Scott Lobdell, Mayor
Joseph Bangura, Councilman
Matthew Chapman, Councilman
Dylan Wiggins, Councilman
Syed Sharif, Councilman



Julie Goodyear, Town Manager
Jennifer Helms, Financial Officer
Kelsey Gallagher, Town Clerk
Brian Miller, Town Engineer
Lisa Hatfield, Town Solicitor
Julie Abrams, Administrative & Events Coordinator

Town Manager- Monthly Report
November 2026 Recap

Townhall/TM:

- TM- conducted 60 day review with new events Coordinator (Julie A.)- 10/1
- Fall Festival- Event included pumpkin painting, movie night in park featuring "Monsters and Minions", popcorn and candy offered from Boy Scouts, Pretzel Factory Pretzels, and Coffee and Drinks from Two Friends Coffee. – 10/2
- TM met with Insurance Company to conduct the annual "Rick Control Assessment Review" – 10/5
- TM attending Weekly Grant Writing Course on Tuesday Evenings
- TM hosted meeting implementing new Town Employee Benefit "Volunteer Time"- 10/7
- All Staff attended Edmunds webinar presentation on new Online Permitting Programs and options. – 10/7
    - Will be rolling this out in early 2027.
- Road Repaving Project Started within Town. – 10/13
- TM, Mayor and TS met with County to finalize Sewer Agreement, should be completed within 30 days. – 10/14
- TM attended Planning Commission MTG- 10/14
- TM met with Pennoni (Engineering Partners) as a transition meeting. Mike Ellis has transitioned into the Town's Point of Contact. – 10/16
- TM met with Pennoni to finalize Map updates for Comp Plan consideration- 10/16
- TM attended HR Committee MTG- 10/21
- TM attended PWLUD MTG- 10/21
- TM and Events Coordinator attended CE MTG- 10/23
- TM and PW toured home at 587 Ginn Street- 10/27
- TM attended PW Staff MTG- 10/29
- Town Clerk Completed Year 1 of Clerk School through IPA Institute- 10/30

Permits: 8 permits issued in October

- Deck (1)
- Fence (1)
- HVAC (2)
- New Construction (1)
- Roof (2)
- Shed (1)

Licensing:

- 21 Contractor License issued/ renewed in October
    - 133 Active Contractor Licenses
- 30 Business Licenses active for 2026
- 18 Rental Licenses renewed for 2026

Grants:

- Urban & Community Forestry Grant
    - Requesting $5,000 for tree removal and replacement for large park.

- Invasive Tree Species Removal & Management Sub-grant
    - Requesting $7,000 for invasive tree removals for large park.

Rentals: 0 Park, Pavillion or Gazebo Rentals in October

- Slims Chance Bulldogs- Have rented the baseball fields for the season(season to end 10/31). Daily rental from 4:30pm to 8:00pm.

Code Enforcement: 2 Violation(s) Issued
- Unpermitted Work- Roof (1)
- Dangerous Building (1)

Property Information Requests: 15 (Generating $150.00 in revenue)

- 25-004.00-241
- 25-008.00-115
- 25-001.00-032
- 25-006.00-019
- 25-006.00-032
- 25-006.00-034
- 25-006.00-035
- 25-002.00-048
- 25-001.00-005
- 25-004.00-276
- 25-004.00-308
- 25-001.00-079
- 25-001.00-193
- 25-001.00-093
- 25-003.00-079

FOIA Requests: 13 Requests
- All Permits issued from date range (9/1/26 to 9/30/26)
- Records request for PO's issued from date range (6/8/25 to current)
- Records Request for Parcel #25-002.00-048
- Records request for Code Enforcement Cases
- Records request for expired and voided residential permits
- Records request for substandard structures and demolition orders
- Records request for Open and Vacant structure cases
- Records request for Abatement Liens
- Records request for water service statuses
- Records request for Parcel #25-004.00-276
- Records request for any and all records of underground storage tanks
- Records request for all code enforcement violations for last 30 days
- Records request for Parcel #25-004.00-308

Owner Complaints: 2 Complaints received
- Vehicle parking on street with abandonment concerns
    - Location of concern is outside of Town jurisdiction, no contact information provided to be able to follow up with complainant
- Reports of Unsafe/ Dangerous building concerns
    - Initiated home inspection with First State Engineering, reports available upon request. Further Council consideration will ensue.

Respectfully Submitted,

Julie Goodyear
Town Manager