



**Town of Gordonsville, Virginia
Agenda Item Summary
December 2019**

<p><u>AGENDA ITEM 12</u> Town Manager's Report</p> <p><u>AGENDA TITLE:</u> Town Manager's Report</p> <p><u>PRESENTER:</u> Town Manager</p>	<p><u>DISPOSITION:</u> [] Action Required [] For Discussion [] Consent Agenda [] Closed Session [X] Informational</p> <p><u>ATTACHMENTS:</u> [] yes [X] no</p>
---	---

Airport

Airport Advisory Committee: The Airport Advisory Committee met on November 20, 2019 to review the 90% plans for runway-taxiway-apron rehabilitation.

Fuel Tank Replacement: This project will not be pursued until runway improvements have been completed and the Airport Layout Plan has been revised.

Langley Hangar Repair: Work on this repair will be undertaken by staff as scheduling permits.

Runway Repair: 90% plans for the project have been developed and have been reviewed by staff and the Airport Advisory Committee; all comments have been addressed.

Staff has learned that the Virginia Aviation Board (VAB) awarded Richmond International Airport approximately \$3.1 million for their airport improvements at their November 21st meeting. This leaves approximately \$878,000 left in the Capital Airport Fund available for award in February. The Department of Aviation is aware of several other big projects that are expected to be submitted for consideration in February, and as such, suggests that the Town hold off on submitting its runway construction project until May (for consideration by the Virginia Aviation Board in August) when there is likely to be more discretionary funding available.

Budget Development: Staff has begun work on their budget requests for FY2021.

Building Maintenance

Gordonsville Business Center: The new portico on the front of the office space on the right side of the building is complete. Council will consider proposed signage and paint color schemes for the building as more information becomes available.

Planning and Zoning

Floodplain Management Ordinance: The Virginia Department of Conservation and Recreation (DCR) conducted a Floodplain Management Community Assistance Visit (CAV) with the Town on June 6th. This is the last item needed before the Town can be accepted into the National Flood Insurance Program (NFIP). A report from the visit was provided to FEMA and to the Town in July. As part of program compliance, Gordonsville's and Orange County's floodplain management ordinances must be consistent. DCR is reviewing Orange County's floodplain management ordinance for any needed amendments to be consistent with the Town's ordinance (which has already been approved by FEMA), and has facilitated the development of a draft Memorandum of Understanding between the Town and the County for coordinated development review to ensure compliance with the Town's floodplain management regulations. Because of recent turnover in the DCR Floodplain Management office, progress on this project has stalled. Staff will follow up with DCR after the holidays.

Park Planning Project: The Purchase Sale Agreement for the purchase of Verling Park has been signed by the Town and is being reviewed for finalization by CSX. Staff expects to receive the executed purchase sale agreement by mid-December.

Safe Routes to School Grant Application: The Transportation Alternatives Program Safe Routes to School grant application for six sidewalk and crosswalk projects on or in proximity to the Gordon Barbour Elementary School campus was submitted to VDOT on September 30, 2019. Grant awards will be made by the Commonwealth Transportation Board in June 2020.

Permit Activity:

Zoning Permits Issued: 0

Certificates of Appropriateness Issued: 1

Subdivision Plats Reviewed/Approved: 0

Planning Commission: The Planning Commission did not meet in December.

Board of Architectural Review: The BAR met on December 4, 2019 and reviewed a request from Gordonsville Chapel for a Certificate of Appropriateness for window and front door repair/replacement. The BAR approved the request, with a stipulation that all repairs or replacements be done in accordance with the Town's Land Development Ordinance and Historic Overlay District guidelines, which call for repair and replacement using like-materials.

Board of Zoning Appeals: The Board of Zoning Appeals did not meet in November. The Town continues to seek applications to fill the seat vacated by BZA member Jeff Davis. By statute, BZA members remain on the board until they are replaced.

Solid Waste Management

Recycling Center: The fence at the Town's pipe lot has been re-configured in preparation of a site for recycling bins. Drainage improvements need to be made at the curb before the site is completed. It is anticipated the site will now be ready for placement of the recycling containers in early 2020.

TEA-21 projects

Depot Phase III: No bids were received for the project on October 17, 2019. Staff is working with the consultant and VDOT to prepare for re-solicitation of bids. The Town hired a contractor to clean up the property, and staff is working to get a tarp placed on the roof of the building to weather-protect it during the winter months. Staff is also awaiting federal authorization to re-solicit bids for construction.

Training

The Town Manager attended the American Water Works Association – USDA “Optimizing Performance & Accessing Funding to Improve Small Systems” workshop in Culpeper on November 13, 2019.

The Town Manager attended the VDOT Land Use Forum in Culpeper on November 15, 2019.

VDOT: The following are updates on several issues/projects VDOT is working on for the Town as discussed with the Louisa VDOT Resident Engineer, Assistant Resident Engineer and Operations Engineer on December 3, 2019:

- **Traffic circle crosswalk concepts:** Recent VDOT observations of traffic and pedestrian movement in and around the traffic circle reveal numerous safety concerns as pertains to adding crosswalks in that area. Because of the location of drainage infrastructure in proximity to where ADA compliant sidewalk ramps would need to be located for new crosswalks, and because of concern for the safety of pedestrians if the crosswalks are too close to the circle or are placed farther out from the circle in areas where traffic typically speeds up as they leave the circle, other possible concepts for putting crosswalks at the circle will be revisited by the VDOT Traffic Engineering staff in the next several weeks. At this time it is not certain whether there is a safe, viable solution for adding crosswalks near the circle.
- **Taylor Avenue speed reduction:** In response to a Green Applications concern about the safety of employees who walk to work along Taylor Avenue, staff has asked VDOT to consider traffic calming measures, like rumble strips or a speed hump at strategic locations on the street. Since staff’s meeting with VDOT, Green Applications has indicated they wish to pay for a speed hump on Taylor Avenue to help slow motorists. VDOT will post speed limit signs along the street (there currently are none), which will help with speed enforcement. Staff is also working with Dominion Energy regarding the placement of street lights along Taylor Avenue to help improve pedestrian visibility in this area.
- **“No Parking” signage on East Baker Street:** Parking along both sides of East Baker Street is a problem during ball season. Staff has reviewed the presence of “no parking” signage along East Baker Street in the vicinity of the ball field and the fire station, and has asked VDOT to ensure there is enough signage along this area of the street. Staff has also discussed this matter with the little league president, and will work with the little league to ensure everyone participating knows parking along E. Baker is not permitted.
- **Lane improvements at North High Street and West Gordon Avenue:** VDOT is recommending to Orange County that lane improvements at N. High Street and W. Gordon Avenue be a project that is pursued in Round 4 of Smart Scale funding. VDOT will contact the Town for a resolution of support in the spring/summer of 2020 if the County submits this as a

project for consideration. Staff has contacted the County Administrator to advise him of the improved safety and efficiency at this location should intersection improvements be pursued.

- **Drainage:** Regarding the development of a comprehensive approach for improving drainage town-wide, VDOT staff have provided an inventory of drainage issues to be addressed in the Town. This information was reviewed by Council in August. Council and staff will review the list of improvements during the fall months for further action; VDOT has been cleaning out ditches to improve drainage as needed throughout town.

Wayfinding signage project: Staff continues to write a solicitation for bids for the selection of a contractor for sign construction and installation. It is anticipated a solicitation for bids will be released in the winter.

Website Refresh: Staff continues to correct or complete information as missing or incorrect items are brought to their attention, and has added a “Featured Business” component to the home page.