


To: Mayor Pillion & members of Town Council
From: Mike Cochran, Town Manager
Subject: Town Manager's Monthly Report - May 2023



Finance & Treasury -

- Worked on budget proposal.
- Completed analysis of FY2022-2023 end-of-year projections.
- Preparations for pre-audit
- Revised procurement policy to ensure compliance with relevant accounting standards.

Public Works -

- **Public works staff used alternative equipment to clean and beautify the area around main street / Plumb Alley and downtown for the Plumb Alley Festival.** It looked great. The sweeper truck should be back in service by the end of June.
- PW continues to work on identifying and recruiting for the vacancies that exist. Currently, there are 2 solid-waste drivers, 1 general duty laborer and a mechanic position to fill.

Infrastructure:

1. **East Main Street Flood Mitigation- Priority Project**- proceeding as expected.
 - ARPA - TOA - Funded Project - \$3,899,640.00
(Funded from TOA Allocation)
 - a. May 2023 - AMT has finalized 30% Plans with hydraulics and hydrology calculations.
 - b. May 2023 - Finalizing Title Searches for Right of Way.
 - c. June 2023 - Right of Acquisition begins.
2. **Creepier Trail Trestle Repairs - Priority Project**-
 - ARPA - TOA - Funded Project - \$1,250,000.00
(Funded from TOA Allocation)
 - Plans are to repair and perform essential maintenance on three trestles to assure their long-term viability.

3. **Splash Pad-**

- ARPA - TOA Project - \$278,389.76 (Funded from TOA Allocation and Rotary Donation)- Status: Completed



4. **Sanitary Sewer ES Update-**

- DEQ - VRA Loan - TOA - Project - \$3,336,800.00 (Funded-TOA Underwrote and Reimbursed)

- a. VRA Loan with 75% loan forgiveness meaning the TOA will repay \$834,200.00
- b. May 2023 - Waiting for DEQ notification from Request for Funding.
- c. May 2023 - Project continues to design and bid document development.

5. **Sanitary Sewer Phase 2 Construction -**

- DEQ - VRA Loan - TOA - Project - \$9,000,000.00 (Secured-TOA Underwrote and Reimbursed)

- a. Project funds secured through DEQ for Phase 2 Construction
- b. Finalizing design for project work is in process.

6. **Wolf Creek Water Reclamation Facility -**

- TOA - Enterprise Funds - \$35,000.00 (Funded by TOA)

- a. Scope: Conduct Preliminary Engineering Report (PER) for the wastewater treatment plant and substations.
- b. Task Order still on track.

7. **Exit 19 Force Main Project -**

- DEQ - VRA Loan - \$486,555.00 (Not funded at this point)

- a. Project is 100% designed, awaiting funding.

8. Town Creek Sewer Project -

- DEQ - VRA Loan - \$1,849,625.00 (Not funded at this point)

a. Project is at 100% Plans and awaiting dates to advertise.

b. March 30, 2023 - The Town has filed a letter with DEQ requesting an additional \$1.9 million added to the \$3.3 million awarded for Phase 1 construction. We are awaiting a response from DEQ on this request before finalizing the Phase 1 construction being designed by The Lane Group. If we need to amend the phase 1 scope to address Town Creek, we are looking at all options and priorities.

c. May 2023 - Waiting for DEQ notification from Request for Funding.

9. I/I Program Update-

- DEQ - VRA Loan pending

a. The Lane Group currently working on SSES work for the Town.

10. East Main Street Sidewalk, Smart Scale -

- VDOT - Smart Scale HSIP Project - \$241,928.00 (Funded-TOA Underwrote and Reimbursed)

11. VDOT Asphalt Resurfacing-

- VDOT - State of Good Repair Program Award - \$1,112,000.00 (VDOT Funded)

a. East Main Street, Jonesboro Road agreements executed.

b. West Main Street Completed

12. Park Street Right Way Acquisition-

- VDOT Urban Project Funds - \$1,707,285.00 (Funded-TOA Underwrote and Reimbursed)

a. May 8, 2023 - Final Scope Revision for project. Engineer working on final estimate and plans.

b. May 25, 2023 - Right of Way has been finalized to be submitted to VDOT for final approval.

c. May 25, 2023 - Final construction estimate developed for VDOT approval prior to being issued Notice to Advertise from VDOT

d. May 2023 - Bid documents are being developed based on revised scope and add alternates.

