

Town of Altavista Recreation Committee

Committee Members

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

Ex-Officio Members

Steve Jester, Executive Director YMCA
David Garrett, Public Works Director
Amie Owens, Assistant Town Manager

Tuesday, May 18, 2021, 5:30 pm

I. Call to Order

II. Public Input

(Citizens wishing to address the Committee should provide their name/address. Comments are limited to three (3) minutes with a total of 15 minutes allotted for this purpose. Please note that the Public Input period is NOT a question-and-answer session between the public and the Committee.)

III. Minutes –approval of minutes from the March 16, 2021 and April 20, 2021 meetings

IV. Old Business

V. Project Updates

- a. Eagle Trail Closure for water line construction
- b. Tree cutting removal
- c. Trail improvements – gravel and signage

VI. New Business

VII. Matters from Staff

VIII. Matters from Committee Members

IX. Adjournment

Next Meeting – Tuesday, June 15, 2021, 5:30 pm

The Altavista Recreation Committee held its regularly scheduled meeting March 16, 2021 at 5:30PM in the Council Chambers at Town Hall located at 510 7th Street, Altavista, Virginia.

Members Present: Sarah Mattox Roach, Chair
Councilman Tim George
Victoria Mattox, Vice Chair

Members Absent: Dr. Deidre Douglas
Rev. Ed Soto
Steve Jester (ex-officio member)
Amie Owens, Assistant Town Manager (staff)

Also Present: David Garrett, Public Works Director
Waverly Coggsdale, III, Town Manager
George Sandridge, Main Street Coordinator

CALL TO ORDER:

Chair Sarah Mattox Roach called the meeting to order at 5:30 p.m.

PUBLIC INPUT:

There was none

Presentation – Rotating Shade Sails

Jeremy Funderburk, Shade Sail Structure, Inc. presented information and showed a model of a rotating shade sail structure. He noted that the product is a self-supporting, adjustable, cantilevered shade sail structure designed to shade outside areas from the sun. The shade sails are 18'x18'x18' commercial grade triangular mesh fabric. The framework design consists of a structural aluminum and steel column and custom machined bearing allowing the upper portion of the structure 360 degrees pivotal movement. The structure rotates in a circular manner with a simple flip handle and push to the desired position and locks in place.

Discussion was held related to the various uses for this type of shade sail including use at the Booker Building and in various parks. Members agreed that these structures could be a nice addition to these areas.

Barbeque Festival

Mr. Funderburk provided flyer for a proposed event in late Fall for a barbeque festival to be held in Altavista. This event is in the preliminary stages of planning. Councilman Tim George encouraged Mr. Funderburk to come to the Town Council meeting and provide this information and request the use of English Park and the support of Council.

APPROVAL OF MINUTES

The minutes from the February 16, 2021 meeting were presented for approval. There was no motion made to approve the minutes and they will be presented at the meeting in April for approval.

PROJECT UPDATES

David Garrett, Public Works Director noted that the Dalton's Landing Canoe Launch was moving along and that the deadline for in-river construction completion by March 15, 2021 was met. The estimated completion date is mid-to-late May.

Mr. Garrett provided a handout to the committee related to the revised location of the Storybook Walk. It will now be laid out in a figure-8 configuration beginning near the playground and go through the orchard and return to the same area near the playground. There are 20 different stations for reading.

NEW BUSINESS

There was no new business to discuss

MATTERS FROM STAFF

There were no additional matters from staff to discuss.

MATTERS FROM COMMITTEE MEMBERS

Vice Chair Victoria Mattox requested that someone look at the swing at Bedford Park as the safety carriage is difficult to raise and lower.

Councilman Tim George asked about the mile marker posts along Eagle Trail and the maintenance or replacement of these posts. Some are showing signs of deterioration.

Councilman Tim George noted that there were vehicles parked under the bridge so that individuals could fish at the river. He asked if signs or barricades could be placed to prevent this vehicular traffic. Discussion was held and the Town is awaiting VDOT's response related to signage.

Councilman Tim George asked if there could be bricks from the old Lane Company site moved to the overlook area and placed on the front of the overlook. It was determined that this would not be a project at this time.

