

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

Finance & Treasury -

- Met with pre-auditors and provided necessary documents to assure that all their needs were met.

Public Works -

Staffing remains steady although the street department continues to have openings that are difficult to keep filled.

- **Street Department/Solid Waste/Central Garage-**
 1. Signalization repairs at Cummings St./Valley St. (Ongoing)
 2. Townwide pothole/asphalt repairs. (Ongoing)
 3. Solid Waste and Brush continues.
 4. Preparations for Town events continues, Virginia Highlands Festival road closures. Flags have been installed along Cummings St., Main St., Remsburg Dr., and Depot Sq.
 5. Spraying/ROW Maintenance (Ongoing)
 6. ESC/Site work for pump track project. (Completed).
- **Facilities Maintenance/Parks & Grounds-**
 1. Wooden guardrails installed at The Meadows. (Completed).
 2. Moving forward on Train Depot and the Train Engine repairs/painting (Completed).
 3. HVAC repairs (Ongoing).
 4. Fencing removal on Academy Drive near William King Art Museum. (Completed).
 5. Sidewalk spraying for weeds.
 6. Tree removal along the VCT due to storm damage (Ongoing)
- **Contract Document Admin-**
 1. Woodard & Curran- Wastewater Operations WCWRF- Meeting weekly with WCWRF staff to coordinate plans, needs, and operations for the plant and collection system.
 2. The Lane Group- Sanitary Sewer Evaluation Study (SSES) - An amendment to the original task order was approved for adding the evaluation of six sewer pump stations within the system for \$35,000. PER final report expected by June. (Received July 12, 2023)
 3. Thompson & Litton- Park Street Project- Awaiting Right of Way acquisition completed and sent to VDOT.
 4. The VA Creeper Trail Trestle 4 - (Ongoing)
- **Wastewater Contract Operations**

1. Woodward and Curran is currently in operation at the treatment plant. Plant manager, Chris Pritt, is onsite and meets with town staff regularly.
2. Lane Group provided 80 trouble spots for Inflow & Infiltration reduction for the collections department to repair. (Ongoing, 25% Complete)
3. Sewer collections working on emergency repairs to the Southview Pump Station.

- **VDOT Projects**

1. **VDOT Project**- Work at Exit 17 continues -- Gravel Lake Road, Country Club Drive, and Cummings Street areas. Expected final completion in late August 2023.
2. **Smart Scale**-Hillman Highway/Old Eleven Drive Rte. 609. Project is scheduled to advertise in the summer of 2023. (Nothing new to report)
3. **Smart Scale**-US-11/Main St and SR 140/Jonesboro Rd-Project is scheduled to advertise in the fall of 2023. (Nothing new to report)
4. **Smart Scale**-Russell Road Alt. 58/Poplar Project is scheduled to advertise in early 2024. (Nothing new to report)
5. **State of Good Repair (VDOT)** - Portal Open in October 2023.
6. **VDOT Parallel Route Signal Improvements**- VDOT notified us that they expect signal improvement plans along US-11/ Main Street corridor, Jonesboro Road, and Cummings Street to be re-bid in the late summer of 2023. (Delayed)

