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## Memo

**TO:** Town of Blacksburg

**FROM:** Shane Childers, MBA, Assistant Town Administrator

**DATE:** December 19, 2022

**SUBJECT:** Town Administrator's Update – November 2023

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The Administrators report will be published each month for the Town of Blacksburg Citizens to be informed of Town activities and updates. In addition, this report is provided at each regularly scheduled Town Council Meeting. I am pleased to send you an update on the Town's recent activities for the month of October 2023. Please contact me if you have questions or need additional information at [shane@townofblacksburg.com](mailto:shane@townofblacksburg.com) or 864-839-2332.

1. The Town of Blacksburg hosted the Christmas Parade and Christmas on the Square on December 9<sup>th</sup>. There was a good turnout with only positive reviews received from spectators, participants, and vendors.
2. The Town Administrator has been working with DHEC and the State Revolving Fund, along with the Town Engineering on the initial phase of the \$1,500,000 Principal Forgiveness Grant that was awarded to address upgrades to the Cherokee St water line and the installation of 2 separate booster pumps.
3. The partnership with CC&I is now fully implemented for all building department functions and codes enforcement. They have begun inspecting properties that have received complaints and are moving forward in the process to enforce code violations. Several permits have also been pulled through CC&I.
4. The Town Administrator has been working with the Board of Public Works, Cherokee County Economic Development, the Town's Engineering and ACOG on possible expansion of water to strategic areas of possible development.
5. Work on the Brugg St flooding project is expected to begin over the next few months.
6. The Town Administrator has been working with multiple developers on several possible upcoming projects and on annexation possibilities. There are multiple annexation petitions currently being drafted by the Town Attorney.
7. There is a total of 3 current annexation petitions which the Town Administrator will be presenting to the Town Council.
8. The Town Administrator recently spoke to the AVID students at Blacksburg Middles School about Town operations and worked with these students on a service project of collecting food and blankets, which were given out on December 9<sup>th</sup>, during the Christmas Parade and Christmas on the Square.
9. The Town Administrator was honored to serve as "Principal for a Day" at Blacksburg Primary School on December 13<sup>th</sup>.
10. The Town Administration continues working with the Town's Attorney and the Board of Public Works to finalize details pertaining to the sewer system transfer agreement. A recent meeting was held to discuss meter reading and billing issues. A public awareness campaign on new billing and work order submission will begin by the first of the year.
11. Preventive maintenance to the interior of the elevated water tank on Quarry Rd was recently completed and this tank is now back online.
12. Town Public Works staff continue to conduct routine maintenance and repair to the Town's water, sewer, and roadway infrastructure. Public Works had 71 total work orders.
13. The Town Administrator has been working with Enterprise Fleet Management on ordering vehicles from the manufacturer for the upcoming FY2025.
14. Town has completed the 8<sup>th</sup> Period of FY24. The Town has spent approximately 50.6% of the FY budget of \$3,580,764.
15. The Town of Blacksburg Police Department had 194 calls for service in November 2023, according to Cherokee County Dispatch monthly data.
16. The Blacksburg Volunteer Fire Department had 66 calls for service in November 2023, according to Cherokee County Dispatch monthly data.