

Town of Altavista Recreation Committee

Committee Members

Sarah Mattox Roach, Chair
Victoria Mattox, Vice Chair
Tim George, Town Council
Rev. Eduardo Soto
Dr. Deidre Douglas

Ex-Officio Members

Steve Jester, Executive Director YMCA
David Garrett, Public Works Director
Sharon Williams, Community Development Director

Tuesday, January 19, 2021, 5:30 pm

- a. Call to Order
- b. Public Input
(Citizens wishing to address the Committee should provide their name/address. Comments are limited to three (3) minutes with a total of 15 minutes allotted for this purpose. Please note that the Public Input period is NOT a question-and-answer session between the public and the Committee.)
- c. Introduction of new member – Dr. Deidre L. Douglas
- d. Approval of November 17, 2020 Minutes & December 15, 2020 Minutes
- e. Old Business
 - a. Membership - Town Code Amendment (Sharon Williams)
 - b. Bedford Park playground equipment (Sharon Williams)
 - c. Capital Improvement Program FY2022-2026 (Amie Owens, Assistant Town Manager)
- f. Project Updates – (David Garrett & Sharon Williams)
- g. New Business
 - a. English Park Entrance Improvements
(Andy Klepac, P.E., Hurt & Proffitt, Inc & Greg Webster, RLA, LEED AP, Hill Studi0)
 - b. English Park Boat Ramp and Parking (Andy Klepac, P.E., Hurt & Proffitt, Inc.)
 - c. Rotating Shade Sails (Sharon Williams)
 - d. 2020 Recreation Annual Report
- h. Matters from Staff
 - a. “Art on Main” and “60 in 60”
- i. Matters from Committee Members
- j. Adjournment

Next Meeting – Tuesday, February 16, 2021, 5:30 pm

Recreation Committee Staff Report Bedford Avenue Park Playground

Request:

At its December 15, 2020 meeting, the Recreation Committee made a request of Town Council to replace the teeter totter at Bedford Avenue Park after two (2) children were injured on it.



Action by Staff:

At the request of the Recreation Committee, the Town Manager contacted the supplier to inquire if there were any recalls on this item or if there had been a history of injuries to children using this piece of playground equipment.

There were none.

Town Council Discussion:

At its January 12, 2021 meeting, Town Council discussed the Recreation Committee's request. The Waverly Coggsdale, III, Town Manager was asked about the number of incidents that had occurred and over what period. Mr. Coggsdale informed Town Council that he spoke with the supplier to inquire about recalls or similar incidents and there had been none.

After a discussion by the members, Town Council determined that no action was needed at this time.

**Recreation Committee Staff Report
English Park Entrance
English Park Boat Ramp, Parking, and Circulation**

Request:

At the request of the Recreation Committee, Town Council in its Fiscal Year 2021 approved in the Capital Improvement Program (CIP), three (3) projects for English Park. In FY21 funding was approved for the planning and design of a new entrance into the park, upgrades to the boat ramp, improvements to parking and circulation at the boat ramp, and the creation of trail connection to Lane Access Road

Action by Staff:

The Town signed a contract with Hurt & Proffitt, Inc and Hill Studio for the planning and design of the improvements to English Park. Since that time staff has met with the consultants onsite and reviewed proposed plans.

Two designs have been approved by staff and will be presented to the Recreation Committee for their review and recommendation on January 19, 2021.



MEMORANDUM

To: Recreation Committee

From: Amie Owens, Assistant Town Manager *AWO*

Date: January 13, 2021

Re: Capital Improvement Plan FY 2022 – 2026

As we have previously discussed, the Capital Improvement Plan (CIP) is the manner in which we plan for our longer-term or more expensive projects for the Town. We have to weigh the burden that is put on our varying funds with that of other projects or equipment needs that are for the efficiency and effectiveness of services for betterment of the Town.

In looking at the CIP for the next five years, it is important to note that the proposed expenditures ebb and flow as it relates to the General Fund where Recreation projects are primarily funded. For example: FY 2022 shows a considerable use of funds; whereas FY 2023 shows how grant funds could cover the majority of project costs. There is another spike in FY 2024, but a decreased amount in FY 2025 and FY 2026.

