


COUNTY OF YORK

MEMORANDUM

DATE: April 16, 2018
TO: Rossie Carroll, VDOT Williamsburg Residency Administrator
FROM: Neil A. Morgan, County Administrator 
SUBJECT: County Contact Information

On April 30th, upon Mark Carter's retirement, a new organizational structure will go into effect and will result in some new lines of communication between the County and VDOT. A copy of the new Organizational Chart is attached and the changes pertinent to the interactions between our offices are noted below:

- **Mark Bellamy** will be promoted to Deputy County Administrator and will oversee the Departments of: Public Works, Community Services, and a newly created Department of Planning and Development Services.
- **Susan Kassel** will be promoted to Director of Planning and Development Services. She will oversee the Divisions of: Development Services (Site Plans/Subdivision Plans and Zoning/Code Enforcement), Building Regulations, and Planning.
- **Brian Woodward** will be promoted to Director of Public Works.
- **Tim Cross** will be promoted to Deputy Director of Planning and Development Services.
- **Joe Sisler** will be promoted to Deputy Director of Public Works.
- **Rob Krieger** will be promoted to Deputy Director of Public Works.

Mark Bellamy (contact: Bellamy@yorkcounty.gov ; 890-3809/office (effective May 1st); 746-0406/cell) will serve as the County's principal liaison with your office. At least for the time being, we envision that he will be your primary contact on matters such as:

- Receiving/reporting Board requests for VDOT repairs/studies/etc.;
- Coordinating authorization of VDOT proposals for expenditure of Safety Funds and Countywide Incidentals;
- Requests for Speed Studies, Traffic Calming, Speed Limit Enforcement, Regulatory Signs.

Tim Cross (contact: tcross@yorkcounty.gov ; 890-3496/office; 645-8097/cell) will serve as the County's coordinator of the annual Six-Year Secondary System Improvements Plan and the coordinator of the biennial requests for Revenue Sharing Program funding. He will also be the coordinator of any County Smart Scale applications and any associated activities including, for example, the utility undergrounding associated with Segment 2 of the Route 17 widening (agreements, payment schedules, etc.).

Rossie Carroll
April 16, 2018
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Susan Kassel (contact: Susan.Kassel@yorkcounty.gov ; 890/3551/office; 390-0051/cell) will continue to be the County's principal contact/coordinator of all things related to site/subdivision plan reviews by VDOT, street acceptance issues and right-of-way abandonment issues.

Brian Woodward (contact: woodwarb@yorkcounty.gov ; 890-3241/office; 592-6776/cell) will be the County's principal contact /liaison with VDOT regarding drainage and utility issues. Public Works will continue to manage any County-administered Revenue Sharing projects (stormwater and roads).

