



MEMORANDUM

TO: Mayor and Board of Commissioners

FROM: Bryan Gruesbeck, Town Manager

SUBJECT: Updates

DATE: January 25, 2016

Background: Below please find updates on the more significant projects.

Chatham Park (General Updates) – Informational meetings were held at Chatham Park’s Downtown Pittsboro office and were attended on separate occasions by members of the County and Town Boards, Town and County Staff, as well as Preston Development representatives. The Mayor of Sanford attended one of the meetings. The meetings allowed the two boards and Preston Development to discuss and receive updates regarding salient issues: schools, infrastructure and phasing of the development. Mayor Perry requested that Preston Development provide quarterly updates to the Town Board of Commissioners.

Jeffery Jones, Town Planner, and I met with Preston Development on January 20, 2016 and discussed a similar set of issues. Much of our discussion focused on details associated with a conceptual Special Assessment District (SAD) to pay for improvements specific to Chatham Park as well as next possible steps in extending a sanitary sewer force main from Pittsboro to Sanford. Preston Development and I anticipate holding regular monthly meetings that are separate from the more technical/project-related meetings held between Town “Professional” Staff (e.g. Planning/Engineering/Utilities) that are currently held at least once per month.

Sanford Sanitary Sewer Line Extension – You will recall that the Town of Pittsboro submitted an application to the Clean Water State Revolving Fund (CWSRF) for a loan to refurbish Pittsboro’s existing WWTP and construct a 14-mile force main from Pittsboro’s WWTP to Sanford’s WWTP. The new force main would provide an additional 2.0 MGD in wastewater capacity. The State Water Infrastructure Authority met on Thursday, 1/21/16 and provided full formal approval of the CWSRF loan amount of \$21,585,500. We will be receiving a formal notification of approval shortly.

I met with Hal Hegwar, Sanford City Manager, and Victor Czar, Sanford Public Works Director regarding next steps for negotiating an agreement between the City of Sanford and the Town of Pittsboro to extend a sanitary sewer line from Pittsboro to Sanford’s wastewater treatment plant. Mr. Hegwar anticipates discussing this issue over the next two (2) Sanford City Council

meetings. I anticipate that rate structure will be a key component of our discussions.

Affordable Housing Committee – During the Joint Elected Officials meeting held on November 12, there appeared to be a consensus to allow the County Manager and the Town Managers to discuss the formation of a “working committee” and guide next steps based on the Chatham County Board retreat (held on October 1, 2015). During my meeting with the County Manager and Siler City’s Town Manager, we agreed to contact the Triangle J Council of Government and to ascertain possible technical support from a 3rd party consultant for next steps. The County Manager and the Town Managers will be meeting with staff from Triangle J on February 1, 2016 to determine the feasibility of working with Triangle J to help assemble a task force to oversee an Affordable Housing Plan for Chatham County.

Chatham Park PDD Master Plan: Additional Elements – Preston Development continues to work on the Additional Elements component of the Chatham Park Planned Development District Master Plan and may be submitting them in mid-February. Town Staff will provide an overview of review process for the Additional Elements when it receives them. Small Area Plans will be submitted after the Additional Elements are approved.

Unified Development Ordinance (UDO) – “Module 1” representing new regulations of the UDO was presented to the Planning Board on January 4, 2016. The Technical Advisory Committee met on January 19, 2016. Meetings with the Technical Advisory Committee and a joint meeting between the Town Board of Commissioners and the Planning Board is anticipated in the near future to discuss the document. A public forum is also anticipated. Updates can be found at the Town website or directly at www.pittsboroudo.com.

Wastewater Inflow and Infiltration (I&I) – Hydrostructures installed ten (10) meters on Monday, December 14, 2015 to measure the possible flow of storm water into sanitary sewer manholes. Fortunately, the Town experienced a significant amount of rainfall over the holidays. Staff and Hydrostructures are currently analyzing data from the installed meters. Once analysis is complete, Hydrostructures will be smoke testing to determine the location of defects in the lines and manholes. Following smoke testing, Hydrostructures will send robot cameras through defective lines to learn the nature and extent of the storm water infiltration. Once the location of the defects is identified, repair plans and specifications will be developed and submitted DENR by March 1, 2016 (DENR extended the deadline in order to allow Hydrostructures to submit a thorough testing and design process). These plans will propose fixes within the scope and limits of the project budget. DENR will review the plans and provide final approval before the Town is able to begin repairs. Construction could begin as early as May 2016.

Salisbury Street Storm Drain Improvements – The aged and defective storm drain structure that runs under Salisbury Street near the Episcopal Church Cemetery was collapsing. Contractors installed a new concrete box (aka, Drop Inlet or Junction Box) in place of the old structure. At the time of this writing, we are waiting on a lid and additional fill material before creating a temporary patch over the road surface. Staff anticipates repaving the repaired portion of Salisbury as soon as weather permits.

Engineering/Planning/Parks/Utilities Office Space – Staff is waiting on updated agreement

language to reflect the considerations expressed during your consideration of the draft Lease Agreement. Hobbs Architects anticipate moving out of their space in mid-February.

Board Retreat Date – During the January 11, 2016 Board of Commissioners meeting, you agreed to schedule a retreat for Thursday, February 11, 2016 at the Town Hall from 4pm-8pm. Our facilitator, David Long, is available. He has suggested a couple agendas, given the shorter meeting time – one that would include Dept. Head presentations; the other format would essentially be a “Board only” discussion. He recommends Board only, given new Board membership. Please consider and let me know your thoughts. Either option is workable from my perspective: Dept. Head presentations (as well as follow-up questions) would need to be abbreviated.

Action Requested: Receive the information and provide feedback.