Councilman Tim George requested that the trail signage be designed and installed on the Green Hill Cemetery Connector Trail and other trails to be sure that individuals were able to identify where they were and where they were going.

Councilman Tim George commented on the Shoreline Erosion capital improvement project. He asked if the picnic area could be easily fixed. Vice Chair Victoria Mattox asked if this is in the proposed CIP, then is there anything that the Recreation Committee needs to do? Waverly Coggsdale, III, Town Manager explained that at this point, the CIP has been presented to the Town Council for their review and direction.

Vice Chair Victoria Mattox noted that there has been an increased number of bicycles and scooters that have been noted on the splash pad and in the playground area. The request is for signage to be added to alert individuals to this prohibited activity.

Councilman Tim George suggested that the parking at the Booker Building be indicated as a parking area for splash pad patrons.

There was lengthy discussion related to the entrance to English Park from Pittsylvania Avenue and the need for pedestrian access. This is included in the FY 2022 CIP and once the budget is approved, this project can be engineered for construction.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 6:42 p.m.

The Altavista Recreation Committee held its regularly scheduled meeting April 20, 2021 at 5:30PM in the Council Chambers at Town Hall located at 510 7th Street, Altavista, Virginia.

Members Present: Victoria Mattox, Vice Chair
Councilman Tim George
Rev. Ed Soto
Steve Jester (ex-officio member)

Members Absent: Sarah Mattox Roach, Chair
Dr. Deidre Douglas

Also Present: David Garrett, Public Works Director
Amie Owens, Assistant Town Manager
George Sandridge, Main Street Coordinator

CALL TO ORDER:

Vice Chair Victoria Mattox called the meeting to order at 5:30 p.m.

PUBLIC INPUT:

There was none.

APPROVAL OF MINUTES

The minutes from the March 16, 2021 meeting were not presented for approval due to the absence of Assistant Town Manager Amie Owens. They will be presented at the May meeting with the minutes from the April 20, 2021 meeting.

OLD BUSINESS

Capital Improvement Plan (CIP) FY 2022 -FY 2026

Assistant Manager Owens provided members with the CIP listing for Parks and Recreation that was proposed by Town Council following their review and discussion at their March 23, 2021 work session and their April 13, 2021 regular meeting. She highlighted the various projects for each year FY 2022 to FY 2026. Discussion and clarification of projects occurred.

PROJECT UPDATES

Recreation Committee members were provided with the project listing. Vice Chair Victoria Mattox asked if there were any questions for staff.

Councilman George asked about trail signage. David Garrett, Public Works Director and Assistant Manager Owens will be working on a wayfinding plan for all of the trails to include the necessary signs in the VDOT right-of-way on Bedford Avenue.

Councilman George asked if there was any way to have the area at Green Hill Cemetery paved so that those using the trail had a nice place to park. Mr. Garrett noted that if Council wished to do so this could

be possible, but that come of the materials currently stored in the area in question were slated for use on the trails. Councilman George also asked if the mausoleum could be pressure washed. Mr. Garrett already has this on the project listing for public works.

Councilman George asked when the pedestrian bridge would be installed on the natural trail. Mr. Garrett answered that from his last information, it would be some time in June that it would be delivered but that bridge abutments would need to be installed first. Mr. Garrett has already been working with engineers to get a design and construction plan completed.

NEW BUSINESS

Assistant Manager Owens asked if there was a formal recommendation from the Recreation Committee to the Town Council related the shade sails that could potentially be placed at Bedford and Leonard Coleman parks. There is nothing budgeted in the current or upcoming CIP budgets and the cost is approximately \$10,000 for two.

Councilman Tim George made a motion, seconded by Rev. Ed Soto. The voting was as follows:

Councilman Tim George	Yes
Rev. Ed Soto	Yes
Vice Chair Victoria Mattox	Yes

Rev. Ed Soto inquired as to why the English Park Entrance project was not included in the CIP information that was provided to the Committee. Assistant Manager Owens noted that Town Council had removed it and had asked for some alternatives to cleaning up around the existing signage closer to the Booker Building.

