



**Town of Altavista, Virginia**  
**Meeting Agenda**  
**Town Council Work Session**

J.R. "Rudy" Burgess Town Hall  
510 7<sup>th</sup> Street  
Altavista, VA 24517

**Tuesday, January 26, 2021**  
**5:00 p.m. – Council's Chambers**

**5:00 p.m. Call to Order**

**1. AGENDA ADOPTION**

**2. RECOGNITIONS AND PRESENTATIONS**

- **FY2022 Budget – Agency/Non-Profit Presentations**
- **Central Virginia PDC Hazard Mitigation Plan Update**
- **Avoca Museum Annual Report**

**3. CITIZEN'S TIME (Agenda Items Only)**

*Citizens wishing to address Council should provide their name and residential address. Citizen's comments are limited to three (3) minutes with a total of fifteen (15) minutes allotted for this purpose. (Please note that the Citizen's Time is NOT a question-and-answer session between the public and the Council.)*

**4. ITEMS REFERRED FROM PREVIOUS MEETINGS**

**5. ITEMS FOR DISCUSSION (NEW & UNFINISHED)**

**6. UPDATES/INFORMATIONAL ITEMS**

- A. Dalton's Landing (Canoe Launch) Update**
- B. Boat Ramp (Town/DWR Agreement) – Access Permit**
- C. Utility Project Update**
  - i. McMinnis Water Line Project**
  - ii. Emergency Generator Project**
- D. Town of Hurt Request – Utility Connection Modification at WTP**
- E. Tax Billing Discussion**
- F. English Park Recreation Project Discussion**
- G. Avoca Board Request to amend Security Camera System project**

**7. PUBLIC COMMENT (Non-Agenda Items)**

*Citizens wishing to address Council should provide their name and residential address. Citizen's comments are limited to three (3) minutes with a total of fifteen (15) minutes allotted for this purpose. (Please note that the Citizen's Time is NOT a question-and-answer session between the public and the Council.)*

**8. MATTERS FROM COUNCIL**

9. **CLOSED SESSION**

*Section 2.2-3711 (A) (1) regarding discussion of the annual performance evaluation of the Town Manager, discussion, consideration, or interviews of prospective candidates for the Main Street Coordinator position.*

10. **ADJOURNMENT**

*THE TOWN OF ALTAVISTA IS COMMITTED TO FULL COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT STANDARDS. TRANSLATION SERVICES, ASSISTANCE OR ACCOMODATION REQUESTS FROM PERSONS WITH DISABILITIES ARRE TO BE REQUESTED NOT LESS THAN 3 WORKING DAYS BEFORE THE DAY OF THE EVENT. PLEASE CALL (434) 369-5001 FOR ASSISTANCE.*



# TOWN OF ALTAVISTA TOWN COUNCIL AGENDA COVER SHEET

Agenda Item #: 2A

## **Recognitions and Presentations**

**Title:** FY2022 Budget – Agency/Non-Profit Presentations

**Staff Resource:** Tobie Shelton, Finance Director/Treasurer

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### **Action(s):**

- Provide staff any action desired on the FY2022 Budget Requests.

### **Explanation:**

During the annual budget process, Town Council provides an opportunity for local agencies/non-profits to deliver their annual budget request. The order of presentation is below:

- Altavista Area YMCA (Steve Jester)
- Altavista Area Chamber of Commerce (Romonda Davis)
- Altavista On Track (Reverend Ed Soto)
- Senior Center (Stormi Arrowood) *(Will be Virtual)*
- Small Business Development Center (Stephanie Keener) *(Will be Virtual)*

### **Background:**

As mentioned, this is an annual process related to the development of the Town's draft budget. Following the presentations, Council can provide direction to staff concerning these requests and their inclusion in the draft budget. The draft budget will be delivered to Town Council at their Regular Meeting on Tuesday, February 9<sup>th</sup>. If Council does not provide any direction, staff has typically included the request in the draft budget.

### **Funding Source(s):**

General Fund Revenues

### **Attachment(s):** *(Click on item to open)*

- *Staff Memo*
- *Funding Requests (Provided separately)*



Date: January 20, 2021

To: Waverly Coggsdale

From: Tobie Shelton

Re: Community Agency Funding Request for FY2022

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Please find attached a listing of funding requests from community agencies for Fiscal Year 2022 that covers the period July 1, 2021 through June 30, 2022. A representative from each agency was encouraged to attend the Work Session scheduled for Tuesday, January 26<sup>th</sup> to answer any questions Council may have.

All information submitted by each agency will be forwarded to Council under a separate cover.

Please advise if there are any questions.

Thank you.



TOWN OF ALTAVISTA

Agency Requests for FY2022

<u>Agency</u>	<u>FY 2022 Request</u>	<u>FY 2021 Approved Request</u>	<u>FY 2020 Audit Submitted</u>	<u>Notes</u>
Altavista Area YMCA	\$ 100,000.00	\$ 100,000.00	No	Will provide audit once complete
Altavista Chamber of Commerce	\$ 30,000.00	\$ 20,000.00	No	I have spoken with the accountants handling the audit, and they are steadily working to complete. They will provide once complete.
Altavista on Track	\$ 5,000.00	\$ 5,000.00	No	Town also funds 28 hrs/week (70%) of the Main St. Coordinator's position; A cost of \$38,685 (The total cost of the position salary and benefits is \$55,270).
Altavista Senior Center	\$ 1,000.00	\$ 1,000.00	Yes	
Small Business Development Center	\$ 6,000.00	\$ 6,000.00	No; Please refer to question #5 on application	



TOWN OF ALTAVISTA  
TOWN COUNCIL  
AGENDA COVER SHEET

Agenda Item #: 2B

**Recognitions and Presentations**

**Title:** Central Virginia Planning District Commission (CVPDC) Hazard Mitigation Plan

**Staff Resource:** Sharon D. Williams, Director of Community Development

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**Action(s):**

Adoption of the Central Virginia Planning District Commission Hazard Mitigation Plan – 2020 Update.

**Explanation:**

The Disaster Mitigation Act of 2000 requires local governments, as a condition for eligibility to receive federal mitigation funds, establish a plan to identify hazard risk, vulnerabilities, and strategies. The Central Virginia Planning District Commission (CVPDC), in partnership with its member localities, state and local agencies, and public stakeholders, has completed the regional pre-disaster plan or Hazard Mitigation Plan (HMP).

**Background:**

The *Central Virginia Planning District Commission Hazard Mitigation Plan – 2020 Update (CVPDC HMP 2020)* identifies hazard, such as flooding, severe weather and wildfires, area vulnerabilities, establishes goals and objectives, and presents regional and locality-specific strategies, or potential actions to lessen the overall impact to households, businesses, and property from natural disasters. The CVPDC HMP was developed through a comprehensive public outreach process and through the leadership and guidance of the HMP Technical Advisory Committee (TAC), that was comprised of local, state, and regional governmental staff, and business, non-profit, and local citizen stakeholders. Altavista was represented throughout Plan development on the TAC by Sharon D. Williams, Community Development Director and Thomas Fore, Director of Public Utilities. Waverly Coggsdale, III, Town Manager and David Garrett, Public Works Director were also directly involved in contributing to the development of the regional plan and Altavista Town HMP Mitigation Strategies.

The *CVPDC HMP 2020* can be accessed on the CVPDC Hazard Mitigation Plan website, [www.cvhmp.org](http://www.cvhmp.org).

**Funding Source(s):**

No funding needed at this time.

**Attachment(s):** *(Click on item to open)*

- *CVPDC HMP Executive Summary.*
- *Altavista Mitigation Strategies.*



# EXECUTIVE SUMMARY



# Executive Summary

## Executive Summary

The Central Virginia Planning District Hazard Mitigation Plan 2020 is a revision to the Region 2000 Hazard Mitigation Plan, completed and adopted by FEMA in 2013. The original Hazard Mitigation Plan (HMP) was developed for the Central Virginia Planning District Commission (CVPDC), then the Region 2000 Local Government Council, was written in 2006. While this HMP represents an update to the 2013 plan, it has been developed and designed such that it looks, feels, and reads differently than the previous version. As such, this regional hazard mitigation document has been developed as though it is the first regional plan and does not directly build upon or maintain past mitigation strategies. This is due to several factors including: availability of new hazard information and data that drives new considerations of risk, the region has matured and new capabilities are now available, this plan was developed with expanded stakeholder participation, and uses a new format to allow readers to more easily understand the content. In addition, the previous Hazard Mitigation Plan included several action items that have been completed, creating an opportunity for developing new mitigation strategies. Finally, the CVPDC HMP 2020 incorporates a corresponding interactive website that allows for real-time review of hazard data, a detailed plan and mitigation strategy oversight program, and a format for continued public engagement and participation.

Mitigation is defined as “*the action of lessening in severity or intensity*”. Hazard mitigation focuses on lessening the severity and intensity of identified hazards as well as protecting life and property. An HMP identifies specific measures to be taken by a

community to reduce their vulnerability from future hazard events and shorten the recovery time. The HMP is created through a planning process with input from citizens, business owners, public safety officials, and other stakeholders.

In 2006 and 2012, the Center for Geospatial Information Technology (CGIT) at Virginia Tech was contracted by Virginia Region 2000 Local Government Council to carry out the original and first update of Hazard Mitigation Plan. This 2020 update was also contracted with the CGIT, with contribution by Sobis, Inc. Funding for the project was provided through a grant from the Virginia Department of Emergency Management (VDEM) and Federal Emergency Management Agency (FEMA) with the appropriate match made by each locality in CVPDC.

This HMP update includes an updated list of identified natural, technological, and man-made hazards that are a threat to the CVPDC area; an update to the evaluation and analysis of the risks to each jurisdiction in CVPDC; a strategy for long and short-term mitigation of identified natural hazards; and a process for ongoing review and maintenance of the HMP. With these updated items, the plan follows the requirements for local mitigation planning as required under Section 322 of the Robert T. Stafford Act (42U.S.C. 5165) and 44 CFR Part 201 as the necessary components of a local hazard mitigation plan and the new regulations for the program per 2019.<sup>1</sup>

The Project Management Team, defined in Table 1, reviewed each section of the plan to ensure that each section adequately served their communities.

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<sup>1</sup> Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, and Related Authorities as

of June 2019. <https://www.fema.gov/media-library/assets/documents/15271>



# Executive Summary

The adoption of the CVPDC HMP 2020 by the participating jurisdictions assures continuing entitlement for FEMA and other federally-funded grant assistance through the Hazard Mitigation Grant Program (HMGP), the Building Resilient Infrastructure and Communities (BRIC) Program, the Flood Mitigation Assistance (FMA) Program, and Rehabilitation of High Hazard Potential Dam Grant Program.

## Jurisdictions

The CVPDC HMP covers the following jurisdictions:

<b>COUNTIES</b>	<b>TOWNS</b>
Amherst County	Town of Altavista
Appomattox County	Town of Appomattox
Bedford County	Town of Amherst
Campbell County	Town of Bedford
<b>CITIES</b>	Town of Brookneal
City of Lynchburg	

The CVPDC HMP and the 2020 update fulfills the requirements of Sections 201.6(a)(3) and 201.6(c)(5) of the Disaster Mitigation Act of 2000 as administered by the VDEM and FEMA, for multi-jurisdictional planning participation and adoption.

This plan is awaiting evaluation and approval from FEMA before it can be evaluated and adopted by the eleven participating local governments. Resolutions will be added to this HMP as Appendix A: Adoption Resolutions upon approval by FEMA.

## Participation

All jurisdictions listed in the above section of the CVPDC HMP participated in the creation of the original plan and the two updates to the plan. The project management team was made up of local officials from each jurisdiction, State agencies, universities and colleges, and non-profits.

Participation in the update included a series of project management team meetings to review and update the plan. In addition, a public survey was administered, and two public meetings held to provide the public information and the opportunity to provide input into the mitigation plan.

Each of the jurisdictions in this plan was represented elected officials and/or staff from the locality with knowledge of planning, public works, and emergency response. The membership of the project management team is in accordance with the requirements of Section 44 CFR 201.6(b)(2) for a multi- jurisdictional plan and the members are listed in the table below.



