

# COUNTY OF WARREN



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*Douglas P. Stanley*  
County Administrator

## Memorandum

**TO:** Chairman and Members of the Warren County Board of Supervisors

**FROM:** Douglas P. Stanley, AICP, County Administrator

**DATE:** April 18, 2017

**RE:** County Administrator's Report

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Highlights of major activities and other developments:

***House Bill 1693*** – The Governor has signed HB1693 into law effective July 1, 2017. The bill increases the per project amount from \$100,000 to \$150,000 for term contracts. We want to thank Delegate Collins for carrying this legislation for the County.

***FY2017-2018 Budget*** – The Board held a public hearing on the proposed FY 2017-2018 budget and 2017 tax rates at its meeting on April 11<sup>th</sup>. The Board is scheduled to adopt the budget at its meeting tonight.

***2017 Board Goals*** – The 2017 goals list was discussed by the Board at its work session on April 4<sup>th</sup>. The final list is on the agenda tonight for approval by the Board.

***Delinquent Taxes*** – The County has added a “Top Ten List” of largest delinquent personal property taxpayers to our website and Facebook page to go along with the RE listing posted last month. The Pond Law Group will be holding a sale of delinquent real estate tax properties in May.

***Building Inspections Software*** – The County is attempting to schedule a meeting with the Town to start the discussions regarding Citizens Self Service. It has been determined that the Citizens Self Service program will be a superior program to assist the community and provide service well into the future. The main detail that still needs to be discussed and resolved is the connectivity of the financial process between the Town and County. While it appears the Town is open to the idea, the details still need to be completed. Once a suitable solution is determined, we can move forward on the implementation schedule and complete this process as soon as possible.

*Front Royal-Warren County*  
*Rivers of Opportunity-Mountains of Success*

## BOARD OF SUPERVISORS

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**Reassessment** – The County, along with Rappahannock, Shenandoah, Clarke and Page Counties, received three proposals to conduct the County's next reassessment. Warren County is on a 4-year reassessment cycle. Under the current schedule, field work will begin on July 1, 2017 with the reassessment being completed by December 31, 2018. We will be interviewing prospective firms on April 26<sup>th</sup> for a recommendation to the Board.

**Development Review Committee** – The Development Review Committee met on March 22<sup>nd</sup>. The Committee discussed projects in the County including:

- Proposed breeding kennel permit (Ritenour Hollow Road)
- Interchange property on Toray Drive (Warehouse)
- Public improvement plans to Rt. 340/522 (Royal Farms)
- Dominion Power (auxiliary parking lot)

The Committee also discussed Town projects including:

- A potential restaurant near South Street
- Potential brewpub on Main Street
- Jake's Bike Shop (South Royal Avenue)
- Site plan for the Criminal Justice Academy

The Committee will meet again on April 26<sup>th</sup>.

### ***Project Updates***

**2nd Middle School** – The project is approximately 90% complete.

- The shingle roofing 100% complete
- Curb and gutter 99% complete
- Concrete sidewalks in progress with 90% complete
- The electricians are running overhead conduit throughout building 99% complete with rough-in
- Duct work is 95% complete throughout building
- Sprinkler installation 95% (installing heads now)
- Site work is 95% complete
- Elevator installs 97% complete
- Interior painting 80% complete
- Landscaping 75% - seeding continues and is 75% complete
- Fire pump is installed (Controller due 4/10/2017)
- Linoleum flooring continues
- Wood flooring is complete with sanding/finishing remaining

- Irrigation well (well drilled) - Electrical and sprinklers being installed
- Aluminum windows 100%
- Aluminum interior frames 85%
- Asphalt completion 4/10 through 4/21
- A & B & E & F area casework delivered and being installed

***Ressie Jeffries Elementary School*** –The building addition and roof project is 28% complete through the end of March and the site work project 70% through the end of March.

