



Town of Gordonsville, Virginia
Agenda Item Summary
May 2023

<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>
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Projects

On-going – short term

Airport projects: The contractor will be on site the week of May 8th to relocate the windsock, hydroseed bare areas, stabilize rill erosion at the end of RW23, remove contractor fuel tank and catch basin, and dress up the construction entrance so it may available for safe future use by the Town and others who need to access the airport for special events.

Aquatics: The Town Manager held a meeting for lifeguard staff at the pool on Saturday, May 6th. Guards cleaned the pool house, placed benches and guard stands where needed, and swept leaves out of the pool gutter and from around the pool house. Guard staff also discussed their respective time commitments for the summer—staffing may be greatly reduced in mid-June due to vacations and camps previously scheduled. The Town Manager is preparing the pool schedule for the summer and will advise as to any pool closures that may be needed due to the absence of staff.

Dix Memorial Pool will open for the 2023 season on Saturday, May 27, 2023, and will be open six days a week, Tuesday through Sunday, 12 p.m. to 6 p.m., until Orange County Public Schools reopens for the 2023-24 school year on Wednesday, August 9th. After the 9th, the pool will be open weekends only through Labor Day (this is subject to change pending the start of construction on the new pool facility).

The Town Manager is communicating with the Ben Hair-Just Swim for Life foundation regarding the possible provision of swim lessons at the pool this summer.

Broadband: FiberLync has installed broadband fiber to connect the Gordonsville Municipal Airport and the Gordonsville Business Center, and both locations have been connected. In January the Town Manager signed a memorandum of understanding with Dominion Energy for their installation of broadband infrastructure on their utility network within the town.

Cub Scout Aviation Day: Due to inclement weather, Cub Scout Aviation Day was postponed. The event is now scheduled for September 9-10, 2023.

Floodplain Management Ordinance: The Town's Floodplain Management Ordinance has been updated to reference the new effective date of the flood maps for the Town, which is May 17, 2022. The amended ordinance has been provided to the Virginia Department of Conservation and Recreation for their consideration as part of the Town's enrollment in the National Flood Insurance Program (NFIP). DCR is awaiting confirmation from FEMA as to the Town's enrollment in the NFIP.

Gordonsville Business Center: The Odd Chest will become the new tenant of Suite C in May.

Park Planning Project: Council continues their review of the 90% design plans for the park project, and held a work session with LPDA to discuss project implementation on May 1st. Town staff will have a site plan review meeting with LPDA the week of May 15th. LPDA hopes to have all comments from the Town by May 24th so that construction plans may be finalized for permitting and solicitation of bids for a construction. The Fundraising Advisory Committee will meet at 1 p.m. on May 10th to discuss next steps for developing a community-wide fundraising program to raise additional funds needed to implement the park project.

Safe Routes to School Grant Application: Preliminary engineering for the project has revealed the Safe Routes to School project to be more expensive than initially anticipated due to impacts on drainage, utilities and road right-of-way, as well as inflationary impacts on material costs. VDOT appeared before Council at their April 3rd work session to review various options for moving forward with the project, and Council is evaluating how to proceed.

Town Hall Parking Lot Renovation: Staff will ask Town Council to authorize the Town Manager to negotiate a contract with the low-bid contractor at the May regular meeting.

Wayfinding signage project: The finish of several of the signs installed during the project has bubbled. Rite-Lite signs has filed manufacturer warranty claims for all the signs that have the bubbled finish and will install new sign faces on the affected signs once fabrication is complete. The southern gateway wayfinding sign location along Routes 15S/33E continues to be a problem; the recent desired location is un-workable due to the presence of the Town's water distribution lines in the area. Staff continues to evaluate other possible locations for this sign.

Website: Staff continues to monitor the website and make modifications to correct or add information as needed. Revize, the Town's website developer, has contacted staff regarding a free website refresh that is a part of the Town's contract.

Budget

Town Council continues their review of the draft FY24 budget. Work sessions were held on April 18th, April 24th, and May 1st. The next budget work session will be held on Monday, May 22nd.

Committees

Airport Advisory Committee: The Airport Advisory Committee met on April 25th to discuss the update of the Airport Layout Plan (ALP). The next meeting of the committee will be held on May 16th at 6 p.m. Representatives from Talbert & Bright, the Town’s airport consultant, will attend to offer guidance on the scope for the revision of the Town’s ALP.

Planning Commission: The Planning Commission met on Monday, April 10th to review revised Land Development Ordinance amendments regarding the short-term rental of property. The Commission also discussed a down-zoning request of property located at 305 Stonewall Avenue. The Commission scheduled a public hearing to receive comment on both items for June 12, 2023. The Commission did not meet in May.

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

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

Permit Activity

Zoning Permits Issued: 1

- 307 S. High Street – rear yard fence

Certificates of Appropriateness Issued: 0

Subdivision Plats Reviewed/Approved: 0

Site Plans Reviewed: 0

Training & Meetings and Other Events

The Town Manager and the Town Treasurer participated in the Virginia Tech Finance Network Zoom calls on April 6th and April 20th.

The Town Manager attended the Chamber of Commerce board meeting on April 19th at Orange Airport.

The Town Manager and the Town Treasurer participated in the Virginia Municipal League 2023 General Assembly review for Towns on April 26th.

The Town Manager, Vice-Mayor Winkey, Councilmember Samra, and Peter Hujik, Piedmont Environmental Council Senior Field Representative, presented “Gordonsville Park Network: Connecting People + Place in the Built Environment” at the Virginia Urban Land Trust annual conservation conference in Harrisonburg on April 27th.

The Town Manager virtually met with the Louisa VDOT Resident Engineer and Assistant Resident Engineer on May 3rd to discuss the Town’s Safe Routes to School project, as well as several other street and drainage concerns recently raised by Town Council.

The Town Manager and the Town Clerk virtually met with Advanced Network Systems staff for the Town's quarterly business review on May 3rd. During this meeting, ANS reviewed current reports on the performance of the Town's network, servers and firewalls.

The Town Manager participated in the *Gordonsville on Main* First Friday's event on May 5, 2023.

The Town Manager volunteered at the Chamber of Commerce "Orange Un-Corked" wine festival on Sunday, May 7, 2023.

VDOT

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

- **Weaver Street traffic flow review:** VDOT crews are scheduled to add marking and signage on Weaver Street this month to help alert motorists to the one-way status of the street.
- **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:** There is a new federal funding program designed to address drainage issues. VDOT has used initial tranches of this funding to fill funding gaps for drainage projects throughout the district, and will be holding informational meetings on funding available and the application process for district localities this winter.