# Executive Summary

## Project Management Team Members

Representative	Title	Jurisdiction / Organization
Kelly Hitchcock	Planning and Development Coordinator	CVPDC
Sharon Williams	Community Development Director	Altavista, Town of
Thomas Fore	Director of Public Utilities	Altavista, Town of
Samuel Bryant	Director, Fire Chief - Marshal	Amherst County Public Safety
Robert "Bob" Hopkins	Director of Public Utilities	Amherst County Service Authority
Sara Carter	Town Manager	Amherst, Town of
Johnnie Roark	Director of Community Development	Appomattox County
Bobby Wingfield	Public Safety Director, Emergency Manager Coordinator	Appomattox County
Jeff Elder	Director of Operations	Appomattox, Town of
Gary Shanaberger	Town Manager	Appomattox, Town of
Jack Jones	Chief of Department, Dept. of Fire & Rescue	Bedford County
Jeff Johnson	Director of Emergency Communications	Bedford County
Mary Zirkle	Economic Development Coordinator	Bedford, Town of
Mike Crews	Public Works Director	Brookneal, Town of
Jonaaron Evans	Communications Technician	Campbell County
Tracy Fairchild	Director/Emergency Coordinator, CC Public Safety	Campbell County
Myra Simpson	Deputy-Director of Public Safety	Campbell County
Melissa Foster	Director, Dept. of Emergency Services	Lynchburg City
Erin Hawkins	Water Quality Manager, Water Resources Dept.	Lynchburg City
Jeff Martin	Assistant Director, Water Resources Dept.	Lynchburg City
Piper VanDePerre	Emergency Programs Specialist, Dept. of Emergency Services	Lynchburg City
Curt Whitlock	Managing Director Accreditation, Safety & Security	Centra Health
Brittany Powell	Local Health Emergency Coordinator	VDH - Central Virginia Health District
Christopher Bruce	All-Hazards Emergency Planner	VDEM Region 3
Jonathan Simmons	All-Hazards Emergency Planner	VDEM Region 6
Lauren Pillow	Hazardous Waste Inspector	VA DEQ
Gregory Bennett	Director Health & Environmental Safety	Liberty University
Ralph Lawson	Disaster Program Manager	Red Cross - Virginia Region
Bob Driskill	Director, Office of Campus Safety	University of Lynchburg

## Hazard Identification and Risk Assessment (HIRA)

The purpose of the HIRA is to:

1. Identify and profile the hazards that could affect the jurisdictions in the CVPDC area,

2. Determine which community assets are the most vulnerable to damage from these hazards, and
3. Estimate social, economic, and environmental losses from these hazards and prioritize the potential risks to the community.

All jurisdictions in the CVPDC area are vulnerable to natural, technological, and man-made hazards



# Executive Summary

that threaten the safety of residents, and have the potential to damage or destroy both public and private property, cause environmental degradation, or disrupt the local economy and overall quality of life. While many disasters are possible for any given area in the United States, the most likely hazards to potentially affect the communities in the CVPDC area generally include the hazards in the 2020 plan update. A ranking analysis was used to help identify which hazards should be considered a priority in the

region. The results of this analysis can be found below.

Drought, flooding, and urban fire hazards were ranked highest hazard risk, although it should be noted that the urban fire hazard may not be a priority for non-urban jurisdictions. The extreme temperatures, hailstorm, hurricane, severe thunderstorm, severe winter storm, tornado, wildfire, dam failure, and hazmat incident all ranked as moderate. Earthquake, fog, land subsidence/karst, and landslide hazards are ranked as low.

## *Final Hazard Ranking of Hazards for the CVPDC Region*

Hazards	Probability	Impact	Spatial Extent	Warning Time	Duration	Value	Rank
Drought	3	3	4	1	4	3.1	High
Earthquake	1	1	4	4	1	1.9	Low
Extreme Cold	3	2	4	1	3	2.7	Mod.
Extreme Heat	4	2	4	1	3	3	Mod.
Flooding	4	4	2	4	2	3.4	High
Fog	4	1	1	2	1	2	Low
Hailstorm	4	2	4	3	1	3	Mod.
Hurricane	2	3	4	1	1	2.5	Mod.
Land Subsidence/ Karst	1	1	1	4	1	1.3	Low
Landslide	2	2	1	4	1	1.9	Low
Severe Thunderstorm	4	2	4	2	1	2.9	Mod.
Sever Winter Storm	4	2	4	1	3	3	Mod.
Tornado	3	3	1	4	1	2.5	Mod.
Wildfire	4	2	1	4	3	2.7	Mod.
Dam Failure	2	3	1	4	2	2.3	Mod.
Hazmat Incident	3	2	1	4	2	2.3	Mod.
Urban Fire*	4	4	1	4	1	3.1	High

\*For CVPDC urban areas.



# Executive Summary

## Capabilities

The capability assessment serves as a guide to the communities on their existing capacity and limitations to implement policy and programmatic mitigation actions. Local capabilities analysis serves as the foundation for designing an effective hazard mitigation plan,

that builds on measures already in place, detects capacity gaps, and provides a foundation for effective mitigation strategy implementation.

Part of this section involves the jurisdictions conducting their own self-assessment. A general summary of the self-assessment is provided in the table below.

Jurisdiction	Planning Capabilities	Legal Capabilities	Technical Capabilities	Administrative Capabilities	Fiscal Capabilities
Amherst County	Few Planning Gaps	Legal Authority	Some Programs and Certifications	Adequate In-House and Contract Staffing and Expertise	\$50M Budget (2020)
Town of Amherst	Some Planning Gaps	Legal Authority	Few Programs and Certifications	Adequate In-House and Contract Staffing and Expertise	\$3.4M Budget (2020)
Appomattox County	Some Planning Gaps	Legal Authority	Some Programs and Certifications	Adequate In-House and Contract Staffing and Expertise	\$41.9M Budget (2020)
Town of Appomattox	Some Planning Gaps	Legal Authority	Few Programs and Certifications	Adequate In-House and Contract Staffing and Expertise	\$2.7M Budget (2020)
Bedford County	Few Planning Gaps	Legal Authority	Some Programs and Certifications	Adequate Staffing and Expertise	\$110M Budget (2020)
Town of Bedford	Some Planning Gaps	Legal Authority	Few Programs and Certifications	Adequate Staffing and Expertise	\$30.2M Budget (2020)
Campbell County	Some Planning Gaps	Legal Authority	Few Programs and Certifications	Adequate Staffing and Expertise	\$81M Budget (2020)
Town of Altavista	Some Planning Gaps	Legal Authority	Some Programs and Certifications	Adequate Staffing and Expertise	\$4.1M Budget (2020)
Brookneal	Some Planning Gaps	Legal Authority	Few Programs and Certifications	Adequate Staffing and Expertise	\$1.4M Budget (2020)
Lynchburg City	Few Planning Gaps	Legal Authority	Several Programs and Certifications	Robust Staffing and Expertise	\$179M Budget (2020)



# Executive Summary

## Mitigation

The Mitigation Strategy section presents goals, objectives, and specific actions that assist in minimizing the vulnerability and impact of natural and man-made hazards. The mitigation strategies are meant to be comprehensive with both regional and location-specific actions while at the same time being feasible based on the regional and jurisdictional capabilities.

CVPDC set up working group meetings with the Program Management Team to identify regional mitigation goals, objectives, and actions. A goal for each type of mitigation strategy and supporting objectives, based on regional needs and capabilities is presented. Recognizing that each jurisdiction has specific needs, jurisdiction-specific mitigation actions were developed and are presented in Jurisdiction-Specific Mitigation Actions Section of this Plan. The following regional goals were identified. Regional mitigation actions are identified in the table below.

**Information & Outreach Goal:** Increase hazard awareness and preparedness activity participation by area individuals, property owners, and businesses.

**Prevention Capacity Goal:** Through governmental operations, business and private sector partnerships, advance planning initiatives, voluntary and regulatory programs (e.g. code enforcement), and maintenance practices to lessen hazard impacts.

**Property Protection Goal:** Support property and infrastructure fortification programs and projects to lessen hazard impacts to lives, property, and infrastructure.

**Structural Projects Goal:** Execute measures that significantly lessen the impact of natural hazard impact to lives, communities, property, and infrastructure in the region.

**Natural System Resiliency Goal:** Preserve the function and resiliency of the region’s natural resources and sensitive landscapes.

Goal	Mitigation Action Description	Hazard(s)
Information & Outreach	Develop hazard preparedness outreach/education best practices, resources, and program activity within the CVPDC website.	All Hazards
Information & Outreach	Expand outreach and education about the National Flood Insurance Program (NFIP), including inclusion within CVPDC website.	Flood
Information & Outreach	Develop public hazard communication campaign with emphasis on increasing number of residents joining area public information systems.	All Hazards
Information & Outreach	Establish regular hazard mitigation feature, where best practices for readiness, safe sheltering, public announcements, are incorporated within agency newsletter, social media feeds, and general scheduled agency outreach. Include property maintenance, business best practices - features for preparedness.	All Hazards
Capacity	Ensure the regional Hazard Mitigation Plan and mitigation planning are included as integral components of all regional planning initiatives including transportation, mobility, watershed, community development, emergency, and CEDS agency programs.	All Hazards



# Executive Summary

Goal	Mitigation Action Description	Hazard(s)
Capacity	Establish HMP Technical Advisory Committee, include locality, citizen, business, agency representation, that meets at least twice per year to review HMP mitigation strategy progress, evaluate changes, review regional projects.	All hazards
Capacity	Seek opportunities to host regional mitigation, program skills training for area locality, business and agency partner staff.	All Hazards
Capacity	Seek opportunity to expand regional Comprehensive Economic Development Strategy (CEDS) to incorporate community resiliency or develop regional resiliency plan in coordination with locality partners.	All Hazards
Capacity	Coordinate an emergency communication and verification protocol with VDOT to ensure emergency critical staff access.	All Hazards
Capacity	Evaluate and seek opportunity to execute (to include regional participation agreement and equipment purchase) regional Public Safety Answering Point (PSAP) generator(s) to facilitate rapid and efficient emergency communication and response capabilities between the region's emergency response departments.	All Hazards
Capacity	Encourage develop of local or regional Resiliency Plans	All Hazards
Capacity, Property Protection	Seek opportunities to evaluate and improve corridors, especially those with recurring stormwater impacts, essential for access to public transit or other multimodal access by vulnerable populations.	Flood
Property Protection, Structure	Seek opportunities to study condition of or improve drainage along rural roadways to reduce stormwater and flood impacts that impact roadway movement safety or impact emergency access/movement.	Flood
Property Protection, Natural System Resiliency	Support initiatives that expand use of green infrastructure in the region through education, workshops, training initiatives to expand expertise and local knowledge for green infrastructure use and implementation in area projects.	Flood, Dam
Property Protection, Structure, Natural System Resiliency	Seek opportunities to evaluate and execute streambank stabilization or other practices, to restore or protect the natural function of area streams to lessen flood impact to essential regional infrastructure (e.g. roadways, rail lines, communication towers).	Flood

## Implementation and Maintenance

The success and value of the CVPDC HMP as mitigation tool and resource relies on Plan integration, monitoring, evaluation and, when necessary, amendments.

Plan adoption is essential, however, fundamental to implementation success is the structural integration of the HMP within

foundational community and regional plans, regulatory systems, departmental procedures, and funding structure.

The primary tool for implementing land use goals is within each locality's zoning ordinance. The regional mitigation plan goals, objectives, and strategies should be evaluated and considered within review and zoning regulation updates, especially site improvements within flood zones.



# Executive Summary

Emergency managers should capitalize on local and regional disaster operations and recovery plans to execute elements of the Plan mitigation strategies, especially those directly applicable to emergency response operations and efficiency, including training, equipment, and facility improvement needs.

Many of the mitigation strategies, especially those property protection, structural, or natural system resiliency projects, will require considerable planning and large financial investment. Execution will require continuously seeking funding opportunities including federal and state grant programs, incorporation and dual benefits across departments and agencies to capitalize on funding efficiency, integration within capital improvement plans.

The CVPDC will be responsible for convening the CVPDC Mitigation Plan Advisory Committee (MPAC), similarly comprised of locality and agency stakeholder representatives. The CVPDC will facilitate twice-yearly MPAC meetings, where mitigation strategy implementation

including regional, locality-specific, and stakeholder summaries will be reported. The meetings will also be used to coordinate regional projects, with focus on information and outreach strategies, and incorporate a staff educational component such as information on state, federal or non-profit funding information, overview of success program execution by local partner, discussion of challenges, recordation of anticipated future changes or Plan integration, and outline agenda and actions for future meetings. Integral to the Plan maintenance program, will be the yearly submittal of a Virginia Hazard Mitigation Plan Annual Report Form to VDEM. The CVPDC Hazard Mitigation Annual Report, as well as regular program features throughout the year, will be made available for public comment and housed on the CVPDC Mitigation Plan website.

To ensure that the regional hazard plan does not exceed the FEMA five-year program eligibility an update process will be initiated, by beginning to seek FEMA funding and plan development preparation three years from the FEMA adoption.