MATTERS FROM STAFF

There were no additional matters from staff to discuss.

MATTERS FROM COMMITTEE MEMBERS

Vice Chair Victoria Mattox thanked staff for their repair of the swing at Bedford Park. She did note also that there appeared to be a section of fencing missing.

Councilman Tim George asked if there would be a potential for grills to be installed at the overlook on Eagle Trail. There are no plans for this at this time.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 6:08 p.m.

FY 2021 - Capital Improvement Projects - Status Report

COUNCIL CIP

	Project	Status	Comments
CO	Meeting Software	In process	Estimated "go live" date is June 2021

ADMINISTRATION CIP

ADM	Website Redesign	In process	Estimated "go live" date is July 1, 2021
ADM	Replacement of IBM Printer	Complete	
ADM	Replacement of Main Network Server	Complete	

AVOCA CIP

AV	Rewire Electrical Lines	Complete	
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ACTS (TRANSIT)

ACTS	Mobile Radio System	In process	Delayed due to change from mini-trolley to BOC vehicle; will be installed when BOC is delivered
ACTS	Replacement of Existing BOC	In process	BOC vehicle has been ordered; delivery is 3 to 4 months. Delayed due to DRPT approval of 6 year CIP and the desire of Council for a mini-trolley as an option; due to cost - BOC was requested

POLICE DEPARTMENT CIP

PD	Replacement of Body Cameras	Complete	
PD	Transition from .40 cal Glock to 9mm Glock	Complete	
PD	Vehicle - New	Complete	

PUBLIC WORKS CIP

PW	Replacement of Solid Waste Cans	Complete	
PW	Replace Bucket Truck	Complete	
PW	Replace Tractor Mower	Complete	
PW	Purchase 15 Foot Flex Wing Rotary Cutter	Complete	
PW	Replace Rotary Lift	In process	Lift has been ordered and electrician completed preparation work on May 4, 2021
PW	Street Light Upgrades to LED heads/bulbs	Ongoing	18 have been installed - 25 is goal and should be met by end of FY
PW	Sidewalk, curb, gutter and drainage	Ongoing	
PW	Purchase New Message Board	Complete	
PW	Update Fuel System to Windows 10	Postponed	This project will not be done in FY 2021 - the initial estimate was for only one component of the system; full project has been moved to FY 2026 for complete system replacement
PW	Removal of Oil Tank	Complete	
PW	Repainting of Train Station and Caboose	In process	Completion in May 2021
PW	Repainting of Booker Building (inside and outside)	Postponed	This project will not be done in FY 2021 - the flooring project has not been completed (scheduled for late May 2021) and was included in FY 2022 CIP

PW	Replacement of Street Sweeper	Funding Earmarked/Discussion by TC	Currently only setting aside funds for future allocation and purchase of new street sweeper; discussion at Town Council related to repair versus replacement - will be half from General Fund and half from Highway Fund
PW	Replacement of 3/4 ton pick up	Funding Earmarked	Currently only setting aside funds for future allocation and purchase of new vehicle - Will be from General Fund
PW	Replacement of 3/4 ton pick up with Utility body	Funding Earmarked	Currently only setting aside funds for future allocation and purchase of new vehicle - Will be from General Fund
PW	Replacement of 1/2 ton pick up	Funding Earmarked	Currently only setting aside funds for future allocation and purchase of new vehicle - Will be from General Fund
PW	Replacement of Knuckleboom	Funding Earmarked/Discussion by TC	Currently only setting aside funds for future allocation and purchase of new knuckleboom; discussion at Town Council related to repair versus replacement - will be from General Fund
PW	Replacement of Garbage Truck	Funding Earmarked	Currently only setting aside funds for future allocation and purchase of new vehicle - will be from General Fund
PW	Replacement of 1 Ton Dump Truck	Funding Earmarked	Currently only setting aside funds for future allocation and purchase of new vehicle - will be from Highway Funds
PW	Replacement of 2010 Pickup Truck	Funding Earmarked	Currently only setting aside funds for future allocation and purchase of new vehicle - will be half from General Fund and half from Highway Funds
PW	Replacement of 2012 1 Ton Dump Truck	Funding Earmarked	Currently only setting aside funds for future allocation and purchase of new vehicle - will be from General Fund

