



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

<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 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*

**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.

**Floodplain Management Ordinance:** The Town’s Planning Commission will hold 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. The lease with AscendTek for Suite F has been renewed.

**Park Planning Project:** Town Council held interviews with prospective design firms on December 6<sup>th</sup> and 7<sup>th</sup> and is reviewing proposals for firm selection.

**Runway 5-23 Rehabilitation Project:** DEQ project approval is in the final stages. Project construction is expected to 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.

**Trash Collection:** The recent winter weather, in addition to contractor staff shortages due to COVID-19, has made trash collection a challenge. Staff has discussed with Time Disposal/GFL steps to be taken to better communicate any changes to their collection schedule, and staff is exploring ways to better communicate those changes to the community.

**Wayfinding signage project:** All large trailblazer signs (to be placed on approach to the traffic circle), small trailblazer signs, and historic district gateway signs were installed the week of December 13<sup>th</sup>.

**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 December.

**Planning Commission:** The Planning Commission is scheduled to meet on Thursday, January 27, 2022. They will hold a public hearing to receive public comment on two amendments to the Town's Land Development Ordinance.

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

**Board of Zoning Appeals:** The Board of Zoning Appeals did not meet in December. 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: 0

Certificates of Appropriateness Issued: 0

Subdivision Plats Reviewed/Approved: 0

Site Plans Reviewed: 0

## **Training & Meetings**

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

- Local Government Finance Network meetings (virtual): December 16<sup>th</sup> and January 20<sup>th</sup>
- Chamber of Commerce Executive Board meeting: January 19<sup>th</sup>
- Virtual webinars for American Institute of Certified Planners certification maintenance

## **VDOT**

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

- **Weaver Street traffic flow review:** In response to concerns raised by Council, VDOT is reviewing the flow of traffic on Weaver Street (from Market Street to E. King Street) to determine whether the current one-way flow of traffic should be reversed to better accommodate traffic generated by Champion Ice House. Town Council will provide input in this regard at their January meeting.
- **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.