Table 6-9 Town of Altavista Mitigation Actions

Community: Town of Altavista									
NFIP Community #: 510029									
Strategy Category	Regional Strategy	Action Item Description	Hazard(s)	Priority (High, Medium, or Low)	Lead Agency or Department	Support Agency or Department	Potential Funding Sources	Coordination Opportunity(s)	Time Frame (years)
Information & Outreach	I 1.1, I 1.3	Educate public, businesses, and organizations on hazard preparedness including National Flood Insurance Program (NFIP) information.	All Hazards	Medium	Community Development	CVPDC	VDEM, FEMA, Town Pgm	local realtors, local insurance agents	1-3
Information & Outreach	I 1.1, I 1.3	Expand outreach and education about the National Flood Insurance Program (NFIP), including inclusion within the Town's website.	Flood, Dam Failure	Medium	Community Development	CVPDC	Town Pgm	local realtors, local insurance agents	1-3
Information & Outreach	I 3.6	Expand flood insurance coverage, especially those areas known to have regular flooding or stormwater impacts to renters. Those in the high hazard dam inundation zone will be identified too.	Flood, Dam Failure	Low	Community Development	CVPDC	DHCD, USDA	local realtors, local insurance agents	3-5
Information & Outreach	I 1.3	Develop public hazard communication outreach with emphasis on joining the County's public information system.	All Hazards	Medium	Administration	Campbell County Emergency Services (Code Red)	VDEM, Town Pgm		2-4
Capacity	C 2.1, C 2.9	Expand communication and coordination with AEP, thereby creating standard operating procedures, regarding dam release and river turbidity to protect Town water and wastewater infrastructure.	Flood, Dam Failure, Drought	High	Utilities	Public Works, Community Development, Altavista Police	Town Pgm, VDEM	AEP, Campbell County EMS	1-3

Community: Town of Altavista

NFIP Community #: 510029

Strategy Category	Regional Strategy	Action Item Description	Hazard(s)	Priority (High, Medium, or Low)	Lead Agency or Department	Support Agency or Department	Potential Funding Sources	Coordination Opportunity(s)	Time Frame (years)
Capacity, Natural System Resiliency	C 2.1, R 1.3	Initiate a Staunton River and Watershed Protection coordination with Hurt, Pittsylvania County, Campbell County and other surrounding jurisdictions.	Flood, Dam Failure	Low	Community Development	Utilities	NFWF, EPA, VDH, DCR, DEQ,	Pitts, Hurt, CC, RELSWCD, DEQ, VDH	3-5
Capacity, Property Protection	C 3.6, P 1.1	Evaluate and execute retrofit measures to reduce service disruption and facility damage to the Town's water and sanitary sewage systems.	All Hazards	Medium	Utilities	Public Works, Administration	DEQ, USDA, DHCD	USDA, VDHODW	Ongoing
Property Protection	P 1.3	Initiate evaluation and execute improvements to harden the Town's critical facilities to reduce vulnerability from natural, cyber, and technological hazards.	All Hazards	Medium	Utilities	Public Works, Administration	VDEM, FEMA, DHS, USDA, EDA, COVID, DHCD,	EPA, VRWA	Ongoing
Capacity	C 5.2	Maintain locality procedural response to prolonged drought or high temperature conditions to ensure ability to respond to strain on water resources and respond to community needs.	Drought, High Temperatures	Medium	Utilities	Administration	Town Pgm, USDA	EPA	Ongoing
Capacity, Property Protection	C 2.1, P 1.3	Develop vulnerability analysis, security plans, and where necessary implement, protection measures at public utilities and other critical Town facilities.	All Hazards	High	Utilities	Administration	VDEM, FEMA, USDA, DEQ, VDH		Ongoing



# Mitigation

Community: Town of Altavista									
NFIP Community #: 510029									
Strategy Category	Regional Strategy	Action Item Description	Hazard(s)	Priority (High, Medium, or Low)	Lead Agency or Department	Support Agency or Department	Potential Funding Sources	Coordination Opportunity(s)	Time Frame (years)
Property Protection, Structure	P 2.2, P 2.8, S 1.3, S 1.4	Evaluate and execute berm or other necessary mitigation features to protect the Town's water and wastewater facilities from flooding and high hazard dam failure impacts.	Flood, Dam Failure	High	Utilities	Public Works, Administration	FEMA, VDM, DEQ, USDA		3-5
Property Protection, Structure, Natural System Resiliency	P 2.8, S 1.3, S 1.4, R 1.1	Evaluate and implement streambank restoration, through green infrastructure, streambank stabilization or other appropriate practice, along the Staunton River and tributaries to lessen stormwater impact to Town's water & sanitary sewer system, public park, and public spaces. (Natural resources/watershed plan).	Flood	High	Public Works	Community Development, Utilities	VDEM, FEMA, DEQ, VDH, NFWF, EPA, DCR,	Recreation Committee, Dept of Forestry, RELSWCD, Corps of Engineer, VDH	1-3
Structure	S (all)	Mitigation reconstruction.	All Hazards	High	TBD	TBD	VDEM, FEMA		After Event
Capacity, Property Protection	C 3.3, P 2.1	Initiate program and studies to execute elevation, relocation, or acquisition measures, especially in area of repetitive flooding, to reduce or eliminate flooding and high hazard dam failure impacts to lives, property and financial impacts to families and communities.	Flood, Dam Failure	High	Community Development		VDEM, FEMA		Ongoing



TOWN OF ALTAVISTA  
TOWN COUNCIL  
AGENDA COVER SHEET

Agenda Item #: 2C

**Recognitions and Presentations**

**Title:** Avoca Museum Annual Report

**Staff Resource:** Michael Hudson, Executive Director Avoca Museum

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**Action(s):**

Accept the Avoca Museum Annual Report.

**Explanation:**

Each year the Executive Director of Avoca provides Town Council with an annual report, detailing the activities of the museum and its Board of Directors over the past year.

**Background:**

Avoca is a town owned property and a Board of Directors oversees the museum activities. The museum director is a town employee.

**Funding Source(s):**

Town of Altavista funds the personnel cost of the museum; while the Board funds the operations costs.

**Attachment(s):** *(Click on item to open)*

- *Annual Report (provided separately)*



TOWN OF ALTAVISTA  
TOWN COUNCIL  
AGENDA COVER SHEET

Agenda Item #: 5A

**Items For Discussion (New & Unfinished)**

**Title:** Dalton's Landing Canoe Launch

**Staff Resource:** Amie Owens, Assistant Town Manager

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**Action(s):**

- Report from Engineer related to the Dalton's Landing Canoe Launch project
- Request Council direction related to approval of sign design, hours of operation and lighting plan

**Explanation:**

Town Council approved the Dalton's Landing Canoe Launch Project as part of the Town's Capital Improvement Plan in 2017. Engineering staff from Gay and Neel will provide Council an update on this project.

Staff is requesting input from Council related to hours of operation, approval of permanent signage design, and solar lighting plan for the canoe launch parking area.

**Background:**

Dalton's Landing Canoe Launch is a project that has been planned for several years. Construction began in October 2020. The contract states that {excerpted language} 'work will be substantially completed on or before February 15, 2021 and completed and ready for payment on or before March 15, 2021'. Due to severe weather in November and the need for a change order to remedy soil stabilization issues, the project is currently behind schedule. There is a permit with Department of Wildlife Resources that says no in-river construction can be done between March 15 and June 15 due to the endangered logperch and its spawning season. Since there were delays in the site preparation, the parking lot cannot be paved until the asphalt plant re-opens; however, other construction on the launch itself will be continuing. Engineers, contractor, and Town have been working together to develop a plan to have the project meet the in-river deadlines and move the project forward as quickly as possible while still remaining within the scope of the project.

**Funding Source(s):**

Virginia Recreational Trails Program Grant through Virginia DCR

**Attachment(s):** *(Click on item to open)*

- *Project Update Report*
- *Dec 31, 2020 invoices from Counts & Dobyns and Gay and Neel*
- *Proposed Lighting plan layout, emailed quote and solar light specifications*
- *Rendering of permanent signage*
- *Photo and specifications for animal-proof trash cans*

# DALTON'S LANDING CANOE LAUNCH PROJECT UPDATE

REPORT DATE	PROJECT NAME	PREPARED BY
Date: January 15, 2021	Project: Dalton's Landing Canoe Launch	Name: Amie Owens, Assistant Town Manager

## STATUS SUMMARY

Dalton's Landing Canoe Launch is a project that has been planned for several years. Construction began in October 2020. The contract states that [excerpted language] 'work will be substantially completed on or before February 15, 2021 and completed and ready for payment on or before March 15, 2021'. Due to severe weather in November and the need for a change order to remedy soil stabilization issues, the project is currently behind schedule. There is a permit with Department of Wildlife Resources that says no in-river construction can be done between March 15 and June 15 due to the endangered logperch and its spawning season. Since there were delays in the site preparation, the parking lot cannot be paved until the asphalt plant re-opens; however, other construction on the launch itself will be continuing. Engineers, contractor and Town have been working together to develop a plan to have the project meet the in-river deadlines and move the project forward as quickly as possible while still remaining within the scope of the project.

## PROJECT OVERVIEW

TASK	% DONE	DUE DATE	DRIVER	NOTES
Pre-construction Meeting	100	October 1, 2020	ALL	All parties present – minutes and signature page on file
Survey and stone parking area; site preparation	*See Notes for additional explanation  Erosion and Sediment Control - 25%  Clearing and Grubbing - 100%  Earthwork - 80%  Aggregate Stone Base - 80%  Change Order - 85%	November 30, 2020 <b>(DELAYED)</b>	Counts & Dobyms; ECS as required	Counts & Dobyms began on 10/7/2020; there was a concern related to compaction and recommendations submitted on 10/15/2020 by ECS (copy attached); a change order was submitted in the amount of approximately \$54,000 on 10/18/2020; change order approved by Council on 10/27/2020. Work began on soil stabilization of the area on 11/2/2020. There was a significant rainfall event in mid-November that caused work to be halted for several days. River levels remain at all time highs and no construction has occurred within the river. Engineers are aware of the need to renew the DWR permit and of the timing issues for being out of the water due to the endangered logperch (March 15 - June 15).
Paving of Parking Area	0% - see notes	March 2021 (tentative based on above)	Counts & Dobyms	Due to the above noted delay and the need for significant site preparation; the paving will not occur until the asphalt plant reopens in 2021
In-river construction of canoe launch				
Completion of Parking Lot				
Installation of Gate				

## BUDGET OVERVIEW

CATEGORY	CONTRACT AMOUNT	SPENT	REMAINING BALANCE	% OF TOTAL	NOTES
Gay and Neel - Engineering Costs	\$36,550	\$34,450	\$2,100	94.25%	This is the total from the project initiation to December 31, 2020 – latest invoice included
Counts & Dobyms Construction contractor	\$485,681	\$157,699	\$327,892	32.5%	This is the total as of December 31, 2020; request for payment detail included
Project Contingency	\$139,500				
Change Order #1	\$50,261	\$ 42,722		85%	85% completion on CO #1 (noted on payment detail)
Change Order #2 – proposed – solar lighting	\$28,000			0%	Proposing to Council 1/26/2021 – await direction – includes purchase and installation costs – (rough site plan picture to follow including lighting options)
Signage – including regulatory/directional signage and permanent signage	\$7,500			0%	Proposing to Council 1/26/2021 – await direction (picture of proposed permanent signage to follow)
Trash cans and other amenities (2 picnic tables)	\$6,000			0%	Estimated costs for purchase (pictures to follow) – wildlife resistant trashcans
	\$91,761		\$47,739		

## RISK AND ISSUE HISTORY

ISSUE	ASSIGNED TO	DATE
Soil stabilization – resulting in change order #1 – consultant recommendation	Counts & Dobyms	Stabilization began November 2, 2020 due to weather conditions; change order is only 85% complete
Potential lighting of the area – lighting plan sent to Engineers – would be an owner initiated change order – quote received was approximately \$28,000 – will present to Town Council for direction	Town Council to direct	
Need to set hours of operation for the site or determine when gate needs to be opened and closed related to access	Town Council to direct	

## CONCLUSIONS/RECOMMENDATIONS

While there have been delays, the Engineer and Contractor are now working with Appalachian Power to lower river levels in order to meet the in-river deadlines for construction. If weather conditions hold, it is plausible that the major construction could be finished within contract parameters. If there is any change to the contract timing, Town Council will be informed as soon as known.



