

# TOWN MANAGER'S WEEKLY REPORT

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February 8, 2012

## Town Manager

The Town Council held a Work Session on February 6<sup>th</sup> and viewed a presentation from David Means with the Urban Forestry Advisory Commission about tree topping and the proper procedures for tree trimming. This presentation discussed the long-term damage done to trees by this type of pruning. Please consider contacting a certified arborist prior to trimming your trees.

Town Council also discussed the designation of March as “Youth Art Month”. The Blue Ridge Arts Council working with the Warren County Public School art teachers have sought this designation to demonstrate the many benefits children receive through art education.

Congratulations to the Blue Ridge Arts Council on their 25<sup>th</sup> Anniversary of advancing visual and performing arts in Front Royal and Warren County.

The Town wishes to recognize the heroic efforts of Officer Landin Waller during his response to a house fire on Prospect Street. Upon arrival, he entered the burning building and rescued the occupants with the assistance of a neighbor. His actions exemplify the commitment of service to our community by every member of Front Royal’s Police Department.

The Town also appointed Jimmy Hannigan our new Director of Environmental Services. Mr. Hannigan has been acting in an interim capacity in this role for the past thirteen months.

As always, please feel free to contact this office with any ideas or suggestions to improve how the Town provides service to our community.

## Department Updates

*Last week:*

Our Police Department is also working to establish the Town’s Deer Management Program.

Our Environmental Services crews conducted preventative maintenance on the sewer mains on Remount Road, Randolph Avenue, West 8<sup>th</sup> Street, Steele Street, Weaver Lane, Fletcher Street, and Cherrydale Avenue. Our staff at the Wastewater Treatment Plant removed a pump at the plant for service by the manufacturer. Staff from our Water Treatment Plant worked on equipment at the plant.

Our Energy Services Department reported no outages last week. Crews conducted inspection and preventative maintenance throughout our system.

Our Public Works crews conducted final touches on the concrete work conducted on 17<sup>th</sup> Street, 18<sup>th</sup> Street, and North Royal Avenue. Our Solid Waste Crews also collected 31 bags of trash during roadside collections on Criser Road, Luray Avenue, and the Luray Boat Landing.

## *Weekly Town Manager's Report*

Our IT Department initiated computer upgrades at the Water Treatment Plant and continued work on the Police Department's mobile data terminals for the cruisers.

Our Finance Department processed 2,242 payment receipts, read 3,390 meters, and repaired 19 meter lids last week in addition to their normal work activities.

Our Visitor's Center continued work on the Civil War Sesquicentennial activities and welcomed numerous visitors at the Center.

Our Planning Department processed 5 Zoning permits and 4 Business License Applications, continued review of the HEPTAD rezoning application, met with the Regional Commission about building renovations at 102 East Main Street, and met with individuals about possible redevelopment and renovations of several buildings and properties.

### *Upcoming Week:*

Our Police Department will conduct a presentation about the Town law enforcement activities for the Chamber Leadership Class. Captain Mark Werner is scheduled to graduate from Leadership Training this week. Lt. Clint Keller is coordinating improvements to the in-car and body-worn cameras for our Police Officers to improve safety for our officers and residents.

Our Department of Environmental Services plans to conduct preventative maintenance of the sewer mains on Remount Road, East 18<sup>th</sup> Street, Kibler Street, South Marshall Street, Virginia Avenue, Villa Avenue, Radham Street, and Cherrydale Avenue. A new waterline valve is scheduled to be installed on Villa Avenue.

Our Wastewater Treatment Plant will continue completion of the 2011 DEQ Biosolids Annual Report and the EPA Sludge Generation/Disposal Report. Our Water Treatment Plan will continue completion of their Waste Discharge Report and review proposals for the treatment improvement project and the loop for the corridor.

Our Energy Services Department will conduct routine maintenance of various lines and substations throughout our service area.

Our Department of Public Works will continue work on street signs throughout Town. Our crews will also complete ditch work on John Marshall Highway near Locust Dale Road. Our Horticulturist will also prepare a presentation of the Main Street Tree Replacement Program to be presented at the Visitor's Center.

Our Planning Department plans to meet with County representatives concerning parking lot improvements at the Community Center, meet with a resident about the installation of a retaining wall, and follow-up on a zoning violation action.

### [Civic Events](#)

*Weekly Town Manager's Report*

Samuels Public Library has numerous events scheduled throughout the week. Information can be found <http://www.samuelslibrary.net/>

The Town Council has a regular meeting scheduled for Monday, February 13 at 7:00 pm in the Warren County Government Center.

The Town's Planning Commission will conduct a meeting on Wednesday, February 15 at 7:00 pm in the Warren County Government Center.