



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

<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>
---	---

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 American Rescue Plan Act (ARPA).

Projects

On-going – short term

Broadband: Staff is coordinating with Orange County’s broadband/internet provider, FiberLync, to bring broadband service to Gordonsville Municipal Airport and to the Gordonsville Business Center. A phased plan for bringing broadband service to all town residents is being discussed. Also, FiberLync informed the Town of its activation of broadband along West and East Gordon Avenue in the first week of December. Residents and businesses in this area may now subscribe for FiberLync’s service.

Floodplain Management Ordinance: Staff has confirmed with DCR the steps needed to complete the process of the Town’s acceptance into the National Flood Insurance Program. Acceptance into the program is expected by late winter/early spring 2022.

Gordonsville Business Center: All space at the center is leased. The lease with AscendTek for Suite F is up for renewal—staff is coordinating a lease renewal with the company.

Park Planning Project: Town Council held interviews with prospective design firms on December 6th and 7th and is expected to select a firm for contract negotiation by the end of the year.

Runway 5-23 Rehabilitation Project: DEQ project approval is in the final stages. Project construction is expected to now begin in early spring of 2022. The project consultant is discussing a probable start

date with the contractor. 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 plans to conduct the initial project site survey by the end of Fall 2021. Once the survey is complete and the project data are analyzed, a VDOT L&D Project Manager will be assigned to the project and this individual will coordinate Town participation in plan development. According to VDOT, it is likely that a project kick-off meeting will not occur until January 2022.

Sesquicentennial Event: This event has been postponed due to COVID-19 concerns.

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. This title work is complete and is under review by Council. Project construction is being delayed until the spring of 2022. The old Town Shop has been demolished and removed.

Wayfinding signage project: All large trailblazer signs (to be placed on approach to the traffic circle), small trailblazer signs, and historic district gateway signs have been fabricated and are being installed the week of December 13th.

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

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 November.

Planning Commission: The Planning Commission did not meet in December. Staff continues to solicit applications to fill the vacancy left by Jennifer Mauller's resignation from the Commission—to date, no applications have been received.

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

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.

Permit Activity

Zoning Permits Issued: 1

105 Charles Street – shed and fence installation

Certificates of Appropriateness Issued: 0

Subdivision Plats Reviewed/Approved: 0

Site Plans Reviewed: 0

Training & Meetings

The Town Manager attended the following meetings in November/December:

- Local Government Finance Network meetings (virtual): November 11th and December 2nd
- Chamber of Commerce Executive Board meeting: November 17th
- VLGMA Executive Committee meeting: December 2nd

VDOT

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

- **Route 15N – East Gordon Lane marking:** VDOT completed re-striping of Route 15N in the vicinity of the Coniston Manor subdivision entrance on November 19th such that now there is a dedicated left turn lane into the subdivision for motorists traveling north.
- **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.