



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

<p><b><u>AGENDA ITEM 12</u></b> Town Manager’s Report</p> <p><b><u>AGENDA TITLE:</u></b> Town Manager’s Report</p> <p><b><u>PRESENTER:</u></b> Town Manager</p>	<p><b><u>DISPOSITION:</u></b>  <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><b><u>ATTACHMENTS:</u></b>  <input type="checkbox"/> yes                                    <input checked="" type="checkbox"/> no</p>
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**Coronavirus State and Local Fiscal Recovery Funds**

Staff continues to monitor briefings and information provided by federal, state and local officials in order to adequately advise Council regarding funding being provided through the CARES Act and the American Rescue Plan Act (ARPA).

**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.

**Gordonsville Business Center:** Warehouse #1 has been leased for furniture storage; Office Space #1 is available for lease and Orange County Economic Development is listing the space as available.

**Park Planning Project:** Staff has provided the draft request for proposals to solicit a consulting firm for park concept planning and design to Angela for her review.

**Recycling Center:** Staff is awaiting a quote from the Town’s landscaping contractor for the installation of a flower bed at the base of the sign posted at the entrance to the recycling center.

**Runway 5-23 Rehabilitation Project:** Due to a delay in E&S plan review, project construction is expected to now begin in August and be completed in late November, weather permitting. Revised E&S plans have been provided to Orange County for their review. Staff has set up a page on the Town’s website so that the community may monitor project progress.

**Safe Routes to School Grant Application:** VDOT has received authorization for preliminary engineering and survey work for the project is under way. Once the survey is complete and the project data analyzed, a VDOT L&D Project Manager will be assigned to the project and this individual will coordinate Town participation in plan development. It is likely that a project kick-off meeting will occur in September.

**Sesquicentennial Event Planning:** This event has been scheduled for Saturday, October 2, 2021 and will follow the Town's Fried Chicken Festival to be held on the same day. Letters to prospective donors to help off-set the cost of the event were sent out in late July.

**Town Hall Parking Lot Renovation:** The project consultant has finalized construction plans for the project—plan approval is pending title work being done on the properties that comprise the Town Hall campus. The Town Manager has discussed with Thrasher the possibility of delaying project construction until the spring of 2022. The Public Works crew continue to disassemble the old Town Shop as their schedule allows.

**Wayfinding signage project:** Survey work needed to establish an easement for three of the wayfinding signs to be installed this summer has been completed and the Town Attorney is preparing deeds of easement for each of the three signs. Sign production is being delayed until early October 1 due to a shortage of supplies and materials needed to fabricate the signs.

**Website:** Staff continues to monitor the website and make modifications to correct or add information as needed. Information about the Orange County Economic Development scavenger hunt taking place in Gordonsville and Orange from August 6<sup>th</sup> to October 3<sup>rd</sup> has been added to the Town's website.

## **Budget**

Town Council adopted the FY2022 budget on June 28, 2021. Information on the adopted budget and associated documents is available at [this link](#).

## **Committees**

**Airport Advisory Committee:** The Airport Advisory Committee did not meet in July.

**Planning Commission:** The Planning Commission did not meet in August.

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

**Board of Zoning Appeals:** The Board of Zoning Appeals did not meet in July. 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

212 N. Main Street – Champion Ice House signage

Certificates of Appropriateness Issued: 0

Subdivision Plats Reviewed/Approved: 0

## **Training**

No training occurred during the past month.

## **VDOT**

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

- **Intersection improvements at North High Street and West Gordon Avenue:** This project has been approved for inclusion in the FY22 – FY27 Six Year Improvement Plan and staff awaits further direction from VDOT as to project plan development and timing.
- **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.