

Town Manager's Top 10 Focus Area Alignment with Current Projects

<u>Project</u>	<u>Project Status</u>
(1) (A) Franchise Agreement to Facilitate Town-wide High Speed Broadband (Fiber Optics Glass); (B) Lease of Pullen House for Lumos POP; (C) Renewal of Franchise Agreement of Cable Services <i>(Hooper McCann, Shannon Bohince, Kathy Elgin)</i>	
	1/6/22 - Consideration of RFI closed. Town Council agreed to negotiate a non-exclusive franchise agreement with Lumos.
	11/4- the administration is not continuing its work on the RFI for expansion of broadband services as we are beginning negotiations with a single broadband company who is committing to deliver glass fiber to every household consistent with the 2022 buildout schedule. To achieve this, the Council needs to hold a public hearing and approve a non-exclusive franchise agreement by March 31, 2022. The town can receive additional requests to consider multiple non-franchise agreements from other providers.
	9/28 - Staff will need clarification on the scope of the project prior to the development of the RFI.
(2) Bike Park at Fireman's Field <i>(David Mekarski, Sally Hankins, Amie Ware)</i>	
	1/4/22 - Staff has been in contact with Michelle Caudill in an effort to meet to discuss the proposal and identify private donations for preliminary engineering and environmental assessment to fulfill both DHR's and Town's review criteria. Due to scheduling conflicts, the teams will not be able to meet until the end of January. Staff has also been in contact with the VA Dept. of Forestry to obtain an assessment on potential impacts to the trees in Dillons Woods.
(3) Comprehensive Rewrite of the Zoning Ordinance <i>(David Mekarski, Don Dooley, Sally Hankins)</i>	

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	1/5/22 - Planning Commission reviewing draft project plan at their meeting on 1/6/22; consultant to participate; Council to review at 1/11/22 work session. ZoneCo will then begin by initiating work on diagnostic immediately, expected to be completed May 2023.
	12/14/21 - Town Council approved the agreement with ZoneCo and authorized the TM to execute the agreement
	12/9/21 - completed contract negotiations for the comprehensive project. Authorization for manager to execute to be considered at the upcoming Council meeting.
	11/4/21 - staff is checking references and the Director of Planning and Economic Development, the Town Manager and the Town Attorney are evaluating previous work that is available online prior to scheduling either a second interview or open negotiations with the finalist for an interim scope to complete a zoning code diagnostic or alternatively, seek a full budget appropriation to finance the full scope as provided by the consultant.
	9/28/21 - Interviews complete and team has met to discuss both proposers; references are being checked and staff is looking at the various codes the firm has written;
	9/2/21 - Received 2 proposals; interviews to be tentatively scheduled the week of Sept. 20; requires additional budget appropriation
(4) Adopt Spending Plan for the \$10.5m Allocated Under the ARPA; Prioritize Projects to Ensure Funds are Obligated by 2024 and Finalize by 2026. <i>(Hooper McCann, Liz Krens)</i>	
	1/6/22 - Staff is finalizing the draft plan to present at Council's work session on January 25.
	12/14/21 - TC approved BA's formally allocating \$3,459,941 of FY2022 ARPA funding to 3 projects: 1) Water Treatment Plant to Town Watermain Replacement Project (\$480k); 2) New Finished Water Storage Tank (\$2,399,941); and 3) Hirst Reservoir Rehabilitation Project (\$580k).
	12/9/21 - project descriptions conceptually completed and update to Council at upcoming meeting. New information shared on Town use of ARPA funds for reservoir project allowing us to use funds for intake structure and drain valve replacements as well as sedimentation dredging
	11/4/21 - the administration is refining the project descriptions for the project profiles, which detail the amount of federal money which will be appropriated per fiscal year between current date and FY24 to obligate in FY26 to complete. These project profiles will be shared with the Council during the budget work session scheduled on 11/17 to discuss our Capital Improvement Plan

