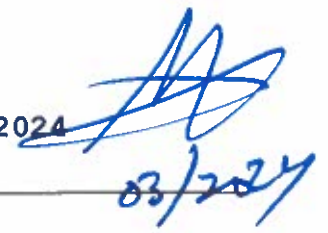


To: Mayor Pillion & members of Town Council
From: Mike Cochran, Town Manager
Subject: Town Manager's Monthly Report - February 2024



Finance & Treasury

The Finance Department is preparing for the budget process with the various departments.

The Treasurer's Office has implemented a **pay-by-phone** system for customers who would like to pay this way. The phone number is 877-852-1756.

Public Works

Public Works is actively working on multiple projects. The much-anticipated banner poles are in and awaiting weather to be installed. It is expected that they will be installed before the end of March.

There has been a recurring sinkhole on Smartview Lane at Baugh Lane NE. After consulting with engineering staff, a different approach was used this time. A product called 'flowable fill' was used to fill the void. Once this hardens sufficiently and asphalt is available, it will be paved over and the road reopened.

The status report of ongoing roads projects is posted online on the public works page of the town's website.

Pump Track

IT Conduit, Pole, and Camera installation are planned before the end of March.

The Lane Group- Sanitary Sewer Evaluation Study (SSES) - The Lane Group continues to work on this, a report is expected to be ready in June.

VDOT Projects

Smart Scale-Hillman Highway/Old Eleven Drive Rte. 609. Project has begun. (Project has started. VDOT Administered)

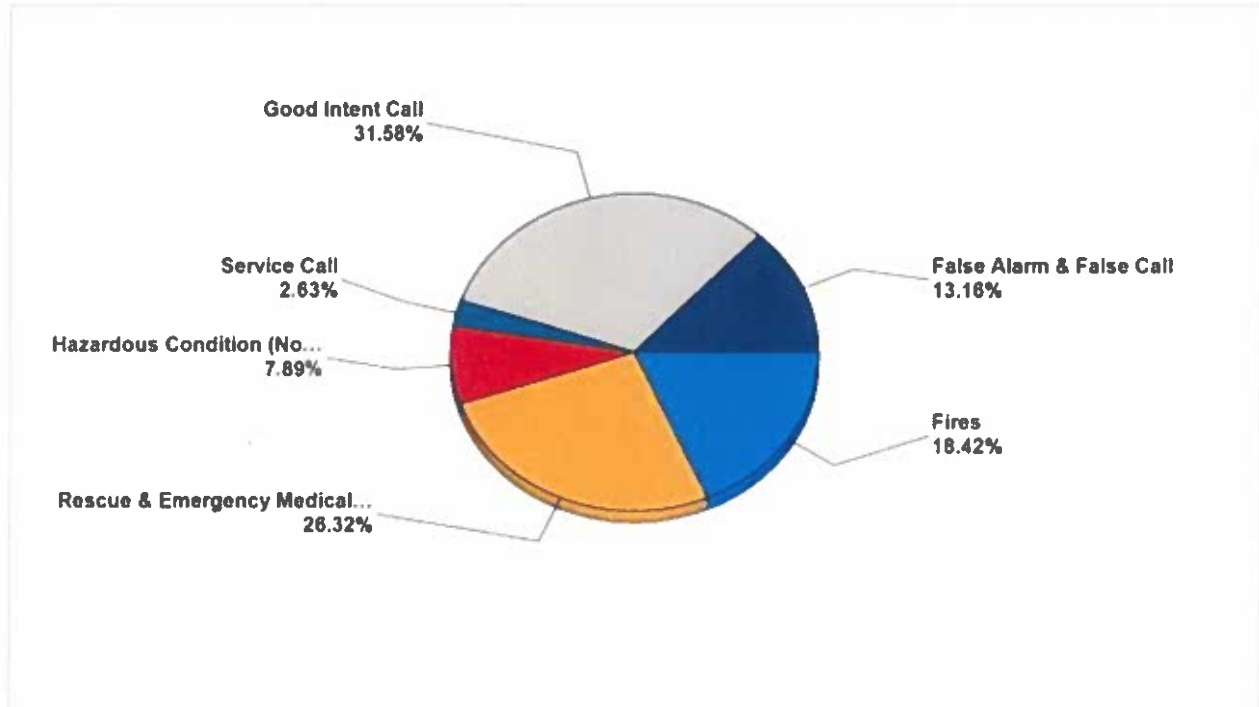
Fire Department:

38 calls answered - 42% in Town and 58% in the County

45% were Motor Vehicle Crashes and Fires. There were seven responses to fires.

370.5 total personnel hours spent responding to calls: 101 hours (27%) in Town and 269.5 hours (73%) in the County.

Significant events - 2 structure fires, one house and one large garage.



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	18.42%
Rescue & Emergency Medical Service	10	26.32%
Hazardous Condition (No Fire)	3	7.89%
Service Call	1	2.63%
Good Intent Call	12	31.58%
False Alarm & False Call	5	13.16%
TOTAL	38	100%

Police Department:
November Statistics
Incident Reports: 218
 Group A Offenses: 25
 Group B Offenses: 193

Crash Reports: 17
Arrests: 25
Traffic Stops: 220

Traffic Citations Issued: 110

- 6 citations were issued on Russell Road.
- 13 citations were issued on Porterfield Highway
- 3 citations were issued on A Street
- 4 citations were issued on Hillman Highway
- 4 citations were issued on Colonial Road
- 10 citations were issued on Main Street and West Main Street
- 11 stops were conducted on Valley Street resulting in 5 summons and one arrest for driving under suspension as a result of a related DUI.
- 10 parking violations were issued

Parks & Recreation

The Meadows

- Tournament preparations are ongoing as the season approaches.
- The recirculation tank installation for the Splash Pad is scheduled for mid-April. Staff are assured that it will be ready before Memorial Day.
- Field sponsors are being sought for The Meadows.
- High school soccer takes place on the soccer fields.

Coomes Center

-
- February was a very busy month at the Coomes Center. Ongoing programs include Youth Volleyball, Afterschool, Senior Programming, and CAST. We also saw a large increase in memberships during February. In the month of February, 703 memberships were sold for a total of \$25,255.04.
 - Our membership count for the month of February includes 2,044 memberships with a total of 3,173 members.
 - During the month of February, the Recreation Department generated \$73,069.97 across both the Coomes Center and The Meadows.
 - In January, our people counters recorded a total of 17,744 entries at the Coomes Center. This figure encompasses approximately 2,449 entries for youth volleyball and 281 for senior programming, reflecting the overall participation in these specific activities.
 - The **Easter Egg Hunt** is scheduled for March 23rd. We hope the weather cooperates this year as it is typically one of our larger community events.
 - We have consistently had 35 senior adults attend our bi-weekly and Sallie has been putting together a plan for the future based on the feedback from our participants.

Community Development

The firm hired to conduct a study of the Sinking Spring Cemetery and produce a preservation plan will be on-site work mid-March.

Staff have been working with the HPRB on some revisions to the historical guidelines.