



MEMORANDUM

TO: Mayor and Town Council

FROM: Stevie Cox, Town Manager

CC: Citizens and Staff

DATE: December 17, 2010

REF: FYI ~ Week Ending December 18, 2010

This FYI will cover the period December 5th – 31st, 2010. This FYI will be placed on the Town's website as well. The Town's website link is: www.townofchadbourn.com.

On behalf of Mayor Kenneth Waddell, Chief Steven Shaw and I, we would like to thank everyone for their support in helping raise money the Lockup for Muscular Dystrophy Association on December 9, 2010.

On December 13, 2010, Mrs. Patricia Garrell joined the Town Staff as our incoming Town Clerk – Finance Officer. Mrs. Garrell will be replacing Ms. Bobbie Jordan who is retiring effective December 31, 2010.

On December 14, 2010, the Town Staff held a preconstruction meeting for the paving of Land Street and installation of a new water line. This project is being funded by a Concentrated Needs Grant that the Town received from the North Carolina Department of Commerce – Division of Community Assistance. The contractor will be doing some preliminary work on this project over the next two weeks. The contractor will start paving and installation of the water line after January 1, 2011. The project should be completed by Spring 2011.

On December 15, 2010, a ground breaking ceremony was held for the opening of a new McDonald's store in Whiteville, North Carolina. The new McDonald's will employ almost 50 people, once it has reached full employment.

Reminder:

The next **Town Council** meeting will take place on January 4, 2011 at 7:00 p.m. The deadline for submitting items for the Town Council meeting will be December 23, 2011.

The next **Planning Board** meeting is scheduled to be held on Tuesday, January 18, 2011. The deadline to submit agenda items will be January 11, 2011.

A retirement reception in honor of Ms. Bobbie Jordan, Town Finance Officer / Town Clerk / Assistant Town Manager, will be held on Tuesday, January 4, 2010 at 5:30 p.m. Ms. Jordan is retiring after almost 14 years of service to the Town of Chadbourn. She has been a great asset to the Town and we will miss her. Everyone is invited to attend the reception.

The Town will have a Christmas Party on Wednesday, at Town Hall, on Wednesday, December 22, 2010 from 12:00 Noon until 2:00 p.m.

Town Hall will be closed for Christmas on Thursday and Friday, December 23rd and 24th and Monday, December 27, 2010.

Town Hall will be closed on December 31, 2010 for New Years Day.

I hope that you have a wonderful weekend and I look forward to seeing you next week.