

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

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**Finance & Treasurer:**

Completed year-end procedures, prepared and printed reports for audit.

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**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 repaved.
- AHS Crosswalk installed to gravel lot-RRFB pending delivery
- 30' pole installed for camera at pump track
- Conduit installed at splash pad for recirculation tank
- ROW maintenance, weeds, additional brush pickup
- Various signs, sidewalk and pothole repairs conducted

**Facilities Maintenance/Parks & Ground**

- Various repairs to town facilities
- Tree removal on VCT, crews clearing identified tree hazards
- Sidewalks sprayed with glyphosate and flumishield
- Paint iron fence at African American Cemetery
- Installed 2" conduit for fiber at Town shop
- Installed separate circuit for the server room at Town shop and installed a light fixture on separate Circuit
- Boilers and air tanks inspected by Hartford Steam Boiler Co.
- Paint roofs at Latture Annex and Grounds offices with silicone based roof paint
- Install 30-amp circuit at Grounds shop for restroom trailer maintenance hook up
- Installed flower baskets and plant all Town owned flower beds
- Mowing, landscaping, weed-eating Town owned properties

**Projects/ARPA**

- Install new lobby doors at Town Hall
- Traffic signal battery back-up purchased through Mobotrex delivered - July installation

- Latture Field chain-link fence - 85% complete

**Contract Document Admin-**

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

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 Trestle 5 at no charge from the contractor to repair a damaged mud beam and sill plate; work to begin on Trestle 6 shoring of bents around June 1 and to be completed by end of June

**Smart Scale**-Round 6 full application is open - Application submittal is August 1, 2024

**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. (April 22, 2024 Notice to Proceed from VDOT)

**Project Pipeline Study-**

**Annual Asphalt Resurfacing**

Paving bid awarded to W-L Construction. Paving completed

**Other Items**

**Junk day scheduled for July 2, 2024**

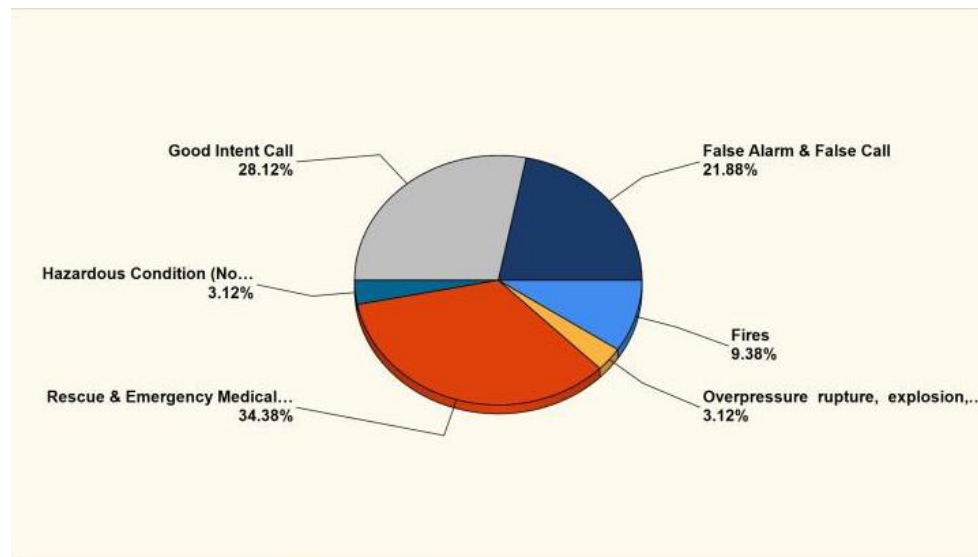
Litter pickup has been scheduled for bi-weekly on Monday's

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**Fire Department:**

32 calls answered - 78% in Town and 22% in the County. 34% were motor vehicle crashes, 3 responses to a fire. 281 total hours

responding to call, 79% in Town and 21% in the County. A significant event was a structure fire on Wolf Creek Trail.



More incidents occurred on Tuesday accounting for 7 of the 32 incidents. More calls were answered at 3PM, with calls being distributed even throughout the day. The Average Response time for calls in Town was 6:50 minutes while the average response time for calls outside the corporate limits was 9:35 minutes.

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**Police Department:**

June Statistics:

Incident Reports: 237

- o Group A Offenses: 19
- o Group B Offenses: 218

- Crash Reports: 14
- **Traffic Stops: 148**
  - o Summons Issued: 70
- Arrests: 18
  - Traffic Citation Issued:
    - 1 citation was issued on Green Spring Road
    - 5 citations were issued on Russell Road
    - 2 citation was issued on Colonial Road

- 6 citations were issued on West Main Street
- 3 citation was issued on Hillman Highway
- 5 citations were issued on Cummings Street
- 2 citation was issued on Valley Street
- 2 citation was issued on A Street
- 2 citations were issued on West Main Street

(Valley Street: Traffic Stops: 11 Summons: 3 Arrests: 0)

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**Parks & Recreation:**

**The Meadows:**

- The Meadows hosted a total of 91 events including tournaments, practices, games, and other events.
- Placer information reports a total of 19.7K visitors to the park during the month.
- Worked with Abingdon Little League to prepare for the State softball tournament, ensuring that the fields are prepared for the extra wear and tear.
- Hosted two soccer camps with local organizations
- Splash pad opened daily.

**Coomes Center:**

- Continued to host the Creeper Trail walking club on Fridays, Barter trip to see Wizard of Oz a behind-the-scenes tour, RecTech event, visited The Meadows and lunch at Sweet Ed's for the aging crew.
- The membership count includes 2,206 memberships with a total of 3,640 members. Total of 805 memberships sold.
- Generated \$87,455.12 for the CRC and The Meadows.
- Summer camp averaged 40; similar numbers for the following weeks as well.
- Hosted two swim meets for youth, 200 people in attendance.
- Sold pickets at Food City on May 28<sup>th</sup>, sold 3 pickets, Dutt & Wagner made a \$5,000 donation, and received a few other \$1,000 donations.

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**Community Development:**

Continue the development of a Developer's Guide for Housing and a chapter in the Comprehensive Plan on Housing. Revision of Design Guidelines continue. Drafting of Zoning Text Amendment for murals and the lighting code continues.

Reviewed Sinking Spring Cemetery Preservation Plan and returned comments to JMT for revisions.

Approximately 35-40 Sinking Spring Cemetery plots adopted, with additional applications filed daily.

Code Compliance staff opened 17 code cases, removed approximately 35 signs from right of way, performed re-inspections on existing open cases. Contacted 26 business with default business licenses.

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**Tourism:**

- Completed Abingdon Arts Trail digital interactive digital map
- Updated shopping and dining maps for print/digital interactive map
- Creative energy photo & video shoot (Fiddler's Convention, Farmers Market, Abingdon Commons, etc.)
- Completed SWVA Outdoor Adventure digital interactive map for the website
- Printed new Outdoor Guides as part of VTC Grant
- VisitAbingdon information table for Yeti 50 miler at Sweetbay Brewing Company. Greeted over 200 runners from all over the East Coast.
- TAC meeting
- Partnered with The Martha Washington Inn to submit a proposal for the 2024 Virginia Motorcoach Association Retreat and Expo (Nov/Dec)
- Hosted Bruce & Elaine Ingram; Bruce is a journalist, who was hired by American Fly-Fishing magazine. The article has been submitted for publication.
- Hosted Gary & Kristen Allred; Kristen, The Trippy Life, is a blogger and travel writer who focuses on outdoor adventure and food.