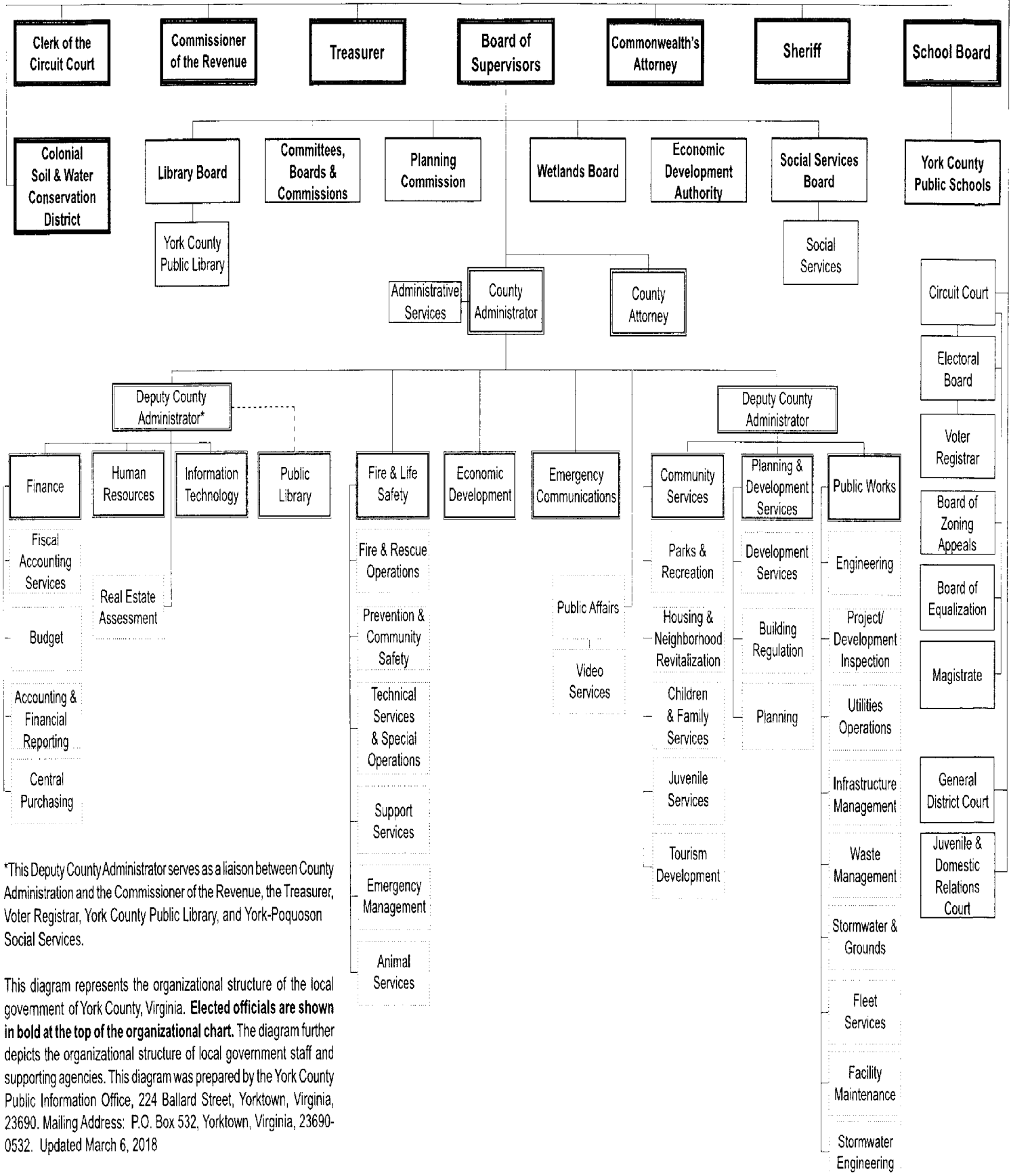
I trust this information will be helpful as we move forward. Of course, please don't ever hesitate to contact me directly (Neil.Morgan@yorkcounty.gov ; 890-3322/office; 719-2120/cell) if you desire.

Attachment: Organizational Chart

ROSSIE,
THANKS FOR YOUR PATIENCE
DURING THE TRANSITION

York County Voters

Virginia General Assembly



*This Deputy County Administrator serves as a liaison between County Administration and the Commissioner of the Revenue, the Treasurer, Voter Registrar, York County Public Library, and York-Poquoson Social Services.

This diagram represents the organizational structure of the local government of York County, Virginia. **Elected officials are shown in bold at the top of the organizational chart.** The diagram further depicts the organizational structure of local government staff and supporting agencies. This diagram was prepared by the York County Public Information Office, 224 Ballard Street, Yorktown, Virginia, 23690. Mailing Address: P.O. Box 532, Yorktown, Virginia, 23690-0532. Updated March 6, 2018

