



**Town of Gordonsville, Virginia
Agenda Item Summary
April 2021**

<p><u>AGENDA ITEM 14</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. Additionally, staff continue to monitor briefings and information provided by federal, state and local officials in order to adequately advise Council, staff and the community of any matters that need attention.

Projects

On-going – short term

Floodplain Management Ordinance: Staff has been in touch with the Virginia Department of Conservation and Recreation and has confirmed what is needed to complete the process of the Town’s acceptance into the National Flood Insurance Program. Staff has followed up with DCR to clarify items needing correction and is awaiting a response from their staff.

Freight Depot Phase III: Construction is 99% complete. All punch-list items have been completed; the contractor and consultant are currently working to modify handrail termini to meet ADA requirements in order to pass final inspection by the County building inspections office. Staff has instructed the consultant to work with VDOT to begin project close-out.

Gordonsville Business Center: Warehouse #1 and Office Space #1 are available for lease.

Langley Hangar Repair: Karlin Construction will be onsite in May for the repair and painting of the roof and exterior walls. Karlin has recommended the exterior walls be sandblasted to remove old paint and rust prior to painting. Staff is currently soliciting quotes for this work.

Park Planning Project: A draft request for proposals for park project design services will be considered by Council at their April meeting.

Recycling Center: The new recycling center officially opened on February 1, 2021. The permanent pylon sign ordered for the entrance of the recycling center will be delivered to the Town on April 12th and will be installed by Public Works staff by the end of April.

Runway 5-23 Rehabilitation Project: The Virginia Aviation Board has awarded \$1,056,000 in capital project funding to the Town for the runway reconstruction project. Council will consider authorizing the Town Manager to sign the grant agreement at their April meeting. Staff will work with the project consultant and contractor to develop the project timeline in late April/early May. An information meeting for airport tenants and other interested individuals to discuss airport closure during construction and other expectations will be held this spring.

Safe Routes to School Grant Application: Staff was informed in late October that the Commonwealth Transportation Board (CTB) has awarded \$451,184 in grant funding for sidewalk and crosswalk improvements in proximity to Gordon Barbour Elementary School. Preliminary engineering for the project is expected to commence by the end of June.

Sesquicentennial Event Planning: This event has been scheduled for Saturday, October 2, 2021 and will follow the Town's Fried Chicken Festival, scheduled for the same day. Council will hold a work session on April 26, 2021 to discuss the event program and related items.

Town Hall Parking Lot Renovation: Council reviewed 95% plans for the project and provided comment to Thrasher at a work session held on March 25th. Thrasher is finalizing plans for further consideration. Project construction is expected to begin this summer.

Wayfinding signage project: Staff worked with Rite Lite Signs to mark sign locations on March 30th. VDOT is reviewing sign locations to determine what easements the Town will need prior to sign installation.

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

Budget

The draft FY2022 budget was provided to Town Council on March 15, 2021. Council held work sessions on March 18th, 23rd and 25th. The budget has been advertised for public hearing, scheduled for April 19, 2021. Information on the draft budget and associated documents is available at [this link](#).

Committees

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

Planning Commission: The Planning Commission did not meet in April. The Town is seeking applications to fill a vacancy on the Commission.

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

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

274 Cumbria Street – rear yard fence

Certificates of Appropriateness Issued: 0

Subdivision Plats Reviewed/Approved: 0

Training

None.

VDOT

The following are updates on several issues/projects VDOT is working on for the Town:

- **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, VDOT is working to locate a speed hump at a location on the street that will help to slow traffic. VDOT has posted speed limit signs along the street, which will help with speed enforcement. Staff worked with Dominion Energy to get a street light added along Taylor Avenue in proximity to the Martinsville Avenue/Taylor Avenue intersection to help improve pedestrian visibility in this area.
- **Intersection improvements at North High Street and West Gordon Avenue:** An application for this project has been submitted to VDOT for consideration in the 2020 Smart Scale process.
- **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 of 2020. Review of the list of improvements to be pursued is a task that will be undertaken as time permits.