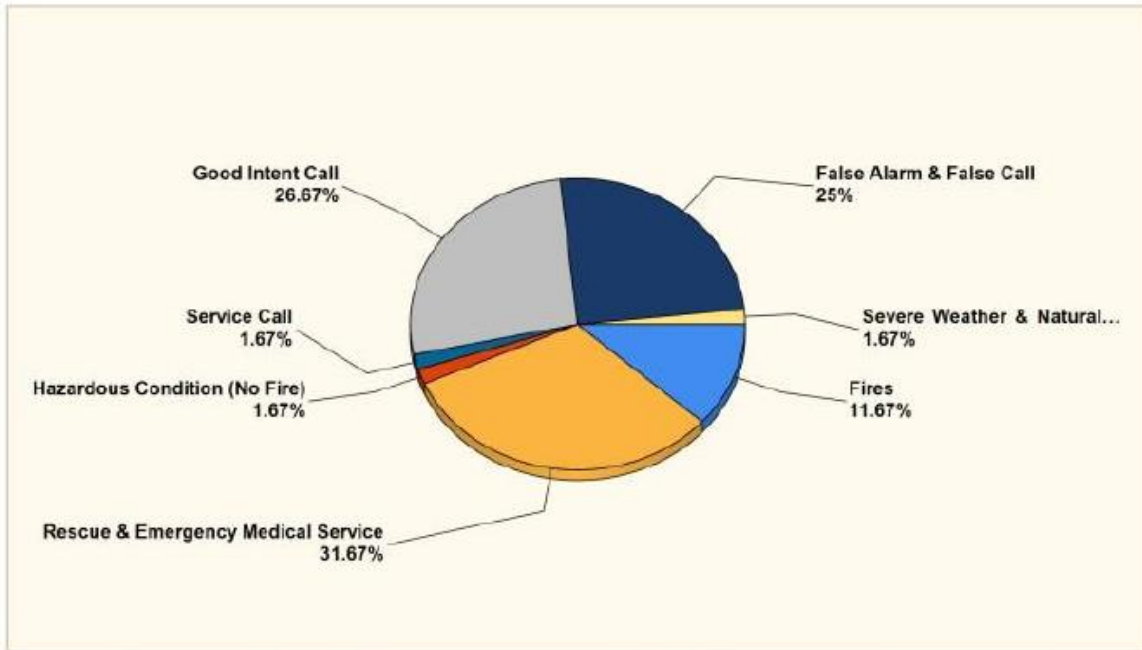
- **Annual Asphalt Resurfacing**

1. Evaluation of FY-24 streets has begun.

Project Updates Webpage: The TOA's website was edited to contain a project update page so that any interested party can see the progress of the various projects on a continual basis. [TOA-PW-Website-Project-Management-Update-07.05.2023.pdf \(abingdon-va.gov\)](#) (attached)

Fire Department:

- 60 calls answered - 33% in Town and 67% in the County
- 32% were Motor Vehicle Crashes and there were 7 fires.
- 557 total hours responding to calls and \$10,085.33 for the payroll for responding to those calls.
- Response times continue to improve with an 8.5% decrease for Town responses and 5% decrease for County responses from June.
- ISO rating received - 5/5x and working with consultant to develop a strategy and plan for improvements with the service delivery of the Fire Department.
- The Average Response time for calls in Town was 6.45 minutes while the average response time for calls outside the corporate limits was 10.47 minutes. Both response time averages improved from the previous month, 8.5% decrease for Town and 5% decrease for responses in the County.



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	11.67%
Rescue & Emergency Medical Service	19	31.67%
Hazardous Condition (No Fire)	1	1.67%
Service Call	1	1.67%
Good Intent Call	16	26.67%
False Alarm & False Call	15	25%
Severe Weather & Natural Disaster	1	1.67%
TOTAL	60	100%

Police Department:

July Statistics

Incident Reports: 311

Group A Offenses: 29

Group B Offenses: 283

Crash Reports: 29

Arrests: 26

Traffic Stops: 96

Traffic Citations Issued: 60

- 96 traffic stops were conducted with 60 summonses issued for various violations.
 - Valley Street - 4 stops
 - A-Street - 1 stop
 - Russell Road - 4 stops
 - Porterfield Highway - 9 stops
 - East Main Street - 1 stop
 - West Main Street - 3 stops
 - Cumming Street - 2 stops

Notable Activities:

- Visitors to the Creeper Trail will notice Abingdon PD Bike Patrol units out on the trail on occasion.

Parks & Recreation -

Coomes Center

- We have expanded the number of Summer Camp kids we have this month, we have been averaging right at 30 kids over the last few weeks, 11 of those being community members.
- We have marketed and planned out our afterschool program. We have a few days planned for sign-ups in person and we hope to max out the program quickly at 30 kids.
- Through the month of July, we have a total of 9,670 admittances to the Coomes Center, compared to July 2022 we had 5235 admittances.
- During the month of July, we generated \$50,441.32
- We have also started working on our plan for our shutdown week.

The Meadows

- The playground complete, the ribbon cutting event is took place on August 4th at 10am. The Summer Camp children attended the ribbon cutting and then got to use the splash pad.



- Batting cage construction is progress, we are working on a solution to get around some large rocks in the ground.
- Plans are being made to start the prep work for the pump track.

- We hosted the Little League State tournament for 8, 9 and 10-year-old boys. There were 16 teams that were in Town from Thursday evening until Tuesday afternoon. We hosted right at 600 people daily and 14 of the 16 teams stayed in a hotel for multiple days.
- During the month we have had several tournaments and practices. We have also hosted Rush soccer camp and several summer camps at the splash pad.
- We are hoping to address some parking issues that we have had with an addition of a fence on both sides of the entrance road as well as with the addition of signs in the trouble spots.
- The Meadows hosted 50 events in total and I am waiting to see the Placer information to know exactly how many site visitors we had during the month.

Community Development -

- Code Compliance visited and spoke with all businesses with "wind signs" to have them removed. The wind signs are typically tall and flap notably in the wind and can be distracting to drivers as they are often placed in the road right of way. In addition, staff opened 9 code cases for July. Removed approximately 25 signs from right of ways.
- Isaiah Thomas is continuing his DEQ training for Erosion Sediment Control Inspector & Storm Water Management Inspector, this will allow us to continue to do most of our stormwater permitting through the authority of the Town rather than sending it to DEQ for review. Additionally, he will be attending CORE training for VBCOA at the end of August.
- Building Department conducted 106 site visits. They collected \$3,563.94 in fees.
- Planning staff are moving the request of the HPRB forward to expand the OH District further east incorporating the eastern 300 Block, portions of Park Street, and two parcels located within the eastern 400 Block immediately outside of the eastern 300 Block.
- Letters were sent to businesses that had been selling certain products & were impacted by the July 1st, 2023 state law changes. Letter was proactive and meant to inform them so that compliance can be assured.