

TOWN MANAGER'S REPORT
AUGUST and SEPTEMBER 2013

➤ **Concert in the Park**

The second "*Concert in the Park*" held on Friday, August 16th was a huge success. The "Oh Boy" band entertained a crowd of over 300 with a Tribute to Rockabilly. The boy scouts grilled hot dogs and Rita's Water Ice served several flavors of their famous water ice.

➤ **Holiday Tree Lighting in the Park**

This year the holiday tree lighting will be held on Saturday, December 14th. Festivities will begin at 3:00pm with the arrival of Santa Claus. Sunshine Entertainment will provide a face painter and balloon artist to entertain the children. Hot chocolate and cookies will be served and the tree lighting will take place at 5:00pm.

➤ **Public Works Building – Update**

On August 8th, a special Town Council Meeting was held to review the one bid received from C.B. Structures, Inc in the amount of \$584,744. Kercher Engineering reviewed the bid and prepared a letter recommending to the Town Council that they reject the bid. A motion was made to reject the bid. Additionally, a motion was made by Council to authorize and appoint the Mayor, Council Member Lawless and the Town Manager to investigate and possibly contract with an owner's representative to proceed with the necessary steps to contract for the construction of a Public Works Building.

On August 14th, the first meeting of the committee was held. Mayor Wood, Council Member Lawless, Dennis Schrader, Charles McMullen, Bob Wheatley, Whayland Construction, LLC and I were in attendance. Dennis Schrader suggested that after the last failed bid process it was time to seek guidance from someone who specializes in the construction of steel buildings. Dennis introduced Bob Wheatley and distributed maps of the site location where the DPW building will be constructed.

Bob Wheatley presented the group with information about his background and briefly discussed the deficiencies in the most recent bid package. Bob recommended that the second floor storage area be removed and the footprint of the building be enlarged to include a first floor storage area. This would cut costs. Bob will recommend an architect that specializes in steel buildings for this project.

It was the general sense of the group that Mr. Wheatley was well informed and experienced with the construction of steel buildings. When asked about the time frame for completion, Bob stated the building could be completed by next spring. Mr. Wheatley's contract was signed on August 16th.

On August 27th, a second committee meeting was held. Bob Wheatley stated that he had reviewed the drawings in detail. The obvious goal is to get overall costs down. Bob Wheatley distributed a revised design sketch and stated that the bid specifications needed to be cleaned-up and simplified. Bob would like to use Fred Horn, owner of W. F. Horn Architect, Inc., as the architect for this project.

A few comments were made about reversing the storage and heavy equipment area. Based on the comments, On August 28th, Bob revised the design sketch for distribution to the committee members.

On August 28th, Fred Horn submitted a proposal for design and preparation of construction documents for the Public Works Building. The cost to prepare the construction documents is \$5,650.00.

On September 3rd, Alan Kercher, Bob Wheatley, and Fred Horn met to visit the site and discuss the new design layout of the building.

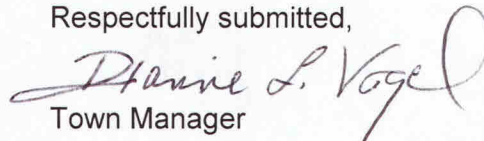
➤ **Meeting with Tidewater Utilities**

On August 28th several staff members met with Kirsten Higgins and Kathy Shield with Tidewater Utilities. Topics discussed included billing issues, water quality, new flow test requirements of the water meters mandated by the Fire Marshall every five years and the Route 26 project.

Miscellaneous

- On August 9th, I attended a SCAT Steering Committee.
- On August 20th, I attended a class on Global Harmonization sponsored by DFIT.
- On September 11th, the Homecoming Committee will meet to discuss the 2014 event.
- On September 11th, I plan to attend the SCAT dinner meeting.
- On September 14th, I plan to attend the Ocean View Historic Society BBQ and Fundraiser.

Respectfully submitted,


Town Manager