13. VDOT Systemic Safety Initiatives - Highway Safety Improvement Program (HSIP) Funding

- VDOT - Smart Scale HSIP Project - \$622,833.00 (Funded-TOA Underwrote and Reimbursed)

a. Staff members are evaluating alternatives to improve roadway safety for this project.

14. Intersection of Pecan and Main Signal Light-Priority Project-

- VDOT - Smart Scale Project (VDOT Funded)

a. VDOT Smart Scale Project to upgrade signalization through Abingdon was awarded and this intersection will be upgraded as part of the overall project. This is a 2023 project.

15. Cook Street Extension -

- VDOT - Smart Scale Project - \$27 million (VDOT Funded) (Special)(Secured)

a. May 23, 2023 - Project from Cook Street to Stone Mill Road has been approved and put on the VDOT 6-year plan.

b. Funding for final section to French Moore Blvd is pending the next funding cycle. Staff members are working with VDOT on this.

16. Valley Street Traffic Calming-

- Urban Maintenance - TOA - \$18,000.00 (Funded from TOA VDOT Allocation)

a. May 2023 - Pavement Contractor painted lines as presented in the plans.

b. May 2023 - Additional work to install CG12 handicap access ramps on two crosswalks that were moved for safety reasons to make them compliant with VDOT standards.

17. Sidewalk Projects-

- Urban Maintenance - TOA - \$637,190.00 (Funded from TOA VDOT Allocation)

a. May 2, 2023 - Notice of Award and Contract issued to Jones Road and Bridge.

b. Project will run over two budget cycles using the Urban Maintenance Funds with the first phase work completed and billed by June 23, 2023. Phase 2 will overlap and be finalized by October 31, 2023 unless lead time for brick exceeds the estimated delivery date.

18. Annual Street Paving -

- Urban Maintenance - TOA - \$338,996.27 (Funded from TOA VDOT Allocation)

- a. June 5, 2023 - W-L Construction will begin paving in Town.
- b. June 23, 2023 - Final construction and invoicing

19. Annual Pavement Marking -

- Urban Maintenance - TOA - \$215,091.00 estimated (Funded from TOA VDOT Allocation)

- a. Work schedule is being finalized with additional work on Valley Street as part of the Traffic Calming Plan in conjunction with R,K & K.

20. Bridge and Culvert Repairs-

- Urban Maintenance - TOA - \$813,381.95 estimated (Funded from TOA VDOT Allocation)

- Project moved to Fall 2023 due to timeline and bidding requirements. Funding will come from Annual Urban Maintenance Funds.
- Securing engineering services from on-call firm, The Lane Group, to assist with developing plans and bid documents based on Annual Bridge Inspection Reports.
- a. Bridge Repairs for FY24 on Rt. 75 Bridge over NS Railway on East Main Street.
- b. The bridge at Village Blvd will be invoiced separated and paid for by VACORP Insurance. Repairs are to fix crash damage.

21. Urban Maintenance Inventory

- a. Staff have prepared an updated list of streets for VDOT to review to be incorporated into the Urban Maintenance Inventory. Once streets are incorporated into the VDOT system the Town will receive additional Urban Maintenance funds for maintaining these streets and right of way.
- b. April 2023 - Notification of acceptance should be released by VDOT.

22. VDOT Urban Maintenance Funding Increase

- Urban Maintenance - TOA

- a. March 22, 2023 - Due to recent budget bill update and VDOT's release of fuel reserves, all cities and certain towns in the urban system will receive an

increase in their maintenance payments for FY 2023 to be distributed equally in Quarters 3 and 4.