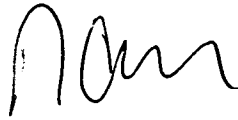
COUNTY OF YORK

MEMORANDUM

DATE: April 17, 2018

TO: York County Board of Supervisors

FROM: Neil A. Morgan, County Administrator



SUBJECT: FY 2019 - 2024 Virginia Department of Transportation DRAFT Six-Year Improvement Plan

The Virginia Department of Transportation has begun the public hearing and review process that will lead up to the Commonwealth Transportation Board's adoption of the FY 2019-2024 Statewide Six-Year Improvement Plan in June. I am pleased to inform the Board that the Draft Plan proposes allocation of funding for all of the Revenue Sharing Program projects for which the County submitted applications. These projects fall into three major categories – Stormwater/Drainage, Street Improvements, and Sidewalks – and the specific projects and funding amounts are shown in the following chart.

FY 2019 / 2020 REVENUE SHARING PROGRAM REQUESTS			
PROJECTS	COUNTY FUNDS PLEDGED	VDOT MATCH	Proposed FY 2019-2024 Six-Year Plan
Drainage Improvements			
Wormley Creek Headwaters to Edgehill Outfall System Culverts	570,000	570,000	1,140,000
TOTAL STORMWATER			1,140,000
Road Improvements to Enable VDOT Street Acceptance			
Potomac Run Cul-de-Sac	50,000	50,000	100,000
Oakwood Subdivision Streets	200,000	200,000	400,000
Route 171 Frontage Road at Heaven's Way	250,000	250,000	500,000
TOTAL STREET IMPROVEMENTS			1,000,000
Sidewalk Improvements			
Route 17 – Fort Eustis Blvd. to Yorktown Library	72,000	72,000	144,000
Route 134 – Autumn Way to Lake Dale Way	88,000	88,000	176,000
Hubbard Lane – Colonial Avenue to Erin Leigh Court	80,000	80,000	160,000
Penniman Road / Merrimac Trail – (Magruder Elementary to James York Plaza)	98,500	98,500	197,000
Route 238 – Woods of Yorktown Apartments to Lackey Free Clinic	132,500	132,500	265,000
Big Bethel Road – Running Man Trail to Tabb Elementary School	29,000	29,000	58,000
TOTAL SIDEWALKS			1,000,000
TOTAL COUNTY / VDOT FUNDS	1,570,000	1,570,000	3,140,000

A brief description of each project follows.

Drainage Projects

- **Wormley Creek Headwaters to Edgehill Outfall System Culverts:** This project represents the first of several incremental steps that would expand the existing (and now under construction) Wormley Creek Headwaters Drainage Improvements project upstream toward Edgehill. The purpose of this sequential effort is to improve the capacity of the culvert system that conveys stormwater discharges from a portion of the Edgehill subdivision's roadside ditch system. The amount allocated to this phase (\$1,140,000) will fund the design and installation of upgraded culverts where the outfall crosses under both Cook Road and Route 17.

Road Improvement Projects

- **Subdivision Street Repairs Necessary for VDOT Acceptance:** Section 33.2-335 of the Code of Virginia provides an opportunity for the use of Revenue Sharing Program funds to improve streets that have been platted as public right-of-way and open to public use for at least 20 years but which, for whatever reason, have not been accepted into the VDOT Secondary System for maintenance. Three street systems/individual streets meeting the 20-year public use threshold have been identified as being in need of varying degrees of repairs in order to be eligible for VDOT acceptance / maintenance:
 - Potomac Run cul-de-sac / emergency access connector: The Potomac Run street right-of-way, platted in segments in 1986 and 1995, extends between Running Man Trail in the Running Man subdivision and Brentmeade Drive in the Wythe Creek Farms subdivision. Potomac Run terminates in a hammer-head turnaround at the border between the two developments. A pedestrian / bicycle path, which is also capable of supporting emergency vehicle travel, extends from the turnaround to Brentmeade Drive. The 200-foot segment of Potomac Run beyond the Patuxent Turn intersection and including the hammer-head turnaround has never been accepted into the VDOT Secondary System, nor has the 95-foot long pedestrian/bicycle/emergency vehicle path. VDOT has provided a punch-list identifying various repairs (driveway culverts, concrete ditches, pavement repair, vegetation management, etc.) that would be necessary to make these segments compliant with minimum standards.
 - Jesse Street / Harrigan Way / Runey Way / Swanson Court (Oakwood – Villages of Kiln Creek): The Oakwood section of the Villages of Kiln Creek was platted in 1994 and the streets were opened for public travel in 1995. For various reasons, such as: construction delays; disputes among the developer, the site work contractor, and the paving contractor; delayed discovery of suspected pavement thickness deficiencies; and, lost inspection records, the streets were never deemed acceptable by VDOT. The developer is now deceased and, while some surety funds posted by the developer remain on deposit, the amount is insufficient to cover the cost of

