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## Memo

**TO:** Town of Blacksburg

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

**DATE:** January 09, 2024

**SUBJECT:** Town Administrator's Update – December 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. 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 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.
2. The Town Administrator continues 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.
3. SCDOT has started working on the Brugg St flooding project.
4. 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.
5. There is a total of 3 current annexation petitions which the Town Administrator will be presenting to the Town Council.
6. 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.
7. The Town Administrator will be meeting with ACOG representatives in January to discuss several possible grant opportunities over the next year.
8. Town Public Works staff continue to conduct routine maintenance and repair to the Town's water, sewer, and roadway infrastructure. Public Works had 69 total work orders in December.
9. The Town Administrator has been working with Enterprise Fleet Management on ordering vehicles from the manufacturer for the upcoming FY2025.
10. Town has completed the 9<sup>th</sup> Period of FY24. The Town has spent approximately 59.8% of the FY budget of \$3,580,764.
11. The Town of Blacksburg Police Department had 207 calls for service in December 2023, according to Cherokee County Dispatch monthly data.
12. The Blacksburg Volunteer Fire Department had 66 calls for service in December 2023, according to Cherokee County Dispatch monthly data.