



TOWN OF BOWLING GREEN TOWN COUNCIL WORK SESSION

MINUTES

Thursday, November 7, 2024
6:00 PM

CALL TO ORDER AND QUORUM ESTABLISHED:

Council Members Present:

Honorable Mayor Mark Gaines, Vice-Mayor Valarie Coyle, Councilmember Jean Davis, Councilmember David Storke, Councilmember Jeff Voit, Councilmember Dan Webb, Councilmember Randy Hageman

Staff Members Present:

India Adams-Jacobs, Town Manager; J.C. LaRiviere, Director of Community Development; Tina Staples, Director of Finance; Jeff Gore, Town Attorney

INFORMATIONAL ITEMS:

1. *VDOT (Virginia Department of Transportation) Update, Kyle Bates, Professional Engineer*
 - At the request of Councilmember Hageman, Mr. Bates presented updates from VDOT, including the 301 and Chase Street improvements, which are progressing through the design phase. He outlined VDOT's dual focus on road maintenance and land development, emphasizing the importance of following structured plans and procedures to address issues like potholes, drainage, and damaged sidewalks. Mr. Bates also addressed questions about specific concerns, such as curb and guardrail repairs, tree removal after storms, safety hazards, and procedures allowing towns to set their own speed limits. The Town Manager was tasked with following up with Mr. Bates regarding damaged guard rails.

BUSINESS:

2. *2025 Legislative Agenda Discussion & Adoption, Town Council & Town Manager*
 - Town Manager, India Adams-Jacobs presented the highlights of the agenda for the upcoming General Assembly. The agenda focuses on three key priorities: funding for water system improvements, support for sewer system maintenance, and strengthening regional partnerships with Fort Walker to enhance National Guard operations.
 - Councilmember Voit Motioned to adopt the agenda, seconded by Vice-Mayor Coyle. The agenda was adopted after unanimous approval.
3. *Town Manager Evaluation Process, Town Council*
 - Ms. Adams-Jacobs presented a draft evaluation process to the Town Council based on their report. The draft included an evaluation timeline, performance areas, and plans for implementing a structured system. The council considered engaging a third-party organization, such as the Berkeley Group, to manage the evaluation process.
 - Mayor Gaines led Council to consensus to adopt the evaluation process. The process is set to begin in January 2025, with results to be reviewed by council with the Town Manger in February 2025.

ACTION ITEMS: None

ADJOURNMENT:

- Councilmember Voit motioned to adjourn, seconded by Councilmember Hageman. Mayor Gaines called for the meeting to adjourn at 6:47 PM.