**GAY AND NEEL, INC.**

1260 RADFORD STREET  
CHRISTIANSBURG, VIRGINIA 24073  
(540) 381-6011 FAX (540) 381-2773  
info@gayandneel.com  
www.gayandneel.com

January 11, 2021

Project No: 2630.00

Invoice No: 16

*Ms. Amanda Owens*

~~Mr. Daniel Witt~~

Town of Altavista  
P.O. Box 420  
Altavista, VA 24517

Project 2630.00 Altavista Canoe Launch Survey/Site Plan  
Professional Services including construction contract administration.  
**Professional Services from December 1, 2020 to December 31, 2020**  
**Fee**

Billing Phase	Fee	Percent Complete	Earned
Boat Ramp Concept & Estimate	3,500.00	100.00	3,500.00
Phase I Environmental Site Assessment	1,950.00	100.00	1,950.00
Environmental Lien & AUL Search	250.00	100.00	250.00
Topographic Survey Services	4,990.00	100.00	4,990.00
Design Development (DD) Phase	7,800.00	100.00	7,800.00
Joint Permit Application (JPA)	3,800.00	100.00	3,800.00
Construction Documents (CD) Phase	9,260.00	100.00	9,260.00
Bidding Documents Preparation	1,500.00	100.00	1,500.00
Construction Phase Assistance	3,500.00	50.00	1,750.00
<b>Total Fee</b>	<b>36,550.00</b>		<b>34,800.00</b>
		Previous Fee Billing	34,450.00
		Current Fee Billing	350.00
	<b>Total Fee</b>		<b>350.00</b>
		<b>Total this Invoice</b>	<b>\$350.00</b>

*approved for payment  
Amanda W. Owens  
01/14/2021*

## REQUEST FOR PAYMENT

From: \_\_\_\_\_ To: **Dalton's Landing Canoe Launch** Invoice: 720800122020  
 Draw: #00001  
 Invoice date: 12/31/2020  
 Period ending date: 12/25/2020

Contract For:

**Request for payment:**

Original contract amount	\$485,681.27	
Approved changes	\$0.00	
Revised contract amount		\$485,681.27
Contract completed to date		\$165,998.98
Add-ons to date	\$0.00	
Taxes to date	\$0.00	
Less retainage	\$8,299.95	
Total completed less retainage		\$157,699.03
Less previous requests	\$0.00	
Current request for payment		\$157,699.03
Current billing		\$165,998.98
Current additional charges	\$0.00	
Current tax	\$0.00	
Less current retainage	\$8,299.95	
Current amount due		\$157,699.03
Remaining contract to bill	\$327,982.24	

Project: 720800  
 Dalton's Landing Canoe Launch

Contract date:

Engineer / Architect Approval:	
Engineer/Architect: By: _____	_____
Date: _____	1/4/21

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Changes approved in previous months by Owner		
Total approved this Month		
<b>TOTALS</b>		
NET CHANGES by Change Order		

I hereby certify that the work performed and the materials supplied to date, as shown on the above represent the actual value of the accomplishment under the terms of the Contract (and all authorized changes thereof) between the undersigned and the Dalton's Landing Canoe Launch relating to the above referenced project I also certify that the contractor has paid all amounts previously billed and paid by the owner.

CONTRACTOR:

By: *Scott Walsh*  
 Date: 12-31-2020



State Of Virginia City/County Of Campbell  
 Subscribed and sworn to before me this 31 day of DECEMBER, 2020  
 Notary Public \_\_\_\_\_  
 My commission expires: 2/28/2023

## REQUEST FOR PAYMENT DETAIL

Project: 720800 / Dalton's Landing Canoe Launch    Invoice: 720800122020    Draw: #00001    Period Ending Date: 12/25/2020    Detail Page 2 of 2 Pages

Item ID	Description	Unit of Measure	CONTRACTED			CURRENT		TOTAL TO DATE		Balance to Finish
			Bid Quantity	Unit Price	Amount	Quantity	Amount	Quantity	Amount	
01	Dalton's Landing Canoe Launch		0.00	0.00	0.00					0.00
05	Mobilization	Lump Surr	1.00	41,908.00	41,908.00	0.50	20,954.00	0.50	20,954.00	20,954.00
10	Erosion and Sediment Control	Lump Surr	1.00	51,886.00	51,886.00	0.25	12,971.50	0.25	12,971.50	38,914.50
15	Clearing and Grubbing	Lump Surr	1.00	5,637.00	5,637.00	1.00	5,637.00	1.00	5,637.00	0.00
20	Earthwork	Lump Surr	1.00	60,627.00	60,627.00	0.80	48,501.60	0.80	48,501.60	12,125.40
25	Aggregate Stone Base	Lump Surr	1.00	44,016.00	44,016.00	0.80	35,212.80	0.80	35,212.80	8,803.20
30	Asphalt Paving	Lump Surr	1.00	52,858.00	52,858.00					52,858.00
35	Dredged Material	Lump Surr	1.00	4,605.00	4,605.00					4,605.00
40	Concrete Steps Protection	Lump Surr	1.00	113,344.00	113,344.00					113,344.00
45	Restoration/Signage	Lump Surr	1.00	37,789.00	37,789.00					37,789.00
50	Unsuitable Soils	CY	100.00	70.00	7,000.00					7,000.00
55	Trench rock	CY	50.00	225.00	11,250.00					11,250.00
60	Mass Rock	CY	50.00	90.00	4,500.00					4,500.00
65	C.O.#1 Undercut Parking and Dr	Lump Surr	1.00	50,261.27	50,261.27	0.85	42,722.08	0.85	42,722.08	7,539.19

Totals				485,681.27		165,998.98		165,998.98	319,682.29
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# Quote

**Job Name:** Town of Altavista Boat Ramp  
**Quote #:** 20-20042-2  
**Issue Date:** 1/13/2021  
**Good Through:** 2/25/2021  
**Quoted By:** Alexander, Kim

**FEDERATED LIGHTING OF VA LLC**  
 1806 SUMMIT AVE  
 SUITE 300  
 RICHMOND, VA 23230-4339  
 (Phn) 804.533.3100

**Quoted To:** FOSTER ELECTRIC CO INC  
 1420 CAMPBELL AVE  
 LYNCHBURG, VA 24501-2820

Type	Qty	Manufacturer/Brand	Catalog #	Line Comment	Unit \$	Ext \$
	7	Sonaray	SR-1 080 T3 8 50 DB D	Delta Solar Street Light, 80 watt, 50K		
	3	Sonaray	SR-2000A-TPML	double solar panel top pole mount		
	1	Sonaray	SR-1000A-TPML	single solar panel top pole mount		
	4	Sonaray	RTS20D80-4-**	20' round tapered steel pole		

QUOTE ONLY GOOD THRU 2/25/2021  
 FREIGHT ALLOWED

### Notes

\* \*\*PLEASE NOTE: TARIFF INCREASES SUPERCEDES ANY PREVIOUSLY ISSUED GOOD THROUGH DATES/ LABELS \*\*  
 \* PRICING IS VALID FOR 30 DAYS FROM TIME OF QUOTATION.

\*\*Extension of price levels beyond 30 days is conditional upon individual manufacturer's approval\*\*  
 \* \*\*Counts as they are shown in the quote are not a guarantee of what is required\*\*

Adds or deducts may apply.

\* \* No Spare parts are included

\* \* Standard manufacturer warranties apply

\* \* Finishes are "factory standard" colors unless otherwise noted.

\* \* Custom colors/ RAL finishes are always an additional charge.

[RAL # and/or paint manf. and color name must be provided in order to provide quote]

\* \*For Solar Fixtures\* - It is imperative that the protective magnet not be removed until after fixture assembly and an electrical connection has been completed. Premature removal of the magnet will cause failure to the unit, which will not be covered by any factory warranties





## SR-1080

### 80W DELTA SOLAR LED STREET LIGHT

**BEAM ANGLE:** 145° (H) x 65° (V)      **INPUT VOLTAGE:** DC 14.8V

**POWER SUPPLY:** Power Supply + Battery

**LIFETIME:** ≥ 50,000hrs

**AMBIENT OPERATING TEMPERATURE:** -13°F ~ +113°F



**IK09**



**Durable Design and Construction for Moisture and External Impact Resistance:** The best in design and quality construction qualify these fixtures to be rated IP65 and IK09, respectively. These fixtures have strong ratings for both moisture and impact resistance. They are also designed with multi-directional heat dissipation fins for enhanced cool operation and water drainage away from the fixture.

**Corrosion Treatment:** By employing specific anti-corrosive treatments on the heat sink and other key components of the fixture, this luminaire performs well in areas that traditionally lend themselves to corrosion or fixture degradation.

**Quality Core Components:** Using the best core components, including high-quality chip sets, results in a fixture that not only lasts a long time, but also high in efficiency and resulting lumen output.

**Solar Energy Savings:** Solar panels provide the mechanism to power your luminaire with sun energy and battery. Collect and store “natural” power to maximize your energy savings and decrease your carbon footprint.

**Common Applications:** Streets and residential areas, outdoor parking lots, housing developments.

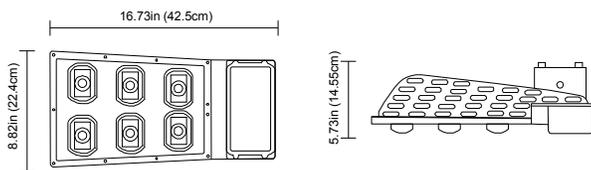
## ORDERING GUIDE

MODEL	WATTAGE	BEAM ANGLE	CRI	CCT	FINISH	VOLTAGE
SR-1	080	T3	8	50	DB	D
	080 80W	T3 TYPE III	8 ≥80	50 5000K	DB DARK BRONZE	D 12-24V

## DIMENSIONS: LUMINAIRE

## ENERGY DATA

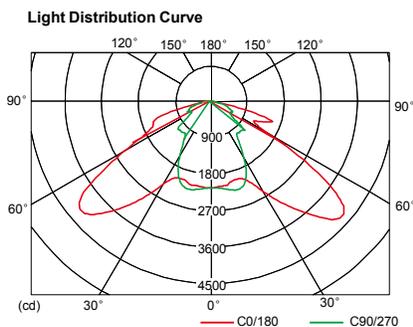
Lens & Side View



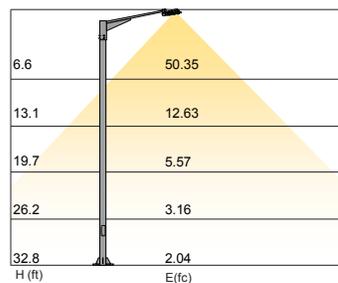
	POWER	LUMENS	EFFICACY
TYPE III DIST.	80W	9200 lm	115 lm/W

## PHOTOMETRICS

### 90° BEAM ANGLE



### Illuminance Distribution



## SR-1080

### 80W DELTA SOLAR LED STREET LIGHT

**BEAM ANGLE:** 145° (H) x 65° (V)

**LUMINAIRE WEIGHT:** 10lb | 4.55kg

**LUMINAIRE EPA:** 0.67

**POWER SUPPLY:** SOLAR PANEL + BATTERY

**SOLAR PANEL WEIGHT:** 37lbs | 16.81kg

**LIFETIME:** ≥ 50,000hrs

**LUMINAIRE HOUSING:** The body of the luminaire is made of aluminum with an anti-corrosive to protect it in caustic environments, such as salt spray. The acrylic optical has a high-impact resistance, and the luminaire is sealed with resilient gasketing to prevent ingress.

**MOUNTING OPTIONS:** *Luminaire:* Available options include a 2-3/8" adjustable pole mount, as well as slip-fitters in order to adapt to other mounting requirements. *Solar Panel:* Options include davit arms (to mount the panel atop the pole, e.g. image above) or brackets to hold panel(s) along side a vertical pole.

**ELECTRICAL:** The Delta Solar Street Light comes standard with a high-performance solar panel and batteries, that remove the need for a driver and wiring to the luminaire.

**WARRANTY:** Five (5) year warranty on luminaire. Three (3) year warranty on solar panel and battery. For more details on warranty conditions, please contact factory.

**LUMEN MAINTENANCE:** The lumen packages of the luminaires are rated for 50,000+ hours (L<sub>70</sub>).

**CERTIFICATIONS:** UL certification is not required due to the units being a closed system running off low voltage.

## SOLAR PANEL SPECIFICATIONS

### Specifications

Maximum Power (Pmax)	150Wp
Maximum Power Voltage (Vmp)	18V
Maximum Power Current (Imp)	8.34A
Open-Circuit Voltage (Voc)	22V
Short-Circuit Current (Isc)	9.18A
System Voltage	1000V
Tolerance	±3%

### Mechanical Characteristics

Number of Cells	36 (156×156)
Dimension	58.11×26.61×1.18in (147.6×67.6×3cm)
Frame	Aluminum alloy
Weight	37lbs (16.81kg)
EPA rating	7.78ft <sup>2</sup> *2

Note: \*1 The duration refers to the time for which the luminaire could work continually with the battery fully charged.

\*2 The time refers to the duration in which the battery could be fully charged under the effective illumination of the solar panel.

\*3 The Effective Projected Area (EPA) is based on a 30° off the horizontal installation and assumed drag coefficient of 1.2.

