” Indeed, the applicant could have filed a request for a variance from the Board of Zoning Appeals (BZA). However, the BZA is required to consider such a plea as “relief from a particular hardship” and one of the tests that BZA must meet in such a review is that the “hardship is not shared generally by other properties in the same zoning district”. As such, BZA wouldn’t have been able to approve such a request for additional signage.

As professional planners, staff members generally have great difficulty recommending rezoning property for the purpose of allowing greater advantages with periphery uses such as signage. Zoning deals specifically with land use and whether or not it is appropriate in the given area. While land uses in both OI and B-2 are not tremendously different, B-2 may allow some more intensive uses of the property. These uses are largely restricted by the nature of the existing building and the size of the site, however. Signage requests are better handled by a comprehensive update of the sign codes, if it is apparent that property owners are constantly having issues with the language of the code.

The requested B-2 zoning district is generally consistent with the Comprehensive Plan.

CONFORMITY WITH OTHER PLANS

Town Plans: N/A

Other Plans: N/A

Staff Report prepared for the Town of Abingdon Planning Department by Director of Planning, Matthew Johnson, AICP.

March 10, 2016

To: Ed Morgan, Mayor, Town of Abingdon, Virginia
Gregory Kelly, Manager, Town of Abingdon, Virginia
Abingdon Town Council, Abingdon, Virginia

Archeological Project Proposal
Meadows Recreation Park

by

Charles Bartlett, Ph.D. 

for the Wolf Hills Chapter of the Archeological Society of Virginia

| Phase I | <u>Time</u> | <u>Workers</u> | <u>Expense</u> |
|--|----------------------|----------------|-------------------|
| A. Site survey tied to drainage culvert beneath "Creep Trail." | 14 hrs. X \$10/hr | 3 | \$ 420.00 |
| B. Staking est. 12 plow trenches to expose sample of topsoil only. (Ea. 100 meters NW/SE straddling drainage spaced at 30 meters apart.) | 7 hrs. | 2 | \$ 140.00 |
| C. Supervise trench plowing by Town | 6 hrs. | 2 | \$ 120.00 |
| D. Town to erect fencing to protect trench area from intruders. | | | N.C. |
| E. Await rain showers to enhance exposure of potential artifact evidence (undetermined time). | | | |
| F. At beneficial time up to three-3 person teams examine trench exposure in 10 meter intervals to recover and bag artifacts (pottery shards, flint/stone tools and projectiles). | 21 hrs. | 9 | \$ 810.00 |
| G. Cleaning, drying, and analysis of recovered artifacts. | 20 hrs. | 3 | \$ 600.00 |
| H. Report preparation. Decision to extend to Phase II. | 40 hrs. | 2 | <u>\$ 800.00</u> |
| | Total Phase I | | \$2,890.00 |

Phase II (Time & Expense less firm)

Exploration of Upper Subsoil Evidence

| | | | |
|--|---------|---|------------|
| A. Following sufficient evidence from Phase I results, have Abingdon Town equipment and personnel remove topsoil from indicated aboriginal occupation area with flat-bladed grader to top of subsoil to expose top of subsoil features—fire hearths, storage/trash pits, postholes and possible burials. Supervision of this important step. | 14 hrs. | 2 | \$ 280.00 |
| B. Excavation, screening, and mapping of features (bagging artifacts). | 30 hrs. | 9 | \$2,700.00 |
| C. Cleaning, drying, and analysis of recovered artifacts. | 40 hrs. | 3 | \$1,200.00 |

Archeology Project Plan

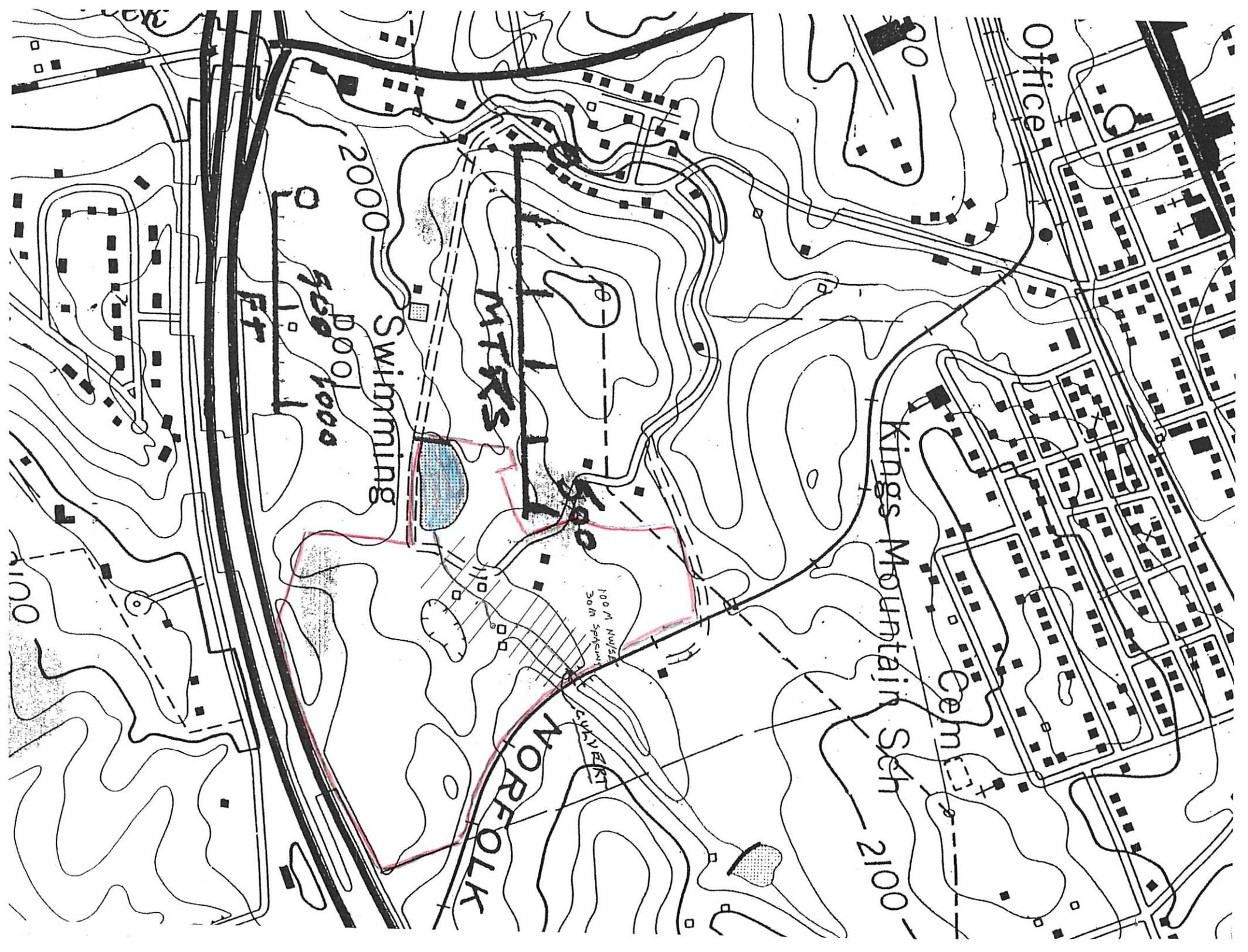
| | | | |
|---|---|---|--|
| Project name | The Meadows | | |
| County | Washington | | |
| USGS Quad | Abingdon 7.5" | | |
| UTM Center | 416 x 4060 | | |
| Chapter Name | Wolf Hills Chapter ASV | | |
| Site Number if previously recorded | 44WG117 | | |
| Structure number if previously recorded | N/A | | |
| Owner Name | Frank R. Motley (dec.) former; Town of Abingdon currently | | |
| Owner Address | Abingdon, VA | | |
| Owner Phone # | 276-628-3167 | | |
| Principal Investigator Name | Charles S. Bartlett, Ph.D. | | |
| PI Address | 432 E. Main St., Ste G, Abingdon, VA 24210 | | |
| PI Phone # | 276-628-4136 | | |
| Surveyor Name | | | |
| Surveyor Address | | | |
| Surveyor Phone # | | | |
| Type of Survey | | | |
| | visual only | Tape & compass tied to semi-permanent structure. | |
| Phase I | Topsoil test | Rows plowed into topsoil only to determine site limits. | |
| Phase II | test units | (if justified) by removing some topsoil w/Town equipment. | |
| | Geophysical Survey Instrument: | | |
| Screened tests | Phase II | Subsoil features. | |
| Size of Units | Features will be mapped. | | |
| Munselled tests | | | |
| Grid spacing | | | |
| Other | | | |
| Artifact Ownership | Town of Abingdon | | |
| Artifact Curation | | | |
| Artifact processing | Wolf Hills Chapter | | |
| Report preparation | Wolf Hills Chapter (lead author, Dr. Bartlett) | | |
| Survey Purpose | Data extraction prior to construction of recreation park | | |
| Research Objectives | Determine site age and occupants | | |
| Survey objectives | To beat the bulldozer!! | | |
| Expected time periods | Late Archaic to Early Woodland | | |
| Test Recording intervals, depth | Plow zone sampling; Phase II features | | |
| Expected start date | Mid March 2016 | | |
| Duration of survey | Undetermined (potentially mid-April 2016) | | |
| Acres of survey area | About 5 acres of 40-acre tract | | |
| Topographic situation of survey area | Gentle to moderate slopes | | |
| Survey Area Ground Cover | Pasture with dense grass now. | | |

Archeology Project Plan

| | | | |
|---------------------------------|---|--|-----|
| Collections observed | 44WG117 report cited 2 | Archaic spear points & 1 scraper--all flint. | |
| Artifact Collection Strategy | ? | | |
| | Total | | |
| | Sample | | |
| | Sample Basis | | |
| | | # of each type | Yes |
| | | Exotics only | No |
| | | Representative sample | No |
| Profiles recorded (Features) | Yes | | |
| Site map | Yes | | |
| xxx Test Map (Plow strips) | Yes | | |
| Photography series | Yes | | |
| Grid establishment method | Features (Phase II) | | |
| Base point location description | Culvert under former Virginia Carolina RR (now Creeper Trail) | | |
| Base Point Location UTM: | | | |
| Artifact disposition | Town of Abingdon for future Town Museum | | |
| Field Records Disposition | Abingdon Town Municipal Bldg (copy to DHR) | | |
| Photograph Disposition | Abingdon Town Municipal Bldg (copy to DHR) | | |

*ca, 2000 ft, NE of Arrington Site 44WG27; partially excavated by Wolf Hills ASV Chapter during fall 1973. Report published in ASV Quarterly Bulletin, vol. 35, No. 1, Sept. 1980.

Also note report by S & ME on Archeological Resources Survey dated Dec. 18, 2015 before this portion of approximately 74-acre property was obtained by the Town of Abingdon.





VIRGINIA RESEARCH CENTER FOR ARCHAEOLOGY
SITE SURVEY FORM

Name of site: MOTLEY

Site number: 44 Wg 117

Type of site: Upstream Campsite

Cultural affiliation: LATE ARCHAIC ?

Map reference: Abingdon 7 1/2"

Latitude 0 " north. Longitude 0 " west.
U.T.M. Zone _____ Easting _____ Northing _____
(or distance from printed edge of map: bottom edge 14.3" right edge 13.2")

Owner/address: FRANK R. MOTLEY, Abingdon

Tenant/address:

Attitude toward investigation:

Informant/address:

Surveyed by:

Date:

General surroundings: ON NORTH SIDE OF UNNAMED TRIBUTARY OF ~~CREEK~~ ^{TOWN} CREEK. SITE split by NW RAILROAD line. ON gentle sloping field with surrounding rolling hills. 2000 FT. NE OF ARRINGTON site (44 Wg 27)

Nearest water: nature, direction and distance:
UNNAMED creek along south side of site

Dimension of site:

Description: depth, soil, collecting conditions:

Specimens collected: kinds, quantities, materials: 1 CAMP CREEK, 1 RANDOLPH STEMMED, 1 OVATE SCRAPER - ALL FLINT

Specimens reported, owners, address:

Other documentation: reports, historical data:

Condition: erosion, cultivation, excavation, construction:
CULTIVATED, PARTLY CORN.

Recommendations:

Photo:

Recorded by: C. S. BARTLETT

Map:

Date: 1975

County Washington
Map Sheet Abingdon 7 1/2"
Site Number 44 Wg 117

VIRGINIA STATE LIBRARY

ARCHEOLOGICAL SURVEY - SITE RECORD

County WASHINGTON Site Number 44 Wg 27

Map Reference Abingdon 7 1/2" Topo Map. Date Recorded MAY 30, 1973

Descriptive Location Adjacent to Exit 8, Interstate Hwy. 81, 0.7 mile south of Abingdon Post Office, southwest of old swimming pool.

Owner and Address Duane ARRINGTON, about 10 years.

Attitude Toward Excavation O.K.

Previous Owners DR. C. M. STEPHENS, Camp Glenvarochie

Tenant NONE

Informants NONE

Previous Name of Site NONE

Dimensions of Site 400' N-S. x 1000' E-W

Depth of Site 10-14" SOIL.

Character of Soil SILTY LOAM.

Nearest Water Source UNNAMED TRIBUTARY TO TOWN CREEK

General Surroundings Rolling hills, pastures, cultivated fields. SITE just south of creek which joins TOWN CREEK

Present Condition TOBACCO FIELD 3 1/2 - 4 ACRES

Previous Excavations NONE KNOWN

Surface Materials Collected 1 Merom, 1 Jack's Reef, 2 Levanna, 1 Bradley Sp. ke, 1 Roanoke, 1 Flake-drill, 1 Expanding-base drill, 2 Rejects, 4 biface knives

Surface Material Reported 51 used flakes of chert, 1 end scraper, 3 side scrapers, 1 sandstone discoid Abrader (?), 8 shards chond-marked RADFORD, 2 shards CLARKSVILLE plain.

Owner of Material C. BARTLETT, C. Weisfeld

Remarks MR. ARRINGTON has given the Wolf Hills Chapter permission to test this site in the fall after the tobacco crop is in. Proximity to Abingdon and likelihood of commercial development soon.

Recommendations for Further Work site to be tested Sept. 1973; if productive site it should be extended next year.

Photographed _____ Mapped _____

Recorded By Charles S. Bartlett, Jr.

County Washington
Map Sheet Abingdon 7 1/2" Quad.
Site Number 44 Wg 27

General Information

For many years it has been the role of the Abingdon Parks and Recreation Department to develop and administer outdoor recreation for the Abingdon Community. This includes, but not limited to, provision, scheduling, and maintenance of outdoor sport facilities, parks, playgrounds, the Coomes Recreation Center and the Virginia Creeper Trail.

The Town also collaborates with outdoor recreation and sports groups to facilitate the growth and development of a variety of affordable activity choices for citizens of the community. Volunteer community organizations, such as the Highland Soccer Club, Abingdon Little League and Abingdon Midget Football League, are key providers of organized youth sports activities in the Abingdon Community.

The Abingdon Parks and Recreation Department is directly involved in the maintenance of outdoor fields and recreation facilities and services. Key aspects of these services include:

- The allocation and scheduling of sports fields, parks, and pavilions and the Virginia Creeper Trail;
- Maintenance of park buildings and fields that support community usage;
- Operation of the Coomes Recreation Center and onsite amenities;
- Policy development and rental fee establishment through the Abingdon Town Council;
- Operation and maintenance of 12 parks and playgrounds, skate park and dog park;
- Youth Sport liaisons;
- General park maintenance, turf management, horticulture, beautification;
- Working with the Recreation Advisory Commission, Virginia Creeper Trail Advisory Board, Virginia Creeper Trail Club and related organizations to determine future recreation needs and requirements.

Citizens of the Abingdon community are looking for improved outdoor recreation facilities for both structured and unstructured activities. These programs must be accessible to each household geographically, physically and financially. It is the goal of the Abingdon Parks and Recreation Department to provide quality recreation facilities in order to maintain healthy lifestyles. It is our mission to strive to provide a wholesome atmosphere where persons of all ages can meet, enjoy the benefits of physical fitness, leisure time activities, general group/individual exercise, social, and special event programs

Pressure for outdoor recreation facility investment is generated from three areas of need, all of which are present to varying degrees in Abingdon at the present time:

- New amenities to serve new population growth;
- Repair and replacement of existing older park amenities;
- Retrofits of existing park amenities to better serve current needs.

Many of the Town's sports facilities were built several years ago. Each of these facilities require some major rehabilitation. In addition, sports participation has changed considerably over the years, leading to greater activity demands, many of which are land-intensive (such as soccer). Furthermore, recreational preferences, community characteristics, facility designs, desired locations, and public expectations have changed significantly since many of these parks facilities were initially built.

Sports Feasibility Study

In 2012, the Town of Abingdon began the process of conducting a Sports Feasibility Study to determine needs, location and support to develop public-use outdoor sports fields (baseball diamonds, soccer pitches, multi-use fields, etc.). The Town of Abingdon currently owns, operates, and/or maintains several sports fields, parks, playgrounds and open/green spaces.

While the intent of the Feasibility Study is to set high-level and long-term direction for the provision of municipal outdoor recreation facilities, there are many significant decisions and areas of evaluation that are not fully addressed within the scope of this study, including (but not necessarily limited to):

- The specific design or detailed components of recommended facilities and facility improvements (although some guidance is provided in this regard);
- Specific sites for new facility development (although some options are presented); and the operating arrangements, specific partnerships, fee structures, or marketing/promotional initiatives for existing or new facilities and services.

The aforementioned items are expected to be addressed through the Town's annual budget process and Capital/Comprehensive Improvement Plan.

Benefits of Outdoor Recreation

Parks and outdoor recreation opportunities contribute to an enormous number of social, personal, economic, and environmental benefits to both individuals and the community.

From a community standpoint, outdoor recreation contributes to the creation of healthy lifestyles as it provides opportunities for people to meet, socialize, develop friendships, and strengthen their sense of community. Recreational participation fosters a strong community spirit, encourages social interaction and cohesion, and helps to create the leaders of tomorrow. Parks and recreation opportunities are major contributors to Abingdon being a Great Place to Live and Play.

The inclusiveness of outdoor recreation provides opportunities for everyone to participate, regardless of age, ability, or background. As such, certain populations experience greater than average benefits from recreation participation, including persons with disabilities, older adults, persons with financial challenges, and newcomers to the community.

In addition, recreation facilitates volunteerism, community involvement, and shared management and ownership of resources, all of which are vital to the effective and cost efficient delivery of services to the citizens of the community.

