

TO: Mayor Craig and Town Council
FROM: James Morani, Town Manager
DATE: October 11, 2019
RE: Town Manager Report for October 11, 2019

- **The Meadows** – Food City is nearing completion. A final inspection was performed on the fire protection system. ECU continues to work on construction of exterior walls. Holiday Inn Express structural work has been completed up to fourth story. Retail shops are progressing. Pal's has been issued a building permit.
- **Sports Complex** – Fill placement is ahead of schedule. There have been some design modifications that will be presented by CHA at the October 16 work session. The closing date for the GO Bonds is scheduled for October 30.
- **Park Street Improvements** – The public hearing was held on October 3 at the Community Center. The final ROW plans have been submitted to VDOT for their review. The public comment period for this project is open until October 17.
- **Fields-Penn House** – A pre-construction meeting with Wallberg Construction (tie-rod washer system) is scheduled for October 15 and work will begin shortly thereafter. The contract for Rembco (micro-piles) is awaiting signature from the contractor.
- **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** – This will be completed by October 18.
- **College/Church Street One-way Conversion** – This project is complete. The only items that remain are striping along Main Street and additional pavement arrows on the one-way streets.
- **Town Hall Parking Lot** – This will be completed on Monday, October 14.
- **Sanitary Sewer System Inflow and Infiltration Study** – The Town is expected to have a final report by the end of the month. Staff will meet with the consultant to discuss the report.
- **Engineering On-Call Services** – The Town is in the process of preparing contracts for general civil and transportation engineering services. At the November 4 council meeting, firms for wastewater and architectural services will be considered by the Town Council.
- **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** – RFP for engineering services for the project is due Friday, October 11. Staff will make a recommendation to the Town Council at the upcoming work session.
- **Pickleball Courts** – On September 27, the Town received five responses to the revised RFP. Staff will present the bid tabulation at the October 16 work session.
- **Watauga Project** – The project is substantially complete. The parking lot is open for public use. Work remaining includes signage, striping, fencing, and landscaping.
- **Trestle Study** – Contract documents are being reviewed by legal counsel.
- **Trestle Pressure Washing** – All trestles have been completed except for #12 (over the lake).

- **Virginia Creeper Trail Safety Shelters** – Prior to starting this project, staff will prepare written agreements for the property owners regarding the placement of these structures.
- **Veterans Park Restroom** – Work continues on the concrete pad and handicap ramp. Work on the restroom amenities will begin soon.
- **VHCC Athletic Fields** – The Town should receive comments from VHCC on the agreement by early next week. Staff is expecting to present this agreement at the upcoming work session.
- **Virginia Creeper Trail Informational and Safety Signs** – Staff continues to work with the Virginia Creeper Trail Conservancy to develop the content for the signs.
- **Washington Crossings** – The site plan for the Hampton Inn has been submitted and was reviewed by staff. Comments have been sent to the developer.
- **Capital Improvement Plan** –The project information sheets compiled by staff have been sent to the consultant. This information will be used for the CIP work session on November 7.
- **Comprehensive Plan Update** – The land use and transportation public meeting was held on September 30 at the Community Center. Over 40 were in attendance. Once the analysis of this public meeting is completed by the consultant, it will be forwarded to the steering committee for review and comment.
- **Zoning Ordinance Update** – Staff has contacted the Berkley Group to solicit a proposal for a rewrite of the sign code since this is the most pressing need at this time. The Town can enter into an agreement for these services because this scope of work was cooperatively procured by a regional planning commission. The Town will plan for a more comprehensive rewrite of the zoning code in FY 2021.
- **Foreign Exchange Program** – The Town is working with the International City/County Management Association to bring a group of approximately 25 Ukrainians (mostly mayors and deputy mayors) to Abingdon on October 25 as part of a two-week study bus tour en route to the ICMA Annual Conference in Nashville. Tonya Triplett and Jayne Duehring are organizing activities in Abingdon centered on economic development, tourism, culture, and public spaces (e.g. recreational areas, farmers market).
- **Barter Theatre** – Jayne Duehring and Sara Saavedra are working with Barter Theatre on a post-January Jams event that will be presented to the Town Council at the October 16 work session.