## BATTERY SPECIFICATIONS

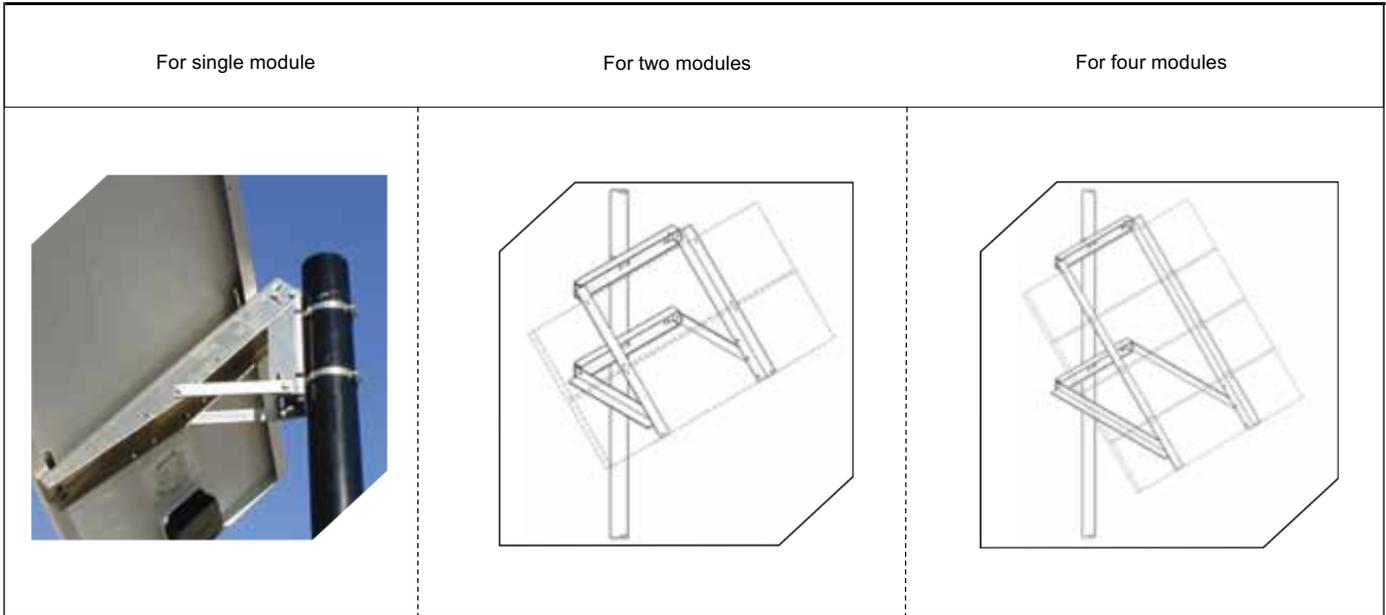
Nominal Capacity	14.8V 20Ahx2
Battery cell	Lithium battery
Battery Life	3yrs
Cycle Life	1000 times
Maximum Charge/ Discharge Current	8000mA
Standard Discharge Current	5000mA
Nominal Voltage	14.8V
Max Charge Voltage	16.8V
Discharge Cut-off Voltage	12.0V
Overcharge Detection Voltage	4.25V±0.025V
Overdischarge Detection Voltage	2.5V±0.1V
Overdischarge Detection Current	7A~15A

## SR-1080

80W DELTA SOLAR LED STREET LIGHT

### SOLAR PANEL MOUNTING OPTIONS

#### Pole-Side Mounting (PSM)



#### Top-Mount Davit-Arm (TM)



### SOLAR PANEL MOUNT PART NUMBERS

MOUNT TYPE	PAIRING LUMINAIRE(S)	# OF PANELS*
<b>TM</b> TOP-MOUNT DAVIT-ARM	<b>1020</b> 20W	1
<b>PSM</b> POLE-SIDE MOUNT	<b>1030</b> 30W	2
	<b>1048</b> 48W	3
	<b>1080</b> 20W	4

\*Only applicable to pole-side mounts

#### NOTE WHEN MOUNTING SOLAR PANELS:

Do not install panels directly below the luminaires. When installing panels with the pole-side mount (PSM) modules, it is recommended to either (1) install them on a separate pole where the light emitted from the luminaires does not fall on the panels; or (2) install the solar panel(s) above the luminaire. If installing above the luminaire, please take into account EPA values for safety.

It is recommended to install any solar panel(s) facing South, when in the northern hemisphere (e.g. in US or Canada). Installing them at a 30° angle off the horizontal plane (i.e. ground) is a recommended pitch.

Please refer to Solar Street Light Installation Guide for further reference.

### PSM MODULE SPECS

MODULE SIZE	PAIRING LUMINAIRE	1 PANEL	2 PANELS	3 PANELS	4 PANELS
25-3/8" x 21-1/2"	SR-1020	2-3.5" OD 1h x 1w-L	2-3.5" OD 2h x 1w-L	N/A	N/A
31-1/2" x 20"	SR-1030				
47-1/8" x 21-1/2"	SR-1048			3-4.5" OD 3h x 1w-L	3-4.5" OD 4h x 1w-L
58-1/8" x 26-5/8"	SR-1080				



## Dalton's Landing Canoe Launch



Take a peaceful float trip  
down the beautiful  
Chattahoochee River.

Enjoy a picnic at our picnic area  
with a view of the river. We have  
picnic tables, grills, and  
benches. We also have a  
play area for children. We have  
a playground with a slide and  
swing set. We have a  
play area for children.

For more information, please contact the  
Dalton Chamber of Commerce at 706.276.1234.

**DALTON'S LANDING TO ALLEN STA**

Take a peaceful float trip down the beautiful Chattahoochee River. We have picnic tables, grills, and benches. We also have a play area for children. We have a playground with a slide and swing set. We have a play area for children.

**Canoeing**

Canoeing is a peaceful and relaxing activity. It is a great way to enjoy the outdoors and the beauty of the Chattahoochee River. We have a canoe launch area where you can rent a canoe and take a float trip down the river. We have a playground for children and a picnic area for families.

**Fishing**

Fishing is a popular activity at Dalton's Landing. We have a fishing pier and a boat launch. We have a playground for children and a picnic area for families.

**Wildlife**

There are many different types of wildlife that live in the Chattahoochee River. We have a wildlife viewing area where you can see many different types of birds and animals. We have a playground for children and a picnic area for families.




**WATER TAILS - EDUCATION**

Water tails are a type of insect that live in the Chattahoochee River. They are a very important part of the river's ecosystem. We have a water tail viewing area where you can see many different types of water tails. We have a playground for children and a picnic area for families.

**OWB**

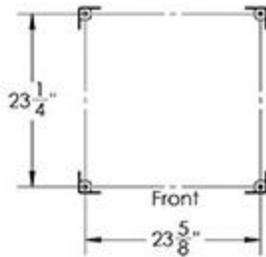
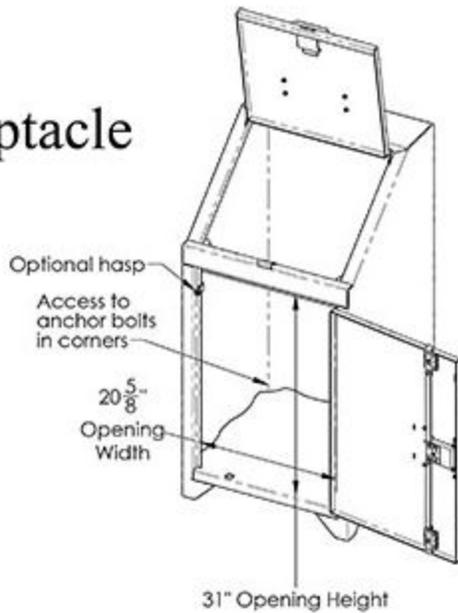
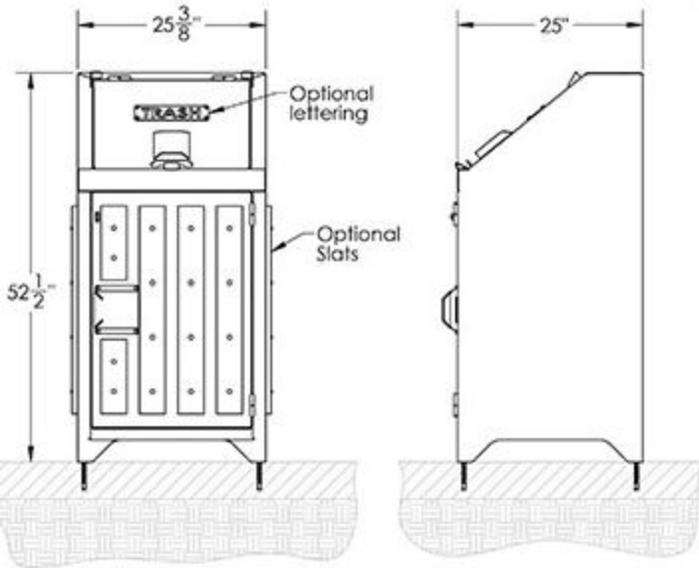
OWB is a type of insect that lives in the Chattahoochee River. It is a very important part of the river's ecosystem. We have a water tail viewing area where you can see many different types of water tails. We have a playground for children and a picnic area for families.

**Water Quality**

Water quality is very important for the health of the Chattahoochee River. We have a water quality monitoring station where we collect samples of water from the river. We have a playground for children and a picnic area for families.



# 40 Gallon Bear Proof Receptacle Product Information & Installation Instructions



**Anchor Bolt Layout**

The TPC Bear Resistant Receptacles are designed to enclose a 40 gallon square trash can (included). The access door is equipped with a bear resistant, ADA compliant paddle latch that locks into place when the door is released preventing the door from being left open. The unloading door for removing the trash is simple to use requiring little effort for trash removal.

The sturdy body and doors are constructed from durable 12 gauge (.105" thick) steel. The exterior of the container is sandblasted then coated with 2-3 mils of a Super Durable TGIC polyester coating in the customer's choice of color. This finish prevents chalking and color degradation over time.

Available options include: a custom laser-cut logo, an integral locking hasp, and weathered redwood toned plastic slats. The optional lettering available for the top door is: "TRASH" or "RECYCLE".

Standard Colors: Black (BL), Blue (B), Brown (BR), Classic Grey (CG), Copper Vein (CV), Sierra Tan (ST), Medium Bronze (MB), Statuary Bronze (SB), Forest Brown Texture (BT), Fir Green Texture (GT).

The TPC Bear Resistant Receptacles were successfully tested by the Living With Wildlife Foundation (LWWF) at The Grizzly and Wolf Discovery Center and are also Certified Bear Resistant by the Interagency Grizzly Bear Committee.

The TPC Bear Receptacles are made in America from no less than 70% recycled steel and are backed by a one year manufacturer warranty.

### Installation Instructions

Four each 3/8" x 4" long wedge anchors, 3/8" flat washers, and 3/8" hex nuts are required for mounting.

1. Lay out the location of the anchor bolts in the desired location according to the dimensions shown.
2. Using a 3/8" diameter carbide drill bit, drill the four holes to any depth exceeding the desired embedment. A minimum depth of 3" is recommended.
3. Clean drill fines from hole.
4. Assemble washer and nut, leaving nut flush with end of the anchor to protect threads. Drive each anchor into a hole. Once the recommended depth of 3" is achieved, hand tighten the nut until the washer is flush to surface of the concrete.
5. Expand the anchor by tightening the nut 3-5 turns past the hand tight position, or to the specified torque requirement.
6. Remove the nuts and washers from the anchors.
7. Place the receptacle over the anchors and reinstall the washers and nuts. There are access holes in each corner of the bottom of the receptacle to accommodate tightening the nuts.



**The Park and Facilities Catalog**

220 Congress Park Dr. #215  
Delray Beach, FL 33445  
800-695-3503

[www.theparkcatalog.com](http://www.theparkcatalog.com)





# TOWN OF ALTAVISTA TOWN COUNCIL AGENDA COVER SHEET

Agenda Item #: 5B

## Items For Discussion (New & Unfinished)

**Title:** Boat Ramp (English Park) Agreement

**Staff Resource:** Waverly Coggsdale, Town Manager

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### **Action(s):**

- Provide staff direction on boat ramp agreement as to whether to keep it or rescind it.

### **Explanation:**

State legislation was approved and became effective January 1, 2021, that requires an access permit for use of Department of Wildlife Resources (DWR) owned or managed boating access sites. The boat access point located in English Park was a joint project between the Town of Altavista and the DWR (formerly Department of Game and Inland Fisheries). An agreement exists between the two entities, which would require the access permit for use of this boating access site. The access permit is required unless you have a valid Virginia hunting, trapping or fishing license, a DWR Restore the Wild Membership or current certificate of boat registration issued by DWR. The Town has the option to keep the agreement in place or rescind it; this will affect whether the access permit is required. An individual or group can purchase an access permit: Daily Access Permit is \$4.00 per person; an Annual Access Permit is \$23.00; and Group Permits start at \$26 (1-12 people) and increase by \$25 for each increase in the group up to the next dozen individuals. Below a link is provided to the DWR website page that addresses Frequently Asked Questions regarding the Access Permit.

