



Town of Gordonsville, Virginia
Agenda Item Summary
July 2020

<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> <input type="checkbox"/> Action Required <input type="checkbox"/> For Discussion <input type="checkbox"/> Consent Agenda <input type="checkbox"/> Closed Session <input checked="" type="checkbox"/> Informational</p> <p><u>ATTACHMENTS:</u> <input type="checkbox"/> yes <input checked="" type="checkbox"/> no</p>
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COVID-19 Pandemic

Town staff continue to follow CDC guidelines and directives for physical distancing, wearing of masks and sanitizing of surfaces in response to the COVID-19 pandemic. Town offices re-opened to the public beginning on June 22, 2020. Additionally, staff continue to monitor briefings and information provided by the White House, the Governor of Virginia, the Virginia Department of Health, and the Virginia Municipal League in order to adequately advise Council, staff and the community of any matters that need attention.

Throughout the balance of this report, the impact of COVID-19 on various projects is noted.

Projects

On-going – short term

Floodplain Management Ordinance: Staff has contacted the Virginia Department of Conservation and Recreation to determine what is needed to complete the process of getting the Town accepted into the National Flood Insurance Program and is awaiting a response.

Freight Depot Phase III: Two bids were received on June 17, 2020; a bid analysis has been forwarded to VDOT for their review. Construction is slated to begin in late July or early August.

Gordonsville Business Center: The new tenant of Office Space #2 took occupancy in late April. Warehouses #1 and #3, as well as Office Space #1, are available for lease.

Park Planning Project: At their June meeting, Council adopted a resolution of support for Piedmont Environmental Council’s purchase of property on Market Street, across from Verling Park, that will allow for creating a trail and other amenities that links the park and the fireman’s fairgrounds.

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 and the Public Works Director is actively working on configuring reconstruction of the access drive in that area now that the curb has been cut to access the site where the recycling bins will be located.

Runway Repair: The Town submitted its runway construction project to the Department of Aviation in June (for consideration by the Virginia Aviation Board in September). Bids for the project will be solicited in July so project costs may be provided to the Department of Aviation in August. However, the economic impact of the COVID-19 pandemic may reduce both local and state funding available for the project such that it may not be pursued until FY2022.

Safe Routes to School Grant Application: The Transportation Alternatives Program (TAP) 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. VDOT has informed the Town that the grant application is slated for funding by the Commonwealth Transportation Board in the fall of 2020. Anticipating there may be local funding constraints due to COVID-19, VDOT has asked the Town whether it will desire to move forward with the project if grant funding is awarded. Council will discuss the project at their July 20, 2020 meeting.

Sesquicentennial Event Planning: Council held a work session on March 12th to discuss and finalize the program for the event; however, given the anticipated impact of the COVID-19 pandemic on events planned for the spring and summer months, this event has been postponed to Saturday, September 19th.

Town Hall Parking Lot Renovation: Staff released a request for proposals for engineering design services for the development of a plan for Town Hall parking lot redevelopment on June 26, 2020. Several firms have contacted staff to express interest in the project. Proposals are due by 2 p.m. on July 17, 2020. Council will discuss scheduling a work session to review the proposals for firm interviews at their meeting on July 20th.

Wayfinding signage project: Work on a solicitation for bids for the selection of a contractor for sign construction and installation has been delayed as staff has diverted attention to preparing for and monitoring the impacts of the COVID-19 pandemic.

Website: Staff continues to monitor the website and make modifications to correct or add information as needed.

Not started – long term

Airport 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.

Committees

Airport Advisory Committee: The Airport Advisory Committee did not meet in June.

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

Board of Architectural Review: The BAR did not meet in July.

Board of Zoning Appeals: The Board of Zoning Appeals did not meet in June. 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.

Permit Activity

Zoning Permits Issued: 1

325 Grove Avenue – carport

Certificates of Appropriateness Issued: 0

Subdivision Plats Reviewed/Approved: 0

Training

The Town Manager, the Town Clerk, and the Town Treasurer continued to view various webinars provided by the International City/County Managers Association (ICMA) and the Virginia Risk Sharing Association (VRSA) pertaining to the COVID-19 pandemic.

The Town Manager and the Town Clerk viewed a webinar entitled “Public Pools: Swimming in Risks”, presented by Virginia Risk Sharing Association Senior Safety Consultant Vinny Gallo on July 8, 2020.

The Mayor and the Town Manager co-presented a session on Council-Manager relations at the virtual VML Newly Elected Officials conference on July 10, 2020. Approximately 50 elected and appointed local government officials from around Virginia viewed the session.

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 related 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, there are no viable solutions for safely adding crosswalks in proximity to the circle at this time.

- **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 worked with Dominion Energy regarding the placement of a street light along Taylor Avenue to help improve pedestrian visibility in this area, and a light will be added in proximity to the Martinsville Avenue/Taylor Avenue intersection by the end of July.
- **Intersection improvements at North High Street and West Gordon Avenue:** An application for this project has been submitted to VDOT for consideration.
- **Drainage:** Regarding the development of a comprehensive approach for improving drainage town-wide, VDOT provided an updated inventory of drainage issues to be addressed in the Town in mid-March. Review of the list of improvements to be pursued is a task that will be undertaken as time permits this coming summer and fall.