From an individual standpoint, outdoor recreation provides opportunities to improve fitness levels and build healthy individuals. An alarming number of children and adults are not active enough to achieve optimal growth and health benefits. Youth participation in sports and recreational activities enhances their health during critical years of growth and development thereby lowering their risk of chronic diseases in adulthood and helps to establish healthy routines that could last a lifetime. Not only is recreational participation preventative health care, but it is also effective in achieving physical, mental and social health, lowering health care costs, and enhancing quality of life and longevity.

With a strong focus on youth, recreation and sport provides an outlet for children and teens to channel their energy into positive, socially acceptable, and beneficial activities. This not only aids in the development of self-esteem and leadership, but also provides positive alternatives to destructive behavior such as drug abuse and crime.

From an economic standpoint, outdoor recreational tournaments and events are major economic draws that brings thousands of visitors each year, with spin-off benefits being realized by local hotels, restaurants, and other businesses. The economic impact of recreation also extends to healthy employees, as they incur lower healthcare costs, exhibit reduced absenteeism and turnover, and display increased productivity and morale. Furthermore, recreation services are a motivating factor for business relocation, expansion, and retention.

From an environmental standpoint, outdoor recreation helps to protect and conserve valuable land resources and natural features through the provision of parks and open spaces. Support is growing every day for the application of environmentally-friendly practices and outdoor recreation provides excellent opportunities to put these ideals into practice, particularly through the provision of accessible parks that promote walkability and active modes of transport (both of which lead to decreased air and noise pollution). Lastly, sports and recreation creates valuable connections with nature and the outdoor environment, aspects which are found to be increasingly lacking in our modern world.

Did You Know Facts

- Students who spend one to four hours per week in extracurricular activities are 49% less likely to use drugs and 37% less likely to become teen parents than students who do not participate in extracurricular activities.
- For boys and girls, the top 5 physical education activities are basketball, soccer, volleyball, baseball/ or softball and jogging (distance running).
- Today one in three children is considered as overweight, that is triple the rate of 1963.
- 80% of overweight children will remain overweight throughout their lives.
- The average youth gets more than 80% of his/her physical activity outside of the school physical education program. An average of 12-13 hours each week are spent in physical activity outside of class year round, compared to 2 or 3 hours in class.
- Children can identify 25% more Pokémon characters than wildlife species at 8 years old.
- Today, kids are well aware of the global threats to the environment, but their physical contact, their intimacy with nature on a day-to-day basis, is fading. A fifth-grader in a classroom put it succinctly: "I like to play indoors better 'cause that's where all the electrical outlets are."
- Based on household interviews, 40% of all ages of the U.S. population exercise or play sports regularly, 38% of females, 43% of males, 29% of those 65 years and over; 60% of the U.S. population does not exercise regularly.
- Abingdon and Washington County Residents who exercise regularly have 14% lower claims against their medical insurance, 30% fewer days in hospital and have 41% fewer claims greater than \$5,000.00.
- Every time a sedentary person walks a mile on the Creeper Trail, they add 21 minutes to their life and save society 34 cents in medical and related costs.
- Trees and open space contribute to so many of life's essentials - making water clean and safe for drinking; cleaning the air and returning pure oxygen to the atmosphere; and providing habitat for wild life.
- Parks and Playgrounds are Essential to Town Economic Growth:
 - Houses located within 500 feet of a park sell for 5 – 22% more.
 - Houses located next to a maintained open space sale for up to 30% more.
 - Real estate property values are affected.
 - Municipal Revenues are increased.
 - One acre (43,560 sq ft)(approx size of football field – goal to goal) of trees planted (approx. 400) can absorb over 4 tons of pollutants per year.

| | |
|-------------------------------------|------|
| 2015 Athletic Participation Numbers | 2015 |
|-------------------------------------|------|

| | |
|---|-----|
| Youth T-Ball (Ages 4-5) | 90 |
| Youth Baseball (Ages 6-14) | 250 |
| JV/Varsity Baseball (Ages 15-18) | 40 |
| Youth Softball (Ages 6-14) | 125 |
| JV/Varsity Softball (Ages 15-18) | 40 |
| Travel Baseball (Ages 6-14) | 100 |
| Travel Softball Ages 6-14) | 60 |
| Midget Football (Ages 7-12) | 162 |
| Travel Football (Ages 7-12) | 40 |
| JV/Varsity Football (Ages 15-18) | 110 |
| Youth Cheerleading (Ages 7-12) | 48 |
| Falconette Cheerleading (Ages 5-10) | 25 |
| Youth Soccer (Ages 4-14) | 400 |
| Travel Soccer (Ages 4-14) | 60 |
| JV/Varsity Soccer (Ages 15-18) | 40 |
| Coed Adult Church Softball (Ages 18 and over) | 150 |
| Emory and Henry Rugby (college) | 25 |
| Adult Rugby | 40 |
| College Rugby | 40 |
| Doug Blevins Kicking Camp | 8 |
| Community Sports | 25 |

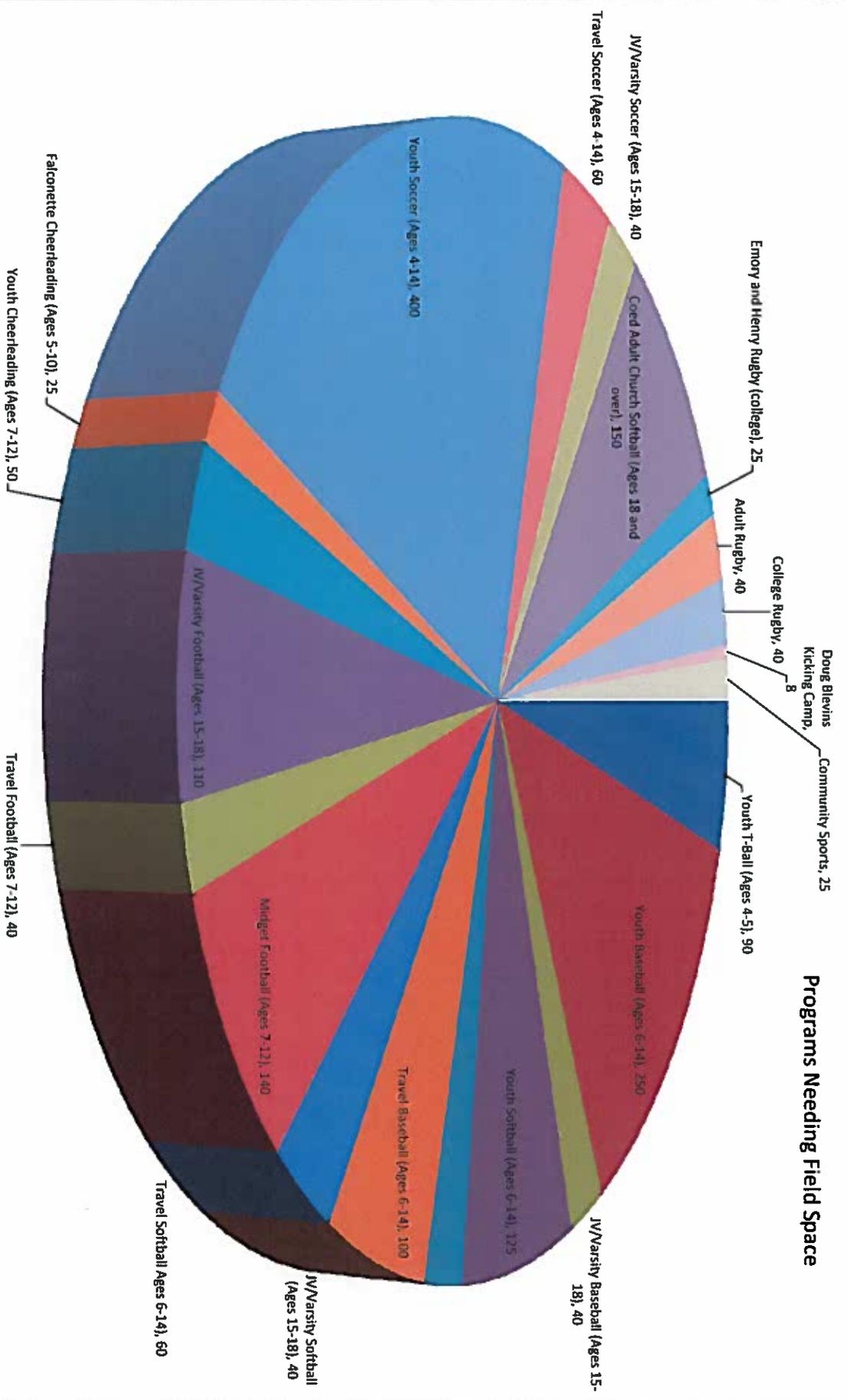
| | |
|----------------|------|
| Total Athletes | 1878 |
|----------------|------|

2015-2016 Washington County Schools
Service Area Schools Enrollment

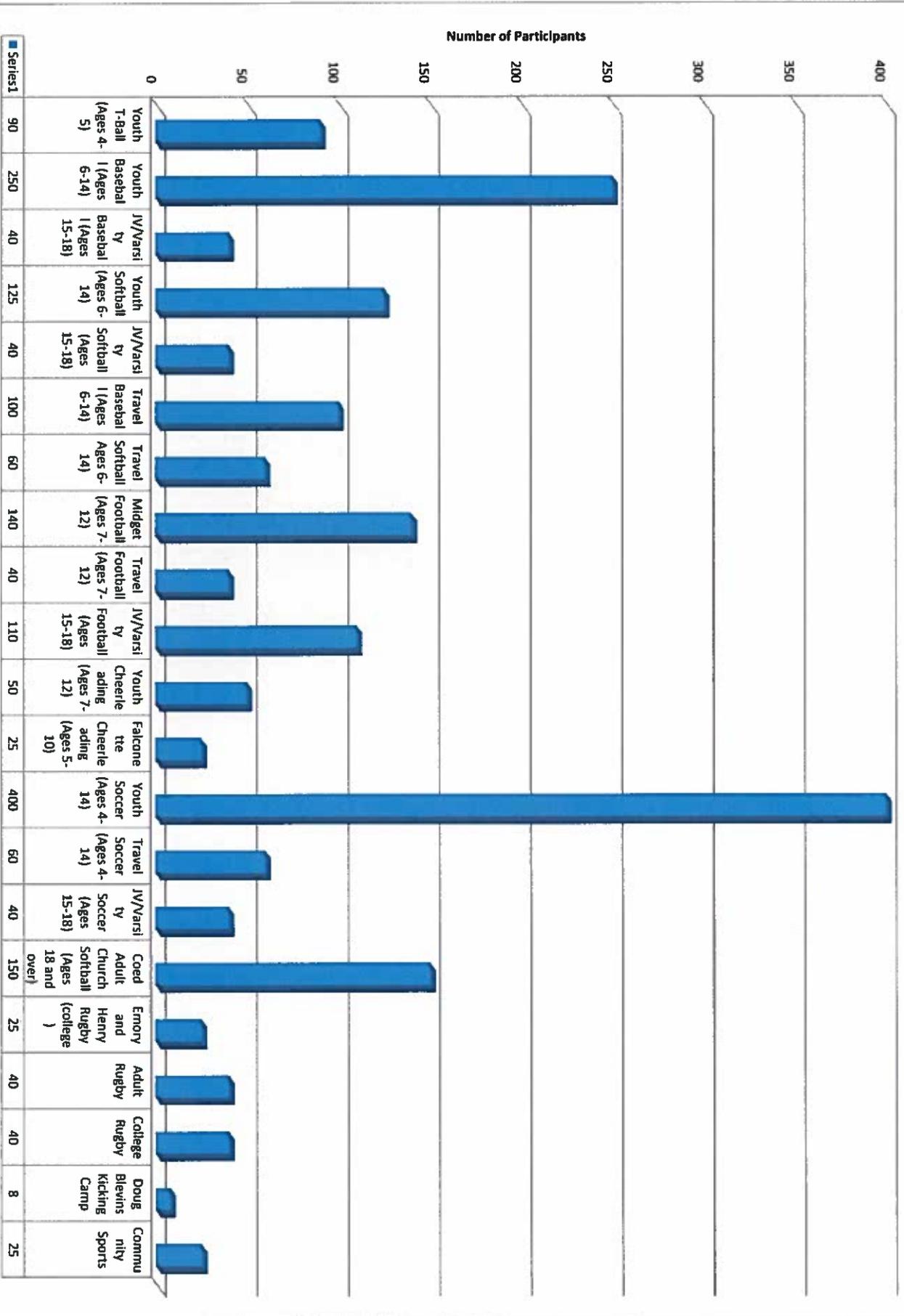
| | |
|---------------------------|------|
| Abingdon Elementary | 530 |
| Greendale Elementary | 342 |
| High Point Elementary | 600 |
| Rhea Valley Elementary | 480 |
| Watauga Elementary | 544 |
| E.B. Stanley Middle | 688 |
| Abingdon High School | 1256 |
| Patrick Henry High School | 1984 |
| Holston High School | 323 |

| | |
|----------------|------|
| Total Students | 6747 |
|----------------|------|

Programs Needing Field Space



Programs Needing Field Space

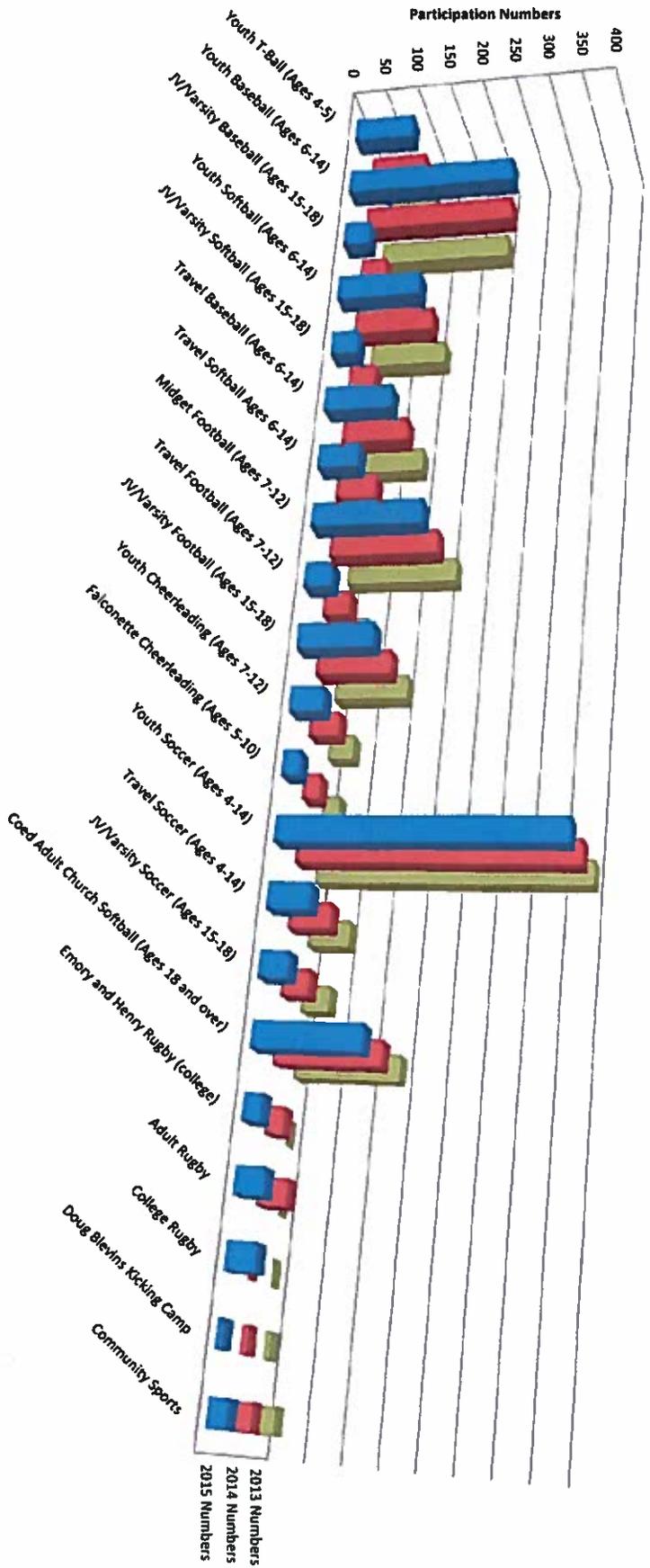


| 3 Year Comparison of Recreational Programs | 2015 | 2014 | 2013 |
|---|------|------|------|
| Youth T-Ball (Ages 4-5) | 90 | 87 | 80 |
| Youth Baseball (Ages 6-14) | 250 | 230 | 205 |
| JV/Varsity Baseball (Ages 15-18) | 40 | 40 | 40 |
| Youth Softball (Ages 6-14) | 125 | 122 | 119 |
| JV/Varsity Softball (Ages 15-18) | 40 | 40 | 40 |
| Travel Baseball (Ages 6-14) | 100 | 100 | 100 |
| Travel Softball Ages 6-14) | 60 | 60 | 60 |
| Midget Football (Ages 7-12) | 162 | 162 | 168 |
| Travel Football (Ages 7-12) | 40 | 40 | 40 |
| JV/Varsity Football (Ages 15-18) | 110 | 110 | 110 |
| Youth Cheerleading (Ages 7-12) | 48 | 43 | 38 |
| Falconette Cheerleading (Ages 5-10) | 25 | 25 | 25 |
| Youth Soccer (Ages 4-14) | 400 | 400 | 400 |
| Travel Soccer (Ages 4-14) | 60 | 60 | 60 |
| JV/Varsity Soccer (Ages 15-18) | 40 | 40 | 40 |
| Coed Adult Church Softball (Ages 18 and over) | 150 | 150 | 150 |
| Emory and Henry Rugby (college) | 25 | 25 | 0 |
| Adult Rugby | 40 | 40 | 0 |
| College Rugby | 40 | 0 | 0 |
| Doug Blevins Kicking Camp | 8 | 8 | 8 |
| Community Sports | 25 | 25 | 25 |
| Total Athletes | 1878 | 1807 | 1708 |