Included in the spreadsheet is a comment section where information has been added for justification for movement of various projects to be more cohesive by geography or by priority in the Recreation Survey. Where possible, projects have been grouped together as similar areas will be impacted by an overarching endeavor. Rather than having to have separate projects handled by multiple designers or engineers, by grouping them, it becomes possible to potentially save on design fees, construction costs and minimize the amount of time and space that is impacted by projects.

This spreadsheet is submitted for your review. Please note that in order to have the CIP approved as part of the budget process, we will need to have your recommendations for submission to Council at your January 19th meeting. I will note that those projects that have been designed in FY 2021 and scheduled for construction in FY 2022 are indicated in blue as they should be considered as “in progress,” which means they could potentially begin July 1, 2021 as we can develop and send out scopes of work with that start date.

Thank you for your attention and consideration.
Respectfully submitted,

PARKS & RECREATION CIP BY YEAR								
		FY2021	FY2022	FY2023	FY2024	FY2025	FY 2026	Comments
P&R	Gateway Park Shade Sail Replacement	10,000						Complete FY 2021
P&R	English Park Lg. Field Imprv. Phase I	90,000						Complete FY 2021
P&R	River Overlook at English Park	32,500						Complete FY 2021
P&R	Walking/Biking Trail Connection	15,000	60,000					Design In process - Construction in FY 2022
P&R	Improve Entrance to English Park	11,600	700,000					Design in process - Construction in FY 2022; Will present information to Rec Committee in January 2021
P&R	Parking/Circulation Impr. to Boat Parking Lot	32,000	127,500					Design in process - Construction in FY 2022; Will present information to Rec Committee in January 2021
P&R	Picnic Table Replacement/English Park	10,000						Complete FY 2021 - tables ordered in December 2020
P&R	Lower Trail / Stream Crossing	150,000						Bridge ordered to be installed in Spring 2021
P&R	Shoreline Stabilization (to include improvements to Picnic & River Area)		360,000	1,078,500				Change project to Shoreline Stabilization which will encompass some of this project area work; grants are being requested with the grant approval cycle slated for June/July 2021. If grant not approved, can focus on stabilization and improvements of sandy beach river area and picnic area with funding approved (first year would be all required design and permitting); still working with VDOT to see if they will assist in funding at the picnic area where the coffer dams failed.
P&R	River Access at Boat Ramp	*design included with other boat ramp/parking improvements	159,500					Design in process - Construction in FY 2022; Will present information to Rec Committee in January 2021
P&R	Disc Golf Course						26,100	Was lower priority in the Rec Survey - move to later in CIP
P&R	Dog Park/English Park						70,500	Was mid level priority in the Rec Survey but other projects considered more important - move to later in CIP
P&R	Inner Loop Trail			87,000				Leave in FY 2023
P&R	Overnight Campground			10,000	50,000			Leave in FY 2023; depending on feasibility study results - construction in FY 2024
P&R	Repaving/Striping Trade Lot Parking Lot				46,400	185,600		Move to FY 2024-2025 to correspond with War Memorial and Connection to Parking Lot
P&R	Connection to YMCA Parking Lot					10,000	62,500	Move to FY 2025-2026 to correspond with War Memorial and Repaving/Striping
P&R	Improvements to Pedestrian Bridge Over RR					20,000	130,000	Move to FY 2025-2026 as new timing for project based on other improvements completed
P&R	Parking Circulation Improvement		50,000					Move up in priority as splash pad will be open and will need safety/traffic calming in that area
P&R	Renovations to War Memorial Entrance					35,250		Move to FY 2024 to correspond with Connection to Parking Lot/Repaving Striping
P&R	New Fields (EP)			25,000	1,418,750			FY 23 - design; FY 24 - construction; in the interim - Look for funding opportunities for fields - consider grants, donations, sponsorships, financing options
P&R	Ballfield Lights (SP)					180,000		Move to FY 2025
PARKS & RECREATION TOTAL		351,100	1,457,000	1,200,500	1,515,150	430,850	289,100	
		Already Allocated						
		FY2021					4,892,600	Total requests from FY 2022 - 2026

FUNDING SOURCES
General Fund
Grants (List)

FY2022	FY2023	FY2024	FY 2025	FY 2026
1,457,000	122,000	1,515,150	430,850	289,100
	1,078,500			

Recreation Committee Project Updates – January 19, 2021

FY2021 CIP Projects:

1. Shreve Park bridge – carryover from FY2020 CIP pg. 110

Staff continues to consider the best way to provide a crossing for pedestrians and emergency service vehicles.

