



*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

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## TOWN OF TAPPAHANNOCK

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### MEMORANDUM

#### Town Manager Report 2/13/2023

- Suzette Denslow is still working on finalizing a summary of the January Council Retreat. Council will adopt goals at the February Council meeting. The Town Council identified the following rank-ordered goals for the next three to five years:
  1. Beautification of the Town (including clean-up)
  2. Develop town-owned property
  3. Employee salaries, hiring the right number of staff, and right personnel for positions
  4. Economic Development Strategy
  5. Enhanced revenues (on-going)
  6. Enhanced communications with the public (residents and businesses) about town projects and town actions
  7. Water and sewer infrastructure
- Staff is working on next year's budget. The *Finance Committee* will review the 5-Year Capital Improvement Plan for the Town in early March.
- The Virginia Department of Housing and Community Development (DHCD) met with the 1710 Tavern owners and the Town. Town legal Counsel will review the agreement documents provided by DHCD. The 1710 Tavern across from the Essex Inn was approved for \$250,000 Industrial Revitalization Funds.
- CHA who is working on the downtown sewer system rehab project will attend the March 2023 Council meeting. We will know by March on the status of our application for additional ARPA funding from DEQ.
- The Town only has 5 remaining meters that need to be replaced. Staff is working on launching the customer portal for customers.

- 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.