the various repairs (curb and gutter, pavement condition, etc.) that VDOT has identified as being necessary for acceptance.

- Unpaved Route 171 frontage road off Heaven's Way: This approximately 700-foot long, unpaved roadway was created over 30 years ago as a part of the Victory Boulevard construction project (a limited access roadway) in order to provide access to five (5) parcels that would otherwise have become land-locked. The road has no VDOT-established numerical identification as a frontage route, nor has it been given a name by the County. The occupied properties along it are addressed as "Victory Boulevard." Nevertheless, there are now three (3) occupied single-family residences and a church that depend on it for access and the owners have inquired about the possibilities for its conversion to a paved street. While it is currently a VDOT responsibility as to maintenance, VDOT does not have funding to cover the cost of the paving that would allow its acceptance into the Secondary System.

Sidewalk Improvement Projects

Six sidewalk construction projects are proposed:

- Route 17 (east side) – Fort Eustis Blvd. to Yorktown Library
 - Provides a pedestrian linkage between the developing Yorktown Crescent and Nelson's Grant mixed use projects and the Yorktown Library.
- Route 134 (north side) – Autumn Way to Lake Dale Way
 - Links the Edgewood and Meadowlake Farms neighborhoods on the west and the Woodlake neighborhood on the east to Long Green Boulevard and the Tabb Library and YMCA.
- Hubbard Lane (west side) – Colonial Avenue to Erin Leigh Court
 - Extends the County installed sidewalk (constructed 2011/12) from its current terminus at Colonial Avenue in a northerly direction to Erin Leigh Court, the last street before reaching the Colonial Parkway.
- Penniman Road/Merrimac Trail – Magruder Elementary School to James York Plaza Shopping Center
 - Extends the County installed sidewalk at the Hubbard Lane/Penniman Road intersection along Penniman Road and Merrimac Trail to connect with the County-installed sidewalk that ends at the northernmost entrance to the James York Plaza Shopping Center.
- Route 238 – Woods of Yorktown Apartments to Lackey Free Clinic
 - Provides a safe pedestrian route from the apartments to the Lackey commercial area and would extend the existing sidewalk in the commercial area westward to the Lackey Free Clinic.

- Big Bethel Road – Running Man Trail to Tabb Elementary
 - Provides a safe pedestrian connection between the Running Man neighborhood and Tabb Elementary School.

In addition to these projects, two other York County safety improvement initiatives have been included in the Draft Plan at VDOT's request. They are:

- Victory Boulevard Turn Lane – westbound between WalMart driveway and Kiln Creek Parkway turn lane: This project will involve construction of a continuous westbound right-turn / merge lane between the WalMart driveway and the existing Kiln Creek Parkway turn lane.
- Route 60 Intersection Lighting: Installation of streetlights at intersection on Route 60 in the Village Shops / Busch Corporate Center vicinity.

Staff will prepare a letter to VDOT for Chairman Noll's signature to express the County's appreciation for inclusion of these projects and to urge adoption of the Draft Six-Year Plan.

Should you wish additional information, please let me know.

Carter/3337