



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

**AGENDA ITEM 13**

Town Manager's Report

**AGENDA TITLE:**

Town Manager's Report

**PRESENTER:**

Town Manager

**DISPOSITION:**

Action Required  For Discussion

Consent Agenda  Closed Session

Informational

**ATTACHMENTS:**

yes  no

**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.

**Freight Depot Phase III:** Construction is 100% complete and the project has been closed out.

**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.

**Langley Hangar Repair:** The hole cut into the front of the hangar in the 1990's has been repaired and the roof and exterior walls of the building have been painted.

**Park Planning Project:** A memorandum of understanding for park donation and development between the Town and the Piedmont Environmental Council has been executed. Staff is preparing to release a request for proposals to solicit a consulting firm for park concept planning and design.

**Recycling Center:** The permanent pylon sign ordered for the entrance of the recycling center has been installed by the Public Works Department. Staff is awaiting a quote from the Town's landscaping contractor for the installation of a flower bed at the base of the sign.

**Runway 5-23 Rehabilitation Project:** The Virginia Aviation Board has awarded \$1.5M in capital project and rural runway rehabilitation program funding to the Town for the Runway 5-23, Taxiway and Apron reconstruction project. The Town Manager has signed a construction contract with New Field Incorporated, and a project information meeting was held at the airport on June 7<sup>th</sup>. Project construction is expected to begin in mid-July and be completed in early November, weather permitting. Staff is working to set up a page on the Town's website so that the community may monitor project progress.

**Safe Routes to School Grant Application:** VDOT is working to get the Town's project set up in their accounting system and will provide more information this summer as to project commencement and timeline.

**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.

**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. Project construction is expected to begin in the late summer or early fall.

**Wayfinding signage project:** Staff has hired a local surveyor for survey work needed to establish an easement for three of the wayfinding signs to be installed this summer. Sign production is expected to occur in the next several weeks.

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

## **Budget**

Town Council held a public hearing on the draft FY2022 budget on April 19, 2021. The 2021 tax levy and FY2022 Classification and Pay Scale were adopted by Council on May 17, 2021. Budget adoption is expected at Council's regular June meeting scheduled for June 28, 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 May.

**Planning Commission:** The Planning Commission did not meet in June. The Town has received one application to fill a vacancy on the Commission, which will be considered by Town Council at their June meeting.

**Board of Architectural Review:** The BAR met on June 2, 2021 and considered two applications for a Certificate of Appropriateness: one for awnings to be placed on a downtown storefront located at 100 S. Main Street, and another for the demolition of the old Town Shop located at 200 S. Main Street. Both applications were approved by the BAR.

**Board of Zoning Appeals:** The Board of Zoning Appeals did not meet in May. 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: 2

403 N. Main Street – side yard fence

East Gate Village II – new three-story apartment building

Certificates of Appropriateness Issued: 2

100 S. Main Street – storefront awnings for Jackson & Company market

200 S. Main Street – demolition of old Town Shop

Subdivision Plats Reviewed/Approved: 2

Property line vacation plats for parcels on Stonewall Avenue (Gay property)

## **Training**

The Town Manager will attend the VLGMA summer conference in Virginia Beach on June 16<sup>th</sup> – 18<sup>th</sup>.

## **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.