2015-2016 Washington County Schools
Service Area Schools Enrollment

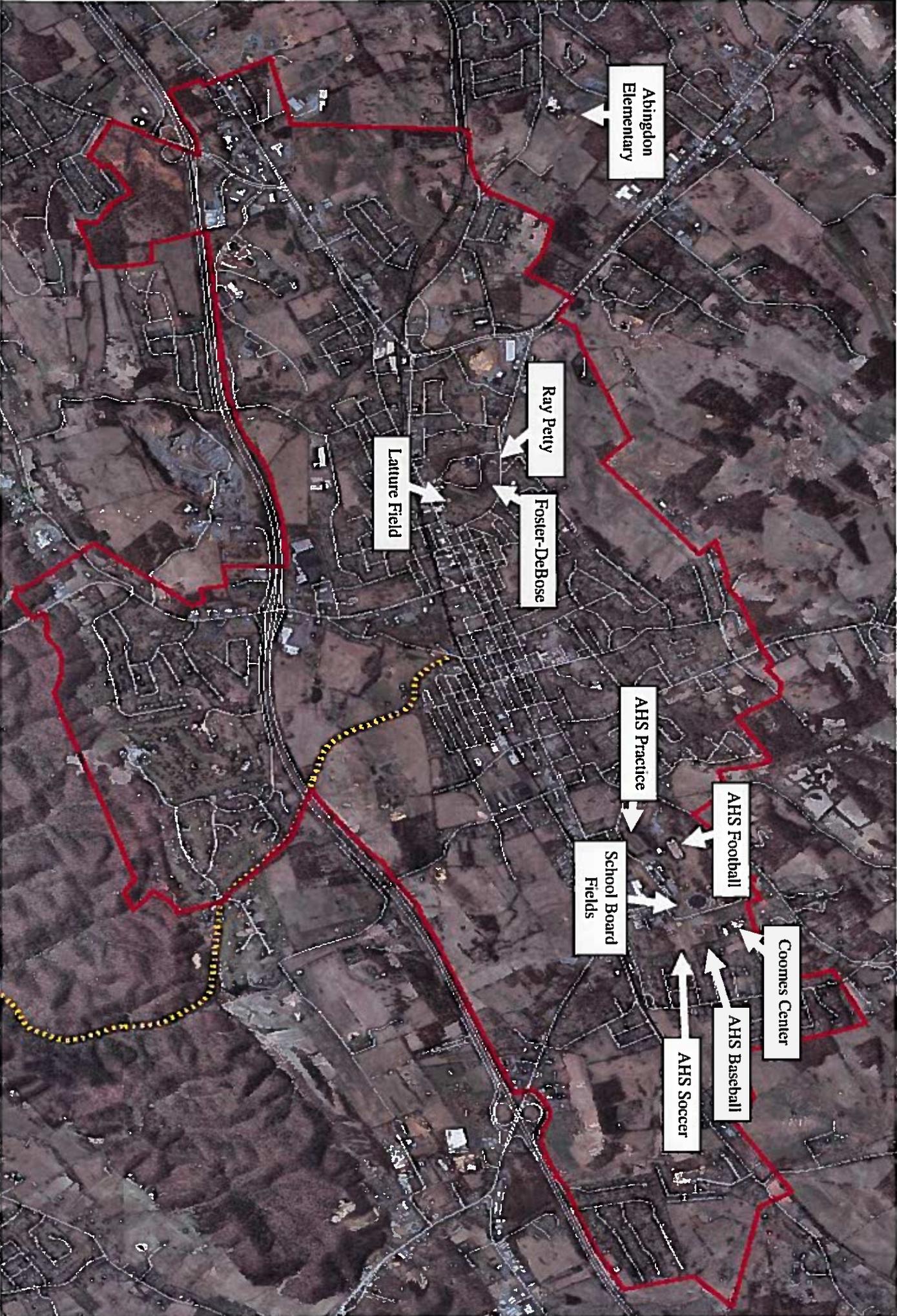
| | |
|---------------------------|------|
| Abingdon Elementary | 530 |
| Greendale Elementary | 342 |
| High Point Elementary | 600 |
| Rhea Valley Elementary | 480 |
| Watauga Elementary | 544 |
| E.B. Stanley Middle | 688 |
| Abingdon High School | 1256 |
| Patrick Henry High School | 1984 |
| Holston High School | 323 |
| Total Students | 6747 |

3 Year Comparison of Recreational Programs



| Program | 2015 Numbers | 2014 Numbers | 2013 Numbers |
|---|--------------|--------------|--------------|
| Youth T-Ball (Ages 4-5) | 90 | 87 | 80 |
| Youth Baseball (Ages 6-14) | 250 | 230 | 205 |
| JV/Varsity Baseball (Ages 15-18) | 40 | 40 | 40 |
| Youth Softball (Ages 6-14) | 125 | 122 | 119 |
| JV/Varsity Softball (Ages 15-18) | 40 | 40 | 40 |
| Travel Baseball (Ages 7-12) | 100 | 100 | 100 |
| Travel Softball (Ages 6-14) | 60 | 60 | 60 |
| Midget Football (Ages 7-12) | 162 | 162 | 168 |
| Travel Football (Ages 7-12) | 40 | 40 | 40 |
| JV/Varsity Football (Ages 15-18) | 110 | 110 | 110 |
| Youth Cheerleading (Ages 5-10) | 48 | 43 | 38 |
| Falconette Cheerleading (Ages 7-12) | 25 | 25 | 25 |
| Youth Soccer (Ages 4-14) | 400 | 400 | 400 |
| Travel Soccer (Ages 4-14) | 60 | 60 | 60 |
| JV/Varsity Soccer (Ages 15-18) | 40 | 40 | 40 |
| Coed Adult Church Softball (Ages 18 and over) | 150 | 150 | 150 |
| Emory and Henry Rugby (college) | 25 | 25 | 0 |
| Adult Rugby | 40 | 40 | 0 |
| College Rugby | 40 | 40 | 0 |
| Doug Blevins Kicking Camp | 8 | 8 | 8 |
| Community Sports | 25 | 25 | 25 |

Map of Currently Used Fields



| Location | Activities | Uses | Estimated Number Daily | | Seasons or Time of Year | Days of the Week Usage |
|---|-----------------------------------|---------------------------------|------------------------|------------|-------------------------|------------------------|
| | | | Participants | Spectators | | |
| Latture Field (Lighted Fields) | Little League Baseball | Practices, games, tournaments | 48 | 96 | March - July | T,W,TH,F,ST |
| | Little League Softball | Practices, games, tournaments | 48 | 96 | March - July | T,W,TH,F,ST |
| | Junior League Baseball | Practices, games, tournaments | 48 | 96 | March - July | T,W,TH,F,ST |
| | Adult Softball | Practices, games, tournaments | 120 | | April - October | M, ST, SN |
| | Midget League Football | Practices, games, tournaments | 64 | 128 | August - October | M,T,W,TH,ST |
| | Flag Football | Practices, games | 20 | 80 | September - October | T,TH,ST |
| | Youth Travel Football | Practices, games | 16 | 32 | October-November | M,T,W,TH,ST |
| | Youth Cheerleading | Practices, games | 64 | 128 | August - October | M,T,W,TH,ST |
| | Town of Abingdon Sponsored Events | Music | | 500 | April - October | F,ST,SN |
| | Community Sponsored Events | Car Shows, Music, Public Events | | 500 | April - October | F,ST,SN |
| | Adult Rugby | Practices | 40 | | October - March | T,TH,ST,SN |
| | Emory and Henry Rugby | Practices, games, tournaments | 40 | 40 | October - March | T,TH,ST,SN |
| | College Rugby | Tournaments | 40 | 100 | October - March | ST |
| | Travel Baseball | Practices | 16 | | March - October | W,F,ST |
| | Travel Softball | Practices | 16 | | March - October | W,F,ST |
| | Travel Soccer | Practices | 10 | | March - October | W,F,ST |
| | Doug Blevins Kicking Camp | Practices, Clinics | 8 | | March - November | M,T,W,TH,F (Days) |
| | General Public Use | Open public activities | | | January - December | Open Times |

| Location | Activities | Uses | Numbers Daily Per Event | | Seasons or Time of Year | Days of the Week Usage |
|---|------------------------|-------------------------------|-------------------------|------------|-------------------------|------------------------|
| | | | Participants | Spectators | | |
| Ray Petty Field (Russel Road) (Lighted Fields) | Little League Baseball | Practices, games, tournaments | 48 | 96 | March - July | M,T,W,TH,F,ST |
| | Little League Softball | Practices, games, tournaments | 48 | 96 | March - July | M,T,W,TH,F,ST |
| | T-Ball | Practices, games | 20 | 80 | March - July | M,T,W,TH,F,ST |
| | Travel Baseball | Practices, games | 16 | | March - October | ST,SN |
| | Travel Softball | Practices, games | 16 | | March - October | ST,SN |
| | Flag Football | Practices, games | 20 | 80 | September - October | T,TH,ST |
| | General Use by public | General Use | | | March - October | Open Times |

| | | | | | | |
|--|------------------------|-------------------------------|----|-----|---------------------|---------------|
| Foster-DeBose Field (Russell Road) (Lighted Fields) | Little League Baseball | Practices, games, tournaments | 48 | 96 | March - July | M,T,W,TH,F,ST |
| | Little League Softball | Practices, games, tournaments | 48 | 96 | March - July | M,T,W,TH,F,ST |
| | T-Ball | Practices, games | 20 | 80 | March - July | M,T,W,TH,F,ST |
| | Travel Baseball | Practices, games | 16 | | March - October | ST,SN |
| | Travel Softball | Practices, games | 16 | | March - October | ST,SN |
| | Flag Football | Practices, games | 20 | 80 | September - October | T,TH,ST |
| | Community Events | Activities, games, | 25 | 100 | March - October | Open Times |
| | General Use by public | General Use | | | March - October | Open Times |
| | | | | | | |

| Location | Activities | Uses | Numbers Daily Per Event | | Seasons or Time of Year | Days of the Week Usage |
|--|---------------------|-------------------|-------------------------|------------|-------------------------|------------------------|
| | | | Participants | Spectators | | |
| Coomes Recreation Center Fields 1. Behind Facility 2. Below Amphitheater (Not Lighted) | Youth Soccer | Practices, games | 48 | 96 | March - October | M,T,W,TH,ST |
| | CRC Programs | General Use | | 200-500 | April - October | M,T,W,TH,F,ST |
| | Boys and Girls Club | General Use | 40 | | September - May | M,T,W,TH,F |
| | T-Ball | Practices, games | 20 | 80 | March - July | Open Time |
| | Flag Football | Practices, games | 20 | 80 | September - October | T,TH,ST |
| | Community Events | General Use | | 500-2000 | April - October | ST |
| | General Public Use | Activities, games | | | January - December | Open Time |

| | | | | | | |
|--|------------------------|------------------|----|----|-----------------|---------------|
| Abingdon Elementary School Field (Not Lighted) | Little League Baseball | Practices | 16 | | March - July | M,T,W,TH,F,ST |
| | Little League Softball | Practices | 16 | | March - July | M,T,W,TH,F,ST |
| | T-Ball | Practices, games | 20 | 80 | March - July | M,T,W,TH,F,ST |
| | Youth Soccer | Practices, games | 48 | 96 | March - October | M,T,W,TH,ST |
| | | | | | | |

| | | | | | | |
|--|--------------------------|------------------|----|-----|-----------------|-----------------|
| School Board Fields 1. (3) marked areas 2. AHS JV Soccer Field (Not Lighted) | Youth Soccer | Practices, games | 96 | 192 | March - October | M,T,W,TH,ST |
| | Middle/JV/Varsity Soccer | Practice, games | 32 | 64 | Fall, Spring | M,T,W,TH,F,ST |
| | International Soccer | Practice, games | 60 | | March - October | Sunday mornings |
| | JV/Varsity Softball | Practice | 24 | 50 | Fall, Spring | M,T,W,TH,F,ST |
| | Cross Country | Practice | 20 | | Seasonal | M,T,W,TH,F |
| | | | | | | |
| | | | | | | |

| Location | Activities | Uses | Numbers Daily Per Event | | Seasons or Time of Year | Days of the Week Usage |
|--|------------------------|-------------------------------|-------------------------|------------|-------------------------|------------------------|
| | | | Participants | Spectators | | |
| AHS Baseball Field (Lighted Fields) | JV/Varsity Baseball | Practices, games, tournaments | 32 | | Fall, Spring | |
| | Junior League Baseball | Special Games | 32 | | March - July | T, W, TH, F, ST |

| | | | | | | |
|---|---------------------|-------------------------------|----|--|--------------|--|
| AHS Softball Field (not Lighted) | JV/Varsity Softball | Practices, games, tournaments | 32 | | Fall, Spring | |
| | | | | | | |

| | | | | | | |
|--|------------------------|------------------|----|--|------------------|--------------------|
| AHS Football Practice Field (Not Lighted) | JV/Varsity Programs | Practices | 60 | | Spring, Fall | M, T, W, TH, F, ST |
| | AHS PE Programs | School Class Use | | | Yearly | M, T, W, TH, F |
| | Midget Football League | Practices | 24 | | August - October | M, W, ST |

| | | | | | | |
|--|------------------------|-------------------------------|----|-----|--------------|--------------------|
| AHS Football Stadium (Lighted Fields) (Not Lighted) | JV/Varsity Football | Practices, games, tournaments | 60 | | Spring, Fall | M, T, W, TH, F, ST |
| | JV/Varsity Soccer | Practices, games, tournaments | 32 | | Fall, Spring | M, T, W, TH, F, ST |
| | Midget League Football | Championship Game | 48 | 100 | October | ST |



**TOWN OF ABINGDON, VIRGINIA
REGULAR COUNCIL MEETING
MONDAY, APRIL 4, 2016 7:30PM
COUNCIL CHAMBERS AT THE TOWN MUNICIPAL BUILDING**

Welcome to the Town of Abingdon, Virginia Regular Council Meeting. We appreciate your interest and we encourage public participation in our meeting. Your comments are important to our decision making process. Please note that there will be two (2) opportunities during the meeting for you to address the Council members. The first opportunity will come when the Mayor declares a public hearing open for comment. The second opportunity to address the council will come near the end of the Agenda when the Mayor will inquire if anyone wishes to speak to Council members regarding matters not listed on the Agenda. We do request that anyone addressing the Council, approach the podium, identify your first and last name and give your complete mailing address.

A. WELCOME – *Mayor Morgan*

B. ROLL CALL – *Tonya Triplett, Deputy Clerk*

C. PLEDGE OF ALLEGIANCE – *Chief Sullivan*

D. APPROVAL OF MINUTES

- March 7, 2016 Work Session Meeting
- March 7 2016 Regular Meeting
- March 9, 2016 Appointee Evaluation Work Session
- March 10, 2016 Budget Work Session
- March 16, 2016 Budget Work Session
- March 17, 2016 Budget Work Session

E. EMPLOYEE RECOGNITIONS – *Greg Kelly, Town Manager*

- Recognition of, James Carey, Environmental Coordinator at the Wolf Creek Water Reclamation Facility for twenty-five (25) years of service

**F. PETITIONS, PUBLIC HEARINGS AND FIRST READING OF ORDINANCES –
None.**

G. SECOND READINGS OF ORDINANCES – None.

H. CONSIDERATION OF ANY BIDS

1. Consideration of bids for asphalt resurfacing work FY 2015-16 - *John Dew, Director*

of Public Services and Construction

I. REPORTS FROM THE TOWN MANAGER

1. Annual Arborist's Report – *Kevin Sigmon, Town Arborist*
2. Consideration of dates for Town Council Strategic Planning Retreat - *Greg Kelly, Town Manager*

J. RESOLUTIONS

1. A Resolution of the Council of the Town of Abingdon, Virginia Requesting the Programmatic Project Administration Agreement (Revenue Sharing Projects) with the Virginia Department of Transportation Be Extended Through June 30, 2019 - *John Dew, Director of Public Services & Construction*
2. A Resolution of the Council of the Town of Abingdon, Virginia Requesting the Virginia Department of Transportation Add Meade Drive to the Town's Urban Highway System for Municipality Maintenance Payments - *John Dew, Director of Public Services & Construction*

K. OLD BUSINESS

1. Consideration of Board of Viewers report for proposed partial road closure of Rugby Terrace – *John Dew, Director of Public Services & Construction (Continued from March Meeting at request of Council)*

L. MATTERS NOT ON THE AGENDA

1. Members of the public may address Council members regarding matters not listed for action on the regular agenda – *please keep comments to 3 minutes*
2. Council will consider any agenda items not covered in the prior Work Session meeting

M. APPOINTMENTS TO BOARDS AND COMMITTEES – None.

N. COUNCIL MEMBER REPORTS

O. ANNOUNCEMENTS

- April 4-May 9 – Each Monday 9am-5pm Retail Management and Operations class at SWHEC.
- April 5 – Mayor Day of Service Breakfast and Project. 9-1
- April 5- Ground Breaking of Wolf Creek Stream Restoration.5pm at Muster Grounds
- April 7 - Budget Overview Meeting 5:30pm Arthur Campbell Room

- April 7- The Crooked Road Open Jam at Heartwood
- April 7- First Thursday Art Crawl
- April 10 - Music on the Lawn at the Martha- The Pointer Brothers
- April 10 - *George Orwell's 1984* Opening Performance - Barter Theatre Stage II – 7:00 p.m.
- April 14 - Blood Drive at Heartwood
- April 16 – Earth Day at Fields-Penn House
- April 17- Music on the Lawn at the Martha- Le Hotclub De Big Lick
- April 21 – Arbor Day at E. B. Stanley Middle School 1:30pm
- April 21 – Hiring Heroes, Small Business Incubator
- April 22-24- Mid-Atlantic Regional Garden Faire
- April 24- Music on the Lawn at the Martha- Old City Buskers
- April 29 - *Classic Nashville Roadshow* Opening Performance – Barter Theatre Main Stage – 8:00 p.m.
- May 1st- Music on the Lawn at the Martha- Fire in the Kitchen
- May 7 – Animal Defense League Spay-ghetti Dinner, Silent Auction and 50/50 at the Abingdon
- May 14 – Environmental Education Symposium at St. Paul Elementary School
- May 14 - Jeanne Robertson, Award-Winning Speaker & Humorist, SWHEC. 4pm.

P. ADJOURNMENT

**TOWN OF ABINGDON
COUNCIL WORK SESSION
MONDAY, MARCH 7, 2016 – 6:00
ARTHUR CAMPBELL MEETING ROOM – MUNICIPAL BUILDING**

A Work session meeting of the Abingdon Town Council was held on Monday, March 7, 2016 at 6:00 p.m. in the Arthur Campbell meeting room of the Municipal Building.

