

TO: Mayor Craig and Town Council
FROM: James Morani, Town Manager
DATE: September 30, 2019
RE: Town Manager Report for September 30, 2019

- **The Meadows** – Food City is nearing completion. ECU continues to work on construction of exterior walls. Holiday Inn Express structural work has been completed up to fourth story. Staff has a pre-construction meeting scheduled with Pal's.
- **Sports Complex** – Fill placement will continue over the course of the next 8 weeks. Once the final grade is established, the design can be finalized and incorporated into the final bid documents. At the October 1 meeting, the Town Council will consider a resolution authorizing the direct bank loan for the General Obligation Bond in a principal amount not to exceed \$7,500,000 with Sterling National Bank at a rate of 2.89%.
- **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 were been submitted to VDOT for their review.
- **Fields Penn House** – Contracts for the tie-rod washer system and micro-piles have been signed by the Town and are awaiting signatures from the contractor. Work should start in 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** – Staff met with the contractor, W & L Construction & Paving, on September 18 to present the street list and conditions and establish timelines. All paving should be completed within 45 days.
- **College/Church Street One-way Conversion** – This is scheduled to be completed during the fall street paving. Prior to the start of this project, the Town will formally notify affected property owners in advance and disseminate public information about the project.
- **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. Staff will meet with the consultant to discuss the report.
- **Engineering On-Call Services** – The Town received several responses to the RFP. At the October 1 meeting, staff will make recommendations for civil and transportation on-call services. At the following council meeting, wastewater and architectural services will be considered.
- **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 engineering on-call services agreement is executed.
- **Russell Road Pedestrian Enhancements** – Staff recently met with VDOT and is proceeding with an RFP for engineering services for the project.
- **Truck Traffic** – Staff continues to communicate with VDOT for updates on their progress.
- **Pickleball Courts** – On September 27, the Town received five responses to the revised RFP. Staff will present the bid tabulation at the October 18 work session.

- **Watauga Project** – The project is substantially complete. The parking lot is open for public use. Work remaining includes striping, fencing, and landscaping.
- **Trestle Study** – Contract documents are being prepared.
- **Trestle Pressure Washing** – Pressure washing on trestle decks continues. Trestles 8, 11, and 12 remain.
- **Creeper Trail Safety Shelters** – The sites have been marked and work will begin next week.
- **Veterans Park Restroom** – Work continues on the concrete pad and handicap ramp. Quotes have been secured for restroom amenities.
- **VHCC Athletic Fields** – Cam Bell has prepared a draft lease agreement that was reviewed by staff and has been sent to VHCC for their review.
- **Creeper Trail Informational and Safety Signs** – Through a donation from the Rotary Club, the Town is in the process of designing 16 signs for the Creeper Trail. The graphics designer is finalizing the concept drawings.
- **Washington Crossings Subdivision** – The Town Council will consider approval of the final plat at the October 1 meeting.
- **Historic District Entrance Corridor Overlay District** – This will be presented for final adoption at the October 1 council meeting.
- **Capital Improvement Plan** – Staff is in the process of preparing project information sheets, which will be sent to the consultant on October 4 in preparation of the CIP work session.
- **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** – The Town recently received a proposal from EPR for a zoning code assessment, which would have precluded a zoning code update. After discussion with Jason Boswell, it is our opinion that we should incorporate this phase into the complete zoning code update so it is handled by one firm.
- **A Call to Arms** – Students from around the region attended *A Call to Arms* at the Muster Grounds from September 18-20. The event is an annual educational program for fourth-grade students which occurs near the anniversary of the muster of the Overmountain men and patriot militia on September 24, 1780.
- **Tourism Project** – The Virginia Tourism Corporation has selected Abingdon, Bristol, and St. Paul for a special tourism destination project for 2020, which is being called “Hills, Chills & Thrills.” Abingdon represents “Hills” because of the Creeper Trail. VTC is providing grant funding for marketing and partnering with the VCU Brand Center.
- **Tourism Earned Media** – WCYB is doing a video series on Abingdon. The segment on food can be seen here: <https://www.facebook.com/news5wcyb/videos/2402377456541516/>.