#### **Site contract**

- Rough Grading – 95%
- Curb & Gutter – 50%
- Stone Subgrade Parking Lots – 80%
- Sidewalks – 80%
- Topsoil and Seeding – 75%
- Site Lighting – 90%
- Paving and Line Striping– 0%
- Landscaping – 0%
- SWM Pond Media – 100%
- SWM Pond Piping – 100%

#### **Building Addition and Roof**

- Metal Truss Supports – 100%
- Metal Truss Installation – 100%
- Metal Decking at Truss – 100%
- Metal Roofing – 10%
- TPO Roofing – 0%
- Plumbing – 80%
- Mechanical – 10%
- Electrical – 45%
- Building Addition Footings and Slab – 100%
- Building Addition Masonry – 40%
- Masonry Veneer – 0%
- Building Addition Structural Steel – 100%
- Fire Proofing – 0%
- Doors and Hardware – 10%
- Storefront and Curtainwall – 0%
- Fiberglass Sandwich Panels – 0%

- Interior Finishes – 10%

***Health and Human Services Complex*** – The project to renovate the gym bathrooms has been completed. Staff is currently working with the contractor on the punch list.

***Rivermont Fire Station*** – Moseley Architects is working on the conceptual design of the facility. The survey of the property and associated topo has been completed by the surveyor. The permit application to expand the existing airport sewage system has been submitted to the Health Department. The Building Committee conducted a site visit of the recently completed Round Hill Fire Station in Frederick County on March 27<sup>th</sup>.

***Leach Run Parkway*** – The project is currently estimated to be completed by June 29, 2017. The final utility relocation work was completed last month along Route 55 (John Marshall Highway), which will allow Branch to complete the widening on Route 55. The contractor is currently finishing up the installation of street lighting and landscaping and has crews starting on installation of the bio-retention ponds. We expect Branch to be in position to start work on final paving and pavement markings by late April.

***VDOT/Totten Lane Turn Lane Project*** – The project will add a left turn lane NB on Totten onto Route 55 West (Strasburg Road) and add a right turn lane off Route 55 West onto Route 626 (Totten Lane). The project has been awarded and the preconstruction meeting will be held next week.

***VDOT/Marlow-Silek Revenue Sharing Project*** – The project will widen a portion of Route 340/522 South from the crossover in front of Shenandoah Motors to the Crooked Run Boulevard entrance by adding a 3<sup>rd</sup> lane and right turn lane. The project will also extend the left turn lane for the crossover. Project design is nearly complete. The project should be set to go to bid in late winter.

***VDOT/Morgan Ford Bridge*** – The project is approximately 20% complete and remains on schedule for completion in June 2018. The contractor has completed constructing the piers in the river. They are currently working on the northern and southern abutments. They are also beginning grading operations for the southern approach to the new bridge. Later this summer they will install the temporary work bridge that will provide construction access over the river in order to set the precast box beams and place the concrete deck.

***VDOT/South Fork Bridge*** – The project is approximately 80% complete and still on schedule for completion in December 2017. The contractor is working on Stage II of the new bridge. This stage will widen the structure and provide 2 additional lanes, a bike lane, and sidewalk to the west. The piers and abutment foundations are complete. The contractor completed setting steel beams and has begun placing deck forms. We anticipate beginning concrete placement of the Stage II deck in June with completion in early September. The contractor is continuing grading work along Route 55 and within the Stormwater Management Area between Route 55 and the QRI Road. The curb/gutter and stone has been installed on

the service road along Route 55. The service road will be paved later this season once paving companies become more active.

**Route 340/522 Trolley Project** – The County has received preliminary word that it will receive funding to start up trolley service in the corridor for FY 2017-2018.

<b>Project</b>	<b>Ad/Bid Date</b>	<b>Cost</b>	<b>Estimated Completion Date</b>	<b>Status</b>
FRWC Airport Obstruction Removal	Summer 2016	\$804,000	Spring 2017	Under Construction
South Fork Bridge	9/2013	\$74,700,000	Fall 2017	Under Construction
Morgan Ford Bridge	12/2016	\$9,713,152	Spring 2018	Under Construction
Guardrail Projects	N/A	\$142,140	Winter 2016	Completed
Leach Run Parkway	6/2015	\$15,875,718	Spring 2017	Under Construction
Pine Ridge, Copenhaver, Western Rural Addition Project	N/A	\$1,271,250	July 1, 2017	Under Construction
Totten Lane – Turn lane Project	Summer 2016	Unavailable	Summer 2017	Contract Awarded
2 <sup>nd</sup> Warren County Middle School	Winter 2015	\$44,100,000	Summer 2017	Under Construction
Freezeland Road Kiss-n-Ride	Fall 2014	Unavailable	Spring 2017	Under Construction
Health and Human Services Complex – Gym Bathroom Renovation	Summer 2016	\$125,000	February 2017	Completed
Ressie Jeffries Renovations	Fall 2016	\$4,990,077	Fall 2017	Under Construction

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