A. Welcome – Mayor Morgan

B. ROLL CALL

Members of Council Present:

Edward B. Morgan, Mayor
Mrs. Cathy Lowe, Vice Mayor
Mr. Richard E. Humphreys
Mr. Robert M. Howard
Mrs. Jayne A. Duehring

Administrative/Town Staff:

Gregory W. Kelly, Town Manager
Cecile Rosenbaum, Assistant Town Manager
Tonya Triplett, Deputy Clerk
Deb Icenhour, Town Attorney
Kim Kingsley, Deputy Treasurer
Matthew Johnson, Director of Planning
Floyd Bailey, Director of IT Department
Kevin Costello, Director of Tourism and Economic
Development
Kevin Worley, Director of Parks & Recreation
John Dew, Dir. Of Construction/Public Services
Stacey Reichler, Director of HR

Visitors:

Sam Brown, Stevie Steele, Rich Macbeth, Joe & Donna
LeVine, Jennifer Montgomery, Main Street Director

The following was discussed by Council:

1. Sam Brown, Employee Benefits consultant for Local Choice Insurance, reported there will be no rate increase in health insurance premiums this year for town employees. Benefits will expand for autism spectrum disorder from 2-6 years old to 2-10 years old. LiveHealthOnline.com will be available to employees in 2016-17, and there is a slight increase in the specific claim stop loss. Mr. Brown recommended Council approve the renewal for the contract for FY 206-17. Mrs. Lowe inquired about the renewal deadline and Mr. Brown indicated the renewal date is April 1st.
2. Stevie Steele, with Clough Harbour and Associates, (CHA) a design firm from Blacksburg, VA, reviewed the Sports Complex options and discussed the information collected at the input workshops. Option F was the most popular option. The next step is putting

together an actual design and/or 30% plans which will include power, lighting fixtures and drainage. Mrs. Duehring inquired about a plan for existing fields in town. Consensus of Council is for Kevin Worley, Director of Parks and Recreation, to work with the Recreation Advisory Commission to discuss and make recommendations about the actual design of the new sports complex and a plan for the existing fields.

3. Kevin Costello, Director of Tourism and Economic Development presented information on strategies, creating tourism zones, a downtown improvement plan, situational and gap analysis, and available grants and incentives if tourism zones are formed. Mr. Costello suggested Council consider the current Arts District area as a tourism zone and that a strategic plan for the town is needed.
4. Kevin Worley, Director of Parks and Recreation and Kevin Costello, Director of Tourism and Economic Development reported that on Saturday, July 2, 2016 a celebration is planned that will include a parade, blues music at the Market Pavilion and fireworks display at Latture Field. Mr. Worley noted that these plans were made in response to Council request that the town hold an event July 4th weekend now that the large fireworks display at the Coomes Center is no longer being held.
5. Floyd Bailey, Director of IT reported the call box on the Virginia Creeper Trail is not working and will cost \$2,500 to replace. Mr. Kelly, Town Manager stated there is money in the budget to cover the replacement.
6. Floyd Bailey, Director of IT discussed two options for the placement of a siren in the Country Club Section of Town. The first option, would place the siren on Glen View Drive and would be the most expensive option. The second, and best option would place the siren on County Club Drive which would cover Country Club residents, as well as the new KVAT/Sports Complex development once it is constructed. The cost is \$17,618. Mr. Kelly noted that Council would have to appropriate funds from their own contingency during the regular meeting to cover the cost of the siren and installation of same.

Mayor Morgan declared a 5-minute recess for Council and Town staff to reconvene in the Council Chambers for the regular 7:30 meeting.

Edward B. Morgan, Mayor

Tonya Triplett, Deputy Town Clerk

**TOWN OF ABINGDON
REGULAR COUNCIL MEETING
MONDAY, MARCH 7, 2016 – 7:30 PM
COUNCIL CHAMBERS – MUNICIPAL BUILDING**

A Regular meeting of the Abingdon Town Council was held on Monday, March 7, 2016 at 7:30 p.m. in the Council Chambers of the Municipal Building.

A. Welcome by Mayor Morgan

B. ROLL CALL

Members of Council Present:

Edward B. Morgan, Mayor
Mrs. Cathy Lowe, Vice Mayor
Mr. Richard E. Humphreys
Mr. Robert M. Howard
Mrs. Jayne A. Duehring

Administrative/Town Staff:

Gregory W. Kelly, Town Manager
Cecile Rosenbaum, Assistant Town Manager
Tonya Triplett, Deputy Clerk
Deb Icenhour, Town Attorney
Kim Kingsley, Deputy Treasurer
Matthew Johnson, Director of Planning
John Dew, Dir. Of Construction/Public Services
Tony Sullivan, Police Chief
Kevin Worley, Director of Parks & Recreation
Kevin Costello, Director of Tourism & Economic
Development
Floyd Bailey, Director of IT Department

Visitors:

Jim Moore, Stephen Jett, Jim Brown, Jeff Johnson,
Ann Hutton, Doc O'Neal, Paul & Donna Quetsch, Jim
Street, Tim Kuykendall, Barry Proctor, Joe & Donna
LeVine, Jeff Fox and others

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice Mayor Lowe.

D. APPROVAL OF MINUTES

- February 1, 2016 Work Session Meeting
- February 1, 2016 Regular Meeting
- February 10, Work Session Meeting

On motion by Mrs. Lowe seconded by Mr. Howard, the Council approved the February 1, 2016 Work Session Meeting minutes, the minutes of the February

1, 2016 Regular Meeting and the February 10, 2016 Work Session Meeting minutes as presented.

The roll call vote was as follows:

| | |
|----------------------|------------|
| Mrs. Duehring | Aye |
| Mr. Howard | Aye |
| Mr. Humphreys | Aye |
| Mrs. Lowe | Aye |
| Mayor Morgan | Aye |

E. EMPLOYEE RECOGNITIONS

Mr. Kelly, Town Manager recognized John Dew, Director of Public Services and Construction, for ten (10) years of service.

Mr. Kelly, Town Manager recognized Blake Eades, Abingdon Police Officer for ten (10) years of service. Mr. Eades was not available to attend the meeting.

F. RESOLUTIONS – A Resolution Designating April 3rd-April 9th, 2016 as Local Government Educational Week.

Greg Kelly, Town Manager reported Local Government Education Week was started by the Virginia Local Government Management Association, (VLGMA) to bring awareness to the importance of local government. Mr. Kelly noted that he will serve as President of VLGMA next year.

On motion by Mrs. Duehring seconded by Mrs. Lowe, the Council approved the resolution designating April 3rd-April 9th, 2016 as Local Government Educational Week. Mayor Morgan read the Resolution into the record.

The roll call vote was as follows:

| | |
|----------------------|------------|
| Mrs. Duehring | Aye |
| Mr. Howard | Aye |
| Mr. Humphreys | Aye |
| Mrs. Lowe | Aye |
| Mayor Morgan | Aye |



**A RESOLUTION OF THE COUNCIL OF THE TOWN OF ABINGDON, VIRGINIA
DESIGNATING APRIL 3RD THROUGH 9TH, 2016 AS LOCAL GOVERNMENT EDUCATION
WEEK**

WHEREAS, since the colonial period, the Commonwealth of Virginia has closely held the institutions of local government; and

WHEREAS, local governments throughout the Commonwealth provide valuable services to the citizens of the communities they serve; and

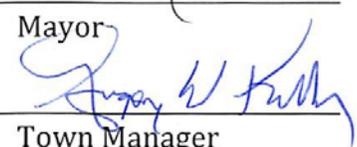
WHEREAS, citizen services such as law enforcement, public health and safety, recreational opportunities, and educating local children, are most often delivered at the local level; and

WHEREAS, in recognition of the work performed by local governments, the Virginia General Assembly, on February 29, 2012, designated the first week of April as Local Government Education Week in Virginia; and

WHEREAS, April 2, 1908 was the creation of the Council-Manager form of government in the City of Staunton, Virginia thereby making the first week of April appropriate for this designation.

NOW, THEREFORE, BE IT RESOLVED, that the Council of the Town of Abingdon, Virginia that April 3rd through April 9th, 2016 is hereby designated as Local Government Education Week; and

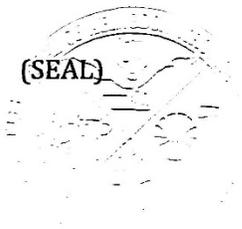
NOW, THEREFORE, BE IT FURTHER RESOLVED that the Council of the Town of Abingdon, Virginia and the Washington County, Virginia School Board will partner to promote the civic education and engagement in an effort to educate citizens about their local government, strengthen the sense of community, and engage the next generation of local government managers.

TOWN OF ABINGDON, VIRGINIA
By: 
Mayor
By: 
Town Manager

The undersigned clerk of the Town of Abingdon, Virginia (the "Town"), hereby certifies that the foregoing constitutes a true and correct copy of a resolution duly adopted at a meeting of the Council held on March 7, 2016. I hereby further certify that such meeting was a regularly scheduled meeting and that, during the consideration of the foregoing resolution, a quorum was present. I further certify that the minutes of such meeting reflect the attendance of the members and the voting on the foregoing resolution was as follows:

| MEMBERS | ATTENDANCE | VOTE |
|---------------------------|------------|------|
| Edward B. Morgan, Mayor | Present | Aye |
| Cathy C. Lowe, Vice Mayor | Present | Aye |
| Robert M. Howard | Present | Aye |
| Richard E. Humphreys | Present | Aye |
| Jayne A. Duehring | Present | Aye |

WITNESS MY HAND and the seal of the Town of Abingdon as of March 8, 2016.



Sonya Driplitt
Deputy Clerk, Town of Abingdon

G. PETITIONS, PUBLIC HEARINGS AND FIRST READING OF ORDINANCES – None.

H. SECOND READINGS OF ORDINANCES – None.

I. CONSIDERATION OF ANY BIDS – None.

J. REPORTS FROM THE TOWN MANAGER - *Greg Kelly, Town Manager*

1. Consideration of Mutual Aid and Cooperation Agreement For Law Enforcement Services For Town of Abingdon, VA and Washington County, VA.

Greg Kelly, Town Manager stated this is a mutual agreement between the Town of Abingdon and Washington County that allows Law Enforcement Services to be shared when necessary. Mr. Humphreys inquired about the content of the agreement.

On motion by Mr. Howard seconded by Mrs. Duehring, the Council authorized Greg Kelly, Town Manager to execute all necessary documents for the Mutual Aid and Cooperative Agreement for Law Enforcement Service for Town of Abingdon, VA and Washington County, VA.

The roll call vote was as follows:

| | |
|----------------------|------------|
| Mrs. Duehring | Aye |
| Mr. Howard | Aye |
| Mr. Humphreys | Aye |
| Mrs. Lowe | Aye |
| Mayor Morgan | Aye |

2. Authorization of Town Manager to enter into a contract for health insurance plan for town employees for the FY 2016/17 plan year.

Greg Kelly, Town Manager reported Sam Brown, Employee Benefits consultant for Local Choice Insurance, attended the Work Session meeting and reported there will be no rate increase in health insurance premiums this year. Mr. Brown noted the town had a good year relative to employee claims.

On motion by Mrs. Lowe seconded by Mr. Humphreys, the Council authorized Greg Kelly, Town Manager to enter into a contract and authorized Mr. Kelly to execute all documents necessary for health insurance for town employees for FY 2016/17 plan year.

The roll call vote was as follows:

| | |
|----------------------|------------|
| Mrs. Duehring | Aye |
| Mr. Howard | Aye |
| Mr. Humphreys | Aye |
| Mrs. Lowe | Aye |
| Mayor Morgan | Aye |

3. Board of Viewers report for proposed partial road closure of Rugby Terrace

John Dew, Director of Public Services and Construction reported that he had been requested by residents in the Rugby Terrace/Oxford/Cambridge Streets neighborhood to consider a barricade to help eliminate cut-through traffic. Mr. Dew noted that Council approved a temporary barricade on September 8, 2015. A public hearing on the matter was held on January 4, 2016 and a Board of Viewers was appointed to consider a street closure and make a recommendation to Council. Mr. Dew reported that the Board of Viewers met February 5, 2016 and made the following recommendations: Restricting Rugby Terrace, Oxford and Cambridge Streets to One-way, installing speed bumps, posting reduced speed limit of 15 miles per hour and conducting a Traffic Signal Warrant Analysis for Main/Hutton, Main/Tanner, Main/Trigg intersections. Mr. Dew's recommendation is to close the east leg of Rugby Terrace using removable bollards and signage, leaving the pavement in place for possible emergency or access needs in the future. The closure would create less confusion, installation and maintenance costs would be less for the closure than other alternatives and speed bumps can create problems for snow plows and street maintenance.

Council members agreed to table the issue, to allow time to study the recommendations and asked that the Rugby Terrace issue be placed on the April agenda.

K. OLD BUSINESS

L. MATTERS NOT ON THE AGENDA

- Jeff Fox, Highlands Community Services reported Highlands Community Services has purchased property in Washington County on Walden Road. They plan to build an environmentally friendly facility with a soccer field, playground, walking trail and a gym. The facility will provide counseling for children. Though the property is in the County the proposed driveway to the facility is located on a parcel which lies within the Town of Abingdon, off Baugh Lane and across the street from Woodlawn Terrace. Mr. Fox anticipates about 70 staff members and customers will visit the facility daily, which will be during regular business hours. The facility will be available for public use. Mr. Kelly stated a traffic impact analysis has been completed.
- Floyd Bailey, Director of IT discussed two options for the placement of a siren in the Country Club Section of Town. The first option would place the siren on Glen View Drive and would be the most expensive option. The second and best option would place the siren on County Club Drive and would cover Country Club residents, as well as the new development. The cost is \$17,618.

On motion by Mr. Humphreys seconded by Mr. Howard, the Council approved \$17,618 to purchase a warning siren to be installed on Country Club Drive, the funds to be taken from Council Contingency.

The roll call vote was as follows:

| | |
|----------------------|------------|
| Mrs. Duehring | Aye |
| Mr. Howard | Aye |
| Mr. Humphreys | Aye |

Mrs. Lowe **Aye**
Mayor Morgan **Aye**

- Mayor Morgan explained a call box on the Virginia Creeper Trail is not working. The cost to replace the call box is \$2,500. Mr. Kelly stated there is money in the budget to cover the cost of the repair.
- Barry Proctor, Morning Side Drive, encouraged Council and Planning Commission to work with Food City developer so the Town does not end up with a “cookie cutter” strip mall design. Mr. Proctor stated the town has an opportunity to preserve the 40 acres of The Meadows property that it owns and he encouraged Council to invest in a serious archeological study. Mr. Proctor stated that local resident, Freddie Caudill produced a table of artifacts, which included, cannonballs, coins, buttons from military uniforms and noted they were found on the Meadows property. He also reported a Civil War Confederate Battery that was discovered on The Meadows property. Mayor Morgan stated the town is interested in working with credible organizations to study the property. Mr. Humphreys inquired about the time frame of Mr. Caudill’s survey, how it was done and ownership of the artifacts found on the property.
- Doc O’Neal, 480 Valley Street stated one way on Oxford Street is really inconvenient for him to park a trailer. The temporary closure of Rugby Terrace solved all the traffic problems in the neighborhood.
- Paul Quetch, 122 Oxford Street, stated Mr. Dew’s recommendation of closing the east leg of Rugby Terrace had decreased the cut through traffic.
- Laura Beth Hale, 483 Valley Street, stated many of the residents in the neighborhood are in favor of Rugby Terrace closure and it eliminated the problem of cut-through traffic better than expected.
- Mr. Humphreys noted his concern about citizens speaking under Matters Not on The Agenda, on an agenda item Council had previously discussed.
- Jim Moore, 133 College Street, stated Abingdon is a designated Virginia Historic Landmark. Mr. Moore encouraged Council to be good stewards of historic preservation.
- Jim Brown, 1051 Clark Street, stated he wanted to address claims that have been made about objects found and archeology studies that were done on property he has owned since 1983 and is now owned by Food City. Mr. Brown stated he has never granted permission to anyone to perform an archeology study until recently when a study was done for the rezoning of the property. Mr. Brown noted that Mr. Caudill quoted in the paper that the objects were found near The Meadows and along the Wilderness Trail, which runs all the way through Abingdon. Mr. Brown stated if a proper archeology study had been done, the items found should have been documented and recorded and that none had been recorded to his knowledge. Mr. Brown questioned if any of the objects were actually found on his property and cautioned the Town against pursuing a lot of expense before determining exactly where the objects were found.

On motion of Mrs. Lowe, seconded by Mr. Humphreys, the Council went into Closed Session pursuant to Section 2.2-3711 (A) (7) of the Code of Virginia, 1950, as amended, for the purpose of consulting with legal counsel regarding a potential legal action.

The roll call vote was as follows:

| | |
|----------------------|------------|
| Mrs. Duehring | Aye |
| Mr. Howard | Aye |
| Mr. Humphreys | Aye |
| Mrs. Lowe | Aye |
| Mayor Morgan | Aye |

On motion of Mrs. Duehring, seconded by Mr. Howard, the Council reconvened in regular session.

The roll call vote was as follows:

| | |
|----------------------|------------|
| Mrs. Duehring | Aye |
| Mr. Howard | Aye |
| Mr. Humphreys | Aye |
| Mrs. Lowe | Aye |
| Mayor Morgan | Aye |

The Deputy Town Clerk, Tonya Triplett, read the following certification to be adopted by the Council members:

***WHEREAS**, the Council of the Town of Abingdon, Virginia has convened in a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions set forth in the Virginia Freedom of Information Act; and*

***WHEREAS**, Sec. 2.2-3712(D) of the Code of Virginia, 1950, as amended, requires a*

certification by the Town Council that such closed meeting was conducted in conformity with Virginia law; and

***NOW THEREFORE**, be it resolved, that the Council of the Town of Abingdon, Virginia hereby certifies that to the best of each member's knowledge (i) only public business matters lawfully exempted from an open meeting requirement by Virginia law were discussed in closed meeting to which this certification resolution applies and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Town Council.*

The certification was as follows:

| | |
|----------------------|---------------------|
| Mrs. Duehring | I so certify |
| Mr. Howard | I so certify |
| Mr. Humphreys | I so certify |

Mrs. Lowe **I so certify**
Mayor Morgan **I so certify**

M. APPOINTMENTS TO BOARDS AND COMMITTEES

On motion by Mr. Humphreys and seconded by Mr. Howard, the Council reappointed Rachel Fowlkes, who was eligible for reappointment, to the Economic Development Authority for a second term.

The roll call vote was as follows:

| | |
|----------------------|------------|
| Mrs. Duehring | Aye |
| Mr. Howard | Aye |
| Mr. Humphreys | Aye |
| Mrs. Lowe | Aye |
| Mayor Morgan | Aye |

N. COUNCIL MEMBER REPORTS

- Mr. Humphreys reported some complaints from First Bank and Trust and the contractor for the new hotel. John Dew, Director of Public Services and Construction will look into the issues.
- Mrs. Lowe stated the 2016 Washington County Business Challenge winners will be announced at the March 17, 2016 Chamber Breakfast.
- Mrs. Duehring congratulated Kim Kingsley, Deputy Treasure on her recent accomplishment of completion of phase one of her accounting certificate.
- Mayor Morgan inquired about the Wolf Creek Restoration Project. Mr. Dew reported materials are being collected and stored for the project and work will begin soon.

