

TO: Mayor Craig and Town Council
FROM: James Morani, Town Manager
DATE: September 13, 2019
RE: Town Manager Report for September 13, 2019

- **The Meadows** – Interior finishes of Food City is nearing completion. ECU has started construction on exterior walls. Holiday Inn Express structural work has been completed up to third story. Staff is having an ongoing dialogue with Pal's Sudden Service regarding their building plans.
- **Green Spring Road** – Staff had a close-out meeting with the Town's consultant and contractor. A few minor issues were identified and will be resolved in the upcoming weeks. The project is expected to fall within budget.
- **Sports Complex** – Fill placement will continue over the course of the next 10 weeks. Once the final grade is established, the design can be finalized and incorporated into the final bid documents. On September 11, the Town received responses to the RFP for the General Obligation Bond in a principal amount not to exceed \$7,500,000. This will be discussed at the upcoming work session. The Town has officially taken ownership of the Nicewonder property.
- **Park Street Improvements** – The Town has received all VDOT approvals. The public hearing is scheduled for Thursday, October 3, from 6:00 p.m. to 8:00 p.m. at the Community Center. Right-of-way acquisition will commence thereafter. To expedite the process, the final ROW plans have been submitted to VDOT for their review. Additionally, the Town is preparing an RFP for real estate appraisal services for temporary construction and permanent easements.
- **Fields Penn House** – Contracts for the tie-rod washer system and micro-piles have been finalized. Work should start by October.
- **Retirement** – Staff is in the process of compiling information for the DHR submittal for exterior renovations. The scope of work includes roof replacement, window repair, and painting on the rear addition as well as tuckpointing on the entire structure.
- **Fall Street Paving** – The paving list was reviewed at the September 11th Infrastructure Committee meeting. Staff is meeting with the contractor on September 18 to present the street list and conditions and establish timelines.
- **College/Church Street One-way Conversion** – This is scheduled to be completed during the fall street paving.
- **Town Hall Parking Lot** – This will be included as a separate item to be completed in conjunction with the fall street paving.
- **Sanitary Sewer System Inflow and Infiltration Study** – The Town is expected to have a final report from CHA by October.
- **Engineering On-Call Services** – The RFP is out for advertisement with a response date of September 19.
- **East Main Street Sidewalk Connection** – Staff has met with the property owner and will schedule a survey of the existing and proposed ROW once the RFP for engineering on-call services is completed.
- **Truck Traffic** – Staff continues to communicate with VDOT for updates on their progress.

- **Pickleball Courts** – Only one bid was received on August 30. Staff has reached out to prospective bidders and revised the scope of work. A second RFP is currently being advertised with a response date of September 27. Staff will provide an update at the upcoming work session.
- **Watauga Project** – The asphalt work is almost completed. The contractor is working on final details. Work remaining includes striping, fencing, and landscaping.
- **Trestle Study** – At the September 3rd council meeting, the Town Manager was authorized to enter into an agreement with Mattern & Craig to perform this work. Contract documents are being prepared.
- **Trestle Pressure Washing** – Pressure washing on trestle decks continues. Trestle 9-15 are currently being addressed.
- **Creeper Trail Safety Shelters** – Kevin Worley is working with the Creeper Trail Conservancy to plan and construct four 8' x 12' safety shelters along key areas of the trail. These will provide a place for trail users to escape the weather. A \$2,500 donation was received for the first shelter, at mile marker 6, which will be started on September 16.
- **Russell Road Pedestrian Enhancements** – Staff recently met with VDOT and is proceeding with an RFP for engineering services for the project.
- **Veterans Park Restroom** – The project's next phase involves the installation of the heat pump and ADA ramp.
- **VHCC Athletic Fields** – Kevin Worley and I recently met with the VHCC administration to discuss the Town use of these fields. We will be working with Cam to prepare an agreement.
- **Washington Crossings Subdivision** – The Town Council will review the Preliminary Plat at the upcoming work session. The final plat will be presented to the Planning Commission at its September 23rd meeting.
- **Historic District Entrance Corridor Overlay District** – This will be presented for final adoption at the October 1st council meeting.
- **Capital Improvement Plan** – I met with staff and distributed project information sheets, which will be completed by October 4.
- **Comprehensive Plan Update** – The land use and transportation public meeting is scheduled for Monday, September 30, from 4:30 p.m. to 7:00 p.m. at the Community Center.
- **Zoning Ordinance Update** – Staff recently conducted a teleconference with EPR and has asked for a proposal for a zoning code assessment. This will better prepare staff to determine the scope of work for the zoning code update. We expect to receive this proposal by September 20.
- **Town-Wide Yard Sale** – There were 92 permits by the deadline, which are included on the final map. The Town received dozens of phone calls after the map was published so we expect there will be more than 120 yard sales.
- **Local Tourism** – The Virginia Tourism Corporation announced that tourism increased in all regions in 2018. Specifically, tourism expenditures in Washington County increased 3.6%.
- **Tourism Earned Media** – Abingdon was recently featured on the Travel Channel's website in an article "10 Great Places to Go Leaf Peeping Down South".
<https://www.travelchannel.com/interests/fall/photos/where-to-go-leaf-peeping-down-south>