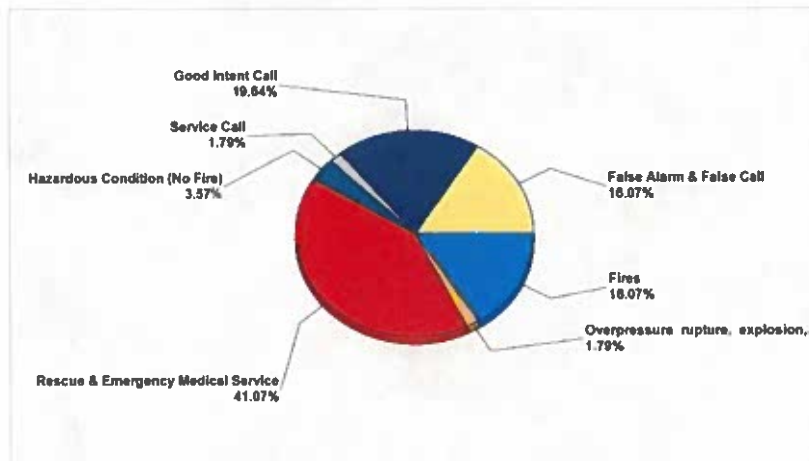
b. Additional Funds Allocated to Urban Maintenance Budget - \$313,437.00

Fire Department:

The Town of Abingdon Fire Department responded to 56 incidents in the month of May. Responses occurring inside the Town of Abingdon Corporation Limits totaled 30 (53.6%) with 26 (46.4%) occurring outside the corporation limits.

Members attended Plumb Alley day and the Memorial Day Event.

Motor Vehicle Crashes were responsible for 41% of the calls responded to in May. The Department also responded to nine fires during the month.



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	9	16.07%
Overpressure rupture, explosion, overheating - no fire	1	1.79%
Rescue & Emergency Medical Service	23	41.07%
Hazardous Condition (No Fire)	2	3.57%
Service Call	1	1.79%
Good Intent Call	11	19.64%
False Alarm & False Call	9	16.07%
TOTAL	56	100%

More incidents occurred on a Tuesday, accounting for 17 of the 56 incidents. Most calls were answered between 7PM and 8PM.

The Average Response time for calls in Town was 7.65 minutes while the average response time for calls outside the corporate limits was 10.85 minutes.

Police Department:

May Statistics

Incident Reports: 315

Group A Offenses: 36

Group B Offenses: 279

Crash Reports: 25

Arrests: 11

Notable Activities:

- Bike Patrol officially began with eight officers trained by ETSU PD.
- Bike Patrol utilized during Plumb Alley Day
- Det. Yancy is attending a fire investigations course

Officers continue to monitor Valley Street.

During May, there were 13 traffic stops with 4 summonses being issued.

In other areas of town, excessive speed continues to be observed. In May, there were 23 speeding tickets written on Russell Road, 3 on A Street, 2 on Colonial Road, 1 on Green Spring Road, 5 on East Main Street, 9 on Porterfield Highway, 1 on Boone Street and 2 on Lowry Drive. In total, there were 127 traffic stops with 101 citations being issued during the month.

Parks & Recreation -

- Splash pad dedication
- Outdoor pool opened with a new concession stand.
- Summer camp is operational with 15 campers.
- Moved all the playground equipment from Meadows to other parks.
- Hosted more than 27,000 visitors to The Meadows
- Held 80 different events to include tournaments, matches and so forth.

The Including Playground has been delivered and is awaiting installation in June.



Community Development -

May activities for the Building Department:

- Building Inspection / Plan Review Activity
- May 2023 Building Department Activities:
 - 31 permit applications received
 - 20 permits issued
 - Building - 8,
 - Electric - 8,
 - Fire - 0,
 - Mechanical - 2,
 - Plumbing - 1,
 - Demo - 1
 - Fees Collected: \$1,705.70
 - 81 Inspections
 - 63 Plan Reviews
 - 0 Approved Tap Reviews

Code Compliance Activities

- o 13 code cases for May
- o Removed approx. 30 signs from ROW.