

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

Finance & Treasurer:

Delinquent notices for real property tax were mailed. Code Enforcement will be visiting businesses operating without a license. Preparing for year-end, reports are being generated for the audit.

Public Works:

Public Works is actively working on multiple projects. The project page on the Public Works part of the Town website is up to date. IworQ Public Works software data input ongoing.

Street Department/Solid Waste/Central Garage

- Coomes Center parking lot curbing repaired
- Country Club Dr flashing No Outlet installed
- Signal Repairs on Charwood Dr, Russell Rd/Main St completed
- Sinkhole repair on Main Street asphalted

Facilities Maintenance/Parks & Ground

- Various repairs to town facilities
- Tree removal on VCT, crews clearing identified tree hazards
- Sidewalks sprayed with glyphosate and flumishield
- Waterfall on Cummings Street startup completed

Projects/ARPA

- Fields Penn repointing-bid awarded to J Ross Conglomerate
- Barter roof repair and preventative maintenance
- New Town Hall lobby doors to be installed in mid-late June
- Finley House exterior paint under contract
- Farmers Market painting under contract & nearly complete
- Town Hall spray foaming scheduled for June 19
- Traffic signal battery back-up purchased-install in June/July
- Latture Field chain link fence posts are set
- Painted front exterior wood at Barter has been completed

Contract Document Admin-

Woodard & Curran - meeting weekly with WCWRF staff to coordinate plans, needs, and operations for the plant and collection system

On-call guardrail repair bid completed

Thompson & Litton - Park Street Project, final documents submitted to VDOT for comments. June-July revised date for advertising following VDOT review of plans, environmental documents, ROW certification and bid documents.

Virginia Creeper Trail Trestles 4, 5, 6 - some additional work was completed on Trestles 5 & 2.

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

Highway Safety Improvement Program (HSIP)- Project ADA compliant street corner improvements submitted awaiting scoring

Transportation Alternatives Set Aside (TAP)- Prescreened application for Park Street Phase II moved to full application. (In scoring)

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 awarded. (Start date April 22, 2024) This is a VDOT project subject to their timeline.

Project Pipeline Study- Projects submitted for Smart Scale Round 6

Annual Asphalt Resurfacing

Paving bid awarded to W-L Construction. Paving schedule pending

Other Items

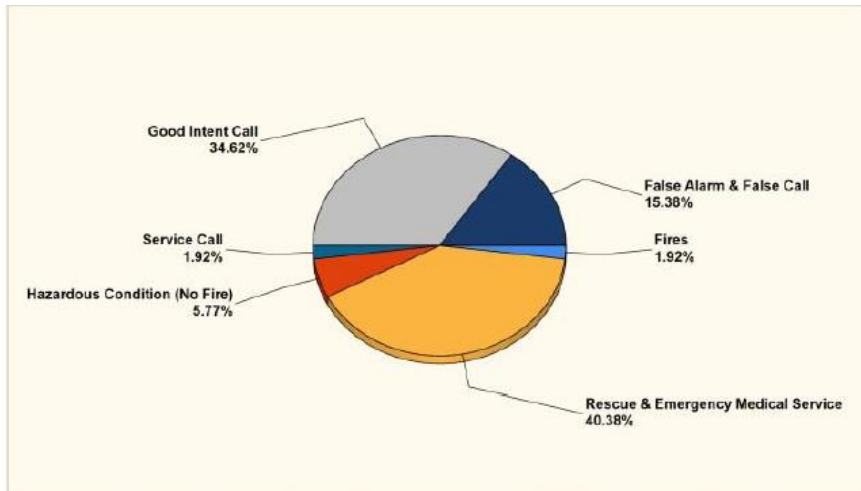
Began the process of training an existing staff member for heavy equipment operation.

Junk day scheduled for June 3

Litter pickup has been scheduled for bi-weekly on Monday's

Fire Department:

52 calls answered - 44% in Town and 56% in the County. 55% were motor vehicle crashes, 1 response to a fire. 400.5 total hours responding to call, 40% in Town and 60% in the County.



More incidents occurred on Thursday accounting for 13 of the 52 incidents. More calls were answered in the 12PM and 6PM hours with seven calls being answered. The Average Response time for calls in Town was 6:05 minutes while the average response time for calls outside the corporate limits was 7:48 minutes. This is a decrease in both zones, with a substantial decrease in the County response of 33%. There were no significant events for the month.

Police Department:

May Statistics:

Incident Reports: 295

- o Group A Offenses: 22
- o Group B Offenses: 273

- Crash Reports: 31
- **Traffic Stops: 181**
 - o Summons Issued: 82
- Arrests: 18
 - Traffic Citation Issued:
 - o 1 citation was issued on Green Spring Road
 - o 4 citations were issued on Russell Road
 - o 1 citation was issued on Colonial Road
 - o 5 citations were issued on West Main Street

- o 2 citation was issued on Hillman Highway
- o 2 citations were issued on Cummings Street
- o 3 citation was issued on East Valley Street
- o 1 citation was issued on Pecan Street
- o 5 citations were issued on West Main Street

(Valley Street: Traffic Stops: 22 Summons: 9 Arrests: 0)

Parks & Recreation:

The Meadows:

- The Meadows hosted a total of 84 events including tournaments, practices, games, and other events.
- Analytic reports show that 25K visitors came to the park during the month.
- The bike park has been heavily used this month and the grass continues to grow in.
- Josh Ringstaff completed and passed his CPO class that will help him run the splash pad.

Coomes Center:

- Hosted a health fair at the Coomes Center with 70 participants and a Barter trip to see Ring of Fire with a behind-the-scenes tour with 25 total participants. Met with District 3 and an average 35 people per Social Joe event (two times a week).
- The membership count includes 2,274 memberships with a total of 3,322 members. Total of 644 memberships sold.
- Generated \$64,555.10 for the CRC and The Meadows.
- 38 children registered for the first week of summer camp: similar numbers for the following weeks as well.
- Opened the outdoor pool, hosted 2 booths at Plumb Alley Day, opened the splash pad, and had a softball tournament at the Meadows.

Community Development:

Early stages of developing a Developer's Guide for Housing and a chapter in the Comprehensive Plan on Housing. Application submitted for the Paul Bruhn Grant Program to acquire funds for the rehabilitation of the Muster Grounds/Retirement site.

Code Compliance staff opened 19 code cases, removed approximately 25 signs from right of way, performed re-inspections on existing open cases.

Tourism:

- Completed Outdoor Guide Redesign & Digital Interactive Map (VTC Grant Project)
- Worked with Southern Living on an earned media piece about Abingdon Arts - Wolf Project (Release in June)
- Hosted travel media writers Terri Marshall & Karon Warren (End of April - May 2nd)
- Worked with Fish Blue Ridge to release new fishing website: <https://fishblueridge.com/>
- Joined The Crooked Road Marketing Committee to aid in the marketing of The Crooked Road & Abingdon as a TCR destination and major venue
- Working with the Fish Virginia 1st marketing committee to promote Abingdon as a premiere fishing base camp
- Captured Drone videos of Creeper Trail, Fairfield, and downtown Abingdon
- Best of Abingdon Award Presentations - May 6-8
- Welcomed Bus Group (52) from Roanoke
- Developed July itinerary for Mystery Tour Group from St. Charles, MO
- Participated in The 5 Essential Laws of Hospitality Workshop co-sponsored by Friends of SWVA and Northeast Tennessee Tourism Association
- Welcome packets to the Airstream Club - Silver in the Streets - May 16-19
- Proofing Outdoor Guide & Virginia Creeper Trail map
- Training of new part-time visitor center staff