PARKS & RECREATION CIP

P&R	Gateway Park Shade Sail Replacement	Completed	
P&R	English Park - Large Field Improvements - Phase I	Completed	Parking lots paved and fields re-seeded
P&R	Overlook Improvements	Completed	Await chairs to be added; picnic tables in place
P&R	Walking/biking Trail Connection to Lane Access Rd	Design completed 11/2020	Construction included in FY 2022 CIP
P&R	Improve Entrance to English Park	Design completed 11/2020	Per Council Discussion - construction for this item is not included in upcoming FY 2022 - 2026 CIP
P&R	Boat Parking & Circulation Improvements	Design completed 11/2020	Per Council Discussion - construction for this item is not included in upcoming FY 2022 - 2026 CIP
P&R	Picnic Table Replacement	Completed	18 tables were received and distributed
P&R	Passive Trails	In process	Bridge has been ordered; await design and construction of abutments; trails are mowed for use.

ECONOMIC DEVELOPMENT CIP

ED	Spark Innovation Center	In process/Funding Earmarked	Estimated opening spring 2022
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Additional Projects not in FY 2021 - but requested by Council

P&R	Shreve Park bridge – carryover from FY2020		Staff continues to consider the best way to provide a crossing for pedestrians and emergency service vehicles. At the February Town Council Work Session it was discussed that Councilman Higginbotham would be designing the bridge.
P&R	Trail connector – Eagle Trail to Greenhill Connector	In process	The weather has hindered efforts to put in the connector. Work will be done as weather permits. Staff will provide an update on when work will begin. David Garrett, Public Works Director has been attempting to address drainage issues on the trail due to excessive rains in 2020/2021.
P&R	John Mosley Memorial Park Pavilion and Shade Sail	Complete	This was a request from Council. The pavilion has been completed, shade sails installed and the additional sidewalks are complete. The park was dedicated on April 18, 2021.
P&R	Dalton's Landing Canoe Launch	In process	Substantial Completion date is May 17; hope to have soft opening with a more formal ribbon cutting with supporting individuals and agencies represented
CD/P&R	Shoreline Stabilization - English Park		Awaiting potential grant award of \$1.4M for shoreline stabilization; FY 2022 CIP has \$100,000 for river access/stabilization at the picnic area and at boat ramp

UTILITIES (WATER) CIP

	Project	Status	Comments
UT(W)	Tank Maintenance	Completed	Completed for FY 2021 (maintenance occurs annually)
UT(W)	Waterline Replacement Projects - McMinnis WL	In Process	Had Kick off Meeting and Notice to Proceed was Issued 5/3/2021
UT(W)	Filter Improvements	In Process	Awaiting VDH Approval - Hope to put to bid June 1, 2021
UT(W)	Emergency Power(pump station/springs)	In Process	Prebid for rebid was 4/28/2021 Bids due 5/18/2021 At 3:00 PM
UT(W)	Chemical Pump Replacement	Completed	
UT(W)	Sedimentation and Solids Handling	Postponed	Design moved to FY 2023 with construction in subsequent years
UT(W)	SCADA for Springs	In Process	Design Underway 5/20/2021

UTILITIES (SEWER) CIP

	Project	Status	Comments
UT(WW)	Return sludge impeller	In Process	On schedule to be installed before July 1, 2021
UT(WW)	40 hp pump replacement	Complete	
UT(WW)	WWTP Electrical Upgrade	In Process	
UT(WW)	Sewer Line Root Removal	Ongoing	75% Complete for FY 2021
UT(WW)	Sewer Line Replacement/Rehab	In Process	Riverview Complete Lynch Mill Design 95% - Construction postponed
UT(WW)	Aeration Rehab	Postponed	Postponed to FY 2022
UT(WW)	Replace Press Hydraulic Ram	Complete	New ram has been received; will install when necessary
UT(WW)	60 hp digester blower	Complete	