



Town Manager

Eric Pollitt

Town Treasurer

Faye D. Johnson

Town Clerk

Patsy Scates

Chief of Police

James G. Ashworth Jr.

Town Attorney

Diane M. Lank

Mayor

Roy M. Gladding

Town Council

Troy L. Balderson

Katherine B. Carlton

A. Fleet Dillard III

Kenneth A. Gillis

Carolyn Barrett

Anita Latane

TOWN OF TAPPAHANNOCK

P. O. Box 266

Tappahannock, Virginia 22560

(804) 443-3336 Fax (804) 443-1051

www.tappahannock-va.gov

MEMORANDUM

Town Manager Report 1/9/2023

- The preliminary date for the upcoming Council retreat is set for January 28th. The facilitator will be reaching out to Council members individually for their feedback to help prepare them. The goal of the retreat is to identify high-level priorities and set goals for the upcoming 2 years.
- An international TV channel *Britalians TV* based out of the U.K. filmed in Tappahannock late December, conducting many interviews with locals. We were one of less than 10 communities they visited in Virginia. This seems like a wonderful opportunity for good publicity for the community.
- The Town still anticipates receiving funding from VDOT for Recreation Access grant funds. These funds will be used to regrade and surface the entrance at Hoskins Creek Park.
- The Town and 1710 Tavern across from the Essex Inn Industrial Revitalization Fund application was approved for \$250,000. The Town will administer this loan from the Virginia Department of Housing and Community Development to the 1710 Tavern owners who will pay the Town back.
- CHA who is working on the downtown sewer system rehab project provided us an update. There are more sections of pipe that need to be open cut replaced than expected. These will be top priority and Phase 1 of the project. CHA intends to meet with the *Water/Sewer Committee* in January to brief them and attend the March 2023 Council meeting once we hear back on our application for additional ARPA funding from DEQ.
- Staff notified residents in the most recent utility bill the 10% late penalty will take effect January 1st, 2023. This late penalty ordinance was adopted at the June 13th Council meeting to take effect the new fiscal year. Staff is waiting on Edmunds support to assist with the

launch of the online customer portal. In addition to being able to pay online which is currently available, customers can track their usage and sign up for notifications.

- The *Finance Committee* has reviewed the current purchasing policy and is recommending increasing thresholds for purchasing since these have not been increased for over 10 years. These new recommended limits are within state code purchasing requirements.