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(5) Historic Preservation Overlay Zone & Historic Corridor Overlay District (<i>Don Dooley, Sally Hankins</i>)	
	1/6/22 - to be discussed at Council's January 25 work session soliciting the action of Council to move the project forward to a public hearing and action item.
	12/14/21 - Chair Forbes presented the ordinances to the Town Council for consideration.
	12/3/21 - Planning Commission made a motion to recommend approval of Zoning Code Amendment 2021-005 to the Town Council. Council meeting to be scheduled for January 2022 to hear item.
	11/4/21 - Ad for the Historic Preservation Overlay Zone (creating a new district & adopt new regulations) and Historic Corridor Overlay District (amend the existing regulations) Planning Commission Public Hearing on 11/18 to run 11/5 & 11/12;
	10/7/21 -the PC will discuss on 10/7 draft ordinance Article 14B Historic Preservation Overlay Zone;
	12/2/21 - Planning Commission concluded work and moved to Council.
	9/14/21 - project added to Top 10 by Council
(6) Finalize negotiations to secure long-term water rights (200k gpd) to acquire sustainable water supply for sustainable potable water consistent with Jacobs Water Resource Study. (Marsh Well and JK Well) (<i>David Mekarski, Sally Hankins, Jason Didawick</i>)	
	12/14 - briefed Council in closed session
	12/9/21 - finalizing negotiations for Marsh Well, briefing the Council in closed session on Dec. 14
	9/21/21 - Reopening discussions on JK Well; continuing negotiations on Marsh Well

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<p>(7) Jeffries Well Pre-Chlorination Treatment Facility/Construction of a Consolidated Green-Sands Facility to Bring Two of the Four Aberdeen Wells Online <i>(Dale Lehnig, Jason Didawick)</i></p>	
	<p>1/6/22 - To advance preliminary engineering, staff has proposed the use of ARPA funding for this first phase of the groundwater treatment facility. An update cost estimate is \$600,000. If ARPA funding is not approved, this will be shown as requested cash in the CIP.</p>
	<p>10/7/21 - staff has proposed using \$550k in ARPA funds to complete Phase 1 of this three-phase project next fiscal year. Phase 1 includes permitting, design and construction of a prefabricated concrete building to be used as a pre-chlorination treatment facility for the Marsh and Jeffries Wells. Phases 2 and 3 include expanding the treatment capabilities to include iron and manganese removal and bringing wells PWB-3A and PWB-6F online.</p>
<p>(8) Town/County Project Coordination: (A) Town Attorney/Town Engineer to finalize all remaining elements to complete the purchase agreement for the 5-acre conveyance of land located in the Field's Farm Park for a future police facility and elevated water tank; (B) Town Engineer and Town Planning Director coordinate with County to expeditiously complete site plan review on all Field's Farm Park improvements, including soccer fields, baseball park, commuter parking lot, road network and bike/pedestrian trails; (C) Town Engineer to work with outside engineering consultant on retainer to expeditiously complete all required reviews of the Rt. 690/7 interchange project.</p>	

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	1/6/22 - (A) Conveyance of 5 Acres Update - town conducted field visits to determine nature of illegal dumping on water tower site to be conveyed to town. Town now communicating with County to identify a date for site clean up.
	1/6/22 - (B) Field's Farm Park - Planning Dept. is reviewing a Rezoning from X Transitional to IP Institutional and Public Use for the County Western Loudoun Projects property; two Special Use Permits (one for Fields Farm Recreation Facilities, the other for the Western Loudoun Park & Ride); and two Commission Permits (for the same two projects). The Planning & Engineering Dept. is expected to return comments within 30 days.
	1/6/22 - (C) Engineer Dept. has solicited help of outside consulting engineer to complete detailed plan review in order to meet County and State deadlines.
(9) Research and Solicit ARPA Discretionary Grant Opportunities from Federal Agencies <i>(Council liaisons/CCB 's)</i>	
	1/6/22 - no progress has been made on this item. Council liaisons are requested to seek volunteers from their CCB's to assist in this task.
	11/4/21 - with the elimination of interim funding for our economic development planner, the administration is limited in its staff capacity to fully implement this priority project, and is encouraging all Council liaisons to our CCB's to enroll the voluntarism of committee members to help us identify possible discretionary grants consistent with their area of focus.
(10) Complete Asset Management Plan and Appropriation for Improvements to the Community Garden Site and the Aberdeen Property. <i>(Dale Lehnig, Joshua Goff)</i>	
	12/8/21 - Community Gard Site - This site will be included in a cost center for the Village Case property. Budget numbers for FY23 will include estimates for short term projects (tree removal, security/stabilizing the remaining buildings, pond aerator). Longer term projects are contemplated and will be included in the later budget cycles. Longer term projects will be described in the cost center for the property as part of the FY23 budget.

Town Manager's Top 10 Focus Area Alignment with Current Projects

	10/7/21 - Community Garden Site - Staff is obtaining estimates for both short term and long term projects. Immediate needs (tree removal and securing/stabilizing the remaining buildings) will require a budget amendment; expect to see a budget amendment request in November. Longer term projects will be shown in the cost center for the property as a part of the FY23 budget.
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