Mayor Morgan declared the meeting adjourned.

Edward B. Morgan, Mayor

Tonya Triplett, Deputy Town Clerk

**TOWN OF ABINGDON
COUNCIL WORK SESSION
WEDNESDAY, MARCH 9, 2016 - 5:30
ARTHUR CAMPBELL MEETING ROOM - MUNICIPAL BUILDING**

A Work session meeting of the Abingdon Town Council was held on Wednesday, March 9, 2016 at 5:30 p.m. in the Arthur Campbell meeting room of the Municipal Building.

A. ROLL CALL

Members of Council Present:

Edward B. Morgan, Mayor
Mrs. Cathy Lowe, Vice Mayor
Mr. Richard E. Humphreys
Mr. Robert M. Howard
Mrs. Jayne A. Duehring

Administrative/Town Staff:

Gregory W. Kelly, Town Manager
Cecile Rosenbaum, Assistant Town Manager
Deb Icenhour, Town Attorney

The following was discussed by Council:

1. **On motion by Mrs. Lowe, seconded by Mr. Howard, the Council went into Closed Session pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia, 1950, as amended, the Council will convene in a closed session for the purpose of discussion concerning evaluations of Council Appointees: Greg Kelly, Cecile Rosenbaum and Deb Icenhour.**

The roll call vote was as follows:

| | |
|----------------------|------------|
| Mrs. Duehring | Aye |
| Mr. Howard | Aye |
| Mr. Humphreys | Aye |
| Mrs. Lowe | Aye |
| Mayor Morgan | Aye |

On motion of Mrs. Lowe, seconded by Mrs. Duehring, the Council reconvened in regular session.

The roll call vote was as follows:

| | |
|----------------------|------------|
| Mrs. Duehring | Aye |
| Mr. Howard | Aye |
| Mr. Humphreys | Aye |
| Mrs. Lowe | Aye |
| Mayor Morgan | Aye |

The Town Clerk, Cecile Rosenbaum read the following certification to be adopted by the Council members:

***WHEREAS**, the Council of the Town of Abingdon, Virginia has convened in a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions set forth in the Virginia Freedom of Information Act; and*

***WHEREAS**, Sec. 2.2-3712(D) of the Code of Virginia, 1950, as amended, requires a certification by the Town Council that such closed meeting was conducted in conformity with Virginia law; and*

***NOW THEREFORE**, be it resolved, that the Council of the Town of Abingdon, Virginia hereby certifies that to the best of each member's knowledge (i) only public business matters lawfully exempted from an open meeting requirement by Virginia law were discussed in closed meeting to which this certification resolution applies and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Town Council.*

The certification was as follows:

| | |
|----------------------|---------------------|
| Mrs. Duehring | I so certify |
| Mr. Howard | I so certify |
| Mr. Humphreys | I so certify |
| Mrs. Lowe | I so certify |
| Mayor Morgan | I so certify |

Mayor Morgan declared the meeting recessed.

Edward B. Morgan, Mayor

Cecile M. Rosenbaum, Town Clerk

**TOWN OF ABINGDON
COUNCIL BUDGET WORK SESSION
THURSDAY, MARCH 10, 2016 – 5:30
ARTHUR CAMPBELL MEETING ROOM – MUNICIPAL BUILDING**

A Work session meeting of the Abingdon Town Council was held on Thursday, March 10, 2016 at 5:30 p.m. in the Arthur Campbell meeting room of the Municipal Building.

A. Welcome – Mayor Morgan

B. ROLL CALL

Members of Council Present:

Edward B. Morgan, Mayor
Mrs. Cathy Lowe, Vice Mayor
Mr. Richard E. Humphreys
Mr. Robert M. Howard
Mrs. Jayne A. Duehring

Administrative/Town Staff:

Gregory W. Kelly, Town Manager
Cecile Rosenbaum, Assistant Town Manager
Tonya Triplett, Deputy Clerk
Deb Icenhour, Town Attorney
Marion Watts, Building Inspector
Floyd Bailey, Director of IT Department
Tony Sullivan, Chief of Police
Sarita Moore, Wolf Creek Reclamation Facility
Kevin Costello, Director of Tourism and Economic
Development

Visitors:

Rich Macbeth, Cindy Patterson

The following was discussed by Council:

Mr. Kelly, Town Manager reported the need for an additional meeting to discuss the overall budget. The meeting was scheduled for April 7, 2016 at 5:30pm.

1. Mayor Morgan recognized Marion Watts with the Building Inspection Department who presented his budget requests. Mr. Watts has increased the maintenance line item for town hall maintenance, as the HVAC units need to be replaced. The increase includes the cost of the units. Staff member Hunter Cook is certified in HVAC and can complete the installation and maintenance of the system.

Continuing education was increased by \$1,000 to provide electrical training for Mr. Cook, as well as, \$300 for uniform rental for Mr. Cook. Mr. Watts would like to hire Nancy Head full-time. Mrs. Head has been with the department part-time for several months now, but recently the Fleet maintenance was added to her duties.

2. Floyd Bailey, Director of Information Technology presented his budget requests to Council. Mr. Bailey's increases include existing line items taken from other departments and relocated into his budget. The radios for every department have been transferred to the IT budget. Edmunds software maintenance and training for the IT department will both increase next year. Mr. Bailey has budgeted for new microphones in Council Chambers.
3. Tony Sullivan, Chief of Police presented Council with a draft of his budget requests for FY 2016/2017. Chief Sullivan reported that he had requested LEOS for the officers in the department. This benefit, which is administered through VRS, is a supplement of approximately \$1,200 per month to each officer, in the line of duty, once they retire. Officers can retire at age 50 with 25 years of service. The calculation to fund this benefit is based on total number of town (full-time) employees and an actuarial study estimated the amount to be approximately \$180,000. The LEOS program is locked in once it is funded by a locality in perpetuity. Mr. Sullivan noted his car line had increased because he replaced one vehicle last year. Chief Sullivan further requested and increase in starting salary for new hires. Chief explained that he felt the town's starting salary was not competitive and limited his application pool. The proposal Chief Sullivan provided would be an increase of approximately \$62,000 in the salary line for his budget.
4. Sarita Moore, Director of Wastewater Operations presented her budget and reported on pretreatment, lab testing and grease trap inspections. There is a \$128,000 decrease due to the installation of the new grit chamber last year. Capital outlay increased \$26,000 due to the need of upgrading the SKADA system and the need to enclose the headworks, the area where the water comes into the plant. The enclosure would make the system much more efficient. Mrs. Moore is not recommending any sewer rate increases.
5. Kevin Costello, Director of Tourism and Economic Development presented his request for the upcoming year and noted increases in costs for Economic Development for training and a certification program. Mr. Costello stated he would like to have a scope, direction, and consensus between the Economic Development Authority, the Council and the Town. He asked for guidance on the mission of the town and questioned if tourism should be the primary focus. Professional services line item increased due to the need to retain a firm that could perform graphic design work as needed. His plan includes grants that would assist in advertising for the baby boomer market as well as the younger generation.

Mayor Morgan declared the meeting recessed until Wednesday, March 16, 2016 at 5:30.

Edward B. Morgan, Mayor

Tonya Triplett, Deputy Town Clerk

**TOWN OF ABINGDON
COUNCIL BUDGET WORK SESSION
WEDNESDAY, MARCH 16, 2016 – 5:30
ARTHUR CAMPBELL MEETING ROOM – MUNICIPAL BUILDING**

A Work session meeting of the Abingdon Town Council was held on Wednesday, March 16, 2016 at 5:30 p.m. in the Arthur Campbell meeting room of the Municipal Building.

A. ROLL CALL

Members of Council Present: Edward B. Morgan, Mayor
Mrs. Cathy Lowe, Vice Mayor
Mr. Richard E. Humphreys
Mrs. Jayne A. Duehring

Absent: Mr. Robert M. Howard

Administrative/Town Staff: Gregory W. Kelly, Town Manager
Cecile Rosenbaum, Assistant Town Manager
Tonya Triplett, Deputy Clerk
Stacey Reichler, Director of Human Resources
Matthew Johnson, Director of Planning
Kevin Worley, Director of Parks & Recreation
John McCormick, Fire Chief
John Dew, Director of Public Services and Construction

Visitors: Cindy Patterson, Rich Macbeth

The following items were discussed by Council:

1. Mayor Morgan recognized Stacey Reichler, Director of Human Resources who presented Council with a draft of her requests. Mrs. Reichler reported increases in the employee service award line, as well as travel and training to attend a conference in Washington D.C.
2. Matthew Johnson, Director of Planning noted an increase in the Muster Ground budget for contractual services for a Master Plan for Overmountain Victory Trail Association. National Park Service funds are decreasing. Therefore, the teacher ranger teachers and two-part time weekend staff would cost the town an additional \$6,000. There is also an increase in the Call to Arms budget in relation to matching funds from the National Park Service.
3. Kevin Worley, Director of Parks and Recreation stated he is working on the needs assessment for the use of existing ball fields as requested by Council and should have a report at the April Work Session. Mr. Worley noted that line items relating to

restrooms have been combined under one line. There is an increase in equipment at Latture Field for a score board, but there's a possibility a sponsor may be secured. Land is needed in order to complete the parking lot and restrooms on Watauga Road and the ADA playground is moving forward. Mr. Worley hopes to add goals to one of the tennis courts at the Coomes Center that would allow the court to be used for both tennis and basketball.

4. John McCormick, Fire Chief reviewed his budget and stated the need for four (4) additional employees to cover hours that volunteers could not cover. Mr. McCormick noted that the department had received 524 calls last year and 52% of the calls were in Washington County. Mr. McCormick stated the need for an ordinance regarding fees for services. Chief McCormick reported that the cost of adding 4 full-time fire fighter positions would cost approximately \$200,000.
5. John Dew, Director of Public Services and Construction presented his request for the upcoming year and reported a backlog in replacement of guardrail. Mr. Dew noted an increase in purchase of equipment to replace a 1987 brush truck, two electric salt spreaders and two snow plows. Mr. Dew is in communication with Norfolk Southern Railroad to get permission to paint the overhead bridge on Remsburg Drive. He has increased the street light budget because Hapco has offered to paint the street light poles for \$50 each. The salt supply is low therefore that line has increased. Mr. Dew is working with the Army Corp of Engineers on the wash out work on Trestle 15 on the Virginia Creeper Trail. The collections department has recently been supervised by Mr. Dew but will be moved under the sewer department. Line increases in that department include replacement of a 1991 dump truck and new wheels for the sewer camera.

Mayor Morgan declared the meeting recessed until March 17, 2016 at 5:30.

Edward B. Morgan, Mayor

Tonya Triplett, Deputy Town Clerk

**TOWN OF ABINGDON
COUNCIL BUDGET WORK SESSION
THURSDAY, MARCH 17, 2016 – 5:30 P.M.
COUNCIL CHAMBERS – MUNICIPAL BUILDING**

A Work session meeting of the Abingdon Town Council was held on Thursday, March 17, 2016 at 5:30 p.m. in Council Chambers of the Municipal Building.

A. ROLL CALL

Members of Council Present:

Edward B. Morgan, Mayor
Mrs. Cathy Lowe, Vice Mayor
Mr. Richard E. Humphreys
Mr. Robert M. Howard
Mrs. Jayne A. Duehring

Administrative/Town Staff:

Gregory W. Kelly, Town Manager
Cecile Rosenbaum, Assistant Town Manager
Tonya Triplett, Deputy Clerk
Deb Icenhour, Town Attorney

Visitors:

Cindy Patterson, Rich Macbeth, Nan Harmon, Stephen and Lisa Jett

The following items were discussed by Council:

1. Mayor Morgan commented that Council would hear presentations from non-departmental agencies requesting funding from the town and they appeared as follows:
 - Richard Rose Barter Theatre
 - David Millsap Feeding America Southwest Virginia
 - Larry Bays Ecumenical Faith in Action
 - Scott Sikes Abingdon Main Street
 - Charlotte Parson Washington County Public Library
 - Robert Saunders Veterans Memorial Park
 - Marcy Miller William King Museum of Art
 - Becky Caldwell Virginia Highlands Festival
 - Phil Vinson Old Glade Antique Tractor Association
 - Dick Collins Boys & Girls Club of the Mountain Empire
 - David Barrett Appalachian Independence Center
 - Cathy Lowe Virginia Highlands Small Business Incubator

Mayor Morgan declared the meeting recessed until April 4, 2016 at 5:30.

Edward B. Morgan, Mayor

Tonya Triplett, Deputy Town Clerk

Town of Abingdon

Department of Public Works

Tabulation of Received Bids

Asphalt Resurfacing Work- FY 2015-2016

March 28, 2016 @ 2:00 PM

| Bidder | Licensed in Virginia? | Addendum Acknowledged? | Bid Bond Received? | Base Bid Total | Additive Alternate Bid Total | Total Bid (Base plus Add. Alt.) |
|---|-----------------------|------------------------|--------------------|----------------|------------------------------|---|
| Rogers Group, Inc. | √ | N/A | √ | \$240,913.00 | \$88,767.00 | \$329,680.00 |
| W-L Construction and Paving, Inc. | √ | N/A | √ | \$207,261.00 | \$66,902.70 | \$274,163.70 |
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| | | | | | | |
| FY 2015-2016 Budgeted Amount Remaining | | | | | | \$277,290 in 100-4-41-200-6021 \$63,890 in 100-4-41-200-8113 |

Department Head Recommendation: Award contract to W-L Construction and Paving, Inc. for \$274,163.70.



**A RESOLUTION OF THE COUNCIL FOR THE TOWN OF ABINGDON, VIRGINIA
REQUESTING THE PROGRAMMATIC PROJECT ADMINISTRATION AGREEMENT
(REVENUE SHARING PROJECTS) WITH THE VIRGINIA DEPARTMENT OF
TRANSPORTATION BE EXTENDED THROUGH JUNE 30, 2019**

WHEREAS, the Town of Abingdon currently has in place a Programmatic Project Administration Agreement with the Virginia Department of Transportation dated September 9, 2013 to cover Revenue Sharing projects which are solely funded with Revenue Sharing funds; and

WHEREAS, said Programmatic Project Administration Agreement is set to expire on June 30, 2016; and

WHEREAS, the Council for the Town of Abingdon concurs with the execution of an Extension Addendum in order to keep said existing Programmatic Project Administration Agreement active through June 30, 2019.

NOW THEREFORE BE IT RESOLVED, by the Council for the Town of Abingdon that said Extension Addendum be executed; and

BE IT FURTHER RESOLVED, that the Council for the Town of Abingdon hereby commits to fund its local share of preliminary engineering, right-of-way and construction (as applicable) of the project(s) under agreement with the Virginia Department of Transportation in accordance with the project financial document(s); and

BE IT FURTHER RESOLVED, that Gregory W. Kelly, Town Manager is authorized to execute all agreements and/or addendums for any approved projects with the Virginia Department of Transportation.

TOWN OF ABINGDON, VIRGINIA

By: _____
Mayor

By: _____
Town Manager

**PROGRAMMATIC PROJECT ADMINISTRATION AGREEMENT
EXTENSION ADDENDUM
Revenue Sharing Projects**

THIS ADDENDUM is made and executed in triplicate this ____ day of _____, 20 __, by and between the Town of Abingdon, Virginia, hereinafter referred to as the LOCALITY and the Commonwealth of Virginia, Department of Transportation, hereinafter referred to as the DEPARTMENT.

WHEREAS, the LOCALITY and the DEPARTMENT, entered into a Programmatic Project Administration Agreement for Revenue Sharing Projects on September 9, 2013; and

WHEREAS, said agreement has an initial term of three fiscal years (each year beginning July 1st - June 30th), and will expire on June 30, 2016, and may be extended for one additional term of three fiscal years; and

WHEREAS, the parties to the agreement hereby declare their intent to extend said agreement as provided in Paragraph 1 of said agreement and further declare that such terms and provisions provided therein shall remain unchanged.

NOW THEREFORE, in consideration of the mutual premises contained therein and in this Addendum, the parties agree to extend said agreement for one additional term of three fiscal years with a new expiration date of June 30, 2019.

IN WITNESS WHEREOF, each party hereto has caused this Addendum to be executed as of the day, month, and year first herein written.

TOWN OF ABINGDON, VIRGINIA:

Typed or printed name of signatory

Title

Date

Signature of Witness

Date

NOTE: The official signing for the LOCALITY must attach a certified copy of his or her authority to execute this addendum.

COMMONWEALTH OF VIRGINIA, DEPARTMENT OF TRANSPORTATION:

Chief of Policy

Date

Commonwealth of Virginia

Department of Transportation

Signature of Witness

Date

**PROGRAMMATIC PROJECT ADMINISTRATION AGREEMENT
EXTENSION ADDENDUM
Revenue Sharing Projects**

THIS ADDENDUM is made and executed in triplicate this ____ day of _____, 20__, by and between the Town of Abingdon, Virginia, hereinafter referred to as the LOCALITY and the Commonwealth of Virginia, Department of Transportation, hereinafter referred to as the DEPARTMENT.

WHEREAS, the LOCALITY and the DEPARTMENT, entered into a Programmatic Project Administration Agreement for Revenue Sharing Projects on September 9, 2013; and

WHEREAS, said agreement has an initial term of three fiscal years (each year beginning July 1st - June 30th), and will expire on June 30, 2016, and may be extended for one additional term of three fiscal years; and

WHEREAS, the parties to the agreement hereby declare their intent to extend said agreement as provided in Paragraph 1 of said agreement and further declare that such terms and provisions provided therein shall remain unchanged.

NOW THEREFORE, in consideration of the mutual premises contained therein and in this Addendum, the parties agree to extend said agreement for one additional term of three fiscal years with a new expiration date of June 30, 2019.

IN WITNESS WHEREOF, each party hereto has caused this Addendum to be executed as of the day, month, and year first herein written.

TOWN OF ABINGDON, VIRGINIA:

Typed or printed name of signatory

Title

Date

Signature of Witness

Date

NOTE: The official signing for the LOCALITY must attach a certified copy of his or her authority to execute this addendum.

COMMONWEALTH OF VIRGINIA, DEPARTMENT OF TRANSPORTATION:

Chief of Policy

Date

Commonwealth of Virginia
Department of Transportation

Signature of Witness

Date

**PROGRAMMATIC PROJECT ADMINISTRATION AGREEMENT
EXTENSION ADDENDUM
Revenue Sharing Projects**

THIS ADDENDUM is made and executed in triplicate this ____ day of _____, 20__, by and between the Town of Abingdon, Virginia, hereinafter referred to as the LOCALITY and the Commonwealth of Virginia, Department of Transportation, hereinafter referred to as the DEPARTMENT.

