



**Town of Gordonsville, Virginia  
Agenda Item Summary  
February 2022**

<p><b><u>AGENDA ITEM 13</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 American Rescue Plan Act (ARPA). The Final Rule regarding the use of ARPA funds was released by the US Department of Treasury on January 7, 2022 and goes into effect on April 1, 2022.

**Projects**

*On-going – short term*

**Airport lighting repairs:** The rotating beacon has been properly repaired and is fully operational; an obstruction light on the Automated Weather Observing System (AWOS) has also been repaired. The Pilot Controlled Lighting (PCL) system at the airport is non-operational and will be replaced during the runway rehabilitation project. A NOTAM has been issued to alert pilots. The PCL allows pilots to control the runway lights from their aircraft.

**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.

**Cub Scout Aviation Day:** The 2022 Cub Scout Aviation Day at GVE is scheduled for April 23-24, 2022. Town Council will formally consider the scouts’ request to hold the event at their February meeting. The Town Manager attended a planning meeting for the event on February 9<sup>th</sup>.

**Floodplain Management Ordinance:** The Town’s Planning Commission held a public hearing on January 27, 2022 to receive public comment on an amendment to the Floodplain Ordinance that will update the effective date of the flood maps for the Town. This amendment will be heard by Town Council in February. Owners of the two properties in town that are in violation of the Town’s floodplain

ordinance are working to bring their properties into compliance by removing items located within the flood zone. Acceptance into the program is expected in spring 2022.

**Gordonsville Business Center:** All space at the center is leased.

**Park Planning Project:** Town Council selected Land Planning and Design Associates (LPDA) as the consultant for the park network design project. The Town Manager is negotiating a contract for services that will be presented to Council for their action in February.

Staff is working with LPDA, the Rappahannock Rapidan Regional Commission and the Piedmont Environmental Council to develop an application for grant funding from the federal Land and Water Conservation Fund. The funding program is a 50-50 match program that, if funding is awarded, will enable the Town to pursue redevelopment of Verling Park, replacement of Dix Memorial Pool, and recreational/open space development of two adjacent parcels that will link the park to the firemen's fairgrounds. Grant applications are due to the Virginia Department of Conservation and Recreation by March 15, 2022.

**Runway 5-23 Rehabilitation Project:** DEQ has approved the runway redevelopment project. Project construction is expected to begin on May 2, 2022. 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 assigned a project manager to this initiative and preliminary engineering design work has begun. Staff has reached out to the project manager to ask about a project kick-off meeting and how the Town may provide input moving forward.

**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.

**Trash Collection:** The contract with Time Disposal/GFL expires at the end of June unless renewed by the Town by April 1<sup>st</sup>. This matter is on Council's February meeting agenda for consideration.

**Wayfinding signage project:** Gateway signs for the entrances to the town are in production and will be installed this summer.

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

## **Budget**

Staff is preparing FY23 budget spending plans for consideration by Town Council. The FY23 budget development schedule may be viewed at [this link](#).

## **Committees**

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

**Planning Commission:** The Planning Commission met on Thursday, January 27, 2022 and held a public hearing to receive comment on two amendments to the Town's Land Development Ordinance. The Commission also elected officers and adopted their meeting schedule for 2022. A vacancy remains on the Commission; one application has been received and will be provided to Town Council for their consideration.

**Board of Architectural Review:** The BAR met on February 2, 2022 to continue their review of a Certificate of Appropriateness for a car shed to be located in the rear yard at 300 N. Main Street. The application was approved.

**Board of Zoning Appeals:** The Board of Zoning Appeals did not meet in January. A vacancy remains on the Board.

## **Permit Activity**

Zoning Permits Issued: 1

500 W. Baker Street – Gordon Barbour Elementary School expansion

Certificates of Appropriateness Issued: 1

300 N. Main Street – car shed in rear yard.

Subdivision Plats Reviewed/Approved: 0

Site Plans Reviewed: 1

500 W. Baker Street – Gordon Barbour Elementary School expansion

## **Training & Meetings**

The Town Manager will attend the Winter Conference of the Virginia Local Government Management Association in Staunton on February 16–18, 2022.

## **VDOT**

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

- **Weaver Street traffic flow review:** Town Council discussed this matter at their January meeting and determined further review is needed before modifications to traffic flow is warranted.
- **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. The Public Works Director has informed VDOT of several recent drainage concerns along W. King Street.