### **Background:**

As mentioned the boating access point located in English Park (off Pittsylvania Avenue) was a joint project between the Town and DWR. With the new legislation, Town Council will need to make a decision concerning whether to continue with the agreement that will require that the new access permit fee be charged or do away with the agreement that will allow use of the facility without the permit. This also takes away any obligation of DWR concerning the facility.

### **Funding Source(s):**

Not applicable

### **Attachment(s):** *(Click on item to open)*

- *DWR Access Permits "Frequently Asked Questions" (FAQ) sheet*
- *Altavista Agreement with Commonwealth of Virginia (DGIF) dated 1-27-1994*



## Boating Access Site Use FAQ

*Beginning January 1, 2021, any person using a Department of Wildlife Resources (DWR)-owned or managed facility, **including boating access sites**, must have a valid Virginia hunting, trapping, or fishing permit, a Restore the Wild membership, an access permit, or current certificate of boat registration issued by DWR to use the facility. This does not apply to persons under the age of 17 or passengers with a permitted operator. The operator must have a permit.*

### FAQ

#### **Why do I need a permit?**

This change is due to state legislation that brought rules governing DWR-owned and managed boating access sites in line with rules at other DWR access sites in order to allow all users of DWR access sites to have equitable access.

#### **Which boating access sites will require a permit?**

DWR has created a [list of the Department-owned or managed boating access sites](#) that will require a permit.

#### **What do I need to launch my kayak or paddleboard at a DWR-owned or managed access point?**

You must have a valid Virginia hunting, trapping, or fishing [license](#), a DWR [Restore the Wild membership](#), an [access permit](#), or current certificate of [boat registration](#) issued by DWR.

#### **Do I need a permit if I am a passenger in a kayak or boat?**

No. If you are a passenger in a boat with a permitted operator, you do not need a permit.

#### **I am 16 years old. Do I need a permit?**

No. You don't need a permit if you are under 17 years old.

#### **Where can I buy this permit if I am already at the access site?**

You can download the [Go Outdoors Virginia licensing app](#) at or you can log in at [GoOutdoorsVirginia.com](#) and purchase a permit.

#### **What happens if a law enforcement officer or Conservation Police officer determines that I used a DWR access without a permit?**

You may receive a summons for the violation and be subject to a \$50 fine plus court costs.

#### **What does the permit fee go toward?**

Funding generated by these fees will help DWR meet the increasing demand for outdoor recreational opportunities through land purchased, ongoing maintenance of current boating access sites, construction of new boating access sites, and maintaining more than 225,000 acres that are open to the public to enjoy.

**If I'm participating in a group trip with a kayak, canoe, or tubing tour or rental company, do I need a permit?**

Each operator over the age of 16 of a kayak, canoe, or tube using the facility is required to have a permit. While tour or rental companies may provide guidance in purchasing the permit, it is the responsibility of the individual using the DWR access site to ensure they have the appropriate access permit.

**When do I need a special use permit in addition to a hunting, trapping or fishing license, access permit, or Restore the Wild membership to use a DWR-owned or managed boating access site?**

[Special use permits](#), along with the necessary access permits, are required for any commercial use (to include tournaments) or for any non-boating or non-fishing activity at DWR boating access sites and associated parking lots.

Cooperative Agreement  
for  
Public Boating and Fishing Access  
by and between  
**The Commonwealth of Virginia,  
Department of Game and Inland Fisheries  
and  
Town of Altavista, Virginia  
As Part of the Grants to Localities Program**

This **Cooperative Agreement**, made and entered into on this date 1-27-, 1993<sup>TR</sup>, by and between the **Town of Altavista**, a political subdivision of the Commonwealth of Virginia, hereinafter called the Town, and the Commonwealth of Virginia, Department of Game and Inland Fisheries, hereinafter called the Department, both agree that it is desirable to establish and maintain a public boat access facility and ancillary facilities on the property owned by the Town, located adjacent to the Staunton River in Campbell County, hereinafter called the Landing; and shown on Exhibit B;

**NOW THEREFORE**, in consideration of the above premises and the Grant to the Town by the Department; the parties hereto agree as follows:

**The Town Shall:**

1. Obtain all necessary permits and approvals for the construction and operation of the proposed Landing. Prior to award of construction contracts for the stated improvements, the Town shall submit the plans and specifications to the Department for approval.
2. Establish standards, rules and regulations on appropriate public usage, vehicular access, litter control, sanitation and public conduct at the Landing. The Town shall not restrict the types of boats that can be served by the Landing.
3. Maintain the facility, its improvements and grounds for the term of this agreement. Such maintenance shall include cutting weeds and brush, repairing the access road and parking lot surface, maintaining drainage ditches, mowing the grass at established public access points, collection and removal of trash and garbage, removal of debris and other routine maintenance necessary for safe public use of the Landing. The Town shall maintain the public waterway to the Landing at a suitable launching depth.
4. Identify and mark the boundary of the Landing and associated bank fishing area.

5. Patrol the Landing as it deems appropriate to enforce local laws, rules and other public safety regulations.
6. Make the necessary improvements (complying with all federal, state and local requirements including full accessibility where possible) to the Landing as stated in Exhibit A and as shown in attached drawing labeled "Exhibit B" and be responsible for costs (in excess of \$25,000.00), associated with those improvements.
7. Keep the Landing open to the public for boating access and fishing, except for reasonable closures necessary for maintenance or emergencies. The Town may adopt regulations to restrict the public use of the Landing consistent with the Town-wide policy for park hours of operations. However, obtain concurrence from the Department for any rules or regulations regarding time of day or day of week restrictions at the Landing.
8. The Town **shall not charge a fee for use of the facilities**. The Landing's access to the water for boating, can be added into the Department's designated facilities list for requiring additional state permission to use the facility if the Department deems it necessary.
9. The Town shall provide and maintain obvious and conspicuous signage acknowledging the Department and any additional partners in the development of the Landing.

**The Department Shall:**

1. Patrol the Landing as it deems appropriate to enforce game, inland fish and boat laws as well as local regulations related to the public use of the Landing.
2. Erect and maintain signs related to direction, regulations of the public boat landing, public fishing rights and access.
3. Make the necessary improvements to the Landing as stated in Exhibit A and be responsible for cost associated with those improvements.
4. Reimburse the Town for up to 75% of the construction and design cost but not to exceed a maximum of \$25,000.00 for constructing the improvements outlined in Exhibit A. Reimbursement submittal must be received no later than **June 20, 1994**. The Department shall make reimbursement within sixty (60) days of receipt of billing by the Town of eligible paid expenses.

Failure to have the project substantially completed and request for reimbursement submitted to the Department by the above deadline will result in the loss of funding from the Department.

**Is Mutually Agreed And Understood By And Between The Parties That:**

1. The initial development of the Landing shall be funded by the Town as stated in Exhibit A.
2. This agreement may be revised as necessary by mutual consent of both parties by the issuance of a written amendment, signed and dated by both parties.
3. This Agreement shall remain in force for a period of **twenty (20) years** from the date of execution of the Agreement. Upon expiration of the twenty year term, the Agreement shall automatically renew from year to year on the fiscal year basis. This Agreement may be terminated at any time by either party by notifying the other in writing at least one hundred and eighty (180) days prior to the terminating date.

If this Agreement is terminated by the Town prior to the completion of the twenty year period, the Town shall repay the Department for any capital and or federal funds invested into the Landing by the Department on a prorated schedule for the portion of the term of the agreement from the date of termination to the end of the period specified.

**TOWN OF ALTAVISTA**

BY: Stanley Goldsmith 1/24/94  
Town Manager Date

ATTESTED: Mary M. Christ 1/24/94  
Signature Date

APPROVED AS TO FORM: [Signature]  
Town Attorney

APPROVED BY RESOLUTION DULY ADOPTED ON: 12/14/93

BY: Altavista Town Council

COMMONWEALTH OF VIRGINIA  
DEPARTMENT OF GAME AND INLAND FISHERIES

BY: Jerry Hart  
Director

ATTESTED: Phillip D. Dawnes 1-27-94  
Signature Date



TOWN OF ALTAVISTA  
TOWN COUNCIL  
AGENDA COVER SHEET

Agenda Item #: 5Ci

**Items for Discussion (New & Unfinished)**

**Title:** McMinnis Water Line Replacement Project Status Update

**Staff Resource:** Tom Fore, Director of Public Utilities

---

**Action(s):**

Following Council's discussion, staff requests Council to move forward on bidding this project by placing approval on the consent agenda of the Town Council's Regular Meeting on February 9, 2021.

**Explanation:**

Town Council previously approved the McMinnis Water Line Replacement Project as part of the Town's Capital Improvement Plan in 2019. Mr. Bif Johnson of Hurt & Proffitt provided Council an update on this project at its January 12, 2021 Regular Meeting.

**Background:**

The Town hired Hurt & Proffitt to design the project that consists of replacing the existing 18,000 +/- feet of 8" water line between McMinnis Spring and the Bedford Avenue Tank. Hurt & Proffitt serves as the project engineer for design, bidding and construction administration; their contract totals \$104,940. At this time the plans, technical specifications and front-end documents are complete and staff is ready to move to the bidding phase of the project. The original cost estimate for this project was \$1,883,950.

**Funding Source(s):**

General Obligation Bonds.

**Attachment(s):** *(Click on item to open)*

- None [\(LINK\)](#)



TOWN OF ALTAVISTA  
TOWN COUNCIL  
AGENDA COVER SHEET

Agenda Item #: 5Cii

**Items for Discussion (New & Unfinished)**

**Title:** VDEM Generator Project

**Staff Resource:** Tom Fore, Director of Public Utilities

---

**Action(s):**

Update Council and request that Council move forward on bidding this project by placing approval on the consent agenda of the Town Council's Regular Meeting on February 9, 2021.

**Explanation:**

Town Council previously approved a Hazardous Mitigation Grant from the Virginia Department of Emergency Management last year. Scott Bortz of Peed & Bortz will provide Council an update on this project.

**Background:**

The generator project for the Staunton River Pump Station, Bedford Ave. Pump Station, McMinnis Spring and Reynolds Spring originally has been in the CIP without a funding source until VDEM provided a grant in the amount of \$523,005.00 to create design plans and install generators.

**Funding Source(s):**

VDEM Grant the Total Award was \$523,005.00 with the Town providing a \$24,905.00 match.

**Attachment(s):** *(Click on item to open)*

- *VDEM Generator\_Cover.pdf* **(LINK)**

# TOWN OF ALTAVISTA WATER SUPPLY SYSTEM WIDE EMERGENCY POWER SOURCE

ALTAVISTA, VIRGINIA

PREPARED FOR:

TOWN OF ALTAVISTA

P.O. BOX 420

ALTAVISTA, VIRGINIA 24517

## INDEX OF SHEETS:

**GENERAL**  
G01 TITLE SHEET

**CIVIL**  
C01 SITE PLAN

**STRUCTURAL**  
S1 STRUCTURAL NOTES TYPICAL DETAILS  
S2 STRUCTURAL PLAN AND DETAILS

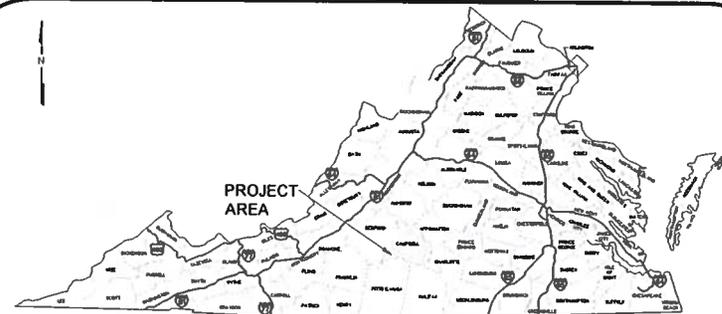
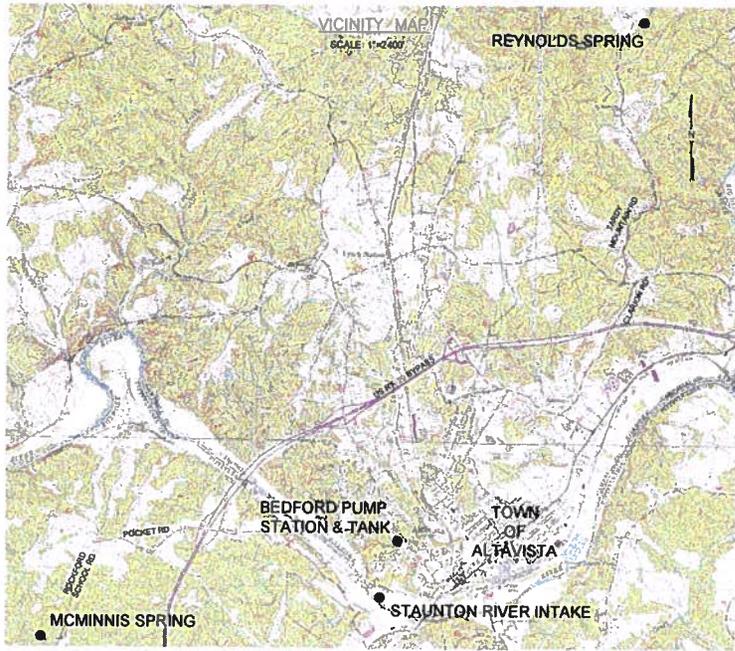
**ELECTRICAL**  
E1 LEGEND, NOTES, ABBREVIATIONS & SCHEDULES  
E2 MCMINNIS SPRING ONE LINE DIAGRAMS  
E3 BEDFORD TANK ONE LINE DIAGRAMS  
E4 REYNOLDS SPRING ONE LINE DIAGRAMS  
E5 STAUNTON RIVER INTAKE ONE LINE DIAGRAMS & PANEL SCHEDULE

