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**MEMORANDUM**

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**TO:** BOARD OF ALDERMEN  
**FROM:** MIMI GAITHER, TOWN MANAGER  
**SUBJECT:** ADMINISTRATION REPORT  
**DATE:** 3.27.25

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- BOA prep 3.3.25
- BOA Meeting 3.4.25
- Meet with Auditor re Feasibility Audit
- Work on retreat materials 3.10.25
- NCCMC/ICMA Webinar – retention 3.12.25
- Review data for feasibility study 3.12.25
- 401K Seminar 3.13.25
- Allstate claim for accident submittal bridge fence 3.14.25
- Phone conference Isaac and Tobias with USDA 3.17.25
- BOA Workshop – Fire Study 3.18.25
- Retreat materials 3.20 and 3.21.25
- Follow up with Projects – Price Landing and Riverwalk 3.25.25
- NCLM Insurance Lunch & Learn Seminar 3.26.25
- Press conference re fires 3.26.25
- Retreat Preparation – valuations 3.27.25
- Staff Meeting 3.27.25

- Waccamaw Career Day 3.28.25

### **Project Update – Riverwalk**

Sea Dog has mobilized and has been on site. They have completed pilings and are working on boards for floating dock. Difficulties were encountered when pilings were driven in the slipway as they were not embedding the proper distance, but they were able to work a solution in conjunction with the architect.

### **Project Update – Price Landing**

Contractor has again made significant progress on site. All pilings have been driven and blocks are being laid for the bathroom. I have included McGill's report for March. Dan has attended site meetings and can answer any questions.

### **New Town Facility**

After revisions to the draft of the feasibility study, we presented the draft to USDA. The debit ratios were acceptable to USDA however, we are still waiting for the pricing information from Creech. I am expecting the results soon, however Rusty with Creech did mention that he believes pricing is coming in higher so modification may be needed.