



AGENDA  
TOWN/COUNTY LIAISON  
COMMITTEE MEETING  
Town Administration Building  
102 E. Main Street



Thursday, January 21, 2016  
6:00 p.m.

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1. Call Order to Order, Timothy Darr, Mayor of Front Royal
  - a. Leach Run Parkway
  - b. Wastewater Treatment Plant/Septage Receiving Facility
  - c. Building Inspections Software
  - d. Development Review Committee
  - e. McKay Property Update
  - f. Warren County's in-Town Projects
  - g. Avtex Property - Main Street Extension
  - h. Main Street Application
  
2. Adjournment

**Town of Front Royal / County of Warren  
Liaison Meeting Agenda Item**

Date: January 21, 2016

**Agenda Item:** Leach Run Parkway Project

**Summary:** The EDA is spearheading the design and construction of the long-planned 1.3 mile divided roadway that will connect Route 55 East with Happy Creek Road. The road will connect the proposed Swan Farm Development, Valley Health's proposed hospital site, and the proposed second Warren County middle school.

**Discussion:** The Notice to Proceed for the project has been issued by the EDA to Branch Highways. Branch has indicated that they will be starting work on the project on November 23, 2015. We will be working with EDA and Town staff to coordinate a ground breaking ceremony for the long awaited project.

The entire length of the roadway has been cleared and Branch is working on the box culvert crossing for Leach Run. The project is approximately 5-10% complete. The installation of the 10" sewer line is completed.

The project is on schedule and should be completed by the end of the 2016 construction season.



**Town of Front Royal / County of Warren  
Liaison Meeting Agenda Form**

Date: January 21, 2016

**Agenda Item:** Wastewater Treatment Plant - Septage Receiving Facility

**Summary:** The project was at day 294 on January 12 with 676 days remaining on the original schedule to complete the project. The current completion date is scheduled for November 18, 2017. Construction invoicing is at \$12,714,283.24 or 28.5% of the \$44,471,000.00 cost. \$88,052.73 in Change Orders have been approved.

Construction of the Septage Receiving Station is scheduled to begin in the spring of 2017.

**Discussion:** The project is proceeding with limited interruption of plant or septage receiving operations.



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**Agenda Item:** Building Inspections Software

**Summary:** The County and Town are working with EnerGov on the data migration concurrently with the user and acceptance testing and continue towards its successful completion.

**Discussion:** Both the County and Town staff continue working on User Acceptance Testing to ensure that the program will be successful when it goes live. With the System Administration Certification Course successfully completed we are now able to assist in problem solving workflow items that have been holding up the process. We had anticipated having the test site ready to field test our building inspections process during the middle of December, but we continue to work through the process testing at this time.

Our onsite User Acceptance Training that was to be the week of January 25<sup>th</sup> is now postponed and will be rescheduled once we have an acceptable go live date set. While these delays are very difficult to accept we still know that having the system working smoothly will ultimately make for a better transition.

Everyone is working diligently towards the finish line.



**Town of Front Royal / County of Warren  
Liaison Meeting Agenda Item**

Date: January 21, 2016

**Agenda Item:** Development Review Committee

**Summary:** Council had requested an update of the Development Review Committee

*Development Review Committee – Development Review Committee* – The Development Review Committee met on November 18<sup>th</sup>. The Committee discussed projects in the County including: a proposed trucking company in the Kelley Industrial Park, plans for a women’s dormitory at Christendom College, a proposed addition of units for Blue Ridge Storage, and expansion of Nature’s Touch. The Committee also discussed Town projects including: Warren County Middle School construction, approval of the Angel’s Korner daycare expansion, an update on the K-Mart building, an update on the Old Second Chance Building on Main Street, a new restaurant and woodworking shop on Main Street, and an update on the Royal Phoenix development. The Committee will meet again on January 27, 2016.



Town of Front Royal / County of Warren  
Liaison Meeting Agenda Item

Date: January 21, 2016

**Agenda Item:** Warren County In-Town Projects

**Summary:** Council had requested an update of the County's in-town construction projects. The following is an update of current projects:

**Warren County Government Center** – Lantz Construction of Winchester (LCW) is nearing completion on the renovation of the Treasurer's office space. The entire project will be completed within the next 30 days.

**Health and Human Services Complex** – As of January 4<sup>th</sup>, the Warren County Health Department and Social Services Departments were up and running in the new Health and Human Services Complex. Project Manager Jeff Hayes is working with the two agencies on punch list items. We anticipate having an open house this April for the general public.

**2<sup>nd</sup> Middle School** – Significant progress has been made on the project due to the drier than normal weather we have experienced. The project is approximately 13% complete with 19% of the building footers having been poured. The school should be open for the 2017-2018 school year.

**Skyline Soccerplex** – The County completed the hauling of topsoil from the Middle School project site to the Soccerplex for the construction of the final field. County staff will grade the field and start to work on installation of underground irrigation in the coming weeks. We anticipate the project being completed by the start of the spring season, with this field in playing condition by fall 2016.

**Warren County Courthouse – Court Holding** – The County has rebid the project to renovate to portions of the former Warren County Jail to use for holding cells for the Warren County Courthouse. The request to award the bid is on today's agenda.

**Eastham Trail/Phase III** – Kickin' Asphalt has started work on the project. It is anticipated that the project will be completed by April 1, 2016.