## GENERAL NOTES:

1. CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL NECESSARY CONSTRUCTION PERMITS
2. ALL DISTURBED AREAS NOT PAVED WILL BE GRASSED WITH PERMANENT SEEDING AS SPECIFIED IN THE SPECIFICATIONS
3. NOTIFY "MISS UTILITY" AT 1-800-552-7001 AT LEAST 48 HOURS PRIOR TO EXCAVATION BY THE RIGHT-OF-WAY
4. EXISTING UNDERGROUND UTILITY LOCATIONS SHOWN ON THE PLANS ARE APPROXIMATE AND DO NOT REPRESENT ALL UNDERGROUND UTILITY OR SERVICE LINES PRIOR TO EXCAVATION. THE CONTRACTOR SHALL CONTACT "MISS UTILITY" TO HAVE ALL UNDERGROUND UTILITIES LOCATED AND MARKED.
5. CONTRACTOR SHALL CONTACT "MISS UTILITY" PRIOR TO INSTALLING CASINGS AND SHALL DIG A TEST HOLE TO DETERMINE THE ACTUAL HORIZONTAL AND VERTICAL LOCATION OF THE UNDERGROUND UTILITIES THAT WILL BE CROSSED
6. CONTRACTOR IS RESPONSIBLE FOR MAINTAINING DRAINAGE AROUND AND THROUGH THE CONSTRUCTION AREA AS CURRENTLY EXISTS. NO PONING WATER IN DITCHES WILL BE PERMITTED DURING THE CONSTRUCTION
7. CONTRACTOR WILL PROVIDE EROSION CONTROL MEASURES TO PREVENT DISTURBED RUNOFF FROM LEAVING THE SITE. EROSION CONTROL MEASURES MAY INCLUDE BUT ARE NOT LIMITED TO, CHECK DAMS, INLET PROTECTION, CULVERT INLET PROTECTION AND OTHER MEASURES

## PROPERTY INFORMATION

OWNER TOWN OF ALTAVISTA  
ATTN TOM FORE - DIRECTOR OF PUBLIC UTILITIES  
P.O. BOX 420  
ALTAVISTA, VA 24517  
(434)-369-5001



LOCATION MAP  
N.T.S.

**Reed & Bortz, L.L.C.**  
CIVIL & ENVIRONMENTAL ENGINEERS  
20 MIDWAY PLAZA DRIVE - SUITE 100  
CHRISTIANSBURG, VIRGINIA 24073  
PHONE: (540) 394 - 3214 FAX: (540) 394 - 3215

**TOWN OF ALTAVISTA  
WATER SUPPLY  
SYSTEM WIDE EMERGENCY POWER SOURCE**  
TOWN OF ALTAVISTA VIRGINIA

SEAL

DRAWN BY:  
J. MCCLURE  
REVIEW BY:  
S. BORTZ  
DATE:  
04 DEC 2020  
REVISION

SHEET DESCRIPTION

G01



TOWN OF ALTAVISTA  
TOWN COUNCIL  
AGENDA COVER SHEET

Agenda Item #: 5D

**Items for Discussion (New & Unfinished)**

**Title:** DBP Remediation and Water Improvements Town of Hurt

**Staff Resource:** Tom Fore, Director of Public Utilities

---

**Action(s):**

Allow the Town of Hurt to install a new 2” Service line connection to the 16” water main in front of the Altavista Water Treatment Plant with the following agreement:

1. That the Town of Altavista will allow this line until the Town of Altavista needs to relocate this line due to any future expansion. If it needs to be relocated the Town of Hurt will pay the relocation expense.
2. Install meter at the connection at the Town of Hurt’s expense.
3. Town of Hurt maintain the lines from the end of the meter to the Town of Hurt Pump Station.
4. Restore the site to its original condition once the connection is made.

**Explanation:**

The Town of Hurt has requested permission to install a 2” line to the existing 16” water line in front of the Altavista Water Plant.

**Background:**

The Town of Hurt has received a Consent Order from the Virginia Department of Health regarding non-compliance with the disinfection by-products regulations. The requested piping revision will allow Hurt to obtain water from outside the Altavista water plant clearwell enabling the Town of Altavista to modify its chlorine application point later in the treatment process. This modification should reduce the disinfection by-products formation and help the Town of Hurt regain regulatory compliance. This design and construction will be coordinated with the Town of Altavista’s WTP staff.

**Funding Source(s):**

Town of Hurt will pay for this installation.

**Attachment(s):** *(Click on item to open)*

- *Town of Hurt Letter*
- *WTP Piping Sketch*



## **Town of Hurt**

Web [townofhurtva.gov](http://townofhurtva.gov)  
Office (434) 608-0554  
Fax (434) 205-1177

533 Pocket Road  
PO Box 760  
Hurt, VA 24563

### Town Council 2020

E. Collin Adams, Jr.  
Shirley M. Barksdale-Hill, Vice Mayor  
Jeffery Bowling  
Lorraine L. "Rainy" Clay  
Gary K. Hodnett, Mayor  
Kathy Keesee  
Steven W. "Steve" Watson

Mr. Waverly Coggsdale III  
Town Manager  
510 Seventh Street  
P.O Box 420  
Altavista, VA 24517

1-18-2021

Re: DBP Remediation and Water Improvements  
Town of Hurt

Dear Mr. Coggsdale III,

The Town of Hurt requests permission to make revisions to the Town of Hurt piping connection between the Altavista water treatment plant and the Hurt pump station. This work will be on the Town of Altavista's property and will connect to the Altavista's water transmission system outside the water plant. A sketch is attached showing this proposed piping work.

The Town of Hurt has received a Consent Order from the Virginia Department of Health regarding non-compliance with the disinfection by-products regulations. The requested piping revision will allow Hurt to obtain water from outside the Altavista water plant clearwell enabling the Town of Altavista to modify its chlorine application point later in the treatment process. This modification should reduce the disinfection by-products formation and help the Town of Hurt regain regulatory compliance. This design and construction will be coordinated with the Town of Altavista's WTP staff. All work shown on the sketch outside the water plant will be paid for by the Town of Hurt.

Please contact Peed & Bortz if the Town needs any additional information regarding this request.

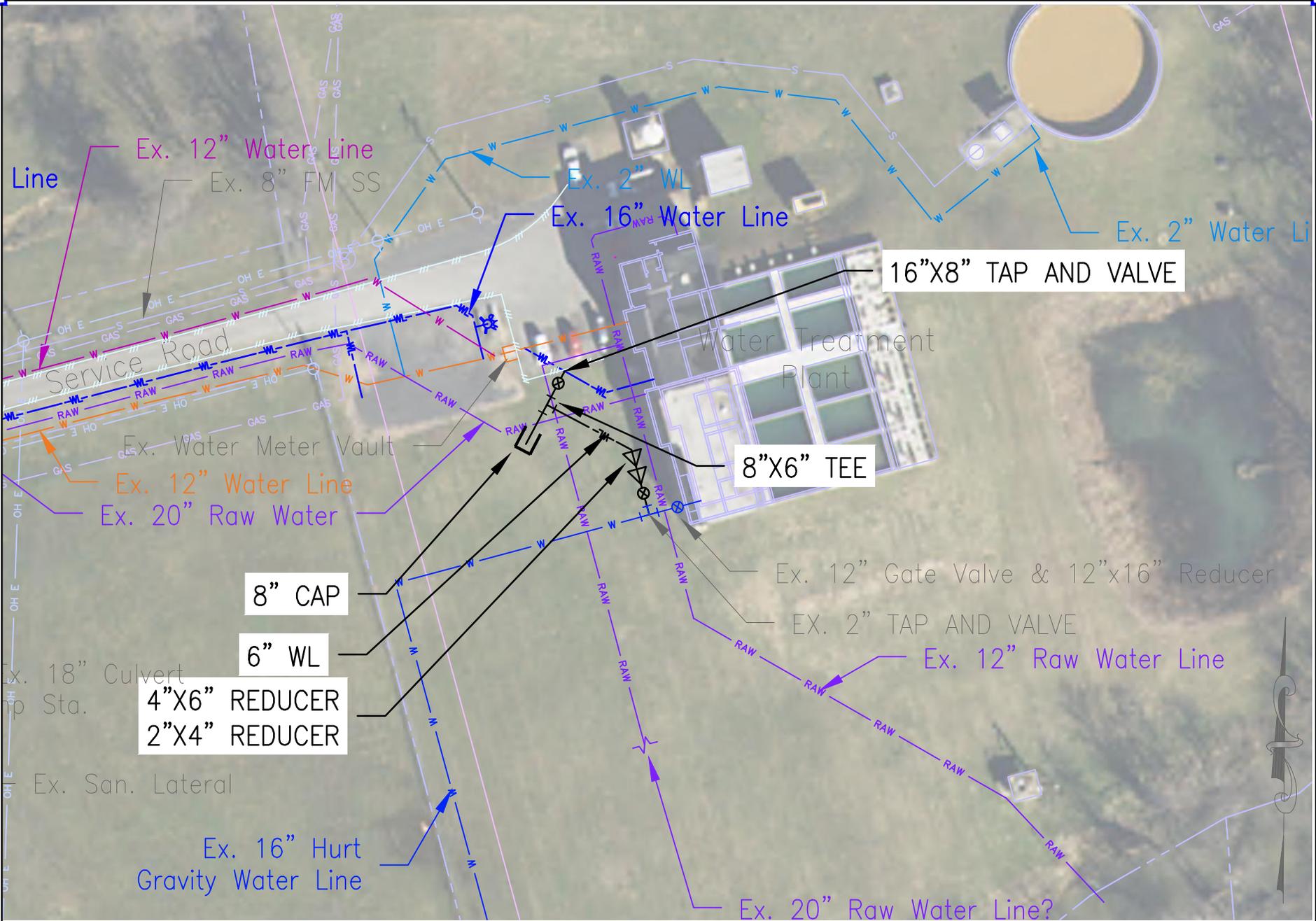
Sincerely,

Gary Hodnett,  
Mayor, Town of Hurt

Cc: Tom Fore  
Peed & Bortz, Elvan Peed



PRELIMINARY



8" CAP

6" WL

4"X6" REDUCER  
2"X4" REDUCER

8"X6" TEE

16"X8" TAP AND VALVE



TOWN OF ALTAVISTA  
TOWN COUNCIL  
AGENDA COVER SHEET

Agenda Item #: 5E

**Items For Discussion (New & Unfinished)**

**Title:** Tax Billing Discussion

**Staff Resource:** Waverly Coggsdale, Town Manager & Tobie Shelton, Finance Director/Treasurer

---

**Action(s):**

- Provide staff direction on tax billing (annual or semiannual).

**Explanation:**

Recently the Campbell County Board of Supervisors voted to implement semiannual tax billing for real estate and personal property taxes. Staff has had conversations with Calvin Massie, CC Commissioner of Revenue, in regard to this item and whether it will be a requirement of the town. We are still awaiting the answer on whether it will be a requirement for the town or optional. However, we would like to be proactive on this item. Staff feels we have several options if Mr. Massie indicates to staff that implementation is optional. The options are listed below:

- Keep real estate and personal property billing/payment on an annual basis (due December 5<sup>th</sup>) with continued education efforts that town accepts payments at any time before due date;
- Implement real estate and personal property semiannual billing/payment with an implementation date of June 2022; or
- Implement real estate and personal property semiannual billing/payment with an implementation date of June 2023 (this would provide a year for the County to work through

**Background:**

Prior Town Council considered this item and opted to promote citizen's ability to pay their taxes on their own schedule; however, this was before Campbell County decided to go to semiannual billing/payment.

**Funding Source(s):**

Semiannual billing will result in a one-time 50% "windfall" of these tax revenues.

