



## MEMORANDUM

TO: Mayor and Board of Commissioners

FROM: Bryan Gruesbeck, Town Manager

**SUBJECT: Updates**

DATE: February 8, 2016

**Background:** Below please find updates on many current projects:

**Chatham Park (General Updates)** – I will be meeting with Preston Development on February 10, 2016 to continue conversations related to some of our current issues – namely Additional Elements process, the proposed Special Assessment District as well as coordination of infrastructure issues related to anticipated Chatham Park development. We will also be discussing quarterly updates that will be provided to the Board from Chatham Park.

**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.

Hal Hegwer, Sanford City Manager has informed me that he discussed the basics of the project and possible agreement with his City Council during a recent retreat session. While no formal action was taken, the Sanford City Council’s reaction appears favorable.

**Affordable Housing Committee** – I met with the County Manager, the Siler City Town Manager and 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. Triangle J will be assembling some recommendations for next steps and best practices for review by County and Staff from the Towns.

**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 the review process for the Additional Elements when it receives them. Small Area

Plans will be submitted after the Additional Elements are approved. At the time of this writing, Staff has not received the Additional Elements.

**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. Smoke testing was conducted during the week of February 1, 2016. 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** – Curb structures are expected to be replaced on February 5, 2016. The lid for the newly formed concrete drain structure is expected to be installed on February 11, 2016. Soon/immediately after, contractors will place 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 finalizing office layout, furniture as well as phone/computer network arrangements for the space in the Chatham Mills location. 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.

**Finance Director Replacement** - I have been receiving resumes from candidates. The initial deadline for candidates is February 5, 2016. At that time, I will review the submitted resumes and determine candidates for interviews. In the meantime, Staff shares current Finance Director duties until a permanent replacement is hired.

**Board Retreat** – As a friendly reminder, the Board Retreat is scheduled for February 11, 2016 from 4-8pm. Handouts for the Board Retreat will be distributed during the February 8, 2016 regular Board meeting.

**Action Requested:** Receive the information and provide feedback.