



MEMORANDUM

TO: Mayor and Board of Commissioners

FROM: Bryan Gruesbeck, Town Manager

SUBJECT: Updates

DATE: June 13, 2016

Background: Below please find updates on many current projects:

Chatham Park PDD Master Plan: Sanford Force Main – On May 24, 2016, Mr. Mesick, Town Attorney, Fred Royal, Town Engineer and Mitch Bruglio, Davenport & Co and I met with representatives Sanford's Staff, Mayor and representatives from Chatham Park regarding possible terms of an intergovernmental contract to send wastewater from Pittsboro to Sanford's Big Buffalo Wastewater Plant. From the Town's perspective, we are seeking to structure a rate that is reflective of the amount of wastewater actually sent to the Sanford WWTP, as opposed to a usage fee plus an additional payment to help retire Sanford's WWTP construction debt. Staff and Davenport and Co also met with representatives from Chatham Park and the State Local Government Commission (LGC) on June 2, 2016 to update them on the project and discuss terms of Chatham Park's guarantee or underwriting of the State Revolving Fund loan. Heather Meacham, Town Finance Director and I met with Ted Cole and Mitch Bruglio on June 6, 2016 to develop the Sanford force main usage fees and will be sharing additional discussion via conference call on June 10, 2016.

Planner II Hired – Now that the Planning Department is located in its new and bigger location, I am pleased to welcome Victoria Bailiff to our talented and growing staff. Victoria comes to Pittsboro from the City of Lexington where she assisted with site plan review, managed data for their Land Use Plan Update and produced a Small Area Plan for the proposed redevelopment of an industrial district. Victoria also interned with the City of Winston-Salem Planning Department where she assisted their Historic Resource Staff. She earned a BS in History from NC State and a Masters of Arts in Applied Geography from UNC Greensboro. Ms. Bailiff has a tremendous attention to detail and will be instrumental in providing customer support to a busy Planning Department. Her tentative start date is June 27, 2016. The Planner II is a new position that was budgeted in FY 2015-2016.

Water Treatment Plant (WTP) – Adam Pickett, Water Treatment Plant Supervisor was recently notified that the Town's has been granted a reduction in monitoring from quarterly to annual for "SIMAZINE (2037)" effective immediately. The Town will continue to monitor other

“synthetic organic chemicals” but this is evidence of continuous improvement at our WTP. Mr. Pickett estimates a savings of approximately \$1,000 in reduced lab costs.

Tennis Courts Resurfaced - The Town tennis courts near Pittsboro Elementary School were given a much-needed facelift a couple weeks ago. Much thanks is due to Paul Horne, Parks Planner for completing this budgeted project. I’d be glad to test the new surface if anyone is willing and able...



Office Remodel – Work on the former copy room and break room continued over the past few weeks with the completion of electrical work and drywall. Remaining tasks include painting and carpeting.

Action Requested: Receive the information and provide feedback.