WHEREAS, the LOCALITY and the DEPARTMENT, entered into a Programmatic Project Administration Agreement for Revenue Sharing Projects on September 9, 2013; and

WHEREAS, said agreement has an initial term of three fiscal years (each year beginning July 1st - June 30th), and will expire on June 30, 2016, and may be extended for one additional term of three fiscal years; and

WHEREAS, the parties to the agreement hereby declare their intent to extend said agreement as provided in Paragraph 1 of said agreement and further declare that such terms and provisions provided therein shall remain unchanged.

NOW THEREFORE, in consideration of the mutual premises contained therein and in this Addendum, the parties agree to extend said agreement for one additional term of three fiscal years with a new expiration date of June 30, 2019.

IN WITNESS WHEREOF, each party hereto has caused this Addendum to be executed as of the day, month, and year first herein written.

TOWN OF ABINGDON, VIRGINIA:

Typed or printed name of signatory

Title

Date

Signature of Witness

Date

NOTE: The official signing for the LOCALITY must attach a certified copy of his or her authority to execute this addendum.

COMMONWEALTH OF VIRGINIA, DEPARTMENT OF TRANSPORTATION:

Chief of Policy

Date

Commonwealth of Virginia

Department of Transportation

Signature of Witness

Date

PROGRAMMATIC PROJECT ADMINISTRATION AGREEMENT
Revenue Sharing Projects

THIS AGREEMENT, made and executed in triplicate this 9th day of September, 2013, by and between the Town of Abingdon, Virginia, hereinafter referred to as the LOCALITY and the Commonwealth of Virginia, Department of Transportation, hereinafter referred to as the DEPARTMENT.

WHEREAS, the LOCALITY may, in accordance with §33.1-23.05 of the *Code of Virginia* (1950), as amended (the *Code*), and Commonwealth Transportation Board (CTB) policy, submit application(s) for Revenue Sharing funding and may also administer projects approved for Revenue Sharing funding by the CTB; and

WHEREAS, Appendix A documents the funding allocated to each Project and shall be developed and included as an attachment to this agreement. Such attachment may be amended, revised or removed or an additional Appendix A may be added as additional projects or funding is approved by the CTB and allocated to the LOCALITY to finance the Project(s) within the term of this Agreement without the need to execute an additional project administration agreement; and

WHEREAS, current and future projects approved for Revenue Sharing funding by the CTB within the term of this agreement and subject to the terms and conditions specified herein shall be identified on a list which will be included as an attachment to this Agreement as Appendix B. Such attachment may be amended as additional projects are approved by the CTB and shall be signed by an authorized LOCALITY and VDOT official, without the need to execute an additional project administration agreement. If any active project with an existing agreement is incorporated herein, the original project agreement shall automatically terminate upon inclusion in this programmatic agreement of an updated Appendix A and an amended Appendix B to reflect that project; and

WHEREAS, both parties have concurred in the LOCALITY's administration of the phase(s) of work for the respective Project(s) listed in the attachments in accordance with applicable federal, state and local laws and regulations and that the locality will certify compliance with those laws and regulations as prescribed by the Department.

NOW THEREFORE, in consideration of the mutual premises contained herein, the parties hereto agree as follows:

1. This agreement shall be effective for an initial period of THREE fiscal years and may be extended by an addendum signed by each party for one additional term of THREE fiscal years unless a change in policy or the *Code* necessitates a change in terms and conditions before the term of this agreement shall have passed. This Agreement shall NOT extend beyond SIX fiscal years. In the event that a new agreement becomes necessary during the life of this Agreement, Appendix A and Appendix B may be incorporated within the new approved agreement upon mutual agreement by both parties.

2. The LOCALITY shall:
 - a. Be responsible for all activities necessary to complete the noted phase(s) of each Project shown on the Appendix B and on the respective Project's Appendix A, except for activities, decisions, and approvals which are the responsibility of the DEPARTMENT, as required by federal or state laws and regulations or as otherwise agreed to, in writing, between the parties.
 - b. Receive individual prior written authorization from the DEPARTMENT to proceed with each project.
 - c. Administer the Project(s) in accordance with guidelines applicable to state funded Locally Administered Projects as published by the DEPARTMENT.
 - d. Provide certification by a LOCALITY official of compliance with applicable laws and regulations on the State Certification Form for State aid projects or in another manner as prescribed by the DEPARTMENT for each project included in Appendix B.
 - e. Maintain accurate and complete records of each Project's development of all expenditures and make such information available for inspection or auditing by the DEPARTMENT. Records and documentation for items for which reimbursement will be requested shall be maintained for not less than three (3) years following acceptance of the final voucher on each Project.
 - f. No more frequently than monthly, submit invoices with supporting documentation to the DEPARTMENT in the form prescribed by the DEPARTMENT. The supporting documentation shall include copies of related vendor invoices paid by the LOCALITY and also include an up-to-date Project summary and schedule tracking payment requests and adjustments.
 - g. Reimburse the DEPARTMENT all Project expenses incurred by the DEPARTMENT if, due to action or inaction solely by the LOCALITY, the project becomes ineligible for state reimbursement, or in the event the reimbursement provisions of Section 33.1-44 or Section 33.1-70.01 of the *Code*, or other applicable provisions of state law or regulations require such reimbursement.
 - h. Pay the DEPARTMENT the LOCALITY's matching funds for eligible Project expenses incurred by the DEPARTMENT in the performance of activities set forth in paragraph 3.a.
 - i. Administer the Project in accordance with all applicable federal, state, and local laws and regulations. Failure to fulfill these obligations may result in the forfeiture of state-aid reimbursements. DEPARTMENT and LOCALITY staffs will work together to cooperatively resolve any issues that are identified so as to avoid any forfeiture of state-aid funds.

- j. If legal services other than those provided by staff counsel are required in connection with condemnation proceedings associated with the acquisition of Right-of-Way, the LOCALITY will consult the DEPARTMENT to obtain an attorney from the list of outside counsel approved by the Office of the Attorney General. Costs associated with outside counsel services shall be reimbursable expenses of the project.
 - k. For projects on facilities not maintained by the DEPARTMENT, provide, or have others provide, maintenance of the Project upon completion, unless otherwise agreed to by the DEPARTMENT.
3. The DEPARTMENT shall:
- a. Perform any actions and provide any decisions and approvals which are the responsibility of the DEPARTMENT, as required by federal or state laws and regulations or as otherwise agreed to, in writing, between the parties.
 - b. Upon receipt of the LOCALITY's invoices pursuant to paragraph 2.f, reimburse the LOCALITY the cost of eligible Project expenses, as described in Appendix A. Such reimbursements shall be payable by the DEPARTMENT within 30 days of an acceptable submission by the LOCALITY.
 - c. If appropriate, submit invoices to the LOCALITY for the LOCALITY's share of eligible Project expenses incurred by the DEPARTMENT in the performance of activities pursuant to paragraph 2.a.
 - d. Audit the LOCALITY's Project records and documentation as may be required to verify LOCALITY compliance with applicable laws and regulations.
 - e. Make available to the LOCALITY guidelines to assist the parties in carrying out responsibilities under this Agreement.
4. Appendix A identifies the specific funding sources for each Project under this Agreement, phases of work to be administered by the LOCALITY, and additional project-specific requirements agreed to by the parties. There may be additional elements that, once identified, shall be addressed by the parties hereto in writing, which may require an amendment to this Agreement.
5. If designated by the DEPARTMENT, the LOCALITY is authorized to act as the DEPARTMENT's agent for the purpose of conducting survey work pursuant to Section 33.1-94 of the *Code*.
6. Nothing in this Agreement shall obligate the parties hereto to expend or provide any funds in excess of funds agreed upon in this Agreement or as shall have been included in an annual or other lawful appropriation. In the event the cost of a Project under this agreement is anticipated to exceed the allocation shown for such Project on the respective Appendix A, both parties agree to cooperate in providing additional funding for the Project or to terminate the Project before its cost exceeds the allocated amount, however

the DEPARTMENT and the LOCALITY shall not be obligated to provide additional funds beyond those appropriated pursuant to an annual or other lawful appropriation.

7. Nothing in this agreement shall be construed as a waiver of the LOCALITY's or the Commonwealth of Virginia's sovereign immunity.
8. The Parties mutually agree and acknowledge, in entering this Agreement, that the individuals acting on behalf of the Parties are acting within the scope of their official authority and the Parties agree that neither Party will bring a suit or assert a claim against any official, officer, or employee of either party, in their individual or personal capacity for a breach or violation of the terms of this Agreement or to otherwise enforce the terms and conditions of this Agreement. The foregoing notwithstanding, nothing in this subparagraph shall prevent the enforcement of the terms and conditions of this Agreement by or against either Party in a competent court of law.
9. The Parties mutually agree that no provision of this Agreement shall create in the public, or in any person or entity other than parties, rights as a third party beneficiary hereunder, or authorize any person or entity, not a party hereto, to maintain any action for, without limitation, personal injury, property damage, breach of contract, or return of money, or property, deposit(s), cancellation or forfeiture of bonds, financial instruments, pursuant to the terms of this of this Agreement or otherwise. Notwithstanding any other provision of this Agreement to the contrary, unless otherwise provided, the Parties agree that the LOCALITY or the DEPARTMENT shall not be bound by any agreements between either party and other persons or entities concerning any matter which is the subject of this Agreement, unless and until the LOCALITY or the DEPARTMENT has, in writing, received a true copy of such agreement(s) and has affirmatively agreed, in writing, to be bound by such Agreement.
10. This agreement may be terminated by either party upon 30 days advance written notice. Eligible Project expenses incurred through the date of termination shall be reimbursed in accordance with paragraphs 2.f, 2.g, and 3.b, subject to the limitations established in this Agreement and Appendix A. Should the LOCALITY unilaterally cancel a project agreement, the LOCALITY shall reimburse the DEPARTMENT all state funds reimbursed and expended in support of the project, unless otherwise mutually agreed-upon prior to termination.

THE LOCALITY and DEPARTMENT acknowledge and agree that this Agreement has been prepared jointly by the parties and shall be construed simply and in accordance with its fair meaning and not strictly for or against any party.

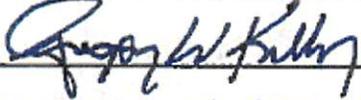
THE LOCALITY and the DEPARTMENT further agree that should Federal-aid Highway funds be added to any project, this agreement is no longer applicable to that project and the applicable Appendix A shall be removed from this agreement and the Standard Project Administration Agreement for Federal-aid Projects executed for that project.

THIS AGREEMENT, when properly executed, shall be binding upon both parties, their successors, and assigns.

THIS AGREEMENT may be modified in writing by mutual agreement of both parties.

IN WITNESS WHEREOF, each party hereto has caused this Agreement to be executed as of the day, month, and year first herein written.

TOWN OF ABINGDON, VIRGINIA:



GREGORY W. KELLY

Typed or printed name of signatory

TOWN MANAGER

Title

8/28/13

Date



Signature of Witness

8/28/13

Date

NOTE: The official signing for the LOCALITY must attach a certified copy of his or her authority to execute this agreement.

COMMONWEALTH OF VIRGINIA, DEPARTMENT OF TRANSPORTATION:



Commissioner of Highways
Commonwealth of Virginia
Department of Transportation

9/9/13

Date



Signature of Witness

9/9/13

Date

- Attachments
- Appendix A (for each project covered under this Agreement)
- Appendix B (listing Project(s) covered under this Agreement)

Project Number: 0372-140-R68, P101 UPC: 104231 Locality: Town of Abingdon
 Project Location ZIP+4: 24210-2609 Locality DUNS#: 003978374
 Locality Address (incl ZIP+4): 133 West Main Street Abingdon, VA 24210-3054

Project Narrative
 Scope: Construct 0.97 Miles of New Roadway with a Bridge, Bike Path and Sidewalk
 From: French Moore Blvd Cul-De-Sac
 To: Cook Street
 Locality Project Manager Contact Info: John Dew, Dir. Public Services /Constr. 276-492-2128 jdew@abingdon-va.gov
 Department Project Coordinator Contact Info: Tamara Pritchard 276-669-9935 tamara.pritchard@vdot.virginia.gov

Project Estimates

| | Preliminary Engineering | Right of Way and Utilities | Construction | Total Estimated Cost |
|-------------------------------------|-------------------------|----------------------------|--------------|----------------------|
| Estimated Locality Project Expenses | \$1,102,000 | \$0 | \$0 | \$1,102,000 |
| Estimated VDOT Project Expenses | \$2,000 | | \$0 | \$2,000 |
| Estimated Total Project Costs | \$1,104,000 | \$0 | \$0 | \$1,104,000 |

Project Cost and Reimbursement

| Phase | Estimated Project Costs | Funds type (Choose from drop down box) | Local % Participation for Funds Type | Local Share Amount | Maximum Reimbursement (Estimated Cost - Local Share) | Estimated Reimbursement to Locality (Max. Reimbursement - Est. VDOT Expenses) |
|-----------------------------|-------------------------|---|--------------------------------------|--------------------|---|--|
| Preliminary Engineering | \$1,104,000 | Revenue Sharing | 50% | \$552,000 | \$552,000 | |
| | | | | \$0 | \$0 | |
| | | | | \$0 | \$0 | |
| | | | | \$0 | \$0 | |
| Total PE | \$1,104,000 | | | \$552,000 | \$552,000 | |
| Right of Way & Utilities | | | 0% | \$0 | \$0 | |
| | | | | \$0 | \$0 | |
| Total RW | \$0 | | | \$0 | \$0 | |
| Construction | \$0 | | 0% | \$0 | \$0 | |
| | | | | \$0 | \$0 | |
| Total CN | \$0 | | | \$0 | \$0 | |
| Total Estimated Cost | \$1,104,000 | | | \$552,000 | \$552,000 | \$550,000 |

| | |
|---|-----------|
| Total Maximum Reimbursement by VDOT to Locality (Less Local Share) | \$552,000 |
| Estimated Total Reimbursement by VDOT to Locality (Less Local Share and VDOT Expenses) | \$550,000 |

Project Financing

| Revenue Sharing State Match | Revenue Sharing Local Match | | | | Aggregate Allocations (A+B+C+D+E+F) |
|-----------------------------|-----------------------------|--|--|--|-------------------------------------|
| \$552,000 | \$552,000 | | | | \$1,104,000 |

Program and project specific Funding Requirements

- This project shall be administered in accordance with VDOT's Locality Administered Projects Manual
- The project will be constructed and maintained in accordance with VDOT's: Urban Manual
- This project is a Revenue Sharing project and must follow the procedures set forth in the Guide to the Revenue Sharing Program.
- The Locality will continue to operate and maintain the facility as constructed. Should the design features of the project be altered by the Locality subsequent to project completion without approval of the Department, the locality inherently agrees, by execution of this agreement, to make restitution, either physically or monetarily, as required by the Department.
- This is a limited funds project. The Locality shall be responsible for any additional funding in excess of \$552,000 (if applicable)
- Estimated eligible VDOT expenses are based on VDOT processing SERP (if applicable) and inspection. Any additional assistance may result in additional VDOT charges.
- In accordance with §33.1-23.05 of the Code of Virginia, this project must be initiated and at least a portion of the funds expended within one year of allocation. If not initiated by 7-1-14 the project may be subject to de-allocation.
- Revenue Sharing Funds above consist of the following Fiscal Years:
 - FY 14 - \$1,104,000 (\$552,000 locality and \$552,000 VDOT)
- Total project allocations: \$1,104,000

Gregory W. Kelly 8/28/13
 Authorized Locality Official and Date

Gregory W. Kelly
 Typed or printed name of person signing

Matthew B. Cox 9.3.13
 Authorized VDOT Official
 Recommendation and Date

MATTHEW B. COX
 Typed or printed name of person signing
 Version 8/19/11

APPENDIX A

Project Number: U000-140-R69 UPC: 105675 Locality: Town of Abingdon

Project Location ZIP+4: Locality DUNS# 003979374 133 W. Main St., Abingdon, VA 24210-3054

Project Narrative

Scope: Construct new sidewalk, replace old sidewalk, storm drainage improvements, and road reconstruction.

From: Pecan Street; Park Street

To: Tanner Street; East Main Street (Rte. 11)

Locality Project Manager Contact Info: John Dew 276-492-2128 jdew@abingdon-va.gov

Department Project Coordinator Contact Info: Tamara Pritchard 276-669-9935 tamara.pritchard@vdot.virginia.gov

| Project Estimates | | | | |
|-------------------------------------|-------------------------|----------------------------|--------------|----------------------|
| | Preliminary Engineering | Right of Way and Utilities | Construction | Total Estimated Cost |
| Estimated Locality Project Expenses | \$59,500 | \$237,200 | \$393,600 | \$690,300 |
| Estimated VDOT Project Expenses | \$5,000 | \$5,000 | \$10,000 | \$20,000 |
| Estimated Total Project Costs | \$64,500 | \$242,200 | \$403,600 | \$710,300 |

| Project Cost and Reimbursement | | | | | | |
|--------------------------------|-------------------------|---|---|--------------------|--|--|
| Phase | Estimated Project Costs | Funds type (Choose from drop down box) | Local % Participation for Funds Type | Local Share Amount | Maximum Reimbursement (Estimated Cost - Local Share) | Estimated Reimbursement to Locality (Max. Reimbursement - Est. VDOT Expenses) |
| Preliminary Engineering | \$64,500 | Revenue Sharing | 50% | \$32,250 | \$32,250 | |
| | | | | \$0 | \$0 | |
| | | | | \$0 | \$0 | |
| | | | | \$0 | \$0 | |
| Total PE | \$64,500 | | | \$32,250 | \$32,250 | |
| Right of Way & Utilities | \$242,200 | Revenue Sharing | 50% | \$121,100 | \$121,100 | |
| | | | | \$0 | \$0 | |
| Total RW | \$242,200 | | | \$121,100 | \$121,100 | |
| Construction | \$403,600 | Revenue Sharing | 50% | \$201,800 | \$201,800 | |
| | | | 0% | \$0 | \$0 | |
| Total CN | \$403,600 | | | \$201,800 | \$201,800 | |
| Total Estimated Cost | \$710,300 | | | \$355,150 | \$355,150 | \$335,150 |

| | |
|---|------------------|
| Total Maximum Reimbursement by VDOT to Locality (Less Local Share) | \$355,150 |
| Estimated Total Reimbursement by VDOT to Locality (Less Local Share and VDOT Expenses) | \$335,150 |

| Project Financing | | | | |
|--------------------------------|--------------------------------|--|--|--|
| Revenue Sharing State Match | Revenue Sharing Local Match | | | Aggregate Allocations (A+B+C+D+E+F) |
| \$355,150 | \$355,150 | | | \$710,300 |

Program and project Specific Funding Requirements

- This project shall be administered in accordance with VDOT's Locally Administered Projects Manual
- The project will be constructed and maintained in accordance with VDOT's Urban Manual (List Appropriate Guide or Manual)
- This project is a Revenue Sharing project and must follow the procedures set forth in the Guide to the Revenue Sharing Program.
- The Locality will continue to operate and maintain the facility as constructed. Should the design features of the project be altered by the Locality subsequent to project completion without approval of the Department, the locality inherently agrees, by execution of this agreement, to make restitution, either physically or monetarily, as required by the Department.
- This is a limited funds project. The Locality shall be responsible for any additional funding in excess of \$355,150 (if applicable)
- Estimated eligible VDOT expenses are based on VDOT processing SERP (if applicable) and inspection. Any additional assistance may result in additional VDOT charges
- In accordance with §33.2-357 of the Code of Virginia, this project must be initiated and at least a portion of the funds expended within one year of allocation. If not initiated by July 1, 2015 the project may be subject to de-allocation.
- This project is part of a Programmatic Project Administrative Agreement for Revenue Sharing Projects. Any revision to this Appendix A will also require a revision to the Appendix B that is part of the agreement.
- Revenue Sharing Funds above consist of the following Fiscal Years
 - FY 15 - \$710,300 (\$355,150 state match, \$355,150 local match)
- Funds are not available until July 1 of the fiscal year in which they are allocated
- Total project allocations: \$710,300

Gregory W. Kelly 12/12/14
Authorized Locality Official and date

Gregory W. Kelly
Typed or printed name of person signing

Matthew B. Cox 2.5.15
Authorized VDOT Official
Recommendation and Date

MATTHEW B. COX
Typed or printed name of person signing

APPENDIX A

Project Number: U000-140-274 UPC 107752 Locality: Town of Abingdon

Project Location ZIP+4: _____ Locality DUNS# 003979374 Locality Address (incl ZIP+4): 133 W. Main St., Abingdon, VA 24210-3054

Project Narrative

Scope: Reconstruct intersection at Cummings St. and Green Springs Rd.

