

TO: Mayor Craig and Town Council
FROM: Kenneth Vittum, Interim Town Manager
DATE: February 22, 2019
RE: Council Report for February 20-22, 2019

- **AEP Electrical Bills** – Staff has received a report on cost savings from switching Latture Field (\$3900 per year) and the Little League Field (\$1200 per year) to a Time of Day tariff. This will cut town electric costs by around \$5000 per year. Staff is checking on other accounts to determine if this can result in additional savings. This may also be something to explore with lighting the new Sports Complex fields.
- **Little League Retaining Wall** – This project is now complete.
- **Little League Fields** – Plans are in place to complete installation of new fence. Staff is also working to install new scoreboards at the fields. These were donated to the town. There are a few drainage issues to repair once the fields dry out.
- **Creeper Trail** – Surface repair is now underway.
- **Watauga Project** – VDOT has approved plans and authorized the town to bid the project. T&L is placing the project out to bid this weekend. Bid opening is set for mid-March with award scheduled for the April council meeting.
- **Fairview** – Leases and sub leases are being prepared by the town attorney. These will be reviewed with the proper persons and once approved they will be sent to council for final approval. Staff feels that this will happen at the April council meeting.
- **Sinking Springs Cemetery** – Staff is getting estimates for moving a portion of the fence so that this can be included in the budget.
- **Trestle Study** – Kevin Worley is preparing a RFP for the scoping of this project. The bidding will occur in early summer.
- **Harmony (Sappo) Property** – Staff is going to advertise for agricultural lease of this 24 acre property. The award should be on the April agenda.
- **Healthy Community Program** – Ballard Health and K-VA-T are working with staff on the April 12th Grand Celebration for the Urban Path. Ballard is providing funds for a water bottle filling station and signs along the Path. K-VA-T is providing lunch. There will be give away items and contests such as Most Steps.
- **Historic District Inventory** – A grant application is being prepared for a DHR grant to conduct an inventory of assets in the Historic District. This has never been done and would include buildings in the Depot area as well. Matching funds are being requested in the new budget.
- **Retirement** – A new vendor has been chosen for the HVAC work due to lack of response. The new quote is about \$22,000. Work will be started in approximately 16 weeks or May 2019.
- **Muster Grounds** – The archeological study showed no issues. DHR has given written permission to move forward with the installation of the walks. Work should be completed this spring. Council approved the new parking lot with a pea gravel top coating. This should also be completed this spring.
- **Pickleball Courts** – Staff is moving ahead with leasing a site at the Community Center for two courts. The funds are in the new budget and work would be done this summer to install the new courts.

- **Sports Complex** – Staff is looking at additional grant opportunities through AEP, US Soccer Foundation, and Baseball Future Fund. In addition VDOT grants for Bikeway and Access Roads are being moved along. I will be looking at startup of a private donation effort this week. Staff is attempting to set up an on-site meeting with CHA to review status of the project.
- **Budget** – Staff is working on the FY21 Budget. Review of Personnel expenditures has been completed. Department heads will meet with Chuck Banner and me next week to review departmental requests. Department heads are scheduled to present to council on March 5-6.
- **Washington County Sewer Agreement** – Jason Berry and I discussed the agreement and propose a joint Board and Council meeting for April 9th to adopt the amended agreement. Staff has set March 15th as a date to have a draft agreement available for elected officials and the attorneys to review. This would allow a final agreement to be in place prior to the joint meeting.
- **Pecan Street Creeper Parking** – Signs will be purchased and installed this fiscal year directing users to alternate parking area. Funding for curb, gutter, fencing, and side/cross walk improvements are being requested in the upcoming budget.
- **Great Knobs Mountain Bike Park** – The feasibility study is scheduled for April 1-3. Staff meetings will take place on April 1 with field work April 2 and a recap meeting on April 3.
- **January Jams** – Net sales were up 30% with 4 of 6 shows sold out. The average of 82% capacity was up 60% from last year. Initial surveys show 25% were from 60+ miles away and stayed overnight in local motels. An additional 46% were first time attendees.