**Attachment(s):** *(Click on item to open)*

None at this time.



TOWN OF ALTAVISTA  
TOWN COUNCIL  
AGENDA COVER SHEET

Agenda Item #: 5F

**Items For Discussion (New & Unfinished)**

**Title:** English Park Recreation Projects

**Staff Resource:** As needed. *(This item is placed on the agenda at the request of Councilman George)*

---

**Action(s):**

- Per Council's discussion.

**Explanation:**

Councilman George requested that two items related to proposed improvements in English Park be placed on the agenda. The two items relate to a new restroom facility along Eagle Trail (parking lot area) and construction of new athletic fields in the newer section of English Park.

**Background:**

The restroom facility was taken out of the FY2021 CIP and Budget and staff has been working on developing this item as a new CIP item for consideration in the FY2022-2026 CIP. The field project is included in the fourth year (FY2024) for the design phase and in FY2025 and FY2026 of the FY2021-2025 CIP, adopted in June 2020. Attached are the two project sheets from the adopted FY2020 – 2025 CIP. The Recreation Committee is in the process of reviewing these projects in order to make a recommendation on the draft FY2022-2026 Capital Improvement Plan, which will be a part of the upcoming budget process.

**Funding Source(s):**

Potential funding for these projects is listed on the project sheets.

**Attachment(s):** *(Click on item to open)*

- *Project Sheet (English Park Large Field Improvements)*
- *Project Sheet (Fields)*

**FY2021-2025 CAPITAL IMPROVEMENT PROJECT FORM**

DEPARTMENT: Public Works DIVISION: Recreation  
 PROJECT NAME: English Park Large Field Improvements - Phase I LOCATION: English Park  
 YEAR: FY 2021 ACCT#: 010-4104-602.81-26  
 Type of Project:  New  Expansion  Replacement  Renovation

Current/ Previous Expenditures	TOTAL PROJECT COST (Capital Only)	Total Appropriations to Date	Budget Year 1 FY2021	Unappropriated Subsequent Years					Future Budget Years
				Budget Year 2 FY2022	Budget Year 3 FY2023	Budget Year 4 FY2024	Budget Year 5 FY2025		
	\$ 90,000	\$ -	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**PROJECT COSTS**

ACTIVITY	FY2021	FY2022	FY2023	FY2024	FY2025	FUTURE
Planning, Surveying, Design, Engineering						
Land/ROW/Acquisition						
In House Services (In Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction	\$ 90,000					
Legal/Misc.						
Heavy Equip./Apparatus						
Light Equip/Furniture						
Other						

<b>Total Capital Cost Estimate:</b>	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Operating Impact Estimate:</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditure Estimate:</b>	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -

**NEW OR ADDITIONAL IMPACT ON OPERATING BUDGET**

Type of Expenditure	FY2021	FY2022	FY2023	FY2024	FY2025	FUTURE
Salaries/Benefits						
Professional & Consulting Services						
Materials & Supplies						
Maintenance/Fuel						
Other						

<b>TOTAL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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**METHODS OF FINANCING**

Funding Sources	Previous Allocation (Earmarked)	FY2021	FY2022	FY2023	FY2024	FY2025	FUTURE
General Fund		\$ 90,000					
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)							
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							

<b>TOTAL</b>	\$ -	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL:</b>							\$ 90,000

**Project Description:** Phase I of improvements to the large fields at English Park. Improvements include paving of the two small lots, reseeding the fields, and construction of bathrooms.

**Justification/Linkage:** To expand and enhance the public park system and river views.



123 - PAVING TWO (2) PARKING LOTS.

**FY2021-2025 CAPITAL IMPROVEMENT PROJECT FORM**

DEPARTMENT:  DIVISION:   
 PROJECT NAME:  LOCATION:   
 YEAR: FY  ACCT#:  Type of Project:  New  Expansion  Replacement  Renovation

Current/ Previous Expenditures	TOTAL PROJECT COST (Capital Only)	Total Appropriations to Date	Unappropriated Subsequent Years					Future Budget Years
			Budget Year 1 FY2021	Budget Year 2 FY2022	Budget Year 3 FY2023	Budget Year 4 FY2024	Budget Year 5 FY2025	
	\$ 2,862,500	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 1,418,750	\$ 1,418,750

**PROJECT COSTS**

ACTIVITY	FY2021	FY2022	FY2023	FY2024	FY2025	FUTURE
Planning, Surveying, Design, Engineering				\$ 25,000		
Land/ROW/Acquisition						
In House Services (In Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction					\$ 1,418,750	\$ 1,418,750
Legal/Misc.						
Heavy Equip./Apparatus						
Light Equip/Furniture						
Other						
<b>Total Capital Cost Estimate:</b>	\$ -	\$ -	\$ -	\$ 25,000	\$ 1,418,750	\$ 1,418,750
<b>Total Operating Impact Estimate:</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditure Estimate:</b>	\$ -	\$ -	\$ -	\$ 25,000	\$ 1,418,750	\$ 1,418,750

**NEW OR ADDITIONAL IMPACT ON OPERATING BUDGET**

Type of Expenditure	FY2021	FY2022	FY2023	FY2024	FY2025	FUTURE
Salaries/Benefits						
Professional & Consulting Services						
Materials & Supplies						
Maintenance/Fuel						
Other						
<b>TOTAL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**METHODS OF FINANCING**

Funding Sources	Previous Allocation (Earmarked)	FY2021	FY2022	FY2023	FY2024	FY2025	FUTURE
General Fund					\$ 25,000	\$ 709,375	\$ 709,375
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)							
Grants (List)							
Bonds (List)						\$ 709,375	\$ 709,375
Reserve (List)							
Other (List)							
<b>TOTAL</b>	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 1,418,750	\$ 1,418,750
					<b>TOTAL:</b>		\$ 2,862,500

**Project Description:** The creation of a centralized athletic fields with bathrooms and concessions. The project would be done in various phases. Phase I would be planning and design. Currently there is no water in that area of the park and it is located in a floodplain. Additional work may be needed to negate environmental impacts. Phase II would be the site work and construction of the bathrooms and concession stand.

**Justification/Linkage:** To expand recreational opportunities and generate additional town revenue by providing an opportunity to market Altavista for youth tournaments; Parks and Trails Master Plan Project #30.





# TOWN OF ALTAVISTA TOWN COUNCIL AGENDA COVER SHEET

Agenda Item #: 5G

## Items For Discussion (New & Unfinished)

**Title:** Avoca Board Request to amend project (Cameras)

**Staff Resource:** Waverly Coggsdale, Town Manager

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### **Action(s):**

- Per Council's discussion.

### **Explanation:**

The Avoca Board voted to request that two additional security cameras be purchased and installed on the Avoca premises. The anticipated cost is \$1,600 and they would like to utilize the "reserve" maintenance funds that are set aside for Avoca (proceeds from the sale of the Life Saving Crew building).

### **Background:**

Mike Hudson presented the original security camera system request to Town Council at their August 11, 2020 Regular Meeting, which was approved. The cost was \$3,262.50 and Council authorized the use of the "reserve" maintenance funds. Since Avoca is a town-owned property, we have requested that the Board run projects by Council for approval, especially if they would like to utilize the "reserve" maintenance funds.

### **Funding Source(s):**

"Reserve" Maintenance Funds (proceeds from the sale of the Life Saving Crew building; that were earmarked for such purposes when the property was donated to the Town.

### **Attachment(s):** *(Click on item to open)*

- *August 11, 2020 Meeting Agenda Item Sheet*
- *August 11, 2020 Meeting Minutes Excerpts*



TOWN OF ALTAVISTA  
TOWN COUNCIL  
AGENDA COVER SHEET

**ADDITION TO AGENDA**

**AGENDA LOCATION:**

New Business

**MEETING DATE:**

August 11, 2020

**ITEM #: 9c (Addition)**

**ITEM TITLE:**

Request by Avoca Museum for consideration of funding of the security camera improvements via the Maintenance Fund

**DESCRIPTION:**

The Avoca Board directed the Executive Director to gather quotes for the implementation of a security camera system on the grounds of the museum. The Board as provided with three quotes for the camera based outdoor security system at their July meeting. The Board would like to proceed with the project and issue the project to Altavista Alarm, who has the lowest quote at \$3,262.50; and in addition request that Town Council approve the use of the Maintenance Fund (proceeds from the sale of the EMS facility) to pay for this improvement.

**RECOMMENDATION:**

Staff concurs with the Avoca Board of Directors.

**BUDGET/FUNDING:**

Use of \$3,262.50 of the Avoca Maintenance Fund (EMS building proceeds)

**POTENTIAL ACTION:**

- Approve request to use the Avoca Maintenance funds for this project.
- Deny the request to use the funds.
- Defer action

**ATTACHMENTS:**

- *Memo and quotes* **(Link)**

## ***Excerpts from the Town Council Regular Meeting August 11, 2020***

### **Request for Funding Security Camera System**

Mr. Coggsdale informed Council that the Avoca Board directed their Executive Director, Mike Hudson, to gather quotes for the implementation of a security camera system for the grounds of the museum.

Mr. Coggsdale stated Mr. Hudson provided the Avoca Board with three quotes for consideration of the camera-based outdoor security system at their July meeting.

Mr. Coggsdale stated the Avoca Board would like to proceed and issue the project to the lowest bidder, Altavista Alarm Company, at \$3,262.50.

Mr. Coggsdale stated the Avoca Board has requested for Council to consider approving the use of Avoca "reserved" maintenance funds for this project.

Mayor Mattox asked Council if they had any questions regarding this item.

Mr. Mitchell asked if the security camera system the Avoca Board was looking to install was comparable to the system the town uses at the Altavista Splash Pad.

Mr. Hudson stated he was not familiar with the security system at the Altavista Splash Pad, but the system Avoca was looking at was viable for their needs.

Mayor Mattox asked Mr. Hudson who currently operates Altavista Alarm Co.

Mr. Hudson answered Mr. William Tweedy, and informed Council Mr. Tweedy was the contact that submitted the requested quote for the security camera system.

Mayor Mattox asked if it would be wise for the town to have two different systems.

Mr. Mitchell asked if the town was happy with the current security camera system that is located at the English Park splash pad area.

Mr. Coggsdale stated that Mr. Garrett, Altavista's Public Works Director, was the staff member most familiar with the splash pad's security system.

Mayor Mattox asked Mr. Garrett for his input on the reliability of the security camera system at the town's splash pad area.

Mr. Garrett stated the security camera system located at the splash pad in English Park was very reliable. He stated the town has not had any issues with the security system to date.

Mr. Coggsdale informed Council the vendor that installed the splash pad security system did submit a quote for Avoca's project, but was not the lowest bidder.

Mrs. Dalton asked if Altavista Alarm Company had done any previous work for the Town of Altavista.

Mr. Hudson stated not to his knowledge.

Mrs. Tobie Shelton, Altavista Finance Director, confirmed they had not in the twenty years she has been employed for the town.

***Excerpts from the Town Council Regular Meeting August 11, 2020***

Mrs. Dalton asked Mr. Hudson if anyone was currently providing Avoca with security camera services, or was this a new venture for the museum.

Mr. Hudson stated the Avoca Museum does not currently have an outdoor security camera system.

Mr. Bennett referenced a dangerous occurrence that recently happened at the Avoca Museum. He stated he felt the museum should have a camera system in place to monitor activity on the grounds in case of any future such instances.

Mr. Bennett stated he was uncertain if the two fore-mentioned quotes offered an “apples to apples” level of reliability and service, but he felt it was sometimes wiser to choose a vendor the town was already familiar with and pleased with the service they provide.

Mrs. Dalton asked Mr. Hudson if he, or any member of the Avoca Board, had spoken with customers of Altavista Alarm Company as a reference to their work.

Mr. Hudson stated a customer of Altavista Alarm Company was asked to attend a recent Avoca Board Meeting and provide input on the company’s service. He stated the customer had only high remarks towards the company and its services.

Mr. Bennett asked if there was a monthly fee associated with either of the two options/quotes that Avoca was considering for the security camera system project.

Mr. Hudson stated there would not be a monthly fee to maintain the system.

Mr. George stated he felt the Avoca Board had been very responsible with their investigation of this project. He shared his favor with their recommendation.

Mayor Mattox asked Council if they had any additional questions, comments, or concerns regarding this item, to which there were none.

Mr. Mitchell, seconded by Mr. George, motioned to approve Avoca’s recommendation to award the museum’s outdoor security camera system project to Altavista Alarm Company.

This motion also included the approval of Avoca’s request to use a portion of Avoca’s “reserve” maintenance funds to cover the cost of this project, \$3,262.50.

Motion carried.

Vote:

Mr. Reggie Bennett	Yes
Mr. Timothy George	Yes
Mayor Mike Mattox	Yes
Mrs. Beverley Dalton	Yes
Mr. Wayne Mitchell	Yes