**Town Manager Report – September 9th, 2025**

* **Dog Park Project**

**July 2024 –** Council has awarded $5,000 in funding through the FY 2025 budget for this project. The Planning Commission will be moving forward in developing signage and amenities for the dog park in the coming months.

**August 2025 -** The Planning Commission is currently working on developing temporary signs for the dog park. The signs will be for the dog park itself, large and small dog areas. The signs will be used until the wayfinding sign project is complete.

* **Request for Proposals: Scott County Historic Society Building and Wall Repair**

**May 2023 -**  The deadline for the RFP has been extended to April 5th, 2023. We did not receive any proposals. A local contractor is interested in the project but wants engineering plans for the drainage. Town Council has approved Mattern & Craig to develop a drainage plan. A new RFP will be developed once the drainage plan is complete.

**July 2025 -** Preliminary final bid documents are under review and are expected to be delivered to the Town this week.

* **VDH Backup Generator Project – WSL 007-21**

**November 2024 –** I am currently working with the Virginia Resource Authority (VRA) to close on the backup generator project. VRA has requested data to assist them with their credit analysis. This will be completed in the next couple of weeks.

**December 2024 –** All of the documents VRA requested have been submitted. We are expecting to close this project very soon.

**January 2025 –** The required easements needed for this project were turned over to Town Attorney Michele Brooks on January 14th, 2025, to prepare deeds.

**March 2025** – Project design is complete and submitted to VDH for review. This project is expected to close with the VRA soon.

**April 2025 -** Project design is complete, and plans and specs have been submitted to VDH Central Office for review. The required easements to facilitate the project have been delivered to the Town for acquisition**.**

**May 2025 –** Utility easements from the Town is needed. To date, we have not received the deeds back from Town Attorney Michele Brooks.

**July 2025 –** Currently awaiting the Utility easements from Town Attorney, Michele Brooks

**August 2025 -** Currently awaiting the Utility easements from Town Attorney, Michele Brooks

**September 2025** - Currently awaiting the Utility easements from Town Attorney, Michele Brooks

* **Water Street Parking Lot Development Project**

**September 2025 –** A preconstruction meeting was held on August 25th, 2025. Quesenberry Construction has mobilized their equipment to the project site on Monday, September 1st, 2025. The construction phase is expected to start the week of September 8th, 2025, with the removal of the existing asphalt.

* **Gate City Little League: Batting Cage Roof Replacement**

**April 2025** - The batting cage for the Gate City Little League needs to be replaced. We anticipate the cost to be around $10,000. Mayor Jamie Lawson has identified Walmart’s Spark Good as a potential funding source to help offset the cost. Walmart funding can cover as much as $5,000 towards the project. **Council Action:** approve to apply for the Walmart Spark Good grant program.

**May 2025 –** Council has approved to apply for the grant. The grant cycle will run through July 15th, 2025. I have reached out to the Little League for additional information.

**June 2025** – I have received the requested information from the Little League and the requested information from the IRS. The grant application will be submitted shortly.

**September 2025 –** The IRS 4076C Determination Letter has been received. This document is needed to apply. I am currently working on the grant application and it will be submitted before the October 15th, 2025 deadline.

* **Hurricane Helene – September 27th, 2024**

**August 2025 –** Most of the debris removal has been completed. The RFP for our predisposition storm debris removal and monitoring has been reviewed and approved by VDEM. The RFP will be advertised over the next month.

* **Events**

The following events are currently being planned for the Fall 2025.

* + 09.13.25 Kickin Back at King Alley Concert
    - 5:00 PM - Retroville
    - 6:00 PM – Joe Young, Magician
    - 6:30 PM – Railway Express
    - 7:30 PM - Joe Young, Magician
    - 8:00 PM - Asylum Suite
  + 09.20.25 Gate City Frontier, Inc: Harvest Moon event
  + 10.24.25 King Alleyween: Trunk or Treat event
  + 11.11.25 Veterans Day Event
  + 11.22.25 Christmas Open House
  + 11.29.25 Small Business Saturday
  + 12.06.25 Christmas Parade
* **Department of Environmental Quality (DEQ) funding awards**

**July 2025 - Little Moccasin Interceptor – Phase I**

* Project Amount: $720,300
* Principal Forgiveness (grant funding): $540,225
* Loan Amount: $180,075
* Interest: 0%
* Terms: Up to 30 year debt retirement

**High School Collector Line Replacement Project**

* Project Amount: $704,000
* Principal Forgiveness: $528,000
* Loan Amount: $176,000
* Interest: 0%
* Terms: Up to 30 year debt retirement
* **Engineering Procurement**

**September 2025-** Mattern & Craig, Inc. contract has expired. Council has previously appointed Council Members Pat Elliott and Michele Rusek to the interview committee. We are expecting the final approval from VDOT for the engineering procurement RFP soon. Council will need to replace Mrs. Michele Rusek as she has resigned from Town Council.