From: Cummings St.

To: Green Springs Rd.

Locality Project Manager Contact Info: John Dew 276-492-2128 jdew@abingdon-va.gov

Department Project Coordinator Contact Info: Chase Buchanan 276-645-4878 chase.buchanan@vdot.virginia.gov

| Project Estimates | | | | |
|-------------------------------------|-------------------------|----------------------------|--------------|----------------------|
| | Preliminary Engineering | Right of Way and Utilities | Construction | Total Estimated Cost |
| Estimated Locality Project Expenses | \$569,000 | \$1,600,000 | \$5,781,000 | \$7,950,000 |
| Estimated VDOT Project Expenses | \$10,000 | \$0 | \$10,000 | \$20,000 |
| Estimated Total Project Costs | \$579,000 | \$1,600,000 | \$5,791,000 | \$7,970,000 |

| Project Cost and Reimbursement | | | | | | |
|--------------------------------|-------------------------|---|---|--------------------|--|---|
| Phase | Estimated Project Costs | Funds type (Choose from drop down box) | Local % Participation for Funds Type | Local Share Amount | Maximum Reimbursement (Estimated Cost - Local Share) | Estimated Reimbursement to Locality (Max. Reimbursement - Est. VDOT Expense) |
| Preliminary Engineering | \$579,000 | Revenue Sharing | 50% | \$289,500 | \$289,500 | |
| | | | | \$0 | \$0 | |
| Total PE | \$579,000 | | | \$289,500 | \$289,500 | |
| Right of Way & Utilities | \$1,600,000 | Local Funds | 100% | \$1,600,000 | \$0 | |
| | | | | \$0 | \$0 | |
| Total RW | \$1,600,000 | | | \$1,600,000 | \$0 | |
| Construction | \$274,790 | Revenue Sharing | 50% | \$137,395 | \$137,395 | |
| | \$5,516,210 | Local Funds | 100% | \$5,516,210 | \$0 | |
| Total CN | \$5,791,000 | | | \$5,653,605 | \$137,395 | |
| Total Estimated Cost | \$7,970,000 | | | \$7,543,105 | \$426,895 | \$406,895 |

| | |
|--|-----------|
| Total Maximum Reimbursement by VDOT to Locality (Less Local Share) | \$426,895 |
| Estimated Total Reimbursement by VDOT to Locality (Less Local Share and VDOT Expenses) | \$406,895 |

| Project Financing | | | | | |
|--------------------------------|--------------------------------|------------------------|--|--|--|
| Revenue Sharing State Match | Revenue Sharing Local Match | Local Funds at 100% | | | Aggregate Allocations (A+B+C+D+E+F) |
| \$426,895 | \$426,895 | \$7,116,210 | | | \$7,970,000 |

Program and project specific Funding Requirements

This project shall be administered in accordance with VDOT's Locality Administered Projects Manual

The project will be constructed and maintained in accordance with VDOT's Urban Manual (List Appropriate Guide or Manual)

This project is a Revenue Sharing project and must follow the procedures set forth in the Guide to the Revenue Sharing Program.

The Locality will continue to operate and maintain the facility as constructed. Should the design features of the project be altered by the Locality subsequent to project completion without approval of the Department, the locality inherently agrees, by execution of this agreement, to make restitution, either physically or monetarily, as required by the Department.

This is a limited funds project. The Locality shall be responsible for any additional funding in excess of \$426,895 (if applicable)

Estimated eligible VDOT expenses are based on VDOT processing SERP (if applicable) and inspection. Any additional assistance may result in additional VDOT charges.

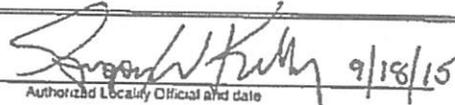
This project utilizes revenue sharing funds which according to §33.2-157 of the Code of Virginia should have already been initiated. These funds were transferred to this project in order to accelerate it. Work shall commence within 30 days of the date this agreement is signed or these funds may be subject to de-allocation.

This project is part of a Programmatic Project Administrative Agreement for Revenue Sharing Projects. Any revisions to this Appendix A will also require a revision to the Appendix B that is part of the agreement.

Revenue Sharing Funds above consist of the following Fiscal Years:
 • FY 14 - \$853,790 (\$426,895 state/\$426,895 local)

Funds are not available until July 1 of the fiscal year in which they are allocated

Total project allocations: \$7,970,000

 9/18/15
 Authorized Locality Official and date

GREGORY W. KELLY
 Typed or printed name of person signing

 9.22.15
 Authorized VDOT Official
 Recommendation and Date

MATTHEW B. COX 9.22.15
 Typed or printed name of person signing
 Version 8/19/11



**A RESOLUTION OF THE COUNCIL FOR THE TOWN OF ABINGDON, VIRGINIA
REQUESTING THE VIRGINIA DEPARTMENT OF TRANSPORTATION ADD
MEADE DRIVE TO THE TOWN'S URBAN HIGHWAY SYSTEM FOR
MUNICIPALITY MAINTENANCE PAYMENTS**

WHEREAS, §33.2-319 of the Code of Virginia, as amended, authorizes payments to cities and towns for maintenance of certain highways; and

WHEREAS, the Virginia Department of Transportation has established procedures for the addition of certain streets for the purpose of maintenance payments; and

WHEREAS, the Town of Abingdon has accepted Meade Drive, the street identified on the attached Form U-1 into the Town system of highways for the purpose of maintenance.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Abingdon, Virginia that it does hereby request the Virginia Department of Transportation add Meade Drive, the street identified on the attached Form U-1 to the urban highway system of the Town of Abingdon for municipal maintenance payments.

TOWN OF ABINGDON, VIRGINIA

By: _____
Mayor

By: _____
Town Manager

| CURVE | RADIUS | LENGTH | TANGENT | CHORD | BEARING | DELTA |
|-------|---------|---------|---------|---------|-------------|-----------|
| C-1 | 50.00' | 42.87' | 22.85' | 41.57' | N59°32'23"E | 49°07'37" |
| C-2 | 746.20' | 80.06' | 30.05' | 60.04' | N61°30'44"W | 04°38'42" |
| C-3 | 50.00' | 68.48' | 40.83' | 83.25' | N38°30'46"W | 78°28'11" |
| C-4 | 521.08' | 152.62' | 78.86' | 152.08' | N84°08'16"W | 18°48'53" |
| C-5 | 686.20' | 60.88' | 30.48' | 60.86' | N60°38'13"W | 05°05'00" |

OWNER'S STATEMENT

THE DEDICATION OF REAL ESTATE FOR PUBLIC RIGHT-OF-WAY AS IT APPEARS ON THIS PLAT (REPLAT) IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNER(S) PROPRIETOR(S) AND TRUSTEE(S), IF ANY.
 GIVEN UNDER MY (OUR) HAND AND SEAL THIS THE 14th DAY OF June 19 99

Meade Meadows, Inc. SEAL
Charles M. Meade, President SEAL

NOTARY STATEMENT

STATE OF VIRGINIA
 COUNTY OF Washington TO WIT:
 I, Linda F. Wilson A NOTARY PUBLIC IN AND FOR THE STATE AND COUNTY AFORESAID, DO HEREBY CERTIFY THAT
Charles M. Meade
 WHOSE NAME(S) IS (ARE) SIGNED TO THE FOREGOING STATEMENT, PERSONALLY APPEARED BEFORE ME IN MY STATE AND COUNTY AND ACKNOWLEDGED THE SAME.

MY COMMISSION EXPIRES April 30, 1999
 GIVEN UNDER MY HAND THIS 14th DAY OF June 19 99
Linda F. Wilson
 NOTARY PUBLIC

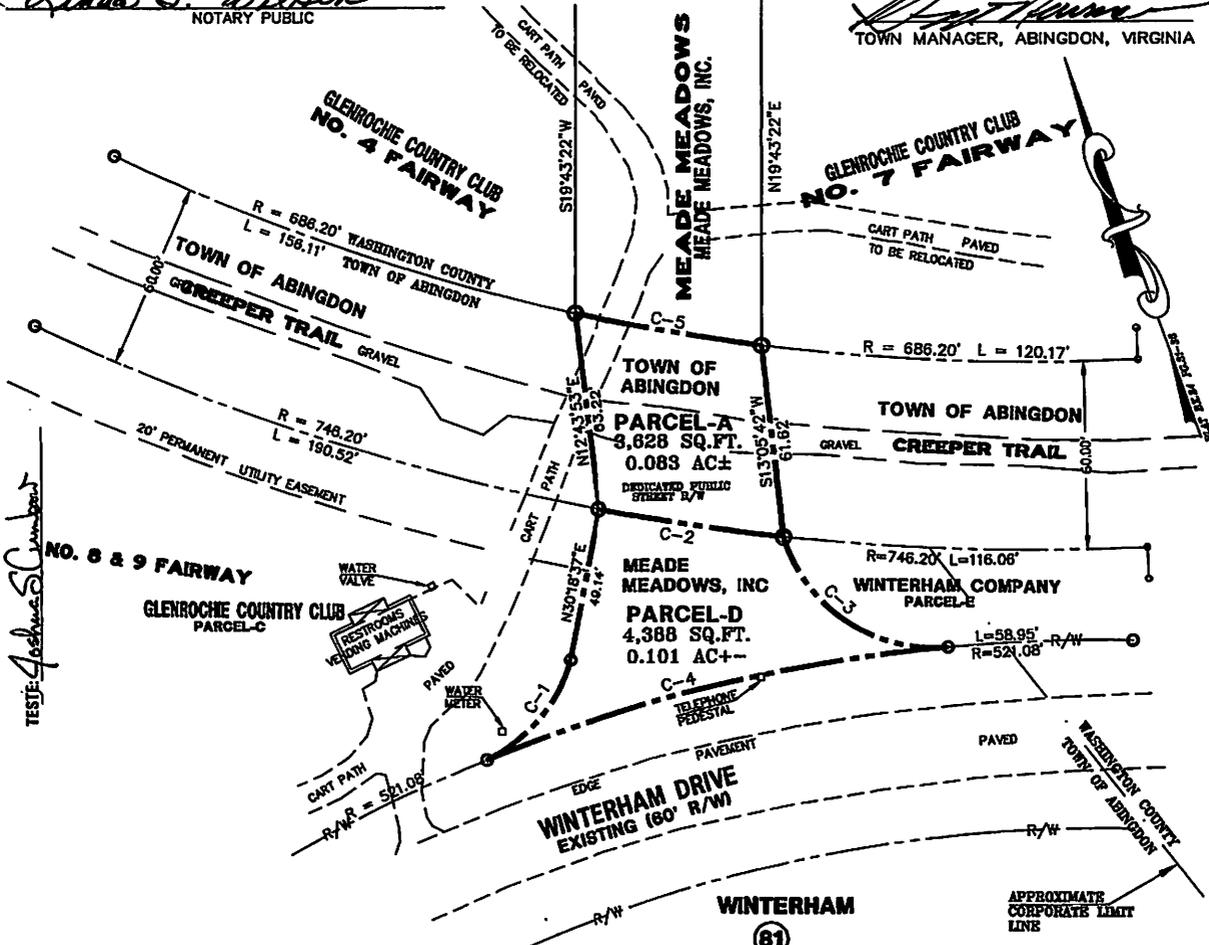
TOWN MANAGER' CERTIFICATE

THIS IS TO CERTIFY THAT THIS PLAT HAS BEEN REVIEWED BY AND MEETS THE ADMINISTRATIVE APPROVAL REQUIREMENTS OF THE TOWN MANAGER IN ACCEPTING PARCEL 'D', AS SHOWN HERE ON, AS PUBLIC STREET R/W TO BE DEDICATED TO THE TOWN OF ABINGDON, AND GRANTS PARCEL 'A', AS SHOWN HEREON, AS PUBLIC STREET R/W INTO THE MEADE MEADOWS AND GLENROCHIE COUNTRY CLUB LANDS.
 THIS THE 15th DAY OF June 1999.

[Signature]
 TOWN MANAGER, ABINGDON, VIRGINIA

PLAT BK 36 PAGE 19

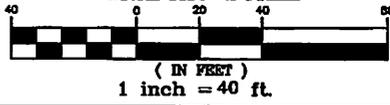
Virginia: In the Office of the Clerk of the Circuit Court of Washington County, on the 16 day of June, 1999, this instrument was submitted to record.
[Signature]
 TESTE: [Signature]



**PROPERTY OF MEADE MEADOWS, INC., A VIRGINIA CORPORATION
 PARCEL-D AS SHOWN HEREON DEDICATED TO THE TOWN OF ABINGDON FOR PUBLIC RIGHT-OF-WAY.**

BEING ALL OF THAT CERTAIN TRACT OF LAND LYING IN BOTH THE TOWN OF ABINGDON AND THE MADISON MAGISTERIAL DISTRICT OF WASHINGTON COUNTY, VA AND MORE PARTICULARLY DESIGNATED AS -- PARCEL-D -- ON THAT CERTAIN PLAT OF "WINTERHAM" AS RECORDED IN PLAT BOOK 24 PAGE 33. CURRENT DEED OF RECORD, RECORDED IN DEED BOOK 1049 PAGE 750.

GRAPHIC SCALE



I CERTIFY THAT THIS PLAT REPRESENTS AN ACTUAL FIELD SURVEY PERFORMED UNDER MY DIRECT SUPERVISION AND IS IN COMPLIANCE WITH THE MINIMUM PROCEDURES AND STANDARDS ESTABLISHED BY THE VIRGINIA STATE BOARD OF ARCHITECTS, ENGINEERS, LAND SURVEYORS, AND LANDSCAPE ARCHITECTS.
 I CERTIFY THAT THIS PLAT IS AN ACTUAL ON THE GROUND SURVEY AND THERE ARE NO EASEMENTS OR ENCROACHMENTS VISIBLE ON THE GROUND OTHER THAN SHOWN HEREON.
 THIS SURVEY IS SUBJECT TO ANY AND ALL COVENANTS, CONVEYANCES, RESTRICTIONS, AND VISIBLE OR RECORDED EASEMENTS THAT MAY BE DISCLOSED BY A FULL AND ACCURATE TITLE SEARCH.
 SITUATED IN F.E.M.A. ZONE X (WHICH ARE AREAS DETERMINED TO BE OUTSIDE THE 500 YEAR FLOOD PLAIN)
 CALLS IN PARENTHESIS DENOTE PLAT OR DEED OF RECORD.



ADDISON SURVEYORS
 LAND SURVEYING LAND PLANNING
 CONSTRUCTION ENGINEERING
 432 EAST MAIN ST. ABINGDON, VA 24210
 (540)376-3001 (540)376-5100 FAX

| | | |
|-----------------|----------------|--------------------|
| DRAWN BY: AWP | DATE: 06-08-99 | DRAWING NO.: M-274 |
| CHECKED BY: LKA | DATE: 06-08-99 | JOB NO.: RWTOWN |
| SHEET: 1 OF 1 | BOOK NO.: | FILE NO.: 98M002 |

[Signature]
 L.K. ADDISON L.S. 1049

**TOWN OF ABINGDON
COUNCIL WORK SESSION
TUESDAY, SEPTEMBER 8, 2015 - 6:00PM
ARTHUR CAMPBELL MEETING ROOM – MUNICIPAL BUILDING**

A Work session meeting of the Abingdon Town Council was held on Tuesday, September 8, 2015 at 6:00 p.m. in the Arthur Campbell meeting room of the Municipal Building.

A. ROLL CALL

Members of Council Present:

Edward B. Morgan, Mayor
Mrs. Cathy Lowe, Vice Mayor
Mr. Richard E. Humphreys
Mr. Robert M. Howard
Mrs. Jayne A. Duehring

Administrative/Town Staff:

Gregory W. Kelly, Town Manager
Tonya Triplett, Deputy Clerk
Deborah Icenhour, Town Attorney
Matthew Johnson, Dir. Of Planning
Chuck Banner, Dir. Of Finance
John Dew, Dir. Of Construction/Public Services
Floyd Bailey, Director of IT
Kevin Costello, Dir. Of Tourism and Economic Development

Visitors:

Rich Macbeth, Residents of Oxford
and Cambridge Streets and Rugby
Terrace

The following items were discussed by Council:

1. John Dew, Director of Public Services and Construction, reported an ongoing issue and concerns from citizens with cut through traffic and speeding on Rugby Terrace, Oxford and Cambridge Streets. Mr. Dew reported that Rugby Terrace is being used as a cut through to Valley Street and residents are concerned about safety in their residential neighborhood. Council suggested the temporary closing of the east leg of Rugby Terrace to allow town staff to evaluate the effects of the impact on the other streets in the area, especially Hutton and Tanner and to conduct an in house traffic study.