2. Passive Trails – Eagle Trail pedestrian bridge CIP pg. 129

The bridge has been ordered.

3. Boat ramp, boat parking and improvements CIP pg. 127/LPDA Plan 11

Staff is working with Hurt & Proffitt, Inc on the scope of work and plans. This is a 2-year CIP project, with planning and design work occurring in the current fiscal year. Any construction would be planned for FY2022. The consultants will provide an update to the Recreation Committee on January 19, 2021.

4. English Park Entrance Improvements CIP pg. 126/LPDA Plan 10

Staff is working with Hurt & Proffitt, Inc on the scope of work and plans. This is a 2-year CIP project, with planning and design work occurring in the current fiscal year. Any construction would be planned for FY2022. The consultants will provide an update to the Recreation Committee on January 19, 2021.

5. Walking/Biking Trail Connector to Lane Access Rd CIP 125/LPDA Plan 9

Staff is working with Hurt & Proffitt, Inc on the scope of work and plans. This is a 2-year CIP project, with planning and design work occurring in the current fiscal year. Any construction would be planned for FY2022.

6. English Park picnic table replacement CIP pg. 128

The picnic tables are now being produced. Staff will order the tables within the next 30 days. We will provide an update on delivery and installation when it becomes available.

7. Gateway Park Shade Sail Replacement CIP pg. 122

This is a maintenance project in DPW's FY2021 operational budget. It is included in the CIP due to its cost. The shade sail has been removed and a new one ordered for placement in the spring.

FY2021 Non-CIP Project Updates:

1. Trail connector – Eagle Trail to Greenhill Connector

The weather has hindered efforts to put in the connector. Work will be done as weather permits. Staff will provide an update on when work will begin.

2. English Park Shoreline Erosion – work in conjunction with FY2021 CIP Projects

Staff has been working with Hurt & Proffitt, Inc., to determine the best way to address the shoreline erosion. The area in question is 1,600 linear feet. Staff has made a request for funding through the Virginia Department of Emergency Management (VDEM) for a grant to assist with this project. Based on the estimate of the engineer, the project will cost \$1,438,000. Town has requested \$1,000,000 in its grant application. The grant has been peer reviewed and has been forwarded to Federal Emergency Management Agency (FEMA) for consideration.

3. John Moseley Memorial Park Pavilion and Shade Sail – request of Council

The shade sail has been delivered and will be placed in the spring. The pavilion will be erected in mid-February.

4. English Park tree removal & Department of Forestry Grant

Within English Park 104 dead, diseased, or dying trees were removed or pruned, and the Town has submitted a reimbursement request to the Department of Forestry for the removal of 12 ash trees and the planting of seven (7) new trees in English Park and Bedford Avenue Park.

4. Dalton's Landing Canoe Launch

The contractors and AEP did a test run of reducing the flow of water out of the dam to federal minimum standards. This will allow for in-River construction. If there is a 2–3-week decent weather window, the canoe launch can be installed.

Contractors are going to go ahead and gather all the materials needed for the cofferdam installation while monitoring the weather.

**Recreation Committee Staff Report
Adjustable Shade Sail**

Request:

The Town Manager has been contacted about an adjustable shade sail structure that could be used within town parks.

He has requested that the Recreation Committee review the attached brochure and discuss whether this would be appropriate in one of the town owned parks. The patent is still pending on this product. It is estimated that the cost would be \$10,000.

About Us

The adjustable shade sail structure is the most innovative shade sail system ever designed. All other shade sail systems are stationary and are fixed in one location no matter what position the sun is during the day. Just imagine sitting in your shade and the sun is moving across the sky and starts to get on you. You simply move the shade sail structure with the flip of a handle and move the shade where you want it. You can even lock it in place in case it is windy outside. This is the new revolution for outside shade in America and throughout the world.



