



**Town of Gordonsville, Virginia
Agenda Item Summary
February 2019**

<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 checked="" type="checkbox"/> yes <input type="checkbox"/> no</p>
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Airport

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

Fuel Tank: This project will not be pursued until runway improvements have been completed and the Airport Layout Plan has been revised.

Langley Hangar Repair: Work on this repair is will be undertaken by staff as scheduling permits.

Runway repair: Staff has submitted a runway rehabilitation project scope of work to the Virginia Aviation Board for consideration at their February meeting. If approved, design of the project will begin in March 2019.

Cub Scout Aviation Day: The 2019 Cub Scout Aviation Day at GVE is scheduled for April 27-28, 2019. The next planning meeting for the event is February 13th.

Aquatics

Swim Team: Due to a lack of registrations, there will be no swim team in 2019. After consultation with JSL, the Town Manager has asked that the team be withdrawn from the league unless and until a team that meets the league's minimum requirements can be formed.

FY2020 Budget

Staff has developed a draft of the FY2020 Budget, which will be provided to Town Council on February 18, 2019. Council budget work sessions are scheduled for Thursday, February 21, 2019; Monday, February 25, 2019; and, if needed, Thursday, February 28, 2019. Work sessions are open to the public.

Building Maintenance

Visitor Center: The Town Superintendent has indicated that the building needs to be painted; this work will be pursued by the Public Works Director as time permits.

Planning and Zoning

High Street Project: Applications for both of the Town's High Street Intersection Improvement projects were submitted to VDOT's [Smart Scale](#) program (formerly HB2) on August 8th. [Funding recommendations](#) for the projects were presented to the CTB at their meeting on January 15, 2019. Of the five transportation projects submitted for Orange County, all of which are roundabouts, only one project, a roundabout at Routes 20/33, was recommended for inclusion in the state's Six Year Improvement Program.

Park Planning Project: Town Council's discussions on this project continue. The house located at 112 Linney Street was demolished in December, and the Town is negotiating an agreement for the purchase of Verling Park, owned by CSX Railroad.

Safe Routes to School Walkabout Mini-grant: A Safe Routes to School Walkabout mini-grant application for funding to pursue information and data collection for the development of a larger grant through VDOT's [Safe Routes to School](#) funding program was submitted to VDOT in late January. The purpose of the project will be to examine walkability within the town and identify any improvements needed.

Permit Activity:

Zoning Permits Issued: 0

Certificates of Appropriateness Issued: 1

508 N. Main Street – installation of wooden fence around the rear yard.

Subdivision Plats Reviewed/Approved: 0

Planning Commission: The Planning Commission did not meet in February.

Board of Architectural Review: The BAR met on Wednesday, February 6, 2019 and approved a request for a Certificate of Appropriateness for a rear yard fence on property located at 508 N. Main Street.

Board of Zoning Appeals: The Board of Zoning Appeals did not meet in January. 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.

Public Works Building

Work continues at the new public works building. Details of current activity is noted in the Public Works department report. The Public Works Director anticipates the department will move to the new location in March.

TEA-21 projects

Depot Phase III: A contract with Wendel for A&E services for completion of the freight depot renovation has been finalized; execution of the contract is pending authorization to proceed by the Federal Highway Administration.

Training

No training took place in January. The Town Manager will attend the Virginia Local Government Manager's Association (VLGMA) winter conference in Staunton on February 20-22, 2019.

TOOT: The January 2019 TOOT ridership numbers are attached for review.

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

- Lane marking modifications for Route 15 North from the traffic circle to Inwood Restaurant will be funded with FY19 funds; this work is expected to occur in early 2019.
- VDOT's District Engineering Team has developed several options for adding crosswalks in the vicinity of the traffic circle to improve pedestrian safety in this area and reviewed them with Town staff on November 27th. VDOT staff will make revisions to the options as discussed and make them available for Council's review in the spring.

Wayfinding signage project: Project implementation will resume upon completion of other pressing projects currently being undertaken by the Town.

Website Refresh: The Town's new website was launched on Friday, December 21, 2018. Staff continues to correct or complete information as missing or incorrect items are brought to their attention. Staff is working on creating a "Featured Business" component for the home page.