9/8/15
Work Session

| | |
|----------------------|------------|
| Mrs. Duehring | Aye |
| Mr. Howard | Aye |
| Mr. Humphreys | Aye |
| Mrs. Lowe | Aye |
| Mayor Morgan | Aye |

4. Sustain Abingdon
On motion of Mrs. Duehring, seconded by Mr. Humphreys, the Council appointed Tom McMullen, to the Sustain Abingdon Committee.

The roll call vote was as follows:

| | |
|----------------------|------------|
| Mrs. Duehring | Aye |
| Mr. Howard | Aye |
| Mr. Humphreys | Aye |
| Mrs. Lowe | Aye |
| Mayor Morgan | Aye |

M. COUNCIL MEMBER REPORTS

- Mr. Humphreys reported Call to Arms at the Muster Grounds will take place September 21-23 and they are expecting 1,500 school kids to attend. He also reported that Old Glade Antique Tractor Association and Fairview provided about 3,000 lbs. of potatoes which were distributed to families in the area.
- Mrs. Lowe inquired about the status of Council appointee evaluations, and taxi cab ordinance.
- Mr. Howard reported that citizens who live on Oxford, Cambridge and Rugby Terrace have concerns about cut through traffic and speeding through their residential neighborhood.

On motion of Mr. Howard, seconded by Mrs. Duehring the Council directed town staff to temporary close the east leg of Rugby Terrace, for up to sixty (60) days and to evaluate the affects of the impact on the other streets in the area, particularly Hutton and Tanner and to conduct an in house traffic study in the area.

The roll call vote was as follows:

| | |
|----------------------|------------|
| Mrs. Duehring | Aye |
| Mr. Howard | Aye |
| Mr. Humphreys | Aye |
| Mrs. Lowe | Aye |
| Mayor Morgan | Aye |

9/8/15
Regular Meeting

Special Called Meeting as presented.

The roll call vote was as follows:

| | |
|----------------------|------------|
| Mrs. Duehring | Aye |
| Mr. Howard | Aye |
| Mr. Humphreys | Aye |
| Mrs. Lowe | Aye |
| Mayor Morgan | Aye |

E. EMPLOYEE RECOGNITIONS

Mr. Kelly, Town Manager reported that Tonya Triplett, Deputy Clerk received her Certified Municipal Clerk Certificate and would be working toward Master Municipal Clerk.

F. PETITIONS, PUBLIC HEARINGS AND FIRST READING OF ORDINANCES

1. PUBLIC HEARING -Purchase of property, 1980 square feet, more or less, being a portion of Tax Map No. 018-9-A-6, currently owned by John W. and Louise S. Crigger, 138 Williams Street, Abingdon, Virginia 24211

John Dew, Director of Public Services and Construction stated that the purchase of the property is necessary in order to complete the Urban Path Project and is critical in the continuity of the project. The purchase price is \$7,000 and Mr. Kelly, Town Manager stated there are grant funds left in the budget to purchase the property. Mr. Humphreys questioned the property line near the Epling property and inquired if parking would be lost. Mr. Dew stated the trail will be 10 feet wide and would likely affect parking on the right-of-way.

Mayor Morgan declared the public hearing open and asked if anyone had comments. Hearing none, Mayor Morgan declared the public hearing closed.

On motion by Mrs. Lowe and seconded by Mr. Howard the Council authorized Mr. Kelly, Town Manager to purchase and execute all necessary documents for the purchase of 1980 square feet, more or less, being a portion of Tax Map No. 018-9-A-6, currently owned by John W. and Louise S. Crigger, 138 Williams Street, Abingdon, Virginia 24211.

The roll call vote was as follows:

| | |
|----------------------|------------|
| Mrs. Duehring | Aye |
| Mr. Howard | Aye |
| Mr. Humphreys | Aye |
| Mrs. Lowe | Aye |
| Mayor Morgan | Aye |

2. PUBLIC HEARING - Petition from property owners to consider a proposed partial road closure of Rugby Terrace and consideration of appointment of Board of Viewers.

John Dew, Director of Public Services and Construction reported concerns about safety and cut through traffic on Rugby Terrace from citizens as far back as 2002. A petition was received from residents in July, the temporary closing of the East leg of Rugby Terrace was

*1/4/16
Regular
meeting*

approved and town staff was asked to conduct a traffic study. Mr. Dew reported the closure decreased cut through traffic 50-80% making it safer and having a positive impact on the residential neighborhood. Mr. Dew also stated the temporary closure did not affect the traffic on Main or Valley Streets. If the road is closed, the town will not relinquish the right-of-way and will install removable bollards in case emergency vehicles need access.

Mayor Morgan opened the public hearing and asked if anyone had comments.

1/4/16
Regular
Meeting

- Doc O'Neal, 480 Valley Street stated cut through traffic and speeding created safety issues. The temporary closure has taken care of those issues, the residents are very pleased with the closure. Mr. O'Neal asked Council to consider the partial closure of Rugby Terrace.
- Laura Beth Hale, 483 Valley Street stated that it is difficult for residents to back out of their driveways and she support the partial closure of Rugby Terrace.
- Nick Proctor, 11092 Treeline Drive supports the closure.
- Anne Hutton, 101 A Valley Street is opposed to closing Rugby Terrace and stated it would hinder her ability to access her property. Ms. Hutton suggested the speed limit be reduced and enforced as an alternative to closing Rugby Terrace.

Mayor Morgan declared the public hearing closed.

Mrs. Lowe questioned how many residents live on Cambridge Oxford and stated the streets are very narrow and there are no sidewalks.

On motion by Mr. Humphreys and seconded by Mrs. Lowe the Council appointed a Board of Viewers to look at the information for the partial closing of Rugby Terrace consisting of: Monty Vernon, Jim Smith and Stephen Jett with Al Bradley as an alternate member. The Board of Viewers will receive the written information that was presented to Council and make a recommendation at the February Council Meeting.

The roll call vote was as follows:

| | |
|---------------|-----|
| Mrs. Duehring | Aye |
| Mr. Howard | Aye |
| Mr. Humphreys | Aye |
| Mrs. Lowe | Aye |
| Mayor Morgan | Aye |

G. SECOND READINGS OF ORDINANCES

1. **Second Reading of Ordinance of the Council of the Town of Abingdon, Virginia to Repeal, Amend, and Reenact Chapter 34, Fire Prevention and Protection, Article III, Section 34-511 through Section 34-58 of the Code of Ordinances of the Town of Abingdon.**

Greg Kelly, Town Manager reviewed updates to the Fire Prevention and Protection Ordinance

TOWN OF ABINGDON



INTER-DEPARTMENT MEMO

DATE: FEBRUARY 29, 2016
TO: MR. GREG KELLY, TOWN MANAGER
CC: MS. CECILE ROSENBAUM, ASSISTANT TOWN MANAGER
MS. DEB ICENHOUR, TOWN ATTORNEY
MR. TONY SULLIVAN, TOWN POLICE CHIEF
FROM: JOHN B. DEW; DIRECTOR OF PUBLIC SERVICES &
CONSTRUCTION
RE: PUBLIC WORKS RECOMMENDATION FOR RUGBY TERRACE AREA

Previously on this issue, we have:

1. received a petition from property owners
2. held a public input forum
3. had discussion at the September 8, 2015 Council work session
4. installed a temporary road closure and conducted traffic and vehicle movement counts before and after the closure was installed
5. held a public hearing and appointed a Board of Viewers at the January 4, 2016 Council meeting

At this point the Board of Viewers has issued its opinion, which follows this memo.

After reviewing the original request in the petition, the traffic data, feedback from the area property owners, the few opinions received from motorists, and the Board of Viewers opinion, my recommendation as Town Public Works Director is to close the east leg of Rugby Terrace using removable bollards and signage, leaving the pavement in place for possible emergency or access needs in the future. The reasons for my recommendation are as follows:

1. Closing the east leg of Rugby Terrace is in my opinion the most direct and effective way to address the original concern expressed by the property owners, that being the cut-through motorists driving at higher speeds and cutting corners, damaging lawn areas and creating a risk to children and

pedestrians. The cut-through traffic would then use other roads that are better suited to that type of traffic.

2. The closure would create less confusion and less likelihood of noncompliance of imposed regulations, compared to one-way restrictions, for motorists that continue to use the streets in the area.
3. Installation and maintenance costs would be less for the closure than other alternatives, with the exception of leaving the roads and traffic patterns as they are currently
4. Based on my research on the matter, and knowledge of street maintenance operations, I do not recommend installing speed bumps on public streets.
5. Proceed as time allows in analyzing traffic signal warrants for the intersections mentioned in previous discussions and the Board of Viewers opinion.

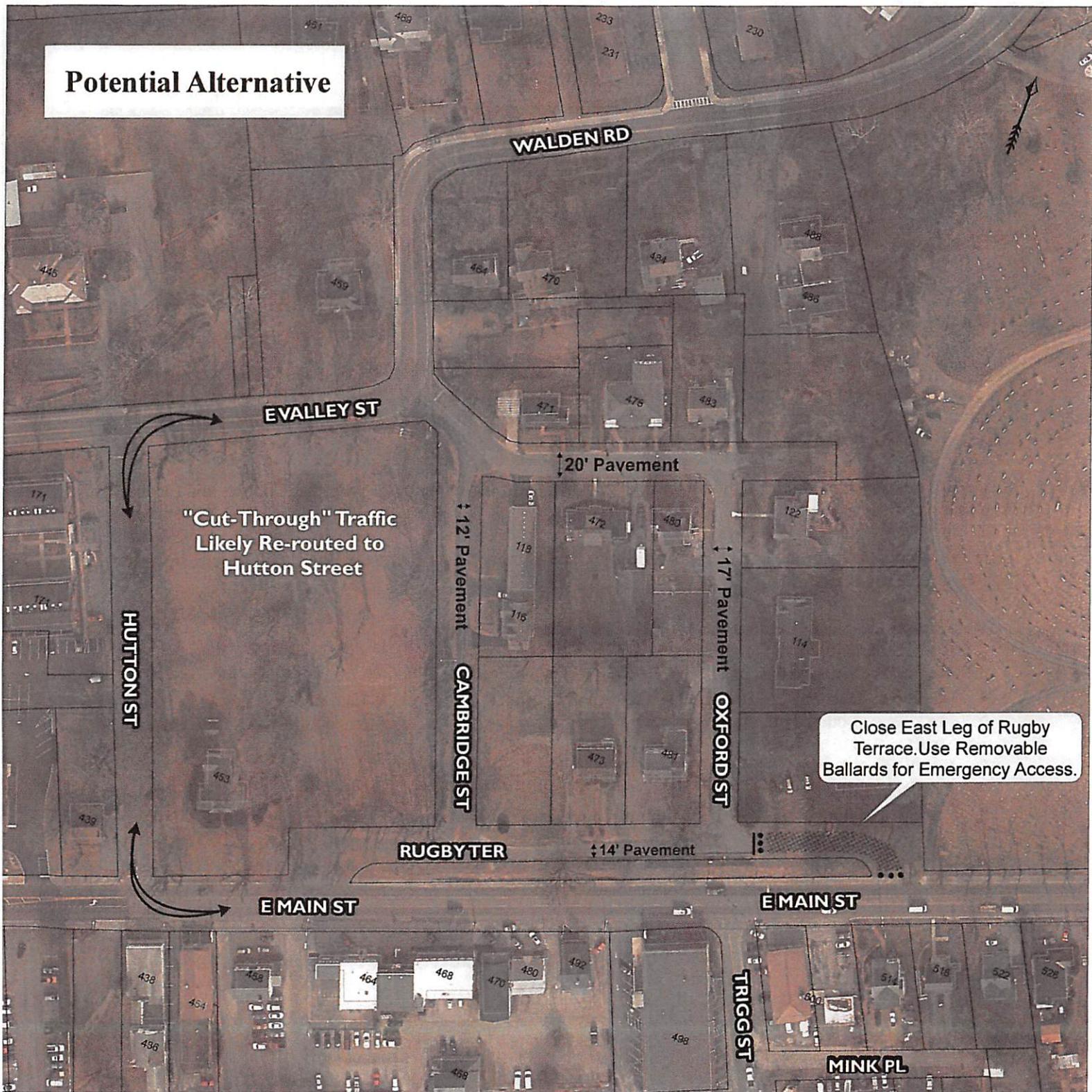
Please let me know how you wish to proceed with this issue.

Thank you

JBD

PROPOSED 10 VIEW DT

Potential Alternative



"Cut-Through" Traffic
Likely Re-routed to
Hutton Street

Close East Leg of Rugby
Terrace. Use Removable
Ballards for Emergency Access.

Potential Alternative

WALDEN RD

E VALLEY ST

HUTTON ST

CAMBRIDGE ST

OXFORD ST

RUGBY TER

E MAIN ST

E MAIN ST

TRIGG ST

MINK PL

20' Pavement

12' Pavement

17' Pavement

14' Pavement



TOWN OF ABINGDON

133 WEST MAIN STREET
P. O. BOX 789
ABINGDON, VA 24212-0789

February 18, 2016

TO: Abingdon Town Council

FROM: Board of Viewers

Re: Recommendation for Traffic Modifications for Rugby Terrace, Oxford Street, and Cambridge Street

At its January 4, 2016 Regular Meeting, the Abingdon Town Council appointed this Board of Viewers to consider the safety concerns expressed by residents in the vicinity of Rugby Terrace, Oxford Street, Cambridge Street and East Valley Street, primarily involving the speed and traffic volume of "cut-through" traffic, and make recommendations to appropriately address these concerns.

This Board has considered information provided by Town staff, including peak hour traffic counts and feedback from property owners.

After individual consideration and a group discussion on February 5, 2016, we, the Board of Viewers, make the following recommendations -

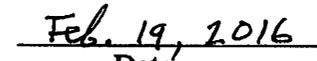
1. Restrict the entire length of Rugby Terrace to "One-way" westbound
2. Restrict the entire length of Oxford Street to "One-way" southbound
3. Restrict the entire length of Cambridge Street to "One-way" northbound
4. Maintain "Two-way" traffic on East Valley Street from Valley Street to Oxford Street
5. Install speed bumps on westbound Rugby Terrace just east of Oxford Street and just west of Cambridge Street
6. Install speed bumps on northbound Cambridge Street just north of Rugby Terrace
7. Conduct Traffic Signal Warrant Analysis for Main/Hutton, Main/Tanner, and Main/Trigg intersections
8. Consider posting a reduced speed limit of 15 miles per hour and increased enforcement

The Board also discussed the alternative of closing the east leg of Rugby Terrace, as discussed at previous Town Council work sessions, but prefers the recommendations above.

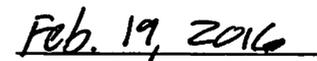

Mr. Albert Bradley

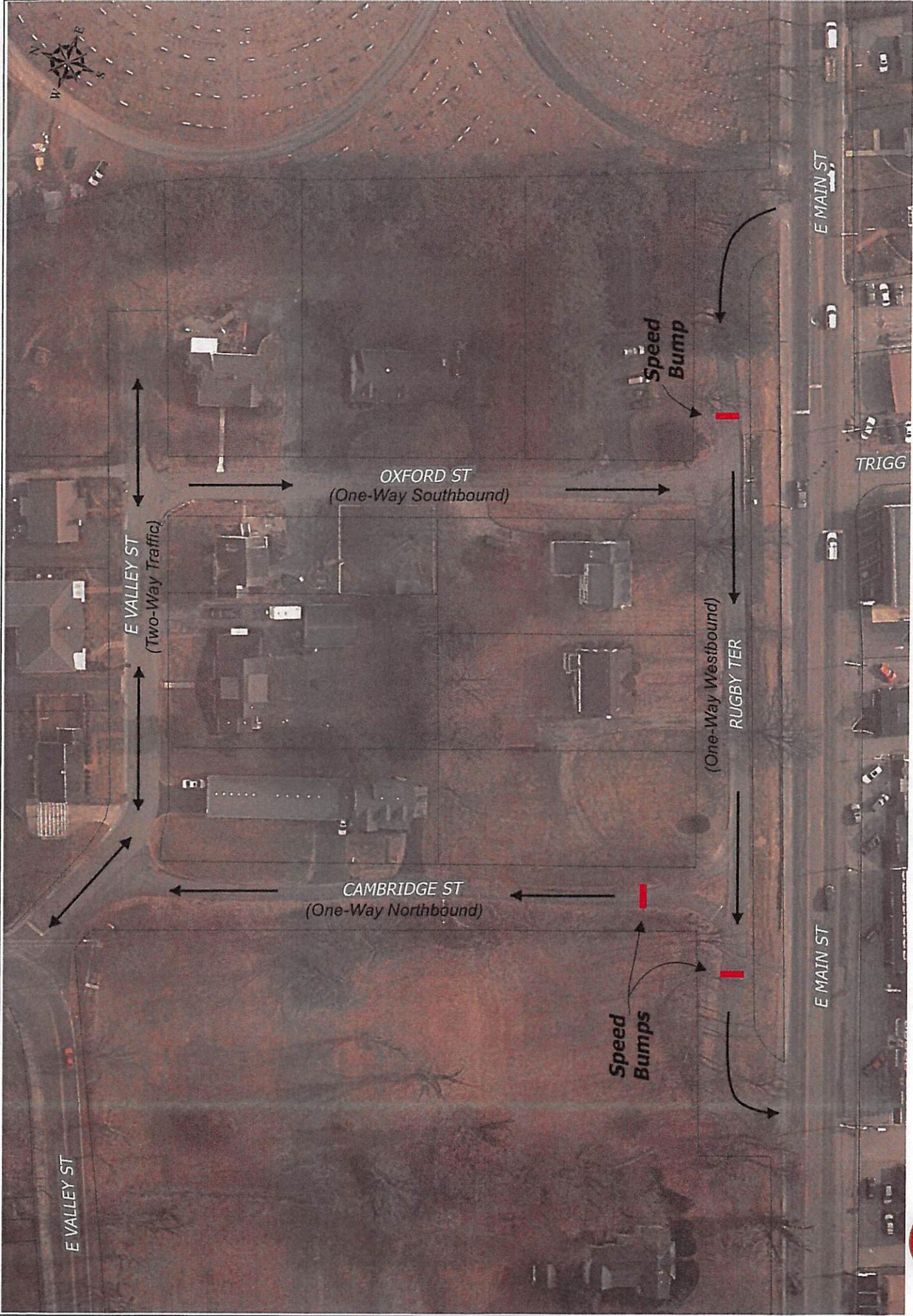

Date


Mr. Stephen C. Jett


Date


Mr. C. M. Vernon, Jr.


Date



Board of Viewers Recommendation - March 2016