One of a kind
shade structure
that pivots 360
degrees of
adjustment

History

The adjustable shade sail structure was designed and fabricated in a shop in Evington VA. With months of design and engineering the frame to handle wind loads and the elements, we came up with a framework design that consists of structural aluminum and a steel column and thrust bearings that make the entire structure movable with a simple handle and a push to rotate. The structure was then professionally engineered at a firm in Lynchburg VA. It meets all the wind loads to even be in coastal areas along the beaches. We can provide stamped engineered drawings upon request. The structure is mounted to a concrete or wood foundation that is bolted and very sturdy. All components are powder coated for long term durability. The second option is a flush clean mount that goes into the ground with concrete foundation. We are currently designing a new addition to the structure to make it move with Bluetooth technology with your smart phone. Imagine sitting at your pool and want to move the shade more on you, grab your phone and with the app, move the shade over to your preference. The shade structure is made for people that enjoy outdoors that own patios, pools, or just want shade in a specific area of their home or business like a outdoor bar for a restaurant. This is a product you need. The shade sails are made in the USA by Tenshon. The size we use for our shade structure is the largest they make, and most popular, many colors. It is 18x18x18 triangle. It provides a lot shade for that size. These shade sail structures can be positioned to overlap each other and create a very aesthetically pleasing look.

Contact Us

350 Langdon Rd
Evington VA 24550
434-941-7015

info@shadesailstructure.com

**Patent
pending
US Patent
63103166**



WWW.shadesailstructure.com

Our Team

our team of professional staff are sub contractor companies in Lynchburg Va that strive to give the best product that can be made. We have three companies that can deliver on time multiple orders for our valued customers. We are proud to make this in the USA and keep jobs here in our country.



Mission Statement

we are committed to give our customers the best product possible using all American made steel and aluminum. Our organization uses very skilled labor to produce the highest quality in each shade sail structure locally in the central Va area. All design and engineering is done by professional engineers and cad technicians. We pride ourselves to customer service and provide shade relief from the sun to make your outside experience more comfortable anywhere in the world.

Our People

Jeremy Funderburk is a master fabricator with twenty plus yrs of design and hands on fabrication experience. He is a ornamental fabricator and welder full time. The shade sail structure he designed will benefit all people that want to be out of the sunlight and in the shade, especially nowadays when everyone needs to be outside since the pandemic happened. Why not be outside with some style and flare and make it fun. Jeremy strives to give the best product that can be made. He has teamed up with some local business in Lynchburg to help with fabrication and keep work here in the USA. Jeremy is a veteran and started the business from scratch.





TOWN OF ALTAVISTA RECREATION COMMITTEE ANNUAL REPORT - 2020

COMMITTEE MEMBERS

Sarah Mattox Roach, Chair
Victoria Mattox, Vice Chair
Tim George, Town Council
Dr. Scott Lowman
Rev. Eduardo Soto

OVERVIEW

The Altavista Recreation Committee is comprised of four (4) representatives appointed by Town Council and one (1) representative from Town Council. The Committee acts as an advisory body to Town Council and staff regarding matters pertaining to the town parks, sports, recreation, and culture. The Departments of Public Works and Community Development are the lead departments that supports the work of the Recreation Committee by providing guidance, technical review, and project management. Town citizens also provide critical contributions through input and involvement during citizen comment periods and through public interactions with Town Council, Recreation Committee, and staff.

MEMBERSHIP

NAME	TERM EXPIRES
Sarah Mattox Roach, Chair	Mach 2022
Victoria Mattox, Vice Chair	December 2023
Tim George, Council Representative	December 2022
Dr. Scott Lowman	March 2024
Rev. Eduardo Soto	March 2021

Nonvoting Liaisons

NAME	POSITION
Sharon D. Williams, AICP	Community Development Director
David Garrett	Public Works Director
Steve Jester	Executive Director, YMCA

2020 COMPLETED RECREATION PROJECTS

- English Park Eagle Trail Overlook
- English Park large field improvements
- English Park paved parking lots
- Bedford Avenue Park landscaping and installation of three (3) trees
- English Park removal and/or pruning of 104 dead, diseased, or dying trees
- John H. Mosley Park pavilion pad has been installed
- English Park bicycle turnaround
- Installation of LOVE sign at English Park
- English Park installation of porta john
- Shreve Park replaced playground equipment and new shade sail
- English Park replacement of gazebo roof
- Gateway Park removed shade sail in preparation of new ones to be installed

2021 WORK PLAN

- English Park picnic tables
- English Park Entrance Improvements
- English Park boat ramp and circulation improvements
- John H. Mosley Memorial Park erect pavilion, mulch playground, install sidewalk
- Shreve Park bridge access
- English Park passive bridge and trail
- Dedication of Leonard Coleman and John Mosely Memorial Parks with signage
- English Park Shoreline Erosion
- English Park Improvements – sign to be installed
- Booker Building floor
- English